

# HURRICANE RESTORATION REIMBURSEMENT GRANT PROGRAM PORTAL

### Office of Resilience and Coastal Protection Florida Department of Environmental Protection



## HURRICANE RESTORATION REIMBURSEMENT (HRR) GRANT PORTAL

The application is divided into four steps. These steps are designed to help you understand your eligibility as well as ensure completeness of the application to expedite processing. Failure to accurately complete this information can result in your grant application being found incomplete. To further assist applicants with this process, DEP has created a Frequently Asked Questions document to clarify criteria and application requirements.

<u>_</u>		
_	Section of Application	Information Needed
	Step 1	Home ownership questions to determine if eligible applicant and eligible property
	Step 2	Project questions to determine if eligible project
	Step 3	Costs questions to determine if you have incurred eligible costs for reimbursement
	Step 4	Submittal requirements (documents needed for reimbursement)





## HRR GRANT PORTAL

To submit a grant application, you need a user account in the grant portal. A link to the new grant portal will be available on July 1, 2024, at 9 a.m. at: FloridaDEP.gov/HRRGP.

• Updated applications can be submitted beginning July1, 2024, at 9 a.m. via the grant portal.

FloridaDEP.gov/HRRGP

- Applicants must sign up for a user account at the portal in order to apply (instructions online).
- If an applicant is not eligible, they will not be able to submit the grant application.



## **CREATING AN HRR GRANT APPLICATION ACCOUNT**

HOME FRDAP ∨ ORCP ∨ HRR ∨ TRAII-GQ-→

Click "LOGIN" if you have a registered account or "Register as a FDEP Grants User" to create a user account.

### WELCOME TO FDEP GRANTS

The Florida Department of Environmental Protection (FDEP) is the state's lead agency for environmental management and stewardship, protecting our air, water and land.

This site allows you to review information for grant programs and submit applications for competitive grants. You can apply for the following grants using this system:

- Florida Recreation Development Assistance Program (FRDAP)
- Office of Resilience and Coastal Protection (ORCP), Resilient Florida Program
- Hurricane Restoration Reimbursement Grant Program (HRRGP)

In order to apply for a grant, view application status, or submit documentation you must be a registered user. Click the link below to register. FDEP recommends using Chrome while using this portal.

#### Register as a FDEP Grants User

Select the grant program you are here for in the navigation pane to go to the correct home page for that grant program.

FDEP has a number of grant programs to assist in protecting our natural resources.

For information on other grant programs offered by the agency, please visit ProtectingFloridaTogether.gov/grants.

#### Quick Links

• The Department of Environmental Protection (FDEP)

LOGIN

Login

- Register for FDEP Grants
- Login to FDEP Grants
- FRDAP Grant Home



## CREATE AN ACCOUNT FOR RESIDENTAL PROPERTY APPLICATIONS

Select "Hurricane Restoration" to create an account for submitting a Hurricane Restoration Reimbursement Grant Application.



Instructions: Please select one of the Grants to proceed.

**DEP** Grant Registration

Hurricane Restoration

Government Grants

Already have an account?



## ENTER YOUR CONTACT INFORMATION FOR THE HRR GRANT PORTAL

Enter your name, email and phone number. The email address will be used to send a verification email that will allow you to set up a password for your account.



#### **DEP Grant Registration**

Instructions: Please enter your First Name, Last Name, Phone and E-mail address,

\* First Name

Complete this field.

