

City of Lowell  
Department of Planning and Development  
Lowell Lead Abatement Program  
50 Arcand Drive  
Lowell, MA 01852

Dear Homeowner:

Enclosed you will find our application materials. Please note that our Intake Specialist, Ed Alcantara, at Merrimack Valley Housing Partnership, will work closely with you and/or your tenants on the application process. **Ed can be reached at 978-459-8490.**

***Program Guidelines:***

1. We serve only low-to-moderate income families (income guidelines enclosed).
2. We can delead vacant units as long as you give preference in renting them afterwards to low income families with a child under age 6.
3. We offer 0% interest, 3-year forgivable loans. This means the loan will be discharged at the end of three years as long as owner rents to low income families.
4. You will be required to pay a "matching fee". See "Terms of Loans" document included.
5. **You may be eligible for up to \$1500 per unit in a state tax credit for the deleading – your tax preparer will know how to handle this using "Schedule LP."**
6. Occupants will not be able to remain in the unit during deleading. Please refer to the application regarding relocation options.

***Approximate timeline:***

1. Completion of Owner's Application – 1-2 days
2. Completion of Tenant's Application – 1-2 weeks
3. Initial Inspection – up to 1 week to schedule, conduct and submit report
4. Scope of Work is written by project manager – up to 1 week
5. Contractors walk thru and bid submission – up to two weeks
6. Contractor selection, lowest bidder required – 1 day
7. Contract written and signed between Owner and Contractor – up to 1 week
8. Mandatory 10 day wait period – required by the state unless the unit is vacant
9. Deleading begins – 1-2 weeks to complete
10. Clearance inspection – 1-3 days

Thank You! Please feel free to contact me at 978-674-1409 if you have any questions.

Sincerely,



Toni Snow  
Program Manager