

# Resilient Homes Program Application Form

## Form Preview

### Homeowner Information Form – Resilient Homes Program

\* indicates a required field

#### Before you begin

Information requested in this form will help the New South Wales Reconstruction Authority (NSW RA) assess eligibility for voluntary Home Buyback as well as Home Raising and Home Retrofit under the Resilient Homes Program (RHP).

**Please fill in all the mandatory sections (as marked with an \*), and the remaining sections to the best of your knowledge.**

We're here to help. If you need any assistance completing and/or returning this form, please contact us on 1800 844 085 or [resilienthomesprogram@reconstruction.nsw.gov.au](mailto:resilienthomesprogram@reconstruction.nsw.gov.au)

If you require accessible resources to complete this form please call 1800 844 085

#### Privacy confirmation

You are providing this personal information so that the New South Wales Reconstruction Authority can process your application.

This information will only be used to process your application for the Resilient Homes Program, *but otherwise will be kept private and confidential*. It will be stored and protected appropriate to the sensitivity of this information and will not be used for any other purpose without your prior consent.

Your personal information will only be shared between the New South Wales Reconstruction Authority, its employees, contractors and other services providers, and other NSW Government agencies, for the purpose for which you have provided it. The New South Wales Reconstruction Authority will not disclose your personal information to anybody else unless required or authorised by law, such as by court order.

The New South Wales Reconstruction Authority will store and protect your personal information for record keeping purposes. Subject to any other legal requirements regarding information retention, your information will be retained for seven years.

#### More information

This privacy notice applies only to the information you are providing in this form. If you would like to know more about how the New South Wales Reconstruction Authority meets its regulatory obligations in collecting, using, sharing and storing personal and health information, you can read their complete Privacy Policy or Privacy Management Plan on [Privacy policy - Department of Regional NSW | NSW Government](#).

You have the right to access your personal information held by or on behalf of the New South Wales Reconstruction Authority, without excessive delay or expense. You also have the right to have your personal information corrected if it is inaccurate or out-of-date.

If you would like to access or correct your personal information, please contact the New South Wales Reconstruction Authority by emailing [info@reconstruction.nsw.gov.au](mailto:info@reconstruction.nsw.gov.au)

You may also contact the New South Wales Reconstruction Authority if you have any questions about this privacy notice.

# Resilient Homes Program Application Form

## Form Preview

### Background

#### *Personal information*

Personal information is any information or an opinion about an individual whose identity is apparent or can reasonably be ascertained.

#### *Health information*

Health information is a specific type of 'personal information' which may include information about your physical or mental health or disability. It includes information you provide to a health organisation, information about any health services you receive or have received in the past, and certain organ donation and genetic information.

#### *Privacy and Personal Information Act 1998*

NSW Government Agencies must comply with the Information Protection Principles (IPPs), which are outlined in the *Privacy and Personal Information Act 1998* (PPIP Act). These regulate the collection, storage, use and disclosure of personal information held by Government Agencies.

#### *Health Records and Information Privacy Act 2002*

NSW Government Agencies, public and private health organisations and providers and large businesses that hold health information must comply with the Health Privacy Principles (HPPs), which are outlined in the *Health Records and Information Privacy Act 2002* (HRIP Act). These regulate the collection, storage, use and disclosure of health information.

### Privacy confirmation \*

I confirm that the information I will provide is directly relevant to the completion of this form, and if I provide the personal information of another person, I have obtained that person's consent to do so and to submit this form. Please read the privacy collection notice for more information about how we handle your information.

## Residential Lands program

The Resilient Lands Program is part of a suite of measures the NSW RA is coordinating to deliver a sustainable supply of suitable land to deliver housing options in the Northern Rivers. The program is being delivered alongside the Resilient Homes Program.

Click [here](#) for more information on the Resilient lands program

### Once this application is assessed and provided you are eligible for the Resilient Homes Program - Home Buyback stream, would you be interested in the Resilient Lands Program?

