

**HAZARD MITIGATION GRANT PROGRAM
ACQUISITION/DEMOLITION PROJECT APPLICATION**

The _____ (name and type of jurisdiction) proposes to acquire and demolish # _____ properties impacted by flooding due to the effects of

(event description) and at risk of future flood events. The jurisdiction considered taking no action, as well as considering elevation of the structures, as a means of reducing risk. Acquisition and demolition was chosen as the most effective, long term solution to mitigate the risks of flooding. Acquiring and demolishing these properties will permanently remove them from harm's way and prevent future losses. A list of all the properties is provided in the attached Property Site spreadsheet along with other applicable project costs and relevant data. # _____ alternate properties are included with this application and are detailed in a separate Property Site spreadsheet, attached.

Post Mitigation Use

After demolition of the acquired structures on the properties the land will be used as follows:

- Park/recreational
- Wetlands management
- Nature reserve
- Cultivation
- Grazing
- Camping (adequate warning time must be available to allow for evacuation)
- Unpaved use
- Other open space use, in accordance with 44 CFR § Part 80 Subpart C, please describe:

Project Management

Project management involves planning, executing, controlling, and completing the project in order to achieve specific goals and meet specific success criteria at the specified times, while providing updates on progress and issues (select one):

- The local jurisdiction will manage the project.
- The local jurisdiction plans to hire a consultant/contractor to manage this project.
- Other, please explain:

Voluntary Interest/Participation

Interested homeowners will be required to sign Voluntary Interest/Participation forms to ensure that they are made aware that participation is voluntary, and that neither FEMA, the State/Tribe, nor the local jurisdiction will use eminent domain to acquire the properties. Signed Voluntary Interest Forms, or community meeting sign-in forms that include the information on voluntary participation and the signatures of interested homeowners, are included as documentation.

Pre-event Fair Market Value vs. Current Fair Market Value

Interested homeowners will fill out and sign a Citizenship form (Declaration & Release Form 90-69B) which will qualify or dis-qualify them for pre-event fair market value.

Pre-event, fair market value (FMV) is offered to homeowners that are Nationals of the United States, or qualified aliens. Under certain circumstances, Nationals and qualified aliens may be offered current FMV.

Homeowners that are not Nationals of the United States and are not qualified aliens will be offered current FMV.

The jurisdiction generally will not combine pre-event fair market value offers and current fair market value offers to homeowners within one project.

This project will include (select one):

- Pre-event, fair market value offers only. Nationality as established by Citizenship forms.
- Current fair market value offers only.
- A combination of pre-event and current FMV offers. Complete and thorough documentation is included to clarify the decision making process and identify which homeowners received pre-event and which received current FMV offers.

Fair Market Value Determination

Fair market value will be determined by:

- Assessor's office applying the local multiplier to the tax assessed value. The tax multiplier used is _____. Tax Cards and documentation of the local tax multiplier are attached. In the case of mobile homes not showing building value on the tax cards, official documentation from other sources will be provided, i.e. the DMV.
- Single Appraisal, performed by licensed appraisers, provided by the jurisdiction.

Final Mitigation Offer

The final Mitigation Offer to a property owner will be based on the value assigned to a property ("purchase offer") and applicable additions (such as supplemental housing or insurance incentive payments) and deductions (such as Duplication of Benefits). The jurisdiction will ensure that all property owners are treated fairly and are offered an equitable package of benefits. The jurisdiction will inform

each property owner, in writing, of the market value (pre-event or current) of the property and the method used to determine the final Mitigation Offer.

Appeals

The jurisdiction will provide an appeal or reconsideration process for property owners who dispute the amount of the purchase offer property valuation. The selected appeals process:

- The homeowner may arrange for a second appraisal at homeowner's expense and the jurisdiction will use the higher of the two results to establish the property valuation, provided the appraisals are within 15% of each other. If the second appraisal differs from the first by more than 15%, the jurisdiction will provide an Appraisal Review performed by an independent third appraiser and use the results of the review to determine the property valuation.
- Other, please explain:

Duplication of Benefits

The jurisdiction will ensure no Duplication of Benefits occurs by coordinating with the homeowners, State, Tribal, and Territory counterparts and FEMA, to determine possible sources of duplication and deducting these sums when determining the Mitigation Offers to be made to the homeowners.

Duplication of Programs

Properties acquired under this program must be permanently converted to open space and will be unavailable for future development, therefore, the jurisdiction will coordinate with the appropriate Federal agencies in accordance with 44 CFR Section 80.13 to ensure that other Federal actions are not anticipated that would affect the parcels under consideration for acquisition for open space. See list of required documentation/Consultation Letters below.

Demolition Requirement

The jurisdiction will demolish existing structures within 90 days of closing as required by 44 CFR § Part 80 Subpart C, and will coordinate with the State/Tribe and FEMA to request an extension if circumstances warrant.

Clear Title

Prior to final transfer of title, the local jurisdiction will review the title report to ensure no incompatible easements or encumbrances exist on the property being acquired. All incompatible easements and encumbrances will be extinguished prior to or during property settlement.

FEMA Model Deed Restriction Language

The acquired properties will be deed restricted utilizing the FEMA Model Deed Restriction language. The deeds to the properties will be transferred to _____ (name of jurisdiction that will hold the title) with restrictions imposed for the sites to remain as open space in perpetuity as defined in 44 CFR § Part 80 Subparts B & C and as identified above under Post Mitigation Use.

