



ANDREW M. CUOMO
Governor

NY Rising Housing Program

Preparing for Interim/Midpoint Payment

December 20, 2017

NY Rising Housing Program (applies to all Programs)

The NY Rising Housing Program offers applicants who have made substantial progress on their repair, reconstruction, elevation, or mitigation project the chance to receive additional funds to complete the remaining scope of work. Applicants in the NY Rising Single Family Homeowner Program receive interim payments, while NY Rising Rental Property Program applicants receive midpoint payments. In order to receive your interim or midpoint payment, you must take the following actions:

1. Request an interim/midpoint inspection through your Customer Representative. You are eligible for an interim/midpoint inspection and payment when construction has substantially started on your Property.
 - If your interim/midpoint payment does not exceed \$10,000, you are not required to schedule an inspection in order to receive payment.
 - Please note that if the property is inspected and it is found that work has not started on your Property, you may be charged for the cost of the inspection.
2. Clear any Anti-Fraud, Waste and Abuse holds. If there is a hold on your application because all applicants did not pass the Anti-Fraud, Waste and Abuse check, your Customer Representative will explain what is required in order to clear that hold. You must provide the required paperwork before you can receive your mid-point payment.
3. Submit all required Income Verification forms, which can be found here:
 - If you reside in the property you own, you must submit an Income Verification Form for all members of your household over the age of 18.
 - If you are a rental property owner, you must submit an Income Verification Form for all tenants over the age of 18.
4. Submit all required Income Certification forms, which can be found here:
 - If you reside in the property you own, you must submit an Income Certification Form for your household.
 - If you are a rental property owner, you must submit an Income Certification Form for each tenant household.
5. Submit an SBA Home or SBA Business Loan History Form, if applicable. This form is only applicable if you have an SBA Home or Business Loan and you did not draw the full amount of funds made available to you. If you believe that drawing the full loan made available to you will be a cost burden, you should submit the applicable Loan History Form.
 - The SBA Home Loan History Form can be accessed here:
http://stormrecovery.ny.gov/sites/default/files/uploads/sba_loan_history_form_1_2.



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- [pdf](#)
- The SBA Business Loan History Form can be accessed here:
http://stormrecovery.ny.gov/sites/default/files/uploads/sba_business_loan_history_form_final.pdf
6. If you have a reimbursement award, also known as an Allowable Activities (AA) award, submit your Construction Contract or other applicable proof of construction date. In order to be eligible for an AA award, you must provide proof that you incurred construction costs prior to application to the Program.
 7. If you received your first payment after December 19, 2016, you may be required to provide a signed contract or evidence of costs incurred, in order to receive an interim/midpoint payment. Your total award will be adjusted to reflect the actual costs incurred based on contract documents.
 8. Submit the Uniform Relocation Act Verification Form, where applicable. If you own an occupied rental unit, you must complete the URA Verification Form for each unit on your property. On this form, you will need to state whether your tenant(s) will need to be displaced during construction. This form is required in order to provide relocation assistance to any tenants that will need to be relocated during the construction period.
 - The URA Verification Form can be accessed here:
http://stormrecovery.ny.gov/sites/default/files/uploads/form_ura_verification-no_letter_20150507.pdf
 9. If you own a property that contains 8 or more rental units, you submit your Construction Contract with a Construction Contract Rider and HUD Construction Contract Appendices attached. The Construction Contract Rider and the HUD Construction Contract Appendices are intended to ensure compliance with Federal Davis-Bacon law.
 - The Construction Contract Rider can be found accessed here:
http://stormrecovery.ny.gov/sites/default/files/uploads/construction_contractors_rider_final.pdf
 - The HUD Construction Contract Appendices can be accessed here:
http://stormrecovery.ny.gov/sites/default/files/uploads/hud_construction_contract_appendices.pdf
 10. If your property tested positive for lead, asbestos, or radon, submit an acknowledgement form stating that you understand that all required environmental remediation must be completed prior to the start of repair work on the affected area.
 - The Lead Acknowledgement Form can be accessed here:
http://stormrecovery.ny.gov/sites/default/files/uploads/lead_remediation_acknowledged_form_final_01202015.pdf
 - The Asbestos Acknowledgement Form can be accessed here:
http://stormrecovery.ny.gov/sites/default/files/uploads/asbestos_remediation_acknowledged_form_final_01202015.pdf
 - The Radon Acknowledgement Form can be accessed here:
http://stormrecovery.ny.gov/sites/default/files/uploads/radon_remediation_acknowledged_form_final_01202015.pdf



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[d form final 01202015.pdf](#)

11. If your property is in the 100-year floodplain, you are required to keep the property covered by flood insurance. Furthermore, you are required to notify ALL subsequent buyers of the requirement to maintain flood insurance. This will be done via a flood insurance restrictive covenant that will need to be signed and notarized prior to final payment.

If you do not have access to the internet, your Customer Representative can also provide you with the necessary forms. In addition, please contact your Customer Representative if you are unsure which forms are still outstanding for your application or if you have any additional questions. If you do not have your Customer Representative's number, you may call (855) 697-7263.