\* Last Name

\* Email

you@example.com

Phone

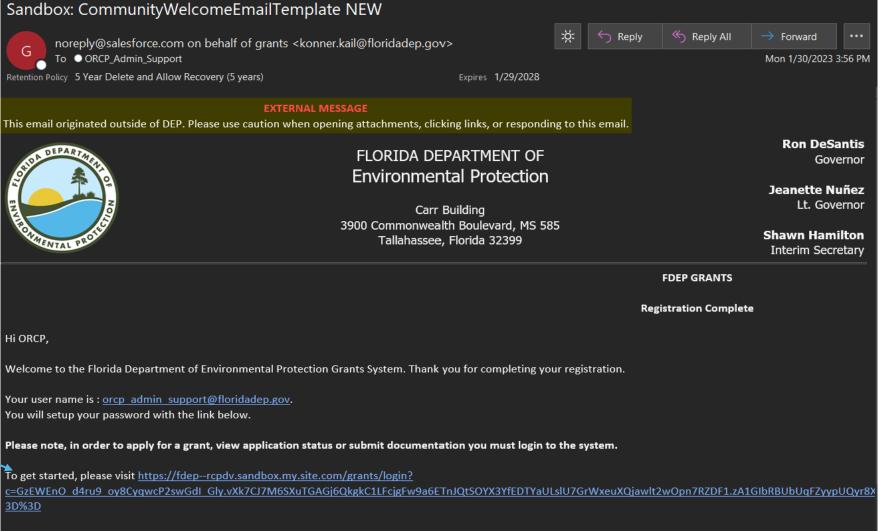
Previous Next

Already have an account



## VERIFY YOUR EMAIL ACCOUNT FOR THE HRR GRANT PORTAL

Once you have submitted your new account information, you will receive an email like this one. Use this personalized link to finalize your account setup.



Thanks,



## SET A PASSWORD FOR YOUR HRR GRANT PORTAL ACCOUNT

The email link will open a form to create a unique password for your new account.

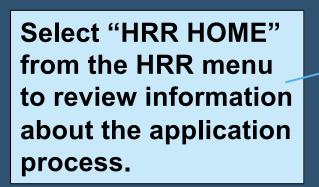


### Change Your Password

Enter a new password for	Make
sure to include at least:	
<ul> <li>8 characters</li> <li>1 letter</li> </ul>	
1 number     New Password	
	6
* Confirm New Password	
	6
Password was last changed on 1/30/2023 7:25 PM.	



## HRR PORTAL FOR RESIDENTIAL PROPERTY GRANTS





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#### Quick Links

- The Department of Environmental Protection (FDEP)
- Register for FDEP Grants
- Login to FDEP Grants
- FRDAP Grant Home



## HRR PORTAL FOR RESIDENTIAL PROPERTY GRANTS

Select "HHR APPLICATION" from the HRR menu to begin your application.



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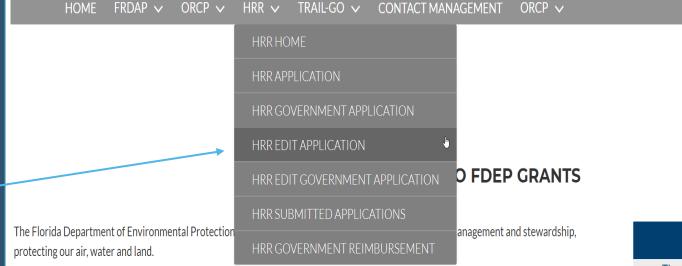
#### Quick Links

- The Department of Environmental Protection (FDEP)
- Register for FDEP Grants
- Login to FDEP Grants
- FRDAP Grant Home



## HRR PORTAL FOR RESIDENTIAL PROPERTY GRANTS

Select "HHR EDIT APPLICATION" from the HRR menu to edit an application you have already created. Note: You will not be able to make edits to a submitted application until notified by DEP that edits are needed.



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#### Register as a FDEP Grants User

Select the grant program you are here for in the navigation pane to go to the correct home page for that grant program.

FDEP has a number of grant programs to assist in protecting our natural resources.

#### Quick Links

- The Department of Environmental Protection (FDEP)
- Register for FDEP Grants
- Login to FDEP Grants
- FRDAP Grant Home



### HRR APPLICATION: RESIDENTIAL PROPERTY BEGIN STEP 1: ELIGIBLE APPLICANT AND ELIGIBLE PROPERTY

In Step 1, you will enter information about you and your property, such as its address, location and ownership information.

Step 1: Eligible Applicar	nt and Eligible Residential Property
	and the property are eligible. To be eligible for this grant, you, the applicant, must be an <b>eligible applicant</b> with an <b>eligible</b> e are asking about the parcel you are seeking to complete a project on.
* Indicates a required field.	
What is the parcel number from th	e county property appraiser's office for the property associated with the project? <sup>*</sup>
Complete this field.	
Please provide the street address fo	or the eligible residential property associated with the project.
* Property Street	
	Complete this field.
* Property City	
	Complete this field.
* Property Zip Code	
	Complete this field.

HURRICANE RESTORATION REIMBURSEMENT GRANT PROGRAM APPLICATION

\*Financial assistance grants may only be provided to mitigate damage to property located in Brevard, Broward, Charlotte, Collier, Duval, Flagler, Indian River, Lee, Manatee, Martin, Nassau, Palm Beach, Saint Johns, Saint Lucie, Sarasota and Volusia Counties.

