

Flood Prevention Grant Application Form

Instructions

Please complete all areas as best you can ⁽¹⁾ and return to:	Deadline:
Higher Ground Flood Protection Services, LLC	Must be received
P.O. Box 84380	by Higher Ground
Baton Rouge, LA 70884-4380	on or before (CALL)
Phone: (888) 440-7153; www.NeverFloodAgain.com	

Owner's Mailing Address	Address of Property to be Bought or Elevated
Full Legal Name:	Address:
Address:	City/State/Zip:
City/State/Zip:	Parish:
Phone # (H): () (W) ()	E-Mail Address:

Property Information

Square feet under roof:	Age of structure (Year Built):
Square feet living area:	Size of Lot:
Structure Type: Single Story Two Story	Property Tax ID and Parcel Number:
Structure Type: Residential Multi-Family	Type of Lot: Rural Subdivision
Structural Integrity: Excellent Good Fair Poor	Foundation Type: Slab Crawlspace
Is this your Primary Residence? Yes No	Is this a Secondary Residence (camp/rental)? Yes No
Does this structure have a co-owner: Yes No	Co-Owner's Name:
Phone #:	Address:
Alternate Phone #:	City/State/Zip:

Legal Description (Attach survey or closing documents; if not available, provide lot #, subdivision name):

Lot # and Subdivision Name:
 Name of nearest intersection & distance from it:

Waterbody Information: Is the property within 200 feet of a waterway or body of water? Yes No
 If so, how far are you from it?
 What is the name of the waterbody? Enter "unnamed" if applicable.

Contaminant Information: Is there a reason to suspect there are contaminants from a current or previous use on the property? Yes No
 If yes, explain:

Flood Insurance Information

Currently Insured? Yes No	Agent's Name:
Insurance Policy Provider:	Agent's Address:
Policy #:	Agent's Phone #:

Flood History (Start with the most recent event)

Flood Date	Flood Depth (ft/in) and Duration (Days or Hrs)	Structure Repair Cost	Insured?	Contents Loss	Insured?
		\$	Yes No	\$	Yes No
		\$	Yes No	\$	Yes No
		\$	Yes No	\$	Yes No
		\$	Yes No	\$	Yes No
	Total	\$		\$	

Has your home ever received over 50% damage? Yes No
 Amount of Flood Insurance Remaining (not spent on repairs):
 Describe Cause of Flooding:

⁽¹⁾The City/Parish will endeavor to seek funding for all interested citizens. However, incomplete applications may be rejected by State or FEMA reviewers.

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Complete this Section if you desire a Buy Out

Property Value

Purchase price and date:	Last Appraised Value and Date:
Insured Homeowners Value:	Assessed Value from Tax Assessor:
Estimated Fair Market Value (what you would be willing to sell for):	

Note: It is highly recommended that you obtain and submit a "Pre-Event Fair Market Value Appraisal" which is likely to result in the highest possible value for your acquisition project. If you do not submit an appraisal, the tax assessor value will be used that may not adequately represent your property.

Attachments Needed for Buy Outs:

Photos of all 4 sides of the structure	Appraisal
Street map showing the location of the structure	Property Survey, if available
Proof of Loss Statement from latest flood claim	Settlement Statement from Purchase of Property
Copy of Flood Insurance Policy	

Complete this Section if you desire an Elevation or a Demolish/Rebuild

Engineering: The State has required that you obtain **foundation plans** stamped by an engineer for this project. If your project is approved, this cost will be cost shared with you and what you pay for the design will be accounted for in the total project cost (Keep all receipts!). Please refer to the attached "Instructions to obtain Engineering Services". Attach a copy of the stamped plans to this application.

Elevation Cost: Using your elevation design, obtain a **bid for elevation** of your home. Refer to "Instructions for Obtaining Elevation Bid(s)"

Accessibility Issues: Are there any elderly or disabled persons living (full time) in the house? Yes No

Base Flood Elevation: If you do not already have an **elevation certificate**, you must obtain one. These are obtained through a professional surveyor. This elevation certificate will provide the current elevation of your lowest floor. What is the elevation of your lowest floor?

Attachments Needed for Elevations:

Photos of all 4 sides of the structure	Elevation Certificate
Street map showing the location of the structure	Stamped, engineered foundation plans
Proof of Loss Statement from latest flood claim	Elevation Bid
Copy of Flood Insurance Policy	Property Survey, if available

Homeowners Certification: I understand that this is a voluntary program and I am not required to participate. I have provided accurate and truthful information on this application. I understand that if my application is not complete upon submittal, it may reduce or prohibit the approval of funding for my structure in this grant.

Homeowners Signature:	Date:
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Administrative Questions - Homeowner is NOT to complete!

Is the structure in the floodplain Yes No	If so, what zone?
Is the structure a RL or SRL or Target Structure?	If so, what is it's identification number?
How many feet above ground must the structure be elevated:	
What is the BCA for this structure:	

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Instructions for Obtaining Engineering Services

1. Prior to initiating ANY engineering services, contact Monica Martin (1-888-440-7153) for further instructions!

2. You must hire a licensed engineer to design your elevation project and provide stamped drawings. These must be provided with your application.

3. The cost of these services will be included in your "Total Project Cost" which will be cost shared, if funded by the grant.

4. Provide a copy of the invoice you paid for these services and a copy of the check you used to pay the invoice.

5. The Design Process to be performed by your engineer shall include:

a) Field Investigation and Code Search

b) Calculate gravity (vertical) loads (should include a soil survey)

c) Calculate lateral (horizontal) loads

d) Check ability of existing structure to withstand additional loading

e) Analyze existing foundation (should include a termite inspection)

f) Design new foundation walls

g) Design top-of-wall connections

h) Design sill/plate connections

i) Design new access

j) Design utility extensions

k) Specify increased insulation requirements

Note: The engineer should refer to FEMA 259: Engineering Principles and Practices for Retrofitting Flood Prone Residential Buildings

Note: An easement check should be conducted as part of the engineering design to ensure that any modifications to the structure (i.e. stair access, etc.) will not violate any building restrictions [i.e. either vertically (height) or horizontally (distance from the curb)].

Instructions for Obtaining an Elevation Bid

1. You should obtain at least one bid in order to demonstrate an actual cost for your elevation project. This is the cost that will be used in determining the amount of your grant award. However, it may not be the amount that is actually awarded for your project. Other factors, such as eligibility issues, will be considered in addition to the elevation bid. It is also the cost that will determine if your project is cost beneficial. If you are unable to obtain a bid in time to submit your application, an average cost per square foot will be used based on other homeowner applications or some other reasonable estimated basis. Such an estimate may or may not be adequate for your project; however, without an actual bid, you may be limited to this estimate.

2. The bid should state that it includes cost for obtaining all required permits, any necessary demolition, regrading the property for positive drainage and for seed/cover.

3. The bid should state for how long it will be honored (i.e. 30, 60, 90 days, etc.)