



Grayson County  
Safe Room Rebate Program  
Application Packet

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Funding is made available as a result of a grant of federal funds to Grayson County through the Texas Division of Emergency Management and the Federal Emergency Management Agency (FEMA)

## Rebate Program

This Rebate Program is for Grayson County property owners who would like to install a safe room (tornado shelter) – interior, exterior or in-ground. The Program will reimburse eligible homeowners 50% of the total cost (up to \$3,000) for the installation of a certified safe room. This program is not retroactive and will not rebate any property owner who has installed a safe room prior to approval of an application from the Grayson County Office of Emergency Management and receipt of a notice of eligibility letter.

## Eligible Applicants

- Grayson County owner occupants, builders and developers.
- Owner must be living, building or developing within Grayson County.

## Eligible Property Locations

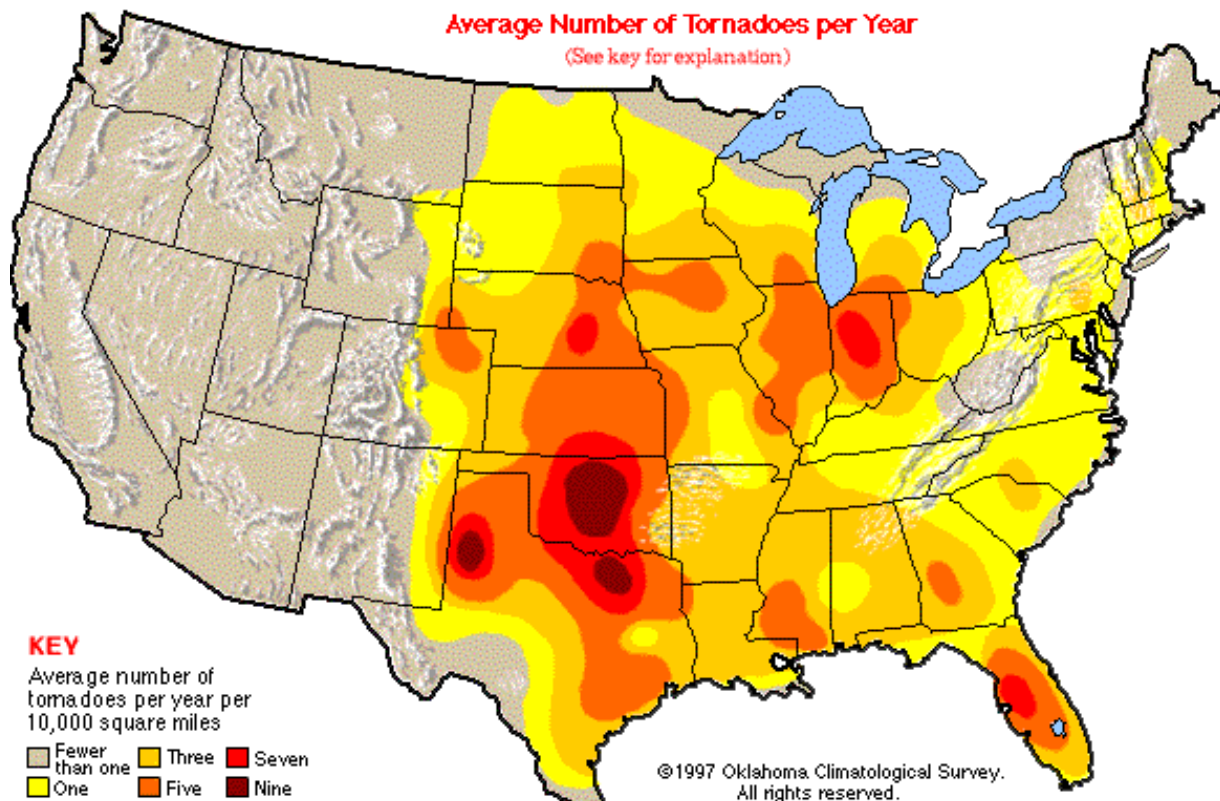
- Owner occupied single family dwellings.
- Owner occupied multi-family dwellings such as condominiums or town homes limited to those occupants on the ground floor.
- The structure may not be in, or elevated above a FEMA or locally mapped floodplain.
- The safe room must be installed and received a seal from an installer member of one of the two approved organizations identified as:
  - National Storm Shelter Association  
[www.nssa.cc](http://www.nssa.cc) 1.877.700.NSSA (6772)
  - American Tornado Shelter Association  
[www.americantornadoshelterassociation.org](http://www.americantornadoshelterassociation.org) 1.806.477.0782

## Additional Resources

FEMA – [www.fema.gov/plan/prevent/saferoom](http://www.fema.gov/plan/prevent/saferoom)

## Application Instructions

1. Fill out the application. This is the form we will use to determine a property owner's eligibility.
2. If your application is eligible, Grayson County Office of Emergency Management will issue a notification of eligibility letter by US Mail.
3. Identify the NSSA or ATSA shelter and installer that you would like to use. Remember the safe room/shelter and installer must be NSSA or ATSA certified in order to receive the rebate. If your property lies in an incorporated area (city), contact your city hall and obtain any required permits for the installation.
4. Once the safe room/shelter is installed, keep all receipts and proper documentation (Voluntary Participation Form) to submit to Grayson County Office of Emergency Management. Submit documentation along with Request for Rebate & Voluntary Participation Statement included in this packet. We will come to inspect the shelter, capture a photo of it, its certified seal and serial number along with GPS coordinates.