Yes  No

If yes we will be in touch to ask for some more information to help us help you

### Would you prefer to stay within Northern Rivers Region or are you likely to move out of the region?

Stay within Northern Rivers Region  Move out of Northern Rivers Region

### Would you like to receive information about the Resilient Lands Program?

Yes, by phone  Yes, by email  No

# Resilient Homes Program Application Form

## Form Preview

### Part A – Ownership and contact details

\* indicates a required field

#### Who owns the property? \*

- Private individual       Private individuals - multiple       Commercial or business enterprise

#### Private individual

##### Homeowner \*

- Individual       Organisation

Organisation Name

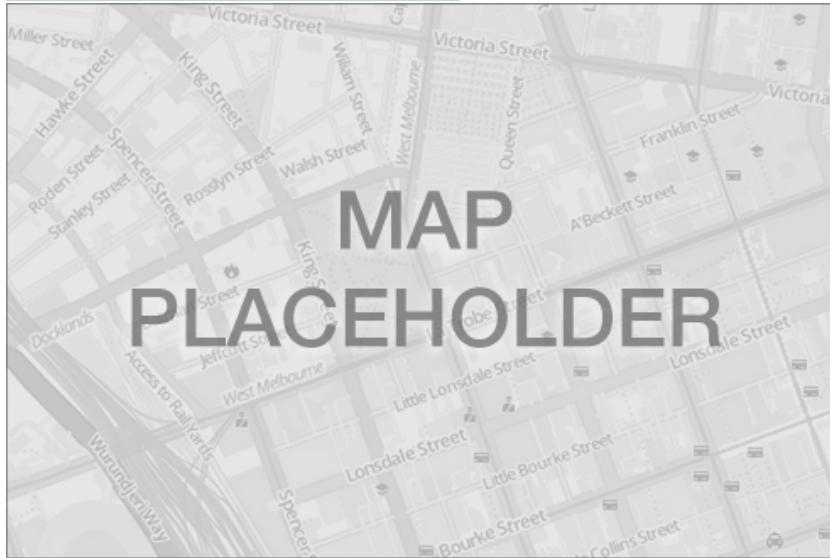
First Name

Last Name

Please use your legal name as per the title deed and/or drivers licence

#### Affected property being registered for RHP \*

Address

This address should be the residence where funding is being requested

**Please copy the latitude from above into the box below. \***

The negative number on the left

**Please copy the longitude from above into the box below. \***

# Resilient Homes Program Application Form

## Form Preview

The positive number on the right

**Is this property over multiple lots? If yes please enter the Lot/DP for any additional lots below.**

Yes  No

**Additional Lot/DP information**

**Homeowner Postal Address \***

Address

Please select "same as above" if you are residing in the home affected that is being registered for the RHP. If you are residing at a different address, please advise.

**Homeowner Phone Number**

Must be an Australian phone number.

**Homeowner Mobile Phone Number**

Must be an Australian phone number.

**Homeowner Email**

Must be an email address.

**Homeowner Date of birth**

DD/MM/YYYY

**Who is the main contact the RA should contact about this property? \***

As above  Other

Private individuals (multiple)

Please **add more** to add additional individual's details for all homeowners represented on the title deed.

**Homeowner \***

Title First Name Last Name

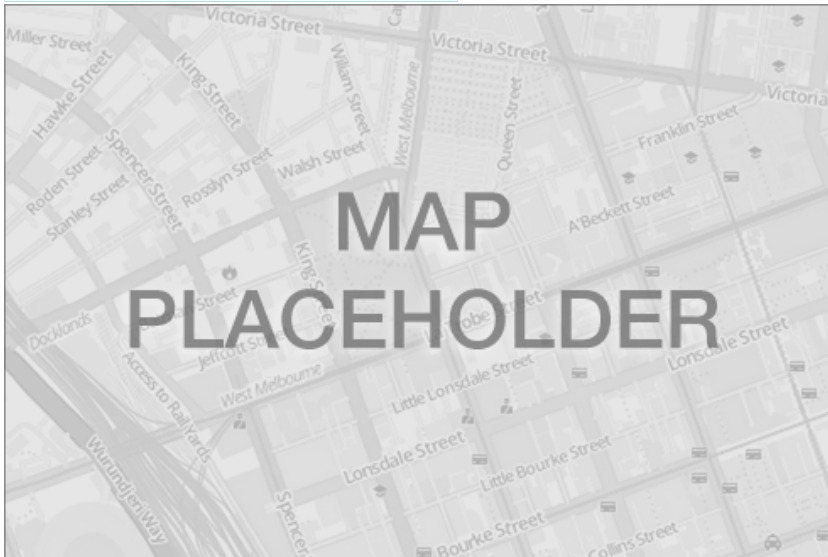
  

**Affected property being registered for RHP \***

# Resilient Homes Program Application Form

## Form Preview

Address

Suburb/Town, State/Province, Postcode, and Country are required.

