



# NY Rising Housing Recovery Program

## Requesting a Final Inspection

July 21, 2015

### **How do I request a Final Inspection?**

You may request a final inspection by calling your Customer Representative (CR). If you do not know your CR's number, you can call **(855) 697-7263**. If you have construction related questions you may call a Construction TA at **(516) 830-3560**.

### **How do I know when I am ready for a Final Inspection?**

You are ready for a final inspection when all the Program Estimated Cost of Repair (ECR) items have been completed. This includes all repair or reconstruction work plus mandatory elevation. If you opted in for optional mitigation, you must complete both the ECR work and the optional mitigation work before scheduling a final inspection. Please be aware that if the completed work differs from that which was priced in the estimate, your award amount will be adjusted.

### **Can I schedule a final inspection if still completing Optional Measures?**

Optional elevation and bulkhead repairs do not need to be complete before scheduling a final inspection for your home. These items will be separately inspected and closed out.

**All of the following items must be completed prior to scheduling a Final Inspection:**

#### **Construction Work – ECR Scope of Work**

- ALL work identified in the current approved ECR must be completed.
- ALL work identified in change orders, which were approved by the Program, through the submission of "Request for Scope of Work Change" and "6100 forms", (except optional elevation and bulkhead work) must be completed.
- All optional mitigation work (i.e. roof strapping, backflow valves, flood vents, elevation of mechanical systems, securing fuel tanks and flood resistant materials) must be completed.

#### **Documents**

- Certificate of Occupancy or Certificate of Completion documents;
- Pre- and Post-Elevation Certificates and Elevation Permit, if home or mechanicals elevated;
- Lead Based Paint and Asbestos Clearance Test Reports, Waste Manifests, and Assessment Report, if applicable;
- If your home was demolished and reconstructed, you must provide the "*Extraordinary Site Conditions Certification*."

### **What happens after the final inspection is conducted?**

The Program will review the results of the final inspection and if necessary, adjust the award. Any work that was identified in the ECR but was not completed will be deducted from your award. The file will then go through a closeout file review, where all other program requirements must be reviewed for completeness before issuing the closing documents.