

# Na Hale O Maui Community Land Trust (NHOM) Eligible Capital Improvement (ECI) Application

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address of Property: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Scope/Description of Proposed Improvement (including timeline): \_\_\_\_\_

Estimated Work Start Date: \_\_\_\_\_ Estimated Work Completion Date: \_\_\_\_\_

Contact NHOM staff to schedule a walk-through; this is part of the improvement approval process.

**Building Permits:** Building Permits are applied for in person at Public Works – Building Permit Office, 250 South High St., Kalana Pakui Bldg, 1<sup>st</sup> floor, Wailuku, HI 96793. Phone: 808-270-7250

Permit(s) applied for: \_\_\_\_\_ Permit(s) received: \_\_\_\_\_  
(date) (date)

**STEP 1. Items needed to *begin* application process to receive preliminary approval (please attach):**  
NHOM staff will review your ECI application once all of the below items are received.

- \_\_\_ Copy of Homeowners Association's Letter of Approval/ Sign-off
- \_\_\_ Copy of Building Permit Application / Electrical Permit Application
- \_\_\_ Detailed Improvement Plans
- \_\_\_ List of Itemized Costs/Contractor's Bid (two bids required if doing energy efficiency and/or accessibility work)
- \_\_\_ Provide a Statement on how project will be funded, home/land cannot be used as security for the loan

**STEP 2. Items needed *after* preliminary approval and *before* work begins (please attach):**  
If your project meets the definition of an ECI and all of the below items are complete, NHOM will issue you a Project Start Letter.

- \_\_\_ Bid which will be used
- \_\_\_ Building Permit / Electrical Permit
- \_\_\_ NHOM walk-through

**If you begin work before receiving approval from NHOM, you will not receive ECI credit for your improvement.**

I hereby authorize Na Hale O Maui to release my ECI Application to my Homeowners' Association, if applicable.

Homeowner signature: \_\_\_\_\_ Date: \_\_\_\_\_

[12/11/2014]

Na Hale O Maui  
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