**Is this property over multiple lots? If yes please enter the Lot/DP for any additional lots below.**

- Yes  
 No

**Additional Lot/DP information**

**Postal Address**

Address

**Phone Number**

Must be an Australian phone number.

**Mobile Number**

Must be an Australian phone number.

**Date of birth**

dd/mm/yyyy

# Resilient Homes Program Application Form

## Form Preview

### Email

Must be an email address.

### Nominated Other Contact \*

Title      First Name      Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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### Relationship to Homeowner \*

### Nominated Other Contact Postal Address \*

Address

<input type="text"/>
<input type="text"/>

### Nominated Other Contact Primary Phone Number \*

Must be an Australian phone number.

### Nominated Other Contact Primary Email \*

Must be an email address.

## Home ownership details

### Please provide any other relevant home ownership details (e.g. leases, licences or easements):

Leases: Owner of a property allows someone else to use it for a specified period of time in exchange for payment. Licences: permission granted by the owner of the property to someone else to use it in a certain way without transfer of interest or ownership. Easements: right granted by the owner of the property to someone else to use a specific portion of their property for a specific purpose, such as, a right of way or access to utility line.

### Please provide any supporting documentation

Attach a file:

Please use naming convention of: . File must be PDF.

### Does the homeowner have a Power of Attorney in place? \*

Yes                       No                       Not sure

### Does the homeowner currently have legal representation? \*

# Resilient Homes Program Application Form

## Form Preview

Yes

No

Not sure

Please note, legal representation is not required at this stage. If you are eligible for RHP Buy-back stream you may wish to have a solicitor review the offer RA provides, and will need a conveyancer to advise on the property sale contract settlement should you accept the offer.

### Power of Attorney details

#### Name \*

Title

First Name

Last Name

#### Postal address \*

Address

#### Email \*

Must be an email address.

#### Phone Number \*

Must be an Australian phone number.

#### Please upload the legal document that provides evidence of the Power of Attorney for the homeowner listed on the property title \*

Attach a file:

Please use naming convention of: . File must be PDF.

### Legal Representation details

#### Name \*

Title

First Name

Last Name

#### Postal Address \*

Address

#### Email \*

Must be an email address.

# Resilient Homes Program Application Form

## Form Preview

### Phone Number \*

Must be an Australian phone number.

## Part B – Property details

\* indicates a required field

### What is the property primarily used for? \*

- Private residence    Farming    Tourist / visitor accommodation    Other:

Please select one.

### Is the property used for a secondary purpose?

- Yes    No

### What type of home is it? \*

- House    Townhouse    Unit/apartment    Modular home    Manufactured home    Caravan    Cabin    Other:

If other please provide details

### How many levels is/was your house?

- On ground    Split level    2 storey    Multi level    Stilted

Other

Please choose all that are applicable

### What year was the home built

approximate year or decade

### What style is/was your house construction?

- Attached    Free standing/ detached    Semi detached    Queenslander    Pre 1946    1946 -1990    Modern    Colonial

Other

Please choose all that are applicable

### Has the property been listed for sale or rent in the past five years?

- Yes    No

### When was the property last sold?

### Who sold it?



# Resilient Homes Program Application Form

## Form Preview

What person/s or companies were involved in that property sale (e.g. family members, business company, other)

**Are you aware of any planning approvals, restrictions, or requirements for your property?**

- Yes  No  Unsure

**Have you undertaken any House Raising or Retrofit works?**

- Yes  No

### Pre flood home information

The information requested below is not mandatory but will assist us in determining your RHP Stream eligibility and will be required if you are assessed as eligible for one of the streams.

**What is/was your house foundation construction?**

- Concrete footings  Concrete piers  Timber posts  Steel piers  Pier & beam  
 Concrete piles  Earth  Screw piles

