

The Brazoria County Hazard Mitigation Grant Program

Residential Elevations & Reconstructions

Introduction

The Hazard Mitigation Grant Program (HMGP) is a federal program funded, in part, by the Federal Emergency Management Agency (FEMA). The goal of this program is to reduce or eliminate long-term risk for people and property affected by natural disasters.

The hazard mitigation activities that Brazoria County offers are residential home elevations and reconstructions.

Through the Brazoria County HMGP, homeowners will only pay a fraction of the cost of elevating or reconstructing their home. In general, the federal government will pay 75% of eligible costs; this may vary from house to house and from elevations to reconstructions. In addition to the financial benefit of the Brazoria County HMGP, project participants may receive the following benefits:

- Reduced risk of future damage
- lower insurance premiums
- increased property value

Frequently Asked Questions (FAQ)

Question: Why is Brazoria County offering this program?

Answer: In response to the Presidential Disaster Declaration after Hurricane Harvey, Brazoria County wanted to provide assistance to people affected by flooding events. Brazoria County worked with GrantWorks, Inc. to submit applications to the Texas Department of Emergency Management (TDEM) and FEMA for funding through the HMGP.

Question: What is included in the grant?

Answer: The purpose of this grant program is to elevate or reconstruct homes to reduce the risk of loss of life and property from future disasters. If a cost is necessary to achieve that it is considered grant eligible. Unfortunately, aesthetic features or renovations that are not structural in nature are not covered under the grant as they are not necessary to achieve mitigation.

Question: How do I apply to be in the grant?

Answer: To apply to the grant, please complete the application packet (attached) to the best of your ability. Note that the Model Acknowledgement of Conditions Form requires notarization. Return the completed application to HMGP@grantworks.net.

Question: After I apply, am I guaranteed to be admitted to the program?

Answer: No. Eligibility to participate in the program is based on several factors that are evaluated after an application is submitted. Not all homes are eligible to participate in this grant program.

Question: What is the process after I apply?

Answer: If your home meets the eligibility requirements, your home will be included in a grant application that is sent to TDEM and FEMA for review and approval. This may be a lengthy process. Once FEMA approves of the application, you are officially in the grant program and project implementation can begin. There are several steps that homes must go through to complete the project including intake, property assessments, bidding, construction and finally closeout.

Question: How long will it take to get started on my house?

Answer: There is no definitive timeline. Each house progresses through the project differently due to various factors. However, you can expect the entire process to require several months, if not more.

Question: What is my financial responsibility?

Answer: Per the grant, you are required to provide 25% of the cost of the mitigation activity. If your home costs \$100,000.00 total to elevate, you are responsible for providing \$25,000.00. Please note that there may be other factors such as duplication of benefits and cost effectiveness, which can affect the percentage of homeowner contribution.

Question: What if I cannot afford my cost share for the project?

Answer: Homeowners are required to provide the 25% of eligible project costs as part of the project. If you are unable to obtain the funds, it may impact your ability to participate in the grant. However, due to the length of the process, you will have ample time to explore different avenues of funding.

Question: When do I have to provide my portion of the costs?

Answer: Your financial contribution is due at contract signing.

Question: If I have already started elevating or reconstructing my home, can I still participate in the grant?

Answer: Unfortunately, no. If you have already begun elevating or reconstructing your home, you are ineligible to participate in this grant.

Question: If I have a permanent disability, will the grant provide an accommodation for that?

Answer: If your permanent disability is documented by a medical professional and you provide that documentation, then, yes, you are eligible to receive a disability accommodation through the grant.

Question: What is a duplication of benefits and how may it impact me in this grant?

Answer: A duplication of benefits is when financial assistance from more than one source of funding is received or available for the same intended purpose or activity.

Funds from this grant program cannot be used where your mitigation needs have been or will be met through other financial assistance. If you do have a duplication of benefits, this may change your expected financial contribution.