## Application Form

This rebate program is funded through a grant that is made available by FEMA and Texas Department of Emergency Management. It is designed to help homeowners offset the cost of the installation of an NSSA or ATSA safe room. Completion of this application form serves as your notice of interest and desire to participate in this program. A confirmation letter will be issued once all criteria have been met.

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### Property Owner

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

### Physical Address (911)

Street: \_\_\_\_\_

City: \_\_\_\_\_

Zip Code: \_\_\_\_\_

### Contact Information

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Proposed Installation Details

#### **Check One:**

- Mobile Home
- Existing Single-Family Home
- Existing Multi-Family Home  
If Existing, Year Built? \_\_\_\_\_
- New Construction

#### **Check One:**

- Not in a floodplain
- In a floodplain (*Not eligible*)

#### **Check One:**

- Property has septic or aerobic system
- OR**
- Property has city or centralized sewage system (not septic system)

*I, the undersigned, have carefully reviewed this form & accompanying packet and understand all information presented. To the best of my knowledge I can confirm that the information I provided on this form is true & accurate.*

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

## **Request for Rebate and Voluntary Participation Statement**

*\*This form must be signed and submitted as part of the rebate payment process.\**

*As witnessed by my signature below, I \_\_\_\_\_, the owner of the residence located at \_\_\_\_\_, in \_\_\_\_\_, Texas hereby certify that my participation in the Grayson County Safe Room Rebate Program has been voluntary. I further authorize the Grayson County Office of Emergency Management to visit my residence to physically verify that the room has been constructed, to record the affixed NSSA or ATSA seal number on the installed safe room and to capture the required Lat/Long information on the shelter location, as required by the Federal Emergency Management Agency [“FEMA”]*

*Along with this statement, I am also submitting the following documents and certifications necessary to process the rebate payment for my safe room:*

- 1. The NSSA or ATSA shelter seal number from the unit installed which is \_\_\_\_\_;*
- 2. Copies of all invoices received and proof of payment by me for my safe room;*
- 3. I certify that I have paid \$\_\_\_\_\_ total for the installation of my safe room.*
- 4. If my property is in an incorporated area, I certify that I have complied with all municipal building and permitting requirements for the installation.*
- 5. I certify that the installation is not in a floodplain.*
- 6. I request a 50% rebate of that cost in the amount of \$\_\_\_\_\_.<sup>1</sup>*

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Signature of Owner/Applicant

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Date

<sup>1</sup> – 50% of the total cost, not to exceed \$3,000.00.

## **Program Guidelines**

1. Applicant will receive notice from the Grayson County Office of Emergency Management if their application was deemed ineligible or if additional information is necessary to determine eligibility.
2. Applicants eligible for rebates will receive written notification by US Mail authorizing them to proceed with installation.
3. Applicants with property in an incorporated area (city) must insure that they comply with all building regulations and obtain any necessary permits from their city prior to installation.
4. Rebates will not be made for any shelter installed prior to the acceptance letter.
5. Rebates will only be made for fifty percent (50%) of the total cost and will not exceed \$3,000.00.
6. Rebates are made upon documentation of cost and proof of payment.
7. Rebates will be made only after all essential documentation is submitted as well as physical verification of the safe room by Grayson County Office of Emergency Management personnel, including seal of certification from NSSA or ATSA.

## **Special Program Requirements for Homes 45 Years or Older**

**We must cooperate with the Texas Historical Commission to determine if the installation of a safe room (underground or above ground) will impact any areas of historical significance. By doing so we must provide the State Historical Preservation Officer [“SHPO”] with the following information for each site:**

- 1. Property’s Address & Date of Construction**
- 2. Map Showing Exact Location of Property**
- 3. At Least One Clear Photograph Showing Building’s Main Elevation**
- 4. Drawing and/or Photograph Indicating Where Safe Room Will be Placed and How it Might Affect the Existing Structure/Area**

**We will submit this information to the SHPO and the project will be reviewed. The State review process can take 30-60 days. Once the project has been reviewed we will notify the homeowner whether or not they will be able to proceed with the Safe Room Rebate Program.**