North Carolina Emergency Management
Project Grant Application

Section 1
Property Site Inventory (Part 1 of 4)

Note: Please complete and submit a full Property Site Inventory for each structure involved in an acquisition, elevation, or mitigation reconstruction project. This form must be signed by the property owner as participation in the program must be voluntary. NCEM will only accept this form for inclusion in a mitigation project.

Attach tax cards, elevation certificates (if available), proof of flood insurance (if available), and photographs of each property (one photo of each side).

Owner Information

1. Name of Structure Owner (s): _____
2. Name of Property/Land Owner (s): _____
3. Street Address (including city, state, and zip code) or Physical/Legal Location of the damaged property:

   _____
   _____
   _____
   _____

4. Mailing Address (if different from site address):

   _____
   _____
   _____
   _____

5. Contact Phone Number: _____
6. Are you a citizen of the United States? Yes ☐ No ☐
   a. If No, are you a non-citizen national of the United States? Yes ☐ No ☐
   b. Are you a qualified alien of the United States? Yes ☐ No ☐
      (Note: You must provide documentation at time of closing)
7. Have you applied for disaster assistance in the past ten (10) years? Yes ☐ No ☐
   a. If Yes, provide FEMA Registration #: _____
   b. Which disaster(s)? _____
8. Did you have flood insurance on the structure at the time of loss? Yes ☐ No ☐
   a. Was your home determined to be substantially damaged by local officials?
      Yes ☐ No ☐
   b. How many claims have you filed for flood insurance in the past 10 years? _____

c. If you received insurance claim money, how much did you receive? $_____

d. Have you made a claim with your flood insurance agent for Increased Cost of Compliance coverage? Yes ☐ No ☐

e. Flood Insurance Agent/Company: _____

f. Policy Number: _____

9. Are you requesting: ☐ Acquisition "buy-out"
☐ Elevation "house raising"
☐ Mitigation Reconstruction "demo/rebuild"

10. Have you participated or applied for assistance in a previous acquisition, elevation, or mitigation reconstruction program? Yes ☐ No ☐

a. If Yes, when? _____

Section 2
Property Site Inventory (Part 2 of 4)

Structure Information

1. Building Type:

☐1 Story w/o basement ☐ 1 story with basement ☐ Split-level w/o basement

☐Split-level with basement ☐ 2 story w/o basement ☐ 2 story with basement

☐Mobile Home ☐ Duplex/Apartment ☐ Other _____

2. Building Use (At the time of loss):

☐ Owner Occupied ☐ Rental Property ☐ Secondary Residence

☐ Business Property ☐ Public Building ☐ House of Worship

☐ Multi-Family ☐ Other _____

3. Construction Type:

☐ Wood Frame ☐ Concrete Block ☐ Brick☐ Other _____

4. Foundation Type:

   ☐ Slab on Grade ☐ Crawl Space w/Ductwork ☐ Crawl Space w/o Ductwork

   ☐ Piers/Pilings ☐ Basement ☐Other _____

5. Total Square Footage of Structure: _____ Year of Construction: _____
6. Estimated value of the structure: $_____
7. How is wastewater from your home treated? (i.e. Septic system or central sewer system):

   _____

8. How is the home heated (i.e. electric, natural gas, oil or solar)? _____
9. Are there any underground storage tanks located on the property? Yes ☐ No ☐
   a. If yes, please explain the size and usage: _____
10. Is there more than one parcel on the Deed for this structure? Yes ☐ No ☐
11. Are there any additional structures or outbuildings on the property? Be sure to list any mobile homes, outbuildings, storage sheds, detached garages, carports, etc. Please list all structures, even if they are not on the tax card. Please provide pictures if possible.
    Yes ☐ No ☐

    a. If yes, what is the value? $ _____
    b. Total Square Footage of structures, if known: _____
    c. Please provide a description: _____
    d. Are they: Attached ☐ or Detached ☐ Note: Include pictures and proof of purchase if available.

Section 3
Property Site Inventory (Part 3 of 4)

Occupancy Information

1. Was the property owner residing in the property at the time of the loss? Yes ☐ No ☐
   a. Provide the names and relationships of the individual(s) occupying the property at the time of loss.

      _____
      _____
      _____

2. Was the property occupied by the above listed individual(s) for 90 days prior to the disaster?
   Yes ☐ No ☐
3. Is this property currently occupied? Yes ☐ No ☐
   a. If yes, provide the names and relationships of the individual(s) occupying the property currently.

   _____
   _____
   _____

4. If this application involves a Mobile Home, indicate who owns the Mobile Home:

   _____

   a. Who owns the land or the lot the Mobile Home rests on?

      _____

   b. If the Mobile Home is located in a Mobile Home Park, please provide the Park Name and if known, the property owner's name: _____

Damage History

Please list the past damage to the property. Include damages resulting from Presidentially Declared disasters and other storm events. Please be sure to include as much detail as possible as this information will be used to assist with processing this application for assistance.

Event Date or Storm Name	Description of Damages (If flooded, include water depth inside the home)	Cost of Repairs/ Replacement

Section 4
Property Site Inventory (Part 4 of 4)

Statement and Acknowledgement of Voluntary Participation

The County/City certifies that any subsequent acquisition/elevation/mitigation reconstruction of property utilizing hazard mitigation funds are strictly voluntary and powers of eminent domain will not be used.

By signing this survey document, I/we, the undersigned, acknowledge that all information provided is true and correct to the best of my/our knowledge. Completing this application does not imply any additional obligation to participate in any subsequent property acquisition/elevation/mitigation reconstruction program undertaken by the County/City and does not imply any obligation by the County/City to purchase/elevate/reconstruct the above referenced property. The purchase/elevation/mitigation reconstruction of the referenced property is contingent on the State receiving funding from the Federal Emergency Management Agency (FEMA).

By signing this survey document, I/we the undersigned, agree to allow access to my/our property for the purpose of data collection.

Printed Name: _____ Date: _____

Signature: _____

Printed Name: _____ Date: _____

Signature: _____

Please complete if you are not the property owner.

I am not the owner of the above referenced structure/parcel. My interest in this structure/parcel is:

_____
_____
_____

Only property/structure owners and those individuals holding power of attorney for the property are eligible to apply. If the person(s) signing this application are not the deed holder of the above referenced property/structure, please state your interest in the property (i.e. Power of Attorney). Legal proof of this information will be necessary at the time of closing.

Failure to furnish all requested information on this form will result in a delay or removal of your property from consideration for hazard mitigation funding.

Please list all owners of this property:

_____
_____
_____