Question: If I am eligible for Increased Cost of Compliance (ICC) payments, do I have to make a claim for it?

Answer: If you have NFIP Flood Insurance, you may be eligible for Increased Cost of Compliance assistance. If you are eligible for ICC, you must make a claim for it in order to utilize those funds in conjunction with this grant program.

Question: How will my house look after it is elevated or reconstructed?

Answer: Your home will be elevated or reconstructed in a cost-effective manner; however, some design elements can be discussed with contractors. In general, purely aesthetic items, or items that do not serve any structural purpose, are not allowed by the grant and should be taken care of by the owner, privately and after grant closeout.

Notice of Voluntary Interest

(Insert Community Name)
Hazard Mitigation Grant Program
Homeowner Interest Sign-up Sheet and Voluntary Interest Notice

Please complete this form if you are interested in exploring further your options for reducing your flood losses. Signing this does not commit you to any action. Funding under the Hazard Mitigation Grant Program is not guaranteed.

Property Address:

Owner(s) Mailing Address:

Owner(s) Name(s):

Contact Telephone Number:

Contact Email Address:

The local government is required by FEMA to inform you that your participation in this project is voluntary. Neither the *State* nor the *Community* will use its eminent domain authority to acquire the property for open-space purposes if you choose not to participate in a Hazard Mitigation Assistance grant program, or if negotiations fail.

Owner's Signature

Date

Owner's Signature

Date

Owner's Signature

Date

PERMISSION TO ENTER PROPERTY WAIVER

Our records indicate that you have elected to apply for the Federal Emergency Management Agency's (FEMA) Hazard Mitigation Grant Program (HMGP). As part of the application development process, a qualified professional must conduct a rough cost estimate and assess the structure to ensure that implementing the project is technically feasible. Signing and returning this form indicates that you would like Brazoria County to conduct your cost estimates and feasibility assessments and move forward with the application development process.

The purpose of this document is to obtain homeowner consent for Brazoria County staff to enter property located at: _____

The purpose for this site visit is to take exterior structure and property photographs as well as necessary measurements to perform a feasibility study and gather information for cost-estimating and scoping purposes. It is not necessary at this time to enter the home. Once signed and returned, the staff will begin the process of assessing properties.

Property Owner Signature

Witness Signature

Print Name (Property Owner)

Date

Print Name (Witness)

Date

Privacy Act Release

I/We, the undersigned, hereby grant my/our permission for Brazoria County to publish, through public notice, the location of my real property which is being considered for a mitigation project (elevation or reconstruction) by Brazoria County.

This information will be used to notify the public that FEMA and/or HUD, and the State are considering a mitigation action that may include my property under Section 404 of the Stafford Act, as amended, the Hazard Mitigation Assistance Program, and/or HUD programs.

Further, I/we hereby grant FEMA and the State permission to disclose flood insurance coverage and claim information, and information about disaster assistance payments received by me/us, to officials of Brazoria County for the purpose of aiding in their planning and decision-making regarding mitigation or assistance actions affecting my property. This information will be used for this purpose only and will not be made public.

Date

Print Owner's Name

Print Owner's Name

Owner's Signature

Owner's Signature

Street Address of Structure to be Mitigated

City, State, Zip

If applicable:

Flood Insurance Policy Number: _____

Insurance Agent's Phone Number: _____

Insurance Provider/Company Name: _____

DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
DECLARATION AND RELEASE

O.M.B. No. 1660-0002
Expires February 28, 2011

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this data collection is estimated to average 2 minutes per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. This collection of information is required to obtain or retain benefits. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472-3100, Paperwork Reduction Project (1660-0002). **NOTE: Do not send your completed form to this address.**

PRIVACY ACT STATEMENT

AUTHORITY: FEMA collects, uses, maintains, retrieves, and disseminates the records within this system under the authority of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (the Stafford Act), Pub. L. No. 93-288, as amended (42 U.S.C. §§ 5121-5207); 6 U.S.C. §§ 776-77, 795; the Debt Collection Improvement Act of 1996, 31 U.S.C. §§ 3325(d), 7701(c)(1); the Government Performance and Results Act, Pub. L. No. 103-62, as amended; Reorganization Plan No. 3 of 1978; Executive Order 13411, "Improving Assistance for Disaster Victims," August 29, 2006; and Executive Order 12862 "Setting Customer Service Standards," September 11, 2003, as described in this notice.

