

**Repair.  
Rebuild.  
Reimagine.**



**NY Rising: resilience for our future**

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

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

Dear NAME:

The Governor's Office of Storm Recovery (GOSR) operates its NY Rising Rental Properties Program by way of funding made available through the U.S. Department of Housing & Urban Development (HUD). As we strive to distribute this funding as expeditiously as possible, we are writing to notify you about several upcoming deadlines and will be requesting updates on the status of your construction project(s).

*Our goal is to help you to complete your repairs within the year.*

Upon entering the NY Rising Housing Recovery Program, you signed a grant agreement indicating that you would repair any storm-related damage that was recorded in your inspection report, and failure to complete these repairs could cause a decrease in the amount of your award and/ or involuntary withdrawal from the program (requiring a full repayment of any grant funds you received). As such, please let us know whether you will be completing your repairs with your own licensed contractor or withdrawing from the program and repaying the funds you have received. In some special cases, applicants may qualify for additional program-sponsored resources to assist in the recovery from Superstorm Sandy, Hurricane Irene and Tropical Storm Lee. If you would like to discuss your eligibility for this Construction Program, please contact your case representative or call 1-844-9NYRISING.

*The NY Rising Rental Properties Program seeks to promote the timely completion of your construction projects and the establishment of a clear schedule to achieve this work.*

Deadlines for each repair type are captured in the chart that follows.

## **Announcement of Deadlines**

### **Notice of Deadlines**

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PROJECT TYPE	DATE	DEADLINE (SHORT FORM)	NEXT STEPS
RENTAL PROPERTY REPAIR	June 2017	Your rental property rehabilitation must be in progress.	<b>By June 1, 2017</b> , you must request an interim inspection and provide documented evidence of an estimate, contract, and completion schedule with a contractor, <b>OR</b> If eligible, you must use a GOSR-provided contractor.
		You must submit all clarifications for your rental property rehabilitation.	<b>By June 1, 2017</b> , you must submit all clarifications to the Program, <b>OR</b> You must complete the project scope identified in the damage inspection using your existing award, <b>OR</b> If eligible, you must use a GOSR-provided contractor.
	December 2017	You must request a final inspection for your rental property rehabilitation.	<b>By December 31, 2017</b> , you must provide documented evidence of an estimate, contract, and completion schedule with a contractor, <b>OR</b> If eligible, you must use a GOSR-provided contractor.
ELEVATION	November 2016	You must submit a Pre-Cert for Optional Elevation.	<b>By November 15, 2016</b> , you must have submitted an elevation pre-cert, <b>OR</b> You will be withdrawn from the optional elevation program.
	February 2017	You must submit plans and permits for Optional Elevation.	<b>By February 1, 2017</b> , you must have submitted elevation plans and/or permits, <b>OR</b> You will be withdrawn from the optional elevation program.
	April 2017	You must submit a Pre-Cert, Plans, and Permits for Mandatory Elevation.	<b>By April 1, 2017</b> , you must submit elevation plans and/or permits, * <b>OR</b> If eligible, you must use a GOSR-provided contractor.
	June 2017	You must request any changes to the project scope of work for Optional Elevation.	<b>By June 1, 2017</b> , you must submit all clarifications to the Program, <b>OR</b> You must complete the elevation scope using your existing award, or withdraw from the Optional Elevation Program and return your Optional Elevation Award.
	September 2017	Your elevation must be in progress for Optional Elevation.	<b>By September 1, 2017</b> , you must pass an Midpoint Inspection, <b>OR</b> You must withdraw from the Optional Elevation Program and return your Optional Elevation Award.
BULKHEAD	March 2017	You must submit your bulkhead DEC permit.	<b>By March 1, 2017</b> , you must submit a complete DEC bulkhead permit application or you will be withdrawn from the optional bulkhead program.
	December 2017	You must complete your bulkhead project.	<b>By December 31, 2017</b> , you must complete your bulkhead repair project or you will be withdrawn from the optional bulkhead program.
ENVIRONMENTAL CLEARANCE (LEAD, ASBESTOS, RADON)	Varies	You must pass an environmental inspection.	If eligible, you must use a GOSR-provided contractor <b>within 60 days of a final inspection.</b>
		You must address all environmental hazards.	If eligible, you must use a GOSR-provided contractor <b>within 90 days of a failed environmental inspection.</b>

\*Mandatory elevation applicants must complete their elevation project. Failure to complete your elevation project could result in full recapture of your entire program award.

Please notify us **within 15 business days** whether you will meet your specified deadline(s), or if you require assistance meeting the deadline(s) and/or would like to determine if you qualify for GOSR's Construction Program. Specifically:

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1. **IF YOU HAVE ALREADY FINISHED YOUR REPAIRS, SCHEDULE A FINAL SITE INSPECTION:** If you have already finished your repairs, please call your case representative or 1-844-9NYRISING to schedule a final inspection, close your file, and receive your final payment. More information about scheduling a final site visit can be found in our [Requesting a Final Inspection](#) FAQ.
2. **IF YOU KNOW THAT YOU WILL MEET THE DEADLINE, NOTIFY THE PROGRAM OF YOUR PROGRESS:** Even if you are confident that you will meet any relevant deadlines, the program still needs to know the status of your project(s). Call or email your case representative to provide this update, which will then be placed in your file.
3. **IF YOU ANTICIPATE NOT BEING ABLE TO MEET THE DEADLINE, CONTACT GOSR FOR ASSISTANCE:** If you expect that you will be unable to meet applicable deadlines, call our GOSR Call Center at 1-844-9NYRISING to discuss your project and obtain assistance. If you are stuck, or need help for any reason, please know that GOSR cares about your case and would like to hear from you as soon as possible.

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 own rental 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

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