



# **Grant Application Form**

## **Cajun Navy 2016 Hurricane Helene**

### **Recovery Assistance Grant**

#### **Purpose:**

To provide financial assistance to individuals and families affected by the hurricane to cover essential needs such as mortgage, rent, utilities and repair/ replacement of primary residence and car.

#### **Eligibility Criteria:**

1. **Ownership:** The owner must have lived in this home as their primary residence (i.e., not a vacation home, investment property, second home, etc.) at the time of the hurricane, and
2. **Location:** Home must be located in Buncombe, Haywood, Henderson, or Yancey County, and
3. **Damage:** Must have lost their home or sustained damage to their home as a result of Hurricane Helene, and
4. **Financially Distressed:** Homeowner must be financially impacted as a result of overwhelming financial burdens arising from Hurricane Helene and not exceed the Median Family Income (MFI) established by HUD for the county they reside in.

#### **Grant Amount:**

Up to \$5,000 per household, based on documented needs.

#### **Use of Funds:**

##### **Grants may be used for:**

- Reasonable repairs to damaged property
- Essential appliances and furnishings
- Essential utilities
- Security deposits
- Mortgage or rent assistance for primary residence
- Transportation repairs or purchase
- New construction expenses

## **Applicant Information**

4. Full Name of Property Owner: \_\_\_\_\_

5. Name of any Co-Owners: \_\_\_\_\_

3. Address:

Address of Damaged Structure: \_\_\_\_\_

Current Mailing Address (if different): \_\_\_\_\_

\_\_\_\_\_

4. Contact Information:

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

5. Household Information:

Names and ages of household members (indicate with an "S" your spouse or a "D" for your dependents):

1. \_\_\_\_\_ 4. \_\_\_\_\_

2. \_\_\_\_\_ 5. \_\_\_\_\_

3. \_\_\_\_\_ 6. \_\_\_\_\_

## **Required Documentation to Support Your Application**

### **Proof of Ownership & Location**

Applicants must provide FOUR forms of proof to confirm ownership and location in either Buncombe, Haywood, Henderson or Yancey County, North Carolina.

Mandatory (must submit all three of the following):

A copy of your driver's license or state-issued ID showing name and address

An electricity bill in your name, dated no more than three months prior to Hurricane Helene.

Property tax bill in your name

**Additional Proof: (choose one)**

- Utility bill (water, gas, or internet) with your name and address
- Mortgage statement
- Voter registration card
- Bank or credit card statement with your address
- Insurance policy or declaration page showing the property address

**Proof of Damage**

The home must have incurred damages due to Hurricane Helene. A site visit will be conducted to confirm the damage reported.

- Photos of the damage (mandatory)
- Insurance declaration page showing coverage and deductibles (if you have insurance)
- Estimates from contractors or repair companies

What type of building is this home?

- |   |                                  |  |
|---|----------------------------------|--|
| <input type="checkbox"/> Single Story             | <input type="checkbox"/> 2-Story |  |
| <input type="checkbox"/> Brick                    | <input type="checkbox"/> Wood    | <input type="checkbox"/> Other             |
| <input type="checkbox"/> Manufactured/Mobile Home | <input type="checkbox"/> On Slab | <input type="checkbox"/> Elevated on Piers |

Describe the damage to your home: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated repair or rebuilding costs: \_\_\_\_\_

Do you have insurance coverage for the damages?  Yes  No

If yes, please provide details (including coverage amounts and deductible):  
\_\_\_\_\_  
\_\_\_\_\_

## Proof of Income

The Department of Housing and Urban Development (HUD) sets income limits that determine eligibility for assisted housing programs. HUD develops income limits based on Median Family Income (MFI) estimates and Fair Market Rent (FMR) area definitions for each metropolitan area, parts of some metropolitan areas, and each non-metropolitan county.

In order to establish income eligibility for this grant, Cajun Navy is using the established MFI, adjusted for household size, for each county, as the maximum income limit for the homeowner applying for the grant.

The following table provides the MFI for Buncombe, Henderson, Haywood and Yancey counties based on the household size of 1 to 8 members.

Refer to the attached "Income Limits for Grant Eligibility" form.

In order to demonstrate your income, please submit the the following two tax returns for all adult members of the household:

2022 tax return

2023 tax return

## Financial Assistance

Have you received any other financial assistance as a result of Hurricane Helene?

Yes  No

If yes, provide details:

Source & amount of the assistance: \_\_\_\_\_

Purpose of the assistance (i.e. construction, etc.): \_\_\_\_\_

Source & amount of the assistance: \_\_\_\_\_

Purpose of the assistance (i.e. construction, etc.): \_\_\_\_\_

How will this grant help with your recovery efforts?

Complete the attached "Supporting Documentation for Expenses".