Complete this field

Property Address Coun



### HRR APPLICATION: RESIDENTIAL PROPERTY CONTINUE STEP 1: ELIGIBLE APPLICANT AND ELIGIBLE PROPERTY

Is your property a coastal property located directly on the beach?

Complete this field.

Are you the real property holder (landowner) on the recorded deed for the parcel upon which have completed work for reimbursement or were you the landowner on or after September 23, 2022?

\* Property Owner Relationship

--None--

Complete this field.

Enter name of the property owner who will be the "Applicant"?

\* Property Owner's Name

Complete this field.

Looking at the property appraiser's website for your address, does the property appraiser's website (1) accurately display the above-named owner as the record owner and (2) for single-family homeowners, indicate that, yes, there is homestead exemption for the property? You should also confirm your parcel ID number. If no, you will have to provide evidence of ownership of the property and/or evidence of homestead exemption.

w

•

--None--

Complete this field.

What kind of property is this? Select one.

> Property Type Definitions

--None--

Complete this field.

If you are/were the property owner (or acting on the owner's behalf), the property is a coastal property located directly on the beach in an eligible county and is an eligible property type, please proceed to step 2 to determine if you have an eligible project.

Continue to enter the requested information to complete Step 1.



### HRR APPLICATION: RESIDENTIAL PROPERTY COMPLETE STEP 1: ELIGIBLE APPLICANT AND ELIGIBLE PROPERTY

Any errors in Step 1 of the application will be listed below "Validation." All errors must be corrected before the application will show Step 2.

To complete Step 1: Eligible Applicant and Eligible Residential — Property, select "Next."



### Select next below to proceed.

Validation Your property is not in an eligible county. Your property is not eligible for this program. Valid

In order to access the rest of the application all fields must be filled in and saved.

Next



### HRR APPLICATION: RESIDENTIAL PROPERTY BEGIN STEP 2: ELIGIBLE PROJECT

In Step 2, you will enter information about the project you conducted.

You must select a project type from the box labeled "Available" and then select the arrow to move it to the box labeled "Chosen" to indicate your project type. Only the three project types listed are eligible for this grant program. 🙄 Step 2. Eligible Project

If you are an eligible applicant with an eligible residential property, let us now see if you have an eligible project.

Has the project been permitted, is it exempt from permitting requirements, or is it otherwise authorized by law?

--None--

#### Complete this field.

For what type of project do you seek reimbursement? You may select all that apply. If your project does not meet one of the below three descriptions,

unfortunately you are not eligible for this grant program.

Click on one or more of the "available" project types and move them to the "chosen" column by using the arrows.

Available	Chosen
Temporary coastal armoring	Sand placement
Permanent coastal armoring (including repairs, replacement or new armoring)	Move selection to Chosen
	•
Does the project address coastal beach erosion incurred as a result of prepar	*
September 23, 2022? If not, your project is unfortunately not eligible for this g	grant program."
None	<b>v</b>

Complete this field.

If this project has been permitted, is exempt from permitting requirements, or is otherwise authorized by law; and you selected an eligible project type that addresses coastal beach erosion incurred as a result of preparation for or damage sustained from Hurricane Ian or Hurricane Nicole after September 23, 2022, please proceed to step 3 to determine if you have an eligible reimbursement.



### HRR APPLICATION: RESIDENTIAL PROPERTY COMPLETE STEP 2: ELIGIBLE PROJECT

Any errors in Step 2 of the application will be listed below "Validation." All errors must be corrected before the application will show Step 3.

To complete Step 2: Eligible Project, select "Next."

### Select next below to proceed.

Validation You must select the project permits. You must select the purpose of the project. You must which hurricane caused the erosion. Valid

In order to access the rest of the application all fields must be filled in and saved.

Next



### HRR APPLICATION: RESIDENTIAL PROPERTY STEP 3: ELIGIBLE COSTS

🖞 Step 3: Eligible Costs

If you are an eligible applicant with an eligible residential property and an eligible project, let us make sure you have eligible costs.

Are the costs you wish to have reimbursed construction costs associated with execution of the eligible project? This may include design, engineering, construction-related

monitoring required by permit or contract, surveys, materials, labor, contractors, and construction oversight.

--None--

Complete this field.

Have you incurred eligible costs for which you have evidence of a paid invoice or other proof of payment? If not, unfortunately, you're not eligible for this grant program at this

time. Please apply once you have evidence of a paid invoice or other proof of payment.

--None--

Complete this field.

Do you seek to apply as a low-income or moderate-income household? See Form 3, available at FloridaDEP.gov/HRRGP

--None--

Complete this field.

