

Repair. Rebuild. Reimagine.



NY Rising: resilience for our future

[Date]

VIA Email or US Mail

[Applicant Name]
[Mailing Address]
[City, State, Zip]

GENERAL INFORMATION NOTICE

[APP ID]
[Damaged Property Address]
[City], [State] [Zip]

Re: NY Rising Housing Recovery Program – URA Notice to Property Owners

Dear Property Owner:

Attached for your information is a sample copy of the General Information Notice (GIN) mailed to all tenant(s) eligible for URA assistance residing in units at the property referenced above. This GIN Notice is required to comply with the rules of the Uniform Relocation Act (URA). The letter explains that if NY Rising-funded activity requires your tenant to temporarily vacate the unit, then the Program will pay for the relocation expense and rental costs of the temporary unit. The Program will provide all necessary resources to comply with URA.

To participate in the NY Rising Housing Program, all Program applicants must comply with URA rules. To determine whether the tenant(s) must be displaced, you or your contractor must complete and return to the Program the **URA Relocation Survey**, attached and also included in your award package. If improvements to your property do not require the tenant(s) to temporarily relocate, then the tenant(s) will receive a **Notice of Non-Displacement** explaining that relocation is unnecessary. If improvements to your property require the tenant(s) to relocate, a Relocation Manager will be assigned to the tenant(s) to make a final determination of URA eligibility, and to assist the tenant(s) throughout the relocation process. The Relocation Manager will assist the tenant(s) to find temporary accommodations for the duration of your construction. Please remember that your construction must be completed no later than one year after the temporary relocation begins, so that the tenant(s) can return to the unit.

If you have any questions regarding this notice or the requirements of URA, please call the **URA Hotline** at (646) 902-1271 or email nysandyhelp.sm.ura@nysandyhelp.ny.gov.

Thank You,

NY Rising Customer Representative Team

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ACKNOWLEDGEMENT RECEIPT OF GENERAL INFORMATION NOTICE FOR RETURN TO NY RISING

[Applicant Name]
[Mailing Address]
[City, State, Zip]

GENERAL INFORMATION NOTICE
[APP ID]
[Damaged Property Address]
[City], [State] [Zip]

Please acknowledge receipt of this letter by signing below and returning it in one of the following ways: via mail using the pre-addressed postage paid envelope provided or via email to nysandyhelp.sm.ura@Nysandyhelp.ny.gov

RE: NY Rising Housing Recovery Program – URA Notice to Property Owners

PLEASE RETURN THIS FORM VIA EMAIL: nysandyhelp.sm.ura@nysandyhelp.ny.gov OR MAIL:

Governor's Office of Storm Recovery
ATTN: URA Specialist
64 Beaver Street, P.O. Box 230
New York, NY 10004

I HEREBY ACKNOWLEDGE RECEIPT OF THIS INFORMATIONAL NOTICE.

Name

Date

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[Date]

Delivered Via Certified US Mail
With Return Receipt

[First Name] [Last Name]

GENERAL INFORMATION NOTICE

RESIDENTIAL TENANT

[APP ID] [Tenant ID]

[Street Number] [Street] [Unit Number] [Street Type]

[City], [State] [Zip]

Re: NY Rising Housing Recovery Program – URA Notice to Tenants

Dear _____:

The New York Rising Housing Program (the Program) is providing assistance to support the rehabilitation or reconstruction of the property you currently occupy as a tenant at (damaged property address). The purpose of this Program is to enable property owners to rehabilitate or reconstruct their homes in the wake of damage brought by Superstorm Sandy, Hurricane Irene, or Tropical Storm Lee. Funding for this Program was provided by the U.S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) Disaster Recovery Program and all expenditures are subject to the Uniform Relocation Act (URA).

The purpose of this notice is to inform you that the Program has a policy of zero involuntary permanent displacement – that is, you should not be required/asked to permanently move away from your residence. However, in order to facilitate the construction including the rehabilitation of your dwelling, you may be required to move temporarily (for up to 12 months). If you are required to move temporarily, you will receive another notice from the Program, confirming that you will NOT be permanently displaced but informing you that you will need to temporarily relocate from the property you occupy. If you are required to move temporarily, the Program will work with you to obtain suitable temporary accommodations and you will be reimbursed for all reasonable out of pocket expenses, including moving costs and any increase in monthly housing costs.

Upon completion of the rehabilitation, you will be able to re-occupy your present apartment or dwelling under reasonable terms and conditions, including one year at a rental rate and average utility costs that do not exceed the rate you are currently paying. If you are confirmed to be a full time tenant with a legal right to occupy your unit, you will be protected by the URA. One of the URA protections for persons temporarily relocated is that such relocations shall not extend beyond one year. If the temporary relocation lasts more than one year, you will be contacted and offered all permanent relocation assistance as a displaced person under the URA. This assistance will be in addition to any assistance you may receive in connection with temporary relocation, and will not be reduced by the amount of any temporary relocation assistance previously provided. You will also have the right to appeal the agency's determination, if you feel that your application for assistance was not properly considered.

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(NOTE: Pursuant to Public Law 105-117, aliens not lawfully present in the United States are not eligible for relocation assistance, unless such ineligibility would result in exceptional hardship to a qualifying spouse, parent, or child. All persons seeking relocation assistance will be required to certify that they are a United States citizen or national, or an alien lawfully present in the United States.)

We urge you not to permanently move away from your unit unless you want to leave the unit of your own free will. You should continue to pay your monthly rent and to comply with your lease terms and conditions as long as you are occupying the unit since failure to pay rent and meet your other obligations as a tenant may be cause for eviction and loss of relocation assistance. Please note that agreeing to relocate to temporary accommodations does not in any way limit your rights to return to the unit on a permanent basis when the rehabilitation is complete.

Please remember:

- ☒ This is not a notice to vacate the premises. You should not move from your dwelling as a result of receiving this notice.**
- ☒ This is not a notice of relocation eligibility.**

You will be contacted soon so that we can provide you with more information about the proposed project and the need (if required) for temporary relocation. We will make every effort to accommodate your needs. In the meantime, if you have any questions about this notice or the proposed project, please contact a Relocation Advisor at (406) 282-3019

Sincerely,
NY Rising Customer Representative Team