# Isle De Jean Charles Resettlement

## Application Stages

### 1. Application

**The Program Will:**
- Conduct a site visit (if needed)
- Work with the applicant to gather all required documentation to complete an application

**The Applicant Will:**
- Provide required documentation to complete an application, including:
  - Proof of primary residency/occupancy documents for island property (located on Island Road with listed postal address of 300 Island Road or greater)
  - Valid government-issued photo ID
  - Income documents and certification form
  - Authorization to release information form

### 2. Eligibility Review

**The Program Will:**
- Review all eligibility documents submitted by the applicant
- Determine applicant’s option eligibility
- Notify the applicant of his or her initial eligibility status via U.S. mail

**The Applicant Will:**
- Complete the Homeowner Education course(s) and financial counseling session(s)
- Select a program option:
  - A New Home in The New Isle (Option A)
  - An Existing Home in Louisiana (Option D)
  - An Improved Lot in The New Isle (Option B)

### 3. Commitment to Participation

**Applicants Moving to a New Home in the New Isle (Option A)**

**The Program Will:**
- Begin construction
- Generate income to assist participants with living expenses, as needed, through economic development opportunities

**The Applicant Will:**
- Sign the Homeowner Assistance Agreement
- Sign the Notice of Homeowner Assistance Agreement (if applicable)
- Provide preferences on home layout, finishings and lot location within the new community
- Obtain program environmental clearance on property before purchasing
- Coordinate and secure flood and homeowners insurance prior to move in

**Applicants Moving to an Existing Home in Louisiana (Option D)**

**The Program Will:**
- Work with the applicant to identify potential financing options for construction
- Review the applicant’s funding sources
- Conduct closing
- Transfer the vacant lot to the homeowner
- Vet the applicant’s chosen contractor to ensure program compliance

**The Applicant Will:**
- Sign the Homeowner Assistance Agreement
- Sign the Notice of Homeowner Assistance Agreement (if applicable)
- Review award amount and set his or her home purchase budget
- Select a real estate agent
- Locate a potential home outside of the Special Flood Hazard Area and within budget
- Obtain program environmental clearance on property before purchasing
- Secure flood and homeowners insurance

**Applicants Moving to an Improved Lot in the New Isle (Option B)**

**The Program Will:**
- Work with the applicant to identify potential financing options for construction
- Review the applicant’s funding sources
- Conduct closing
- Transfer the vacant lot to the homeowner
- Vet the applicant’s chosen contractor to ensure program compliance

**The Applicant Will:**
- Sign the Homeowner Assistance Agreement
- Sign the Act of Transfer
- Identify a Louisiana licensed, bonded and insured residential contractor
- Provide proof of funds or construction lender financing for new home construction within 90 days of Act of Transfer execution
- Coordinate new home construction in compliance with program deadlines
- Complete construction within 180 days of construction start date
### 4. MOVE IN

#### APPLICANTS MOVING TO A NEW HOME IN THE NEW ISLE (OPTION A)

**THE PROGRAM WILL:**
- Provide moving assistance funds
- Deliver keys to the homeowner for the new property in The New Isle
- Monitor for program compliance

**THE APPLICANT WILL:**
- Sign new home mortgage documents upon completion of home
- Join the Homeowners' Association
- Sign paperwork limiting island property of program applicants from being used for residential purposes or being further developed

#### APPLICANTS MOVING TO AN EXISTING HOME IN LOUISIANA (OPTION D)

**THE PROGRAM WILL:**
- Provide moving assistance funds
- Monitor for program compliance

**THE APPLICANT WILL:**
- Sign new home mortgage documents at the time of closing
- Sign paperwork limiting island property of program applicants from being used for residential purposes or being further developed

#### APPLICANTS MOVING TO AN IMPROVED LOT IN THE NEW ISLE (OPTION B)

**THE PROGRAM WILL:**
- Monitor for program compliance

**THE APPLICANT WILL:**
- Sign new home mortgage documents upon completion of home
- Sign paperwork limiting island property of program applicants from being used for residential purposes or being further developed
- Complete home construction within 180 days that meets community design standards as specified by HOA
- Move into new home as primary residence within 30 days of issuance of Certificate of Occupancy

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**CONTACT**

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Monday – Thursday
8:30 a.m. – 4:30 p.m.

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*Information subject to change. Revised: May 14, 2020*