Other

Please choose all that are applicable

**What are/were the external walls of your house constructed from?**

- Brick  Brick cavity  Concrete  Weatherboard  Fibro cement  Cladding

Other

Please choose all that are applicable

**What is/was the roof construction?**

- Terracotta tile  Concrete tile  Corrugated iron  Asbestos cement

Other

Please choose all that are applicable

**What are/were the majority of window frames made from in your house?**

- Aluminium  Timber  Steel

Other

Please choose all that are applicable

**What is/was the hot water system in your house?**

- Electric  Gas  Solar  Fuel  Other

**How many bedrooms are/were in your house?**

- 1  2  3  4  5  More than 5

**What are/were the floor coverings in your house?**

- Tile  Carpet  Timber  Marble/Stone  Vinyl  Floating floor  Concrete  
 Slate

Other

# Resilient Homes Program Application Form

## Form Preview

Please choose all that are applicable

### Please select any other areas in your house from the list below

- Study  Dining room  Living room  Sunroom  Office  Studio   
Sleepout  Playroom  Parents retreat  Gym  Attic  Home theatre   
Garage  Carport  Patio  Veranda  Outdoor entertaining area  Other

Please choose all that are applicable

### How many bathrooms are/were in your house?

- Bathroom  Ensuite  Separate toilet  Powder room  2 way bathroom   
Separate shower  Bath  Spa  
Other

Please choose all that are applicable

### What is/was the kitchen configuration in your house?

- Full kitchen  kitchenette  Standard appliances  European appliances   
Wall cupboards  Floor cupboards  Pantry  Butlers pantry  Dishwasher   
Laminated benchtop  Granite benchtop  Marble benchtop  Tile benchtop   
Island benchtop  Gas cooktop  Electric cooktop  Wood burning stove  
Other

Please choose all that are applicable

### What is/was the laundry configuration in your house?

- External laundry  Internal laundry  Laundry in bathroom  Laundry in kitchen  
 Laundry in garage  
Other

Please choose all that are applicable

### What heating/cooling do/did you have in your house?

- Wall mounted air conditioning  Ducted air conditioning  Evaporative cooling   
Ceiling fan  Gas point heating  Gas ducted heating  Fireplace  Underfloor  
heating

Other

Please choose all that are applicable

### Are there any other features you would like us to be aware of?

- Built in robes  Walk in robes  High ceilings  Ornate ceilings  Raked ceilings  
 Period ceiling  Decorative cornices  Ceiling roses  Double glazed windows   
Skylights  Internal lift  Accessibility inclusions such as ramps  Bar  Swimming  
pool  Tennis court

Other

Please choose all that are applicable

### Are there any other features that are not listed above?

# Resilient Homes Program Application Form

## Form Preview

Please provide as much detail as possible.

Home has undertaken Home Raising or Retrofit works

**If yes, please provide available photos or documentation.**

Attach a file:

Please use naming convention of: OR . If uploading a document, please note this file must be a PDF and naming convention

Secondary purpose type

**Please advise secondary purpose of the property registered for RHP**

- Farming
- Tourist/visitor accommodation
- Private residence
- Other:

Multiple options can be selected

Details of planning approvals

If you do not have details of planning approvals at the time of application submission, this information can be provided at a later date.

**Please provide details of planning approvals, restrictions or requirements**

**Please upload any supporting documentation**

Attach a file:

Please use naming convention of: . File must be PDF.

**Do you have access to photos showing the property and home (internal and external) before the flood event? \***

- Yes  No

Photos of property before flood event

Please clearly label your photos so that it is clear if the photo is pre or post flood and what room is depicted.

eg: Pre Flood - main bedroom, front of house, ensuite, main bathroom etc.

eg: Post Flood - main bedroom, front of house, ensuite, main bathroom etc

# Resilient Homes Program Application Form

## Form Preview

**Please upload photos showing the property and home (internal and external) before the flood event**

Attach a file:

Please use naming convention of: .

## Part C – February and March 2022 flood property damage

\* indicates a required field

**Was the home directly impacted by flood waters from the February and March 2022 flood event? \***

- Yes  No

**Was the home directly impacted by landslip as a result of the February and March 2022 flood event? \***

- Yes  No

**Did the location of the home move as a result of the flood event?**

- Yes  No

e.g. the house was carried by flood waters to the rear of the property

### Flood water impact

**Was the flood water above the level of the floor in your home?**

- Yes  No

**Was the roof of the home damaged as a result of flood waters?**

- Yes  No

### Landslip details

**Was the home deemed safe to live in the home after the landslip, before any ground stabilisation works?**

- Yes  No

'Safe to live in' may have been determined by JLG or Public Works as part of your Flood Property Assessment

**Was the roof of the home damaged as a result of landslip?**

- Yes  No

**Please describe, or show on a map, the original location of the home:**

**Original location of home**

# Resilient Homes Program Application Form

## Form Preview

Address

### Please provide any supporting documentation or images

Attach a file:

Please use naming convention of: . File must be PDF.

