Homes and Community Renewal
Office of Resilient Homes and Communities

Path to Repairs and Reimbursement
Ida Homeowner Repair and Reimbursement Program

1 COMPLETE THE FORMAL APPLICATION
All homeowners who desire to apply for financial assistance under the IHRR program may complete an application online at [General Ida Programs | Homes and Community Renewal (ny.gov)](https://hcr.ny.gov/general-ida-programs), or by contacting an Ida Recovery Partner listed at https://hcr.ny.gov/general-ida-programs. In addition to completing the application, homeowners will be required to provide supporting documentation.

In the application, homeowners inform the program if they still have outstanding storm repair needs. Homeowners may be eligible for the following, per Program guidelines. All options include disaster mitigation measures.

OPTION 1: Reimbursement and/or **OPTION 2: Repair** or **OPTION 3: Reconstruction/MH Replacement**

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2 ELIGIBILITY REVIEW
The Program reviews homeowner's application and supporting documents to verify that they meet eligibility requirements. This may include documentation to confirm identity, income, ownership, and occupancy.

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3 DAMAGE ASSESSMENT
Once the Program determines an applicant/homeowner is eligible, Program staff contact the applicant(s) to schedule their damage assessment. During the damage assessment, inspectors assess the home, document completed repairs and determine the scope of work (SOW) for any remaining repairs. For homes built before 1978, the inspector conducts a lead-based paint inspection.

Damage Assessment and Inspections:
** At least 1 (one) homeowner/applicant 18 years of age or older **must** be present for all inspections.

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4 REVIEW GRANT AWARD
Once determined eligible, the Program calculates the homeowner's grant award amount. The formula for calculating a homeowner's grant award is as follows:

+ Estimated Cost of Remaining Repairs (ECR)
+ Estimated Cost of Completed Repairs
– Amount of Previous Assistance Received/Offered (Duplication of Benefits)
= Grant Award Amount

Once the homeowner reviews, they may accept the award amount or ask for a Clarification from a case manager. If a homeowner believes their grant award is not calculated accurately, they may appeal.

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5 SIGN GRANT AWARD
Once a homeowner accepts their award, next steps will depend on which solution is selected:

- **Reimbursement ONLY:** A program representative calls to schedule an appointment to sign the grant award.
- **Repair or Reconstruction:** Homeowners must solicit bids and hire a licensed residential contractor or registered home improvement contractor. The Program will review and approve the contractor selected and must approve the construction contract before signing the grant award.
- **Manufactured Housing Replacement:** Homeowners will be required to provide a copy of the purchase agreement (including delivery and installation services) from the MHU dealer prior to closing.

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6 REIMBURSEMENT or REPAIR/RECONSTRUCTION
- **Reimbursement:** Once the grant agreement is signed, the Program mails a check to the homeowner.
- **Repair or Reconstruction**: The Program will issue a Notice to Proceed. Then, the homeowner's contractor will contact the homeowner to begin construction. The Program will perform progress inspections and make payments directly to contractors according to the schedule in the Construction Contract.
- **Manufactured Housing Replacement:** The Program will pay a deposit to the MHU dealer. The Program will inspect following home installation and make any remaining payments.