

## **Emergency and Non-Presidentially Declared Natural Disaster Application Submission Requirements**

1. Transmittal letter from the PHA submitting the application.
2. The PHA shall include a detailed narrative that identifies the public housing projects(s) affected by the natural disaster or emergency, the date of the natural disaster or emergency, and a detailed description of the damages caused by the natural disaster or emergency.
3. Annual statement for an emergency or natural disaster grant (Form HUD-50075.1) (Only sections I and II).
4. Identify the public housing project(s) affected by the natural disaster or emergency.
5. Identify the name and date of the natural disaster or emergency (e.g., hurricane or tornado).
6. Detailed, independent third-party cost estimate.
7. Identify all sources of available funds (e.g., insurance proceeds, unobligated capital funds or other Federal or State assistance). If the amount of other funds is not available for a preliminary natural disaster grant, PHA will submit the other sources of funds along with the detailed third-party cost estimate if not already submitted to finalize the grant.
8. Certification for Contracts, Grants, Loans and Cooperative Agreements (Form HUD-50071).
9. Standard Form (SF)-LLL, Disclosure of Lobbying Activities. Note: This form is available at [Forms.gov](http://Forms.gov).
10. PHA Certifications of Compliance with the PHA Plans and Related Regulations (HUD-50077-ST-HCV-HP) for “non-qualified” PHAs or the Civil Rights Certification (HUD-50077-CRT-SM) for “qualified” PHAs. A Qualified PHA is a PHA that has a combined unit total of 550 or less public housing units and section 8 vouchers; and is not designated troubled under section 6(j) (2) of the 1937 Act, the Public Housing Assessment System (PHAS), as a troubled public housing agency during the prior 12 months; and does not have a failing score under the Section 8 Management Assessment Program (SEMAP) during the prior 12 months. A list of Qualified and Non-Qualified PHAs is located on the HUD website:<http://portal.hud.gov/hudportal/documents/huddoc?id=QualifiedListFinal.pdf>
11. Written statement/letter from the insurance company that they are not covering any of the damages. If they are covering a portion of the damage, a letter from the insurance company certifying the dollar amount and what it is being used for.
12. PHA certification that PHA has exhausted its Capital Funds or has committed those funds to other public housing interests or capital improvements.