



# CITY OF HOUSTON

Floodplain Management Office  
Department of Public Works and Engineering  
1002 Washington Avenue, 3<sup>rd</sup> floor, Houston, Texas 77002  
(832) 394.8854

## 2017 FMA Grant Checklist & Voluntary Interest Form

*The City of Houston, in partnership with the Texas Water Development Board, is applying for the FEMA Flood Mitigation Assistance (FMA) Grant Program. Through this grant program, FEMA can provide funding to assist with the cost of elevation of flood prone homes, with highest priority to Severe Repetitive Loss properties. **To be eligible for inclusion in this upcoming application you must have a current National Flood Insurance Program Policy. You must maintain this policy to have a chance of award.** The grant program is voluntary and not guaranteed for funding. A participating property owner may withdraw at any stage prior to the initiation of the elevation project. **Homeowner packages must be submitted in person or at [www.houstonrecovers.org](http://www.houstonrecovers.org).***

Flood Prone Property Address: \_\_\_\_\_

Owner(s) Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone Number: (     ) \_\_\_\_\_

Type of Structure:  Single Family Residence  Condo/Duplex

Number of individuals residing in the home who are disabled: \_\_\_\_\_

Was this home damaged by floods in 2015 and/or 2016?  Yes  No

If yes, has the flood damage been repaired or are flood damage repairs in progress?  Yes  No

### **Checklist of Required Documents:**

- Proof of Current NFIP Flood Insurance Coverage (Flood Policy Declarations page from NFIP Policy)
- Color photos of each of the sides of the house
- Sketch of property with footprint of house, with dimensions
- Elevation Certificate (If unavailable, the City will gather the needed information)
- FEMA Flood Loss History and/or Proof of Loss or Final Report from previous claims  
(Optional –however, flood loss history from FEMA documents provides best chance of funding)

Please sign below to indicate your interest in participating in this **voluntary** program. Your signature does not obligate you to participate.

Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please note that all required documents must be submitted before 5pm on Friday, August 25, 2017 to be considered for inclusion in the grant application. Ensure that all required documents are attached before you submit. Incomplete submittals may not be included in the grant application. Homeowner packages must be submitted in person at the Floodplain Management Office or at [www.houstonrecovers.org](http://www.houstonrecovers.org)**

### For Office Use

Date Received: \_\_\_\_\_

Received By: \_\_\_\_\_

Date Reviewed: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Date Entered: \_\_\_\_\_

Entered By: \_\_\_\_\_