

**Repair.  
Rebuild.  
Reimagine.**



**NY Rising: resilience for our future**

**November 16, 2017**

**NY Rising Applicant Name  
Street Address  
City, State ZIP  
#Applicant ID**

## **FINAL NOTICE OF DEADLINES FOR YOUR FUNDING AND COMPLETION OF YOUR CONSTRUCTION PROJECT**

Dear NAME:

The Governor's Office of Storm Recovery's (GOSR) NY Rising Housing Recovery Program ("Program") is funded by the United States Department of Housing and Urban Development (HUD) and as such, Program administration and timing are bound by federal regulations. The Program includes the NY Rising Homeowner Program ("Single-Family Housing"), the NY Rising Rental Property Program, Affordable Rental Opportunity (ARO), and the Interim Mortgage Assistance (IMA) Program. You are receiving this letter because the Program determined that you have not completed one or more of your projects and/ or are not fully closed out of the Program. In order to retain your funding and close out of the Program, you must meet milestones detailed in the chart on page 2.

The Program issued its first set of deadlines in 2016 in the [Notice of Deadlines for your Funding](#). Because Program-funded projects must be completed in a timely manner in order to comply with federal guidelines, the Program is now issuing a final set of deadlines that must be met in order for you to remain eligible for funding.

### ***You must meet these deadlines to retain your Program Award.***

As indicated in the grant agreements that you signed, you are required to complete the scope of work identified in your inspection report ("Estimated Cost of Repair (ECR)") as defined in your Award Letter. Your award was granted to assist you in performing the work in your inspection report and must result in the restoration of your home to a code-compliant condition established by a Program-conducted final inspection. If you fail to perform all work identified in your inspection report by the deadlines set forth in this letter, you will be required to repay your entire award.

#### **Notice of Deadlines**

Name: «PAYEE\_NAME1»

Page:  
1/3

Case#: «AppID»



## Announcement of Deadlines

DATE	DEADLINE & NEXT STEPS
<b>HOME REPAIR:</b> for applicants with an ECR award under section 1.a of the award letter	
<b>June 1, 2018</b>	You must schedule an <b>INTERIM OR MIDPOINT INSPECTION</b> to confirm that your home repair project is in progress.
<b>December 31, 2018</b>	You must schedule a <b>FINAL INSPECTION</b> to confirm that your home repair project is complete.
<b>April 1, 2019</b>	You must complete the <b>CLOSEOUT PROCESS</b> detailed in the Closeout and Final Payment Guidance FAQ.
<b>MANDATORY ELEVATION:</b> for applicants with a Required Elevation ECR award under section 1.b of the award letter	
<b>March 1, 2018</b>	You must schedule a <b>RISK ASSESSMENT OR SURVEY</b> to identify all environmental site hazards impacting your project.
<b>April 1, 2018</b>	You must submit all <b>ELEVATION DESIGN DOCUMENTS</b> (elevation pre-cert, along with plans/permits) for your project. (If you are requesting any changes to the scope of work outlined in your award, you must submit all construction clarifications.)
<b>September 1, 2018</b>	You must schedule an <b>INTERIM OR MIDPOINT INSPECTION</b> to confirm that your elevation project is in progress.
<b>June 1, 2019</b>	You must schedule a <b>FINAL INSPECTION</b> to confirm that your elevation project is complete.
<b>December 31, 2019</b>	You must complete the <b>CLOSEOUT PROCESS</b> detailed in the Closeout and Final Payment Guidance FAQ.
<b>OPTIONAL ELEVATION:</b> for applicants with an Optional Elevation ECR award under section 1.b of the award letter and who met the terms of the June 12, 2017 letter	
<b>March 1, 2018</b>	You must schedule a <b>RISK ASSESSMENT OR SURVEY</b> to identify all environmental site hazards impacting your project.
<b>June 1, 2018</b>	You must schedule an <b>INTERIM OR MIDPOINT INSPECTION</b> to confirm that your elevation project is in progress.
<b>December 31, 2018</b>	You must schedule a <b>FINAL INSPECTION</b> to confirm that your elevation project is complete.
<b>April 1, 2019</b>	You must complete the <b>CLOSEOUT PROCESS</b> detailed in the Closeout and Final Payment Guidance FAQ.
<b>RECONSTRUCTION:</b> for applicants with a Required Elevation ECR award under section 1.b of the award letter and with an award for extraordinary site conditions under 3.c	
<b>September 1, 2018</b>	You must schedule an <b>INTERIM OR MIDPOINT INSPECTION</b> to confirm that your reconstruction project is in progress.
<b>June 1, 2019</b>	You must schedule a <b>FINAL INSPECTION</b> to confirm that your reconstruction project is complete.
<b>December 31, 2019</b>	You must complete the <b>CLOSEOUT PROCESS</b> detailed in the Closeout and Final Payment Guidance FAQ.
<b>OPTIONAL BULKHEAD:</b> for applicants with an Optional Bulkhead award under section 1.c	
<b>December 31, 2017</b>	You must submit a DEC permit for your project. (If you are requesting any changes to the scope of work outlined in your award, you must submit all construction clarifications.)
<b>June 1, 2018</b>	You must schedule an <b>INTERIM OR MIDPOINT INSPECTION</b> to confirm that your bulkhead project is in progress.
<b>September 1, 2018</b>	You must schedule a <b>FINAL INSPECTION</b> to confirm that your bulkhead project is complete.
<b>December 31, 2018</b>	You must complete the <b>CLOSEOUT PROCESS</b> detailed in the Closeout and Final Payment Guidance FAQ.
<b>INTERIM MORTGAGE ASSISTANCE</b> for applicants who participate in the IMA Program	
<b>June 1, 2018</b>	You must <b>COMPLETE YOUR APPLICATION</b> to the IMA Program.
<b>December 2018</b>	You must <b>REOCCUPY YOUR HOME</b> . Mortgage payments after December 2018 will not be reimbursed.
<b>ENVIRONMENTAL CLEARANCE:</b> determined by risk assessment	
<b>Varies</b>	You must pass an environmental clearance inspection <b>within 60 days</b> of the final inspection on your repair project. If eligible, you <i>may</i> use a GOSR-provided contractor.
	You must address all identified environmental hazards <b>within 90 days</b> of a failed environmental inspection. If eligible, you <i>may</i> use a GOSR-provided contractor at your discretion.