PRINCIPAL PURPOSE(S): This information is being collected for the primary purpose of determining eligibility and administering financial assistance under a Presidentially-declared disaster. Additionally, information may be reviewed internally within FEMA for quality assurance purposes and used to assess FEMA's customer service to disaster assistance applicants. FEMA collects the social security number (SSN) to verify an applicant's identity and to prevent a duplication of benefits.

ROUTINE USE(S): FEMA may share the personal information of U.S. citizens and lawful permanent residents contained in their disaster assistance files outside of FEMA as generally permitted under 5 U.S.C. § 552a(b) of the Privacy Act of 1974, as amended, including pursuant to routine uses published in DHS/FEMA-008 Disaster Recovery Assistance Files Notice of System of Records, 78 Fed. Reg. 25,282 (Apr.30, 2013) and upon written request, by agreement or as required by law. FEMA may share the personal information of non-citizens, as described in the following Privacy Impact Assessments: DHS/FEMA/PIA-012(a) Disaster Assistance Improvement Plain (DAIP) (Nov. 16, 2012); DHS/FEMA/PIA-027 National Emergency Management Information System - Individual Assistance (NEMIS-IA) Web-based and Client-based Modules (June 29, 2012); DHS/FEMA/PIA-015 Quality Assurance Recording System (Aug. 15, 2014). FEMA may share your personal information with federal, state, tribal, local agencies and voluntary organizations to enable individuals to receive additional disaster assistance, to prevent duplicating your benefits, or for FEMA to recover disaster funds received erroneously, spent inappropriately, or through fraud.

CONSEQUENCES OF FAILURE TO PROVIDE INFORMATION: The disclosure of information, including the SSN, on this form is voluntary; however, failure to provide the information requested may delay or prevent the individual from receiving disaster assistance.

DECLARATION AND RELEASE

In order to be eligible to receive FEMA Disaster Assistance, a member of the household must be a citizen, non-citizen national or qualified alien of the United States. **Please read the form carefully, sign the sheet and return it to the Inspector, and show him/her a current form of photo identification.** Please feel free to consult with an attorney or other immigration expert if you have any questions.

I hereby declare, under penalty of perjury that (check one):

- I am a citizen or non-citizen national of the United States.
- I am a qualified alien of the United States.
- I am the parent or guardian of a minor child who resides with me and who is a citizen, non-citizen national or qualified alien of the United States. Print full name and age of minor child: _____

By my signature I certify that:

- * Only one application has been submitted for my household.
- * All information I have provided regarding my application for FEMA disaster assistance is true and correct to the best of my knowledge.
- * I will return any disaster aid money I received from FEMA or the State if I receive insurance or other money for the same loss, or if I do not use FEMA disaster aid money for the purpose for which it was intended.

I understand that, if I intentionally make false statements or conceal any information in an attempt to obtain disaster aid, it is a violation of federal and State laws, which carry severe criminal and civil penalties, including a fine up to \$250,000, imprisonment, or both (18 U.S.C. §§ 287, 1001, and 3571).

I understand that the information provided regarding my application for FEMA disaster assistance may be subject to sharing within the Department of Homeland Security (DHS) including, but not limited to, the Bureau of Immigration and Customs Enforcement.

I authorize FEMA to verify all information given by me about my property/place of residence, income, employment and dependents in order to determine my eligibility for disaster assistance; and

I authorize all custodians of records of my insurance, employer, any public or private entity, bank financial or credit data service to release information to FEMA and/or the State upon request.

