

REQUIRED DOCUMENTS FOR DR 4503 – HMGP

- Notice of Voluntary Interest Form
- Declaration and Release Form
- Permission to Enter, Appraise, Survey, and Inspect
- Privacy Act Release
- Property Owner Questionnaire
- Mitigation Interest Survey – Individual
- Local Match Letter
- Acknowledgement Form
- Copy of Current NFIP flood Insurance Declaration
- Flood Loss History Report
- Color Photos of all sides of home taken when area is dry
- Flood Insurance Rate Map
- Cost Estimate of Proposed ALLOWABLE Mitigation Activity
- Scope of Work
- Elevation Certificate
- Type of Structure and Foundation
- Ground Disturbance Map (Marking Site Plan for Proposed SOW and Area of Work)
- Copy of Substantial Damage Letter from Building Official (If Applicable)
- Benefit Cost Analysis (BCA) – completed by local government official or designee
- Appraisal of Property - Can use Revenue Appraisal, but an appraisal from a real estate appraiser will be more accurate.