Form 3 DEP-62ER23-3 Hurricane Restoration Reimbursement Grant Program Effective June 30, 2023.pdf (floridadep.gov)

If you have incurred construction costs associated with execution of the eligible project as indicated in the above questions, please proceed to step 4 Required Submittals for Reimbursement.

In Step 3, you will provide information about the expenses incurred for the project.



### HRR APPLICATION: RESIDENTIAL PROPERTY BEGIN STEP 4: REQUIRED SUBMITTALS FOR REIMBURSEMENT

📴 Step 4: Required Submittals for Reimbursement

In Step 4, you will provide information about who will receive approved grant funds and where the funds should be sent.

The questions in this application are designed to help you determine eligibility. To complete the application, you must additionally include the following information and supporting documents. The Department will review your application to make a final determination of award. This includes verification of the information submitted in this application as well as all related documentation.

Social Security Number/Tax Identification Number:

Complete this field.
Verify Social Security Number/Tax Identification Number:

#### Complete this field.

Name of all owners on the deed to which the check will be made:

Complete this field.

#### Address to which you want a check mailed:

* Mailing Address	Street					
		Complete this field.				
* Mailing Address City		* Mailing Address State		* Mailing Address Zip		
, aan ooo ong	Complete this field.		Complete this field.		Complete this field.	



### HRR APPLICATION: RESIDENTIAL PROPERTY CONTINUE STEP 4: REQUIRED SUBMITTALS FOR REIMBURSEMENT

Total expenditure on the eligible project

Continue to enter the requested information to complete Step 4.

0	
Complete this field.	
Sand Construction Re	imbursement amount requested from the state: <sup>*</sup>
0	
Complete this field.	
	*
	nent amount requested from the state: <sup>*</sup>
0	
Complete this field.	
Armoring reimbursen	nent projects may not exceed \$300,000 per parcel for eligible single family or multi-family residential property or \$600,000 for eligible residential condominium or coopera
properties and may n	ot exceed 50% of the total cost incurred for the construction.*
	ided with the application cover work conducted on more than one parcel for an eligible multi-family dwelling? If yes, additional documentation will be required.*
0	
None	
Complete this field.	
Are you in compliance	with any issued permit issued under Ch. 161, F.S., including any requirement that work be completed by a licensed professional or contractor?*
None	
Complete this field.	



HRR APPLICATION: RESIDENTIAL PROPERTY COMPLETE STEPS 3 AND 4: ELIGIBLE COSTS AND REQUIRED SUBMITTALS FOR REIMBURSEMENT

Any errors in Step 3 or 4 of the application will be listed below "Validation." All errors must be corrected before the application can be submitted.

To complete Steps 3 and 4: Eligible Costs and Required Submittals for Reimbursement, select "Next."



### Select next below to proceed.

Validation

You must enter the Owner Social Security Number or Employer Identification Number. You must enter the Reenter Owner Social Security Number or Employer Identification Number. You must enter the Owner Mailing Address Street. You must enter the Owner Mailing Address City. You must enter the Owner Mailing Address State. You must enter the Owner Mailing Address Zip. You must enter if the project address and mailing address are the same. You must indicate the total project production costs. You must indicate the total project reimbursement costs. You must indicate Owners name(s) on the deed. You must indicate that you are in compliance with any issued permit issued under Ch. 161, F.S. Valid

In order to access the rest of the application all fields must be filled in and saved.



### HRR APPLICATION: RESIDENTIAL PROPERTY UPLOAD FILES: UPLOAD THE FOLLOWING SUPPORTING DOCUMENTS

To complete the application, you must upload all required documents.

#### 🕒 Upload Files

Please make sure uploaded documents are named appropriately, suggested types of categories are listed below. Avoid using scanner assigned file names. You may also add your community such as 'community\_filename'

Upload the following supporting documents:

- A copy of any issued permit (e.g., issued under Ch. 161, F.S.) or applicable statutory exemption or other authorization
- If applicable, Form 3, Affidavit of Low-Income or Moderate-Income Persons
- · Photos of the completed project (e.g., completed projects must show the project and the house/property)
- Paid invoices, receipts and associated documentation. The invoice(s) must provide:
  - Description of work completed
  - The dates of work
  - The invoice, receipts and paid amounts
  - The paid amount covers the request for reimbursement and the homeowner match. The Department will not process a reimbursement for more than 50% of the total paid invoice(s) or receipt submitted as documentation of eligible cost.
- If applicable, a valid driver's license showing your address or other documentation showing both name of the Applicant and address to which you are requesting payment be mailed (e.g., a utility bill).
- If applicable, for properties where the property appraiser's website does not reflect the owner or homestead status, alternative documentation proving ownership of eligible property or homestead exemption

For each required document select a category and upload. If you are attempting to upload an unsupported file type, please place the file in a ZIP compressed folder before uploading.

