

HARP - Home Assistance Repair Program

REQUEST FOR WORK

Today's Date _____

Homeowner's Name _____

Address _____

Phone _____

Email _____

WORK REQUESTED (no more than 3 items per request, please)

Request Process

After you have submitted a Request for Work form the following steps will take place:

- Your form will be reviewed. If additional information is needed you will be contacted by phone.
- The scope of work for your project will be determined and the Intake Coordinator will contact you to schedule a convenient time to assess the work to be performed.
- Necessary supplies and volunteer workers will be obtained.
- Work will be completed within 30 days of the work-assigned date.
- Upon completion of the work, you will be given a survey card to make comments on work done.

Questions? Please contact Jennifer Furlong - 248.581.2712 or hwcares@hwmi.org