### Notice of Deadlines

Name: «PAYEE\_NAME1»

Page:  
2/3

Case#: «AppID»

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Please review the deadlines outlined in the Announcement of Final Deadlines for Single-Family, Rental, ARO, and IMA on page 2. Upon review, please contact your case representative or call **1-844-9NYRISING** if you need advice or assistance in meeting these deadlines. Below are key steps that the Program recommends that you take:

1. **UNDERSTAND YOUR AWARD AND YOUR DEADLINES:** If you have any questions about what deadlines apply or whether you are mandatory or optional elevation, please contact your case representative or call 1-844-9NYRISING. The customer representative will review your award letter with you and explain your specific deadlines. More information about your individual award can be found in our [Understanding Repair/Reconstruction Awards](#) FAQ and our [Fact Sheet on Optional Items](#).
2. **SCHEDULE AN INTERIM OR MIDPOINT INSPECTION:** If you started your project, please call the Program to schedule an interim or midpoint inspection by calling your case representative or 1-844-9NYRISING. A successful interim or midpoint inspection may result in an additional advance of your award to help you complete your project. More information about scheduling an interim or midpoint inspection can be found in our [Interim & Midpoint Payments](#) FAQ.
3. **SCHEDULE A FINAL INSPECTION:** If you have already finished your **repair or optional** project, please call your case representative or 1-844-9NYRISING to schedule a final inspection. More information about scheduling a final site visit can be found in our [Requesting a Final Inspection](#) FAQ.
4. **CLOSEOUT OF THE PROGRAM:** If you have already finished your repair or optional project and have passed a final inspection, please call your case representative or 1-844-9NYRISING to complete closeout requirements. Details and more information about closeout requirements can be found in our [Closeout and Final Payment Guidance](#) FAQ.
5. **PICK UP YOUR CHECK:** If you have signed a final grant agreement or if the Program has contacted you to sign a final grant agreement, please call 1-844-9NYRISING to arrange a time to execute your grant agreement or to simply pick up your final check.
6. **RETURN FUNDS:** If you no longer wish to participate in the NY Rising Program and you do not wish to complete your project, please contact 1-844-9NYRISING to return program funding. More information about the return of program funding can be found in our [Repaying Funds to NY Rising](#) FAQ.

GOSR's comprehensive portfolio of NY Rising programs aims to reimagine New York in a stronger, more resilient way. We thank you for helping us realize this mission through the construction projects you are undertaking on your property. We offer our assistance to the fullest extent possible and look forward to helping you complete this important process in the year ahead.

Sincerely,

The NY Rising Team

## Notice of Deadlines

Name: «PAYEE\_NAME1»

Page:  
3/3

Case#: «AppID»