Please clearly label your photos so that it is clear if the photo is pre or post flood and what room is depicted.

eg: Pre Flood - main bedroom, front of house, ensuite, main bathroom etc.

eg: Post Flood - main bedroom, front of house, ensuite, main bathroom etc

### Damage description

#### How was the home damaged? \*

Destroyed  Structural  Internal cosmetic

Please select all options that apply. Definitions: Destroyed - Property is unsafe and uninhabitable. Structural - property components that support the overall stability and integrity of the building are compromised. Internal Cosmetic - aesthetic appearance of the inside of home such as paint, wall paper, flooring, etc.

#### If possible, please attach photos of the flood water and/or landslip damage (preferably from immediately after the flood event):

Attach a file:

Please use naming convention of: .

Please clearly label your photos so that it is clear if the photo is pre or post flood and what room is depicted.

eg: Pre Flood - main bedroom, front of house, ensuite, main bathroom etc.

eg: Post Flood - main bedroom, front of house, ensuite, main bathroom etc

## Part D - Insurance

\* indicates a required field

#### At the time of the February and March 2022 flood event was the residential dwelling insured? \*

Yes

No

#### If applicable please upload a copy of insurance policy

Attach a file:

Please use naming convention of: . File must be PDF.

# Resilient Homes Program Application Form

## Form Preview

**If applicable, please upload advice detailing amount and type of claim payment or denial of claim**

Attach a file:

Please use naming convention of: . File must be PDF.

**Has a builder or contractor been engaged to provide a quote for scope or works**

Yes

No

**Has that work been completed?**

Yes

No

**What type of insurance was the residential dwelling covered for? \***

Home  Contents  Flooding

Other

Please select all options that apply. Please ensure you tick Flooding if you had it at the time of the 2022 Flood Event. If other please specify

**Name of Insurance company \***

**Policy number**

**Does the homeowner give permission for the NSW RA to contact the insurer to discuss relevant insurance matters? \***

Yes

No

**Has an insurance claim been made for the February and March 2022 flood event? \***

Yes

No

**Please provide a copy of the information provided to the insurer as part of the claim**

Attach a file:

Please use naming convention of: . File must be PDF.

**What is the status of this claim?**

Assessment pending

Works in progress

Works completed

Cash Payout received

Other:

# Resilient Homes Program Application Form

## Form Preview

### Please state the total cash payout amount

\$

Must be a dollar amount.

### Please provide a copy of the Insurance Claim Settlement or Resolution

Attach a file:

For example: denial letter, payment summary, remittance letter. Please use naming convention of: File must be PDF.

### Has a builder provided a scope of works to complete as part of the insurance claim

Yes  No

## Part E – Planned and/or completed works post flood event

### Does the homeowner have plans to relocate the home either within the existing property boundary or beyond the property boundary?

Yes within the property boundary  Yes - beyond the property boundary  No  Not sure

### Please provide details of lot number of the proposed new location:

### Has the homeowner done any flood waters/landslip related repair work on the home since the February and March 2022 flood event?

Yes  No

### Evidence of repairs

*Note: Please label any documents you attach to clearly show what they are, and what work they relate to.*

### Please attach evidence of the works (e.g. photos, quotes, receipts, contracts)

Attach a file:

Please use naming convention of: . Quotes, Contracts and Receipts must be PDF.

### Has the homeowner done any unrelated work on the home since the February and March 2022 flood event?

Yes  No

Definition of Unrelated Work: Repair work made to the property not relating to the February and March 2022 flood event.

# Resilient Homes Program Application Form

## Form Preview

### Evidence of unrelated work

**Please attach evidence of the works (e.g. photos, quotes, receipts, contracts)**

Attach a file:

Please use naming convention of: .

**Is the home registered under the Disaster Relief (DRG) - Structural Repair Grant?**

Yes  No

**Please enter your DRG Reference ID**

this is 5 numeric characters

**Is the home registered under the Flood Property Assessment Program (FPAP)**

Yes  No

**Please enter your FPAP Reference ID**

this starts with JLDM followed by 5 numeric characters

**Other than the Flood Property Assessment Program (FPAP), has the homeowner had any assessments or reports undertaken on the property since the February and March 2022 flood event ?**

Yes  No

### Evidence of assessments or reports other than FPAP

**Please attach the assessments or reports (if available)**

Attach a file:

Please use naming convention of: . File must be PDF.

