**Program Guidelines**

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1. The Emergency Home Modification Program (EHMP) provides home modifications at no cost to eligible individuals. The Center for Disability Empowerment (CDE) coordinates the EHMP activities.
2. Construction will not begin on the project(s) until:
   1. The Landlord/Property Owner Request for Reasonable Modification Form has been completed, signed, dated and submitted to CDE.
   2. The drawings for the project(s) have been reviewed, signed and dated by the individual receiving the home modification (Participant) and the respective Landlord/ Property Owner.
3. CDE assigns licensed and bonded contractors (Contractor) to perform all work required to complete the project(s).
4. The Contractor will only construct the project(s) approved by CDE and agreed upon by the Participant and the Landlord/ Property Owner (if applicable).
5. If required, the Contractor will submit the project drawings to the authority with jurisdiction over any permit process. Once approved by the authority, no changes to the project drawings will be made.
6. The Contractor will construct the home modification(s) in accordance with the technical guidance found within Ohio’s Residential Building Code. The Contractor will follow the 2010 ADA Standards for Accessible Design to the maximum extent feasible.
7. CDE is not responsible for general upkeep of any home modification while in use by the participant.
8. CDE is not obligated to repair, replace, or alter the finished home modifications under any circumstances.
9. Upon the termination of the EHMP by the State of Ohio or CDE, the Guidelines above will no longer be applicable.

**Applications should be returned to:**

**The Center for Disability Empowerment**

**Attn. Rich Wagner**

**510 E. North Broadway**

**Columbus, OH 43214**

**614-575-8055**

**RWagner@DisabilityEmpowerment.net**