

HOME RETRO PROGRAM  
**SCREENING WORKSHEET**

**ALPHA ONE**  
125 Main Street  
South Portland, ME 04106  
(800) 640-7200

Intake Worker Name: \_\_\_\_\_  
Intake Worker Telephone: \_\_\_\_\_  
Intake Worker Email: \_\_\_\_\_

APPLICANT: \_\_\_\_\_  
PROPERTY: \_\_\_\_\_

**FILE DOCUMENTS**

ISSUES WITH DOCUMENTS/ACTIONS TAKEN

APPLICATION \_\_\_\_\_

PROPERTY DEED \_\_\_\_\_

BILL OF SALE \_\_\_\_\_  
(Mobile Home on Rental Lot)

PROOF OF INCOME \_\_\_\_\_

PROOF OF ASSETS \_\_\_\_\_

REAL ESTATE TAX BILL \_\_\_\_\_

**INCOME ELIGIBILITY**

# IN HOUSEHOLD \_\_\_\_\_ MAX ALLOWABLE \_\_\_\_\_

TOTAL HOUSEHOLD INCOME \$ \_\_\_\_\_ ANNUAL INCOME \$ \_\_\_\_\_

ELIGIBLE?    YES    NO            % AMI:        30%        30% - 50%        50% - 80%

COMMENTS \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Intake Worker \_\_\_\_\_ Date: \_\_\_\_\_