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## **Attachment**

Make sure you complete and submit the following attachment:

[ ] Supporting Documentation for Expenses

## **Certifications**

I certify that I owned and lived in this home as my primary residence at the time of the hurricane (i.e., not a vacation home, investment property, second home, etc.) and it incurred the noted damages as a result of Hurricane Helene.

I certify that I will use any funds received from this grant in accordance with the items/ services requested on the “Supporting Documentation for Expenses” form.

I certify that I will provide receipts for any items purchased after award of the grant in a timely manner, in accordance with the “Supporting Documentation for Expenses” form or risk not receiving any future grants from any Federal, state or local agency or non-profit agency.

I understand that funding of an approved grant is not guaranteed and depends on the funds remaining in the grant at the time of grant award.

I understand that additional information may be requested by Cajun Navy 2016 to support any statements I’ve provided or any other reason to approve my application.

I certify that the information provided in this application is accurate and true to the best of my knowledge. I understand that providing false information may result in the denial of this grant and possibly any other future grants.

Signature of owner : \_\_\_\_\_

Signature of any co-owner (s): \_\_\_\_\_

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

## **Submission Instructions**

Please submit this completed application along with all supporting documentation ASAP, as grants will be awarded to eligible and approved applicants as long as funding remains.

GRANT DEADLINE IS AUGUST 1, 2025

You may submit via one of the methods listed below.

[ ] Email: [Monica@cajunnavy2016.org](mailto:Monica@cajunnavy2016.org)

[ ] Mail: PO Box 977 Watson, LA 70786 Attn: Recovery Grant

Thank you for applying for the Cajun Navy 2016 Hurricane Helene Recovery Assistance Grant. We will contact you if we need any additional information to approve your application.

# **Supporting Documentation for Expenses Cajun Navy 2016 Hurricane Helene Recovery Assistance Grant**

## **INCURRED EXPENSES**

This grant will reimburse expenses that have already been incurred with proper documentation, as outlined below, for eligible applicants, not exceeding \$5,000 and dependent on availability of funds.

## **PROPOSED OR PENDING EXPENSES**

This grant will also make funding awards based on proposed or pending expenses. For proposed or pending expenses, the applicant will need to submit the justification for the award as outlined below and then submit a receipt documenting the expense within 30 days of grant award.

If the required documentation is not submitted proving proper use of the awarded funds, the county will be notified of the applicant's failure to comply with grant funding and will be in jeopardy of receiving any future funds from Federal, state, local or other nonprofit grants, awards or any other means of assistance. Cajun Navy 2016 **MUST** receive your receipts for proper grant closeout.

Awards for proposed or pending expenses will only be made for eligible applicants, not exceeding \$5,000 and dependent on availability of funds.

## **ELIGIBLE EXPENSES**

The following are the only expenses allowed to be paid using these grant funds.

Please place a check mark by the the expense for which you are requesting assistance and provide the documentation listed under that expense(s).

### **[ ] REASONABLE REPAIRS TO DAMAGED PROPERTY AMOUNT REQUESTED = \_\_\_\_\_**

Before grants can be awarded for repairs to damaged property, the applicant must prove that damaged was incurred. This may include:

- Photos of the damage (mandatory)
- Insurance claim (if you have insurance)
- Estimates from contractors or repair companies

**A site visit will be conducted to confirm the damage reported.**

DOCUMENTATION MUST INCLUDE:

- Official contractor estimates/invoices/receipts must include:
  - Your name
  - Vendor name/address/phone number
  - Itemized costs of estimated or actual service(s)
  - Date(s) of service
  - Date of payment, if paid
- Other receipts for supplies or materials must include:
  - Vendor name/address/phone number
  - Itemized costs
  - Date(s) of purchase

For requests for grants for expenses not yet incurred but pending, the applicant must submit:

- A photo of the item to be purchased from an online site or catalog or advertisement
- Itemized costs included the purchase price, taxes, shipping, installation, etc.
- Vendor name/address/phone number
- For pending services (i.e. engineering, plumbing, contracting, etc.), must provide:
  - A quote or bid for the proposed service showing
    - Vendor name/address/phone number
    - Itemized costs

**[ ] ESSENTIAL APPLIANCES & FURNISHINGS**

**AMOUNT REQUESTED = \_\_\_\_\_**

DOCUMENTATION MUST INCLUDE:

- Receipts must include:
  - Vendor name/address/phone number
  - Itemized costs
  - Date(s) of purchase

For requests for grants for expenses not yet incurred but pending, the applicant must submit:

- A photo of the item to be purchased from an online site or catalog or advertisement
- Itemized costs included the purchase price, taxes, shipping, installation, etc.
- Vendor name/address/phone number



**[ ] ESSENTIAL UTILITIES (gas, water, electricity) - Reimbursement for this category of expenses will only be made for past expenses. This grant will not reimburse for anticipated utility charges.**