Monitoring and Property Maintenance Requirement

The jurisdiction will perform all monitoring and maintenance of the acquired properties in perpetuity or until ownership of the land is transferred (dependent upon FEMA approval), at which time the new owner will monitor and maintain the property in accordance with grant requirements.

Cost Effectiveness

The Cost Effectiveness methodology used for this project is:

- Pre-Calculated Benefits:** The properties to be acquired meet the criteria for pre-calculated benefits for acquisition for structures located in Special Flood Hazard Areas (SFHA) of \$276,000 per property. If the structure, or any portion of the structure lies within the 100-year SFHA, the structure can utilize the pre-calculated benefits. This must be established with maps which show the structure's footprint delineated against the SFHA. Details of the properties can be found in the attached Property Site spreadsheet.
- Substantially Damaged Structures:** The properties to be acquired meet the criteria for the BCA Waiver for Substantially Damaged properties in flood zones. The acquisition of structures that are declared Substantially Damaged (from any origin) and located in a riverine SFHA on a preliminary or effective FIRM is considered cost effective. When this methodology is used, the project application must include certification that the structures meet these conditions. Substantial Damage Certificates for the properties are attached for this purpose. Details of the properties can be found in the attached Property Site spreadsheet.
- Benefit Cost Software:** Cost effectiveness for this project has been calculated using the FEMA approved BCA software. The Benefit Cost Ratio has been determined to be: _____. A zip file of the BCA runs is included with this application as required documentation. Details of the properties can be found in the attached Property Site spreadsheet.

Note: For projects that contain multiple structures, the average cost of all structures in the project must meet the stated criterion.

Budget Estimating

The method used to estimate project costs other than replacement costs is:

- Estimates were obtained from construction contractors and similar vendors
- Historical data from previous projects/activities were utilized with an inflation factor if necessary
- Public Works personnel provided estimates based on their experience and that of associates in the field
- RS Means, Marshall & Swift, other national cost estimation services
- Other, please explain:

Costs

The jurisdiction will ensure that all project costs are reasonable and necessary for the activity according to 2 CFR § Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

The costs included in this project are selected below, as applicable, and detailed in the attached Property Site spreadsheet:

- Pre-Award Costs (if applicable and occurred after the declaration date of relative disaster) (please provide details and dates below)
- Fair Market Value
- Appraisals
- Metes & Bounds and Other Surveys (please explain below)
- Title Insurance
- Legal/Closing Costs
- Deed Recording Fees
- URA Relocation Assistance. Tenants who must relocate as a result of acquisition of their housing are entitled to assistance as required by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA). Tenant rental assistance may not exceed \$7,200 (49 CFR Part 24 and HMA Guidance, Introduction page 12). URA relocation benefits to displaced tenants include moving expenses, replacement housing rental payments, and relocation assistance advisory services. Displaced tenants include owners of manufactured homes who lease a pad site (HMA Guidance Addendum, A.6.10). Aliens not lawfully present in the United States are not eligible to receive URA relocation benefits.
- Environmental Surveys & other costs imposed by regulatory agencies (please provide details below)
- Asbestos & Other Hazards, Inspection & Removal
- Structure Demolition

- Debris Removal
- Removing Outbuildings, Slabs, Pads and Driveways
- Filling Basements and Pools
- Well, Septic & UST Pumping and Capping
- Grading & Seeding
- Other (please explain below)
- Project Oversight – managing project related activities (limited to 5% of total costs)
- Project Income - such as from the sale of materials from acquired properties/structures, to be deducted from project costs (please provide details below)

Explanations, justifications and details of project costs:

Estimating Fair Market Valuation for Budgeting Purposes

For the grant application budget, values of the properties were established by the tax assessor as found on the tax cards, plus a local tax multiplier of _____ to estimate Fair Market Value. Tax Cards and documentation of the local tax multiplier are attached.

Estimated Work Schedule

Signing Grant Agreement	months
Bidding and Procurement	months
Appraisals, Surveys & Title Searches	months
Mitigation Offers, Closings and Deed Recordations	months
Asbestos Inspection and Abatement	months
Structure Demolitions within 90 days of closing	months
Land clearing, grading and seeding	months
Closing Grant	months
Total – Not to Exceed 36 Months	months

Required Documentation Attached

- Photos of each property
 - 3 color photos: full front, full back and one full side
 - If the property is not accessible, 2 photos, front and one side
- Tax Cards

- Substantial Damage Letters/Certification as applicable
- Property Site Information (Property Site spreadsheet)
- Voluntary Interest/Participation Forms
- Citizenship Forms, if using Pre Event Fair Market Value (Declaration & Release Form 90-69B)
- Consultation Letters (HMA Guidance Addendum, A.6.6)
 - USACE – the jurisdiction must demonstrate that it has consulted with USACE regarding each subject property’s potential use for the construction of a flood levee system (including berms, floodwalls and dikes).
 - DOT – the jurisdiction must demonstrate that it has consulted with the relevant State DOT to ensure that future plans do not contain any improvements or enhancements to Federal aid systems or other State transportation projects that would affect the proposed project area under consideration.
 - Other Federal Agencies – the jurisdiction must demonstrate that it has consulted with other Federal agencies as appropriate, regarding other program requirements and/or activities, and have identified the relationship between them to FEMA mitigation grant activities and funding.
- SHPO Consultation - SHPO response needed if: (1) structure is 45 years or older; (2) new ground is being disturbed; or (3) project is located in a Historic District. This applies to all properties including alternates.
- BCA Runs / Zip files, if applicable
- Assurances
- Completed SF-424, signed by the authorized representative of the jurisdiction

Other comments, information or explanation: