



APPLICATION FOR **HOME ELEVATION** GRANT

Name(s) of property owners:

Property Address:

Date:

Owners' permanent mailing address:

Phone no. where you can be reached:

E-mail:

FEMA Flood Zone _____

Base flood elevation _____

PDF's of the following by e-mail to lharbottle@scituatema.gov :

____ **This application.** Label YOUR ADDRESS.APPN.

____ The **Assessor's field card** for your property (available from the Assessor's office.) .
Label YOUR ADDRESS.ASSRCARD.

____ **Two or more detailed estimates for the elevation** on the letterhead of the general contractor with his/her Massachusetts license no. and signature, e-mail, phone no. and address. The general contractor must provide sub-bids from the building mover, if required, and foundation contractor (includes concrete or wooden pile installation.) Lump sum estimates will not be accepted. Any contractors working on an elevation performed with grant funds must have all licenses required by the State of Massachusetts. Label each YOUR ADDRESS.CONTRACTOR'S NAME.ESTIMATE.

This estimate must be based on **plans approved by the Conservation Commission**, completed by a professional surveyor and structural engineer.

____ A written **Scope of Work** completed with your contractor, including the number of feet the property will be elevated, and noting any work that will make the elevation more complex than usual. Label YOUR ADDRESS.SCOPE.

____ **Bills** for the plans referenced above from your structural engineer and surveyor if incurred after the announcement of the grant. Label YOUR ADDRESS.ENGRBILLS.

____ A copy of the current **Declarations Page from your homeowners' flood insurance policy** as proof of participation in the National Flood Insurance Program. Label YOUR ADDRESS.DECLPAGE.

____ An **elevation certificate** stamped by a professional surveyor showing the current height of the house proposed to be elevated. Label YOUR ADDRESS.ELEV CERT.

____ A **JPEG of a current photograph** of the house . If your house is on the coast, please include the nearest water body in the photograph if possible. If your home is over 50 years old, two or three photographs are required showing three sides of your house. Label YOUR ADDRESS.PHOTO.

____ For properties receiving 75% reimbursement, the attached letter, signed by all property owners. Label YOUR ADDRESS.COMMTLETTER.

It is greatly preferred that you send PDF's; if you do not have access to a computer or this is not possible, bring paper copies to the Planning Board office.

Do you accept FEMA's requirement that you or the future owner will maintain flood insurance as long as there is a home on the property ? _____

Names and signature(s) of all property owners:

Name: _____

Name: _____

Signature: _____

Signature: _____

DATE

Sarah White
Mitigation Grants Supervisor
Massachusetts Emergency Management Agency
400 Worcester Road
Framingham, MA 01702-5399

Dear Mrs. White,
I/we are applying for a FEMA grant to elevate our home/utilities at
_____, Scituate, Massachusetts. I/we
understand and accept that we will be responsible for 25% of the cost of
the elevation based on the estimate approved by FEMA.

Sincerely,

Sign, Print name underneath

Sign, Print name of co-owner(s) underneath