

**NYS Division of Homeland Security and Emergency Services  
DR-4472 Severe Storms and Flooding  
Letter of Intent (LOI) for PROPERTY ACQUISITION PROJECTS**

**You must use this LOI for Property Acquisition projects: previous LOIs and letter requests may not be considered.** Use one LOI for all your Acquisition properties, whether you want to acquire 1 or 100 properties. (Elevation or All Other Project Types grants must use different LOIs.) LOIs without all required information may not be considered.

**LOIs due 9/30/20 @ 5:00 pm. Submit one LOI for each project. Call 518-292-2304 with questions.**

**Authorized Signatory:** (individual responsible for signing budgets, contracts, i.e. Town Supervisor)

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

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

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Point of Contact:** (individual knowledgeable of project)

Name: \_\_\_\_\_

Association to Applicant: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Name of current/lapsed FEMA-approved All Hazards Mitigation Plan:** (note: plan must meet FEMA's planning requirements at time of application submission to DHSES)

Name of Plan: \_\_\_\_\_ Date of Plan Approval: \_\_\_\_\_

Name of Adopting Jurisdiction: \_\_\_\_\_ Date of Local Adoption: \_\_\_\_\_

Provide page from your plan identifying the proposed project.

**Project Information:**

Organization: \_\_\_\_\_

Project Title: \_\_\_\_\_

Number of Properties: \_\_\_\_\_

Estimated total project cost: \_\_\_\_\_

*(All costs necessary and reasonable to appraise, close, purchase, demolish and remove all structures, restore the site, and cover all surveys and fees.)*

**The following items need to be provided for each property:**

- Owner(s) name;
- Property street address and city, village or town;
- Tax parcel ID number;
- Estimated pre-flood Fair Market Value (FMV), other costs and total cost.

**Certification:**

I certify that I am the authorized signatory, and that the information provided is accurate to the best of my knowledge. I understand that during the application development phase I will have to certify that the non-Federal funding share will be available if an award is received.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name (print): \_\_\_\_\_ Title: \_\_\_\_\_