Documents Needed: Easy Access

You should have these documents readily available to you. It might make sense to keep an accordion folder for easy access:

- Allowable Activities Report (AA)
- Estimated Cost of Repair (ECR)
- Elevation ECR (aka WWestimate)
- Bulkhead Assessment Report
- Award Letter
- Grant Agreements
- Signed Communication Designee Forms
- Environmental Review Record (ERR)
- Asbestos Containing Material Assessment
- Lead Based Paint Risk Assessment
- Elevation Certificate
- Land Survey
- Soils Report
- Flood Insurance Binder
- Home Insurance Binder
- Current Certificate of Occupancy
- Submitted Design Drawings and 6100
- Permit Application
- ALL Receipts

We also strongly recommend that you open and maintain a separate checking account for the sole use of your recovery. A “carbon-copy” style check book will help record what has been paid and to whom.