## Part F – Individual circumstances

\* indicates a required field

**Does the homeowner identify as Aboriginal or Torres Strait Islander?**

Yes  No  Prefer not to say



# Resilient Homes Program Application Form

## Form Preview

**At the time of the February and March 2022 storm and flood event was the home lived in? \***

- Owner Occupied                       Investment Property                       No

Evidence will be requested

**Is the home currently being lived in? \***

- Yes - owner occupier                       Yes - tenant                       No

Evidence of Owner Occupied at time of February and March 2022 storm and flood event

**If 'Yes - Owner-occupied,' please attach evidence of the homeowner occupying the property at the time of the flood event (February 2022)**

Attach a file:

For example, utility bill. Documents must be PDF. Please use naming convention

**Is the homeowner, or tenant of the flood impacted home, currently living in other accommodation, such as rental accommodation or temporary housing, as a result of flood water or landslip damage to the home?**

- Yes - rental accommodation                       Yes - temporary housing                       No                       Other:

If other please provide details

Alternative accommodation information

**If paying rent for other accommodation, please provide an estimate of how long the homeowner or tenant can keep paying rent:**

- 1-3 months                       3-6 months                       6-12 months                       More than 12 months                       Not paying rent currently

**How many dependents does the homeowner or tenant have?**

Must be a number.

**Does the homeowner or tenant have pets, animals or livestock?**

- Yes                       No

**Do you require additional assistance for dependent or independent living?**

- Yes                       No

**Do you require additional assistance with managing finances?**

- Yes                       No

**Does the homeowner, tenant or any dependents require the use of ramps or other amenities for accessibility?**

# Resilient Homes Program Application Form

## Form Preview

Yes

No

**Please provide details on the use of ramps or other amenities for accessibility**

**Does the homeowner qualify for any Australian Government benefits such as Centrelink income support payments?**

Yes

No

Homeowners will not be disadvantaged in the RHP if answering yes.

**Please list the type of benefit/s you receive:**

**Has the homeowner qualified for any of the NSW or Australian Government flood recovery support for the February and March 2022 flood event?**

Yes

No

Homeowners will not be disadvantaged in the RHP if answering yes.

**Please provide details of NSW or Australian Government flood recovery support for the February and March 2022 flood event?**

## Part G – Site environmental and safety risks

Are any of the following risk/s present:

If you answer yes to any of the listed risks, please provide additional detail below.

**Asbestos?**

Yes

No

Unsure

**LPG tanks / gas cylinders?**

Yes

No

Unsure

**Steep terrain?**

Yes

No

Unsure

**Soil contamination?**

Yes

No

Unsure

**Septic, sewerage, underground tanks?**

Yes

No

Unsure

**Dense vegetation?**

Yes

No

Unsure

**Hazardous materials and chemicals?**

Yes

No

Unsure

**Live electricity?**

Yes

No

Unsure

**Other environmental or safety risks?**

Yes

No

Unsure

**Are there any risks relating to accessing the property?**

Yes

No

This includes any livestock, free range animals or pets

# Resilient Homes Program Application Form

## Form Preview

**Please provide more information on risks you have selected**

**Are there any other risks?**

## Declaration and authorisation

\* indicates a required field

By submitting this form I hereby declare that:

I have read and understood each of the acknowledgements, agreements, representations and warranties provided above, and that each of these are true and correct;

All information provided, including the responses to each question in the relevant sections of this proposal, is true and correct to the best of my knowledge;

Any information contained in this form may be disclosed to other government agencies, NSW RA staff, and other relevant external stakeholders (including consultants, lawyers and other advisers) as part of the assessment for the Resilient Homes Program;

I am authorised to submit this form on behalf of, and have the authority to represent and bind, the eligible homeowner;

- I understand that any false declaration may render this form ineligible/invalid; and
- I understand that in order for the New South Wales Reconstruction Authority to assess my eligibility for the Resilient Homes Program the homeowner may also be required to supply further documents or confirm information.

**Name \***

Title      First Name      Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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**I am the: \***

- Homeowner
- Authorised homeowner representative
- NSW RA RHP Administrator Only. This form has been manually entered by the RHP Case Manager on behalf of the homeowner or in transitioning casefile to SmartyGrants site.

**NSW RA RHP Administrator**

**File Upload of signed HIF**

Attach a file:

Please use naming convention . File must be PDF.