* File Category				
Select an Option				
Complete this field.				
.↑. Upload Files				



### HRR APPLICATION: RESIDENTIAL PROPERTY UPLOAD FILES: SELECT FILE CATEGORY AND UPLOAD

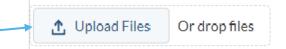
Use the following steps to upload all required files to complete your application.

1. Select the required file category from the dropdown list.

2. Select "Upload Files" and chooses the appropriate files from your computer.

3. Select "Done" when the file has been uploaded.

* File Category
Select an Option
Application Permits
Application Photographs
Form 2, Affidavit of Low-Income or Moderate-Income Persons
Property Ownership or Homestead Documentation
Paid Invoices
Address Documentation



	Uploa	id Files
PDF	Permit file for sand placement.pdf 1.1 MB	o
1 of 1	file uploaded	Done



### HRR APPLICATION: RESIDENTIAL PROPERTY UPLOAD FILES: REVIEW FILES UPLOADED

\* File Category

Address Documentation

All successfully uploaded files will be listed under "Upload Files." The files will be listed in the order uploaded.

1 Upload Files	Or drop files
Nar	ne
20211202_164944	
20180626_114635 -	Сору
Permit file for sand pl	acement
Paid Invoice	



### HRR APPLICATION: RESIDENTIAL PROPERTY SUBMIT APPLICATION

Once you have completed each section and attached all required documents, select "Submit" to finalize your application. \*Note, once you select Submit, you will NOT be able to edit your application further.\*

Submit for Consideration

Submit the application for consideration.

By submitting this application, you are signing an agreement that the above information is true and accurate and that you agree to the Terms and Conditions set forth in rule. If the Department approves this application, you will have entered into a Grant Agreement with the Department upon such approval, subject to those Terms and Conditions.

All validation messages must be cleared before the application will be able to be submitted.

All fields must be completed and files uploaded before the application will be able to be submitted.

Validation

Valid





### HRR APPLICATION: RESIDENTIAL PROPERTY SUBMIT APPLICATION

Home frdap V rcp V hrr V

You should see the following message if you have submitted your application successfully. HURRICANE RESTORATION REIMBURSEMENT GRANT PROGRAM

Thank you for your submission.



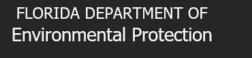
## HRR GRANT APPLICATION SUBMISSION NOTICE

Once you have successfully submitted a grant application, you will receive an email like this one. Note that this email is not a notice of award. Someone from the **Office of Resilience** and Coastal Protection will contact you should additional information be required or once your application has been approved for funding.

Sandbox: Application Submitted noreply@salesforce.com on behalf of ORCP User <orcp\_admin\_support@floridadep.gov> To • ORCP\_Admin\_Support

 Retention Policy
 5 Year Delete and Allow Recovery (5 years)
 Expires
 1/29/2028

 I his email originated outside of DEP. Please use caution when opening attachments, clicking links, or responding to this email.
 Expires
 1/29/2028



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Reply

Reply All

Bob Martinez Center 2600 Blair Stone Road Tallahassee, FL 32399-2400

FDEP GRANTS: Application Submitted

Ron DeSantis Governor

→ Forward

6:44 PM

Jeanette Nuñez Lt. Governor

Shawn Hamilton Secretary

Greetings,

ENTALP

The Florida Department of Environmental Protection has received your application for the Hurricane Restoration Reimbursement Grant Program. Our team is currently reviewing applications and you will be notified via email when a determination has been made.

Learn more about the Hurricane Restoration Reimbursement Grant Program, emergency permitting and the storm recovery assistance resources available seaward of a coastal construction control line by visiting <u>floridadep.gov/hurricane</u>.

Sincerely,

Florida Department of Environmental Protection

Hurricane Restoration Reimbursement Grant Program 850-245-8558 <u>HRRGP@FloridaDEP.gov</u>

This is not a notice of award



# THANK YOU

Office of Resilience and Coastal Protection Florida Department of Environmental Protection

> Contact Information: 850-245-8558 HRRGP@FloridaDEP.gov