NAME (<i>print</i>)	SIGNATURE	DATE OF BIRTH	DATE SIGNED
INSPECTOR ID #	FEMA APPLICATION #	DISASTER #	
ADDRESS OF DAMAGED PROPERTY	CITY	STATE	ZIP CODE

**Model Acknowledgement of Conditions
For Mitigation of Property in a Special Flood Hazard Area
With FEMA Grant Funds**

Property Owner _____
Street Address _____
City _____, State _____ Zip Code _____
Deed dated _____, Recorded _____
Tax map _____, block _____, parcel _____
Base Flood Elevation at the site is _____ feet (NGVD).
Map Panel Number _____, effective date _____

As a recipient of Federally-funded hazard mitigation assistance under the Hazard Mitigation Grant Program, as authorized by 42 U.S.C. §5170c / Pre-Disaster Mitigation Program, as authorized by 42 U.S.C. §5133 / Flood Mitigation Assistance Program, as authorized by 42 U.S.C. §4104c / Severe Repetitive Loss, as authorized by 42 U.S.C. §4102a, the Property Owner accepts the following conditions:

1. That the Property Owner has insured all structures that will **not** be demolished or relocated out of the SFHA for the above-mentioned property to an amount at least equal to the project cost or to the maximum limit of coverage made available with respect to the particular property, whichever is less, through the National Flood Insurance Program (NFIP), as authorized by 42 U.S.C. §4001 *et seq.*, as long as the Property Owner holds title to the property as required by 42 U.S.C. §4012a.
2. That the Property Owner will maintain all structures on the above-mentioned property in accordance with the flood plain management criteria set forth in Title 44 of the Code of Federal Regulations (CFR) Part 60.3 and Brazoria County Ordinance as long as the Property Owner holds title to the property. These criteria include, but are not limited to, the following measures:
 - i. Enclosed areas below the Base Flood Elevation will only be used for parking of vehicles, limited storage, or access to the building;
 - ii. All interior walls and floors below the Base Flood Elevation will be unfinished or constructed of flood resistant materials;
 - iii. No mechanical, electrical, or plumbing devices will be installed below the Base Flood Elevation; and
 - iv. All enclosed areas below Base Flood Elevation must be equipped with vents permitting the automatic entry and exit of flood water.

For a complete, detailed list of these criteria, see Brazoria County Ordinance attached to this document.

3. The above conditions are binding for the life of the property. To provide notice to subsequent purchasers of these conditions, the Property Owner agrees that the Brazoria County will legally record with the county or appropriate jurisdiction's land

records a notice that includes the name of the current property owner (including book/page reference to record of current title, if readily available), a legal description of the property, and the following notice of flood insurance requirements:

“This property has received Federal hazard mitigation assistance. Federal law requires that flood insurance coverage on this property must be maintained during the life of the property regardless of transfer of ownership of such property. Pursuant to 42 U.S.C. §5154a, failure to maintain flood insurance on this property may prohibit the owner from receiving Federal disaster assistance with respect to this property in the event of a flood disaster. The Property Owner is also required to maintain this property in accordance with the flood plain management criteria of Title 44 of the Code of Federal Regulations Part 60.3 and Brazoria County Ordinance.”

4. Failure to abide by the above conditions may prohibit the Property Owner and/or any subsequent purchasers from receiving Federal disaster assistance with respect to this property in the event of any future flood disasters. If the above conditions are not met, FEMA may recoup the amount of the grant award with respect to the subject property, and the Property Owner may be liable to repay such amounts.

This Agreement shall be binding upon the respective parties' heirs, successors, personal representatives, and assignees.

THE COUNTY OF BRAZORIA

An unincorporated municipal corporation

By: *Joe H. Ripple* Floodplain Administrator
[Name, Title]

of the County of Brazoria

&

[Name of Property Owner]

WITNESSED BY:

[Name of Witness]

[SEAL]

Notary Public