



ANDREW M. CUOMO
Governor

NY Rising Manufactured Home Community Resiliency Program

Next Steps to Receive Your Award

February 27, 2018

NY Rising Manufactured Home Community Resiliency (MHCR) Program

The MHCR Program will assist all eligible households currently residing in Ba Mar and owners of mobile/manufactured homes currently in Ba Mar who choose to move out of the community. Eligible applicants may agree to participate in one of the three assistance options offered by the Program:

- Manufactured Home Replacement Assistance
- Homeownership Assistance
- Rental Assistance

Upon selection of an assistance option, the Program will perform an additional review of your application to confirm that you are eligible for your elected assistance option. **You should confirm your eligibility for an assistance option prior to seeking a place to relocate.** This document outlines what is required from you in order to receive your award for each assistance option.

NOTE: The Manufactured Home Community Resiliency Program is no longer available to new applicants of June 1, 2017.

MANUFACTURED HOME REPLACEMENT ASSISTANCE

1. You must select a manufactured home (MHU) from a New York State-certified retailer/installer and rent/purchase an eligible site to locate your MHU.
 - **You must relocate to a location within New York state that is outside of the floodplain and no more than 100 miles from the Ba Mar Manufactured Home Community.**
 - **The parcel you relocate to must be compliant with local building code and meet decent, safe, and sanitary standards.**
2. You must submit the lease, deed, or other documentation that demonstrates the right to occupy the property, ensure that the retailer/installer provides the Program with a purchase agreement for a MHU, and demonstrate a readiness to sign said purchase agreement. **The Program will then issue your initial award payment.**
3. The retailer/installer must order a United States Department of Housing and Urban Development-approved (HUD) manufactured home, arrange for installation on the site, connect all of the utilities, and obtain all required permits, as well as a Certificate of Occupancy, if required by your municipality.
4. Once the retailer/installer places your MHU on a code-compliant foundation/pad at the installation site, they must submit an interim payment acknowledgment form. **The Program will**



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then issue your interim award payment.

5. The retailer/installer must fully install the MHU and connect all utilities. The retailer/installer must submit a HUD seal, a Certificate of Occupancy, and all necessary local permits. The Program will conduct a final inspection and issue your final award payment.
6. The Program will arrange for the demolition and removal of your old mobile/manufactured home.

HOMEOWNERSHIP ASSISTANCE

1. You must provide the Program with your income documentation and an acceptable pre-approval from a lending institution.
2. The Program will review your application and confirm that you meet all requirements for participating in Homeownership Assistance.
3. You must confirm to the Program that you have taken the appropriate HUD-certified First Time Homeowners course, if required by your lending institution.
4. You must identify an eligible home you wish to purchase that meets the conditions of the pre-approval.
 - **You must relocate to a location within New York state that is outside of the floodplain and no more than 100 miles from the Ba Mar Manufactured Home Community.**
 - **The home you relocate to must be compliant with local building code and meet decent, safe, and sanitary standards.**
5. You must provide the Program with evidence of a contract of sale for review, along with any necessary information on where to transmit program funding. Upon review, the Program may finalize eligibility and then issue your initial award payment.
6. You must undertake all necessary appraisals and inspections. You may submit evidence of any due diligence expenses, including attorney's fees and contract costs. The Program may then issue your interim award payment.
7. You must provide the Program with updated information on where to transmit program funding, an estimate of closing costs, and the Closing Disclosure and Loan Estimate forms. The Program will conduct a final inspection and issue your final award payment.
8. You must complete the closing settlement of your real estate transaction.
9. The Program will arrange for the demolition and removal of your old mobile/manufactured home.



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RENTAL ASSISTANCE

1. You must identify an eligible rental unit and provide an acceptable lease or rental agreement that contains a Warranty of Habitability. **The lease must be for a term of at least twelve months.** The Program will then issue your initial award payment.
 - **You must relocate to a location within New York state that is outside of the floodplain and no more than 100 miles from the Ba Mar Manufactured Home Community.**
 - **The home you relocate to must be compliant with local building code and meet decent, safe, and sanitary standards.**
2. You must execute the lease or rental agreement and provide it to the Program, demonstrating that you have permanently relocated from Ba Mar. The Program will conduct an inspection prior to issuance of your final award payment.
3. The Program will arrange for the demolition and removal of your old mobile/manufactured home.