



**ADIRONDACK
ROOTS**
**BETTER HOUSING.
STRONGER COMMUNITIES.**

December 20, 2023

Re: Potential Flood Assistance Funding for your Home

Dear Candidate,

Adirondack Roots has received grant funding to conduct an Emergency Flood Assistance Program. You sent in your application and there may be funds available to help you.

In order to confirm your household's eligibility, we need to obtain the following household documentation from you and anyone in your home over the age of 18. If you are still interested, please submit the documentation listed below so that we may continue to process your application.

1. Proof of Ownership – copy of current deed to property;
2. Income Verification for all people over 18 living in the household, (2 employment check stubs or current statements showing monthly payments from Social Security, SSI, pensions, unemployment, child support, etc);
3. We will also need your most recent signed Federal Income Tax return (if you file one) with W-2's;
4. The last 3 months' bank statements;
5. Proof of Homeowner's Insurance – copy of Homeowner's Policy Declaration page;
6. Proof of paid taxes: copy of current receipts showing paid property taxes (school and town).
7. Completed copy of Application for Home repairs

Please send copies of this documentation to Adirondack Roots at the address below or scan and email to Jsmith@adirondackroots.org. If you don't have access to a copier and would prefer to provide this information in person, please call for an appointment at our office in Elizabethtown at 518-873-6888. You may also mail the original documents to us and we will copy them, and then return the originals to you via US Mail.

If you do not submit your documents, we will assume you are no longer interested in the grant program to assist in the repair of your home. If you have any questions, please feel free to call our office at 518-873-6888 x15.

Sincerely,

Jennifer Smith
Community Development Director