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APPLICATION

My Role

- Call 2-1-1 to make appointment
- Complete housing application
- Provide required documents

RebuildNC will

- Verify & sign application is complete
- Certify applicant's income & residence

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ELIGIBILITY REVIEW

My Role

- Provide any additional documents (if needed)

RebuildNC will

- Verify primary & lawful residence
- Verify home not in foreclosure
- Notify applicant if eligible or not

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DUPLICATION CHECK

My Role

- Provide receipts and/or proof of payment for completed work (if needed)

RebuildNC will

- Determine total disaster assistance already provided
- Review receipts to verify use of funds
- Determine amount of assistance available
- Notify applicant how other benefits can impact grant amount

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INSPECTION & ENVIRONMENTAL REVIEW

My Role

- Have adult member of household home during inspection
- Sign forms once inspection is completed

RebuildNC will

- Coordinate with applicant to inspect damaged home
- Verify damages & type of work to be done
- Complete environmental review
- Develop scope of work & cost estimate

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GRANT DETERMINATION

My Role

- Make appointment to review grant award
- Sign documents to finalize grant offer

RebuildNC will

- Determine amount to be awarded to applicant. Applicants approved for reimbursement will receive a check
- Prepare documents for applicant signature
- Sign documents with applicant

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CONTRACTOR SELECTION

My Role

- Schedule walkthrough for contractor if needed
- Make appointment to sign contract agreement
- Notify RebuildNC if temporary housing is needed

RebuildNC will

- Bid scope of work
- Finalize construction agreement with contractor & homeowner
- Get any missing documents from homeowner
- Ensure homeowner has temporary housing if applicable

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CONSTRUCTION

My Role

- Verify work is completed
- Sign forms during construction (inspections, change orders, etc.)

RebuildNC will

- Oversee construction work
- Inspect progress
- Verify change orders
- Ensure home meets HUD standards

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COMPLETION

My Role

- Have final walk-through with contractor & ReBuildNC staff
- Provide proof home is insured (if in 100-year floodplain)

RebuildNC will

- Verify construction is finished
- Get final billing & lien releases from contractor
- Schedule & attend final walkthrough with homeowner