**AMOUNT REQUESTED = \_\_\_\_\_**

**DOCUMENTATION MUST INCLUDE:**

- Utility Bill showing:
  - Your name
  - Vendor name/address/phone number
  - Itemized costs of essential utilities
  - Dates of service
  - Proof of payment with cancelled check or expense on credit card statement

**[ ] SECURITY DEPOSITS (for new housing if unable to inhabit existing home) - Reimbursement for this category of expenses will only be made for past expenses. This grant will not reimburse for anticipated security deposit fees.**

**AMOUNT REQUESTED = \_\_\_\_\_**

**DOCUMENTATION MUST INCLUDE:**

- Copy of signed lease agreement (first and signed pages only)
- Copy of security deposit receipt showing:
  - Your name
  - Security deposit amount
  - Vendor or landlord name/address/phone number
  - Date(s) of lease/new housing
  - Proof of payment with cancelled check or expense on credit card statement

**[ ] MORTGAGE OR RENT ASSISTANCE FOR PRIMARY RESIDENCE - Reimbursement for this category of expenses will only be made for past expenses. This grant will not reimburse for anticipated mortgage or rent payments.**

**AMOUNT REQUESTED = \_\_\_\_\_**

**DOCUMENTATION MUST INCLUDE:**

- Signed lease agreement with first and signed pages only
- Current monthly mortgage statement

- Proof of payment with cancelled check or expense on credit card statement
- The lease agreement and rent/mortgage statement must include:
  - Your name
  - Rent/mortgage amount
  - Vendor or landlord name/address/phone number
  - Date(s) of lease/mortgage

**[ ] TRANSPORTATION REPAIRS OR PURCHASE (other than routine maintenance, or repairs that could not have been avoided)**

**AMOUNT REQUESTED = \_\_\_\_\_**

**DOCUMENTATION MUST INCLUDE:**

- Photographs of damage
- Invoices/receipts for transportation repairs must include:
  - Your name/your eligible dependent's name
  - Vendor name/address/phone number
  - Itemized cost of service(s)
  - Date(s) of service
  - Date of payment
- Car Insurance claim information must include:
  - Your name/your eligible dependent's name
  - Insurance dates of coverage
  - Amount covered/paid
  - Any deductible amount
- For total loss of car, provide:
  - A letter from insurance company stating total loss
- Photographs of car to be purchased showing make and model
- An invoice from the car manufacturer/car exchange including:
  - Your name/your eligible dependent's name
  - The vendor name/address/phone number
  - The price of the car

**[ ] NEW CONSTRUCTION EXPENSES (If existing home was totally destroyed or will be demolished)**

**AMOUNT REQUESTED = \_\_\_\_\_**

**DOCUMENTATION MUST INCLUDE:**

- Proof of total loss or demolition such as:
  - Photographs
  - Either a letter from insurance company stating total loss, OR
  - A letter from the county stating house must be demolished
  
- Receipts for tools, materials, etc. needed for demolition/rebuilding
  - Include costs of the item(s)
  - Date purchased
  - Vendor name/address/phone number
  - Copy of item listed online showing cost
  
- Copy of receipts for engineering, architectural plans, other pre-construction needs that have already been purchased must include:
  - Invoice for services marked PAID, and must include:
  - Vendor name/address/phone number
  - Cost for the item/service
  - Date purchased

For requests for grants for expenses not yet incurred but pending, the applicant must submit:

- Copy of quote for items or services to be purchased:
  - If an item, a photo of the item to be purchased from an online site or catalog or advertisement
  - Itemized costs included the purchase price, taxes, shipping, installation, etc.
  - Vendor name/address/phone number

## **Income Limits for Grant Eligibility Cajun Navy 2016 Hurricane Helene Recovery Assistance Grant**

The Department of Housing and Urban Development (HUD) sets income limits that determine eligibility for assisted housing programs. HUD develops income limits based on Median Family Income (MFI) estimates and Fair Market Rent (FMR) area definitions for each metropolitan area, parts of some metropolitan areas, and each non-metropolitan county.

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<b>Household Size</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
<b>Buncombe</b>	\$65,400	\$ 74,800	\$ 84,100	\$ 93,500	\$ 100,900	\$ 108,400	\$ 115,900	\$ 123,400
<b>Henderson</b>	\$65,400	\$ 74,800	\$ 84,100	\$ 93,500	\$ 100,900	\$ 108,400	\$ 115,900	\$ 123,400
<b>Haywood</b>	\$57,700	\$ 66,000	\$ 74,200	\$ 82,500	\$ 89,100	\$ 95,700	\$ 102,300	\$ 108,900
<b>Yancey</b>	\$53,100	\$ 60,700	\$ 68,300	\$ 75,800	\$ 81,900	\$ 88,000	\$ 94,000	\$ 100,100

[https://www.huduser.gov/portal/datasets/il.html#query\\_2024](https://www.huduser.gov/portal/datasets/il.html#query_2024)