

VRP Checklist Frequently Asked Questions

1. What does the signed attestation letter in 1, 2, and 5 have to look like?

If all three statements do not apply to you, you can combine the statements into one letter. This letter has to be notarized. Refer to Attachment 1 for a template of an acceptable letter.

2. Do I have to get two separate letters for 3 and 6?

No. You can get one letter from your local code officer stating that your properties comply with applicable regulations, that the proposed projects are within zoning regulations, and that you are in good standing with local authorities. We are requesting a letter from towns in which you own properties.

3. How can I provide documentation for 8 if I have never had tenants?

If you have never had tenants, please provide a signed, notarized attestation that you have never had tenants.

4. What if I have never done volunteer work with my community?

That is not a requirement for VRP, however, we will prioritize those who have participated in volunteer work and have demonstrated community involvement.

5. Is everything listed under 4 required to qualify for VRP?

YES. In order to be considered for this program you must be up to date on your taxes, up to date on your utilities, have homeowners insurance and be up to date on mortgage payments.

6. What if I don't have a mortgage?

If you do not have a mortgage on the property, please provide a signed, notarized attestation that you do not have a mortgage.

7. What if I don't have homeowners insurance?

If you do not have homeowners insurance because of the condition of your property, you must be willing to purchase homeowners insurance after your building has been renovated with VRP funds.

ATTACHMENT 1

Date:

To: North Country Rural Development

Subject: Attestation of Eligibility for the Vacant Rental Program

I, _____, hereby certify and attest that as of the date of this declaration:

1. Non-Bankruptcy Status

- I am not currently involved in any active bankruptcy proceedings under any chapter of the United States Bankruptcy Code.
- No bankruptcy proceedings are pending against me, nor have I initiated any discussions or actions toward filing for bankruptcy.

2. Non-Existence of Liens or Judgments

- There are no outstanding liens, judgments, or encumbrances against any properties I own.
- I have not been notified of any pending legal claims or financial obligations that would result in a lien or judgment against my properties.
- To the best of my knowledge, my properties are free of any legal or financial restrictions that would impair my ability to participate in the **Vacant Rental Program**.

3. Non-Investigation Status

- I am not currently under investigation by the U.S. Department of Health, Environmental Protection Agency (EPA), U.S. Department of Housing and Urban Development (HUD), any State agency, or any Local government agency for violations of laws or regulations.
- I have not been formally notified of any pending investigations, enforcement actions, or proceedings related to my properties or business operations.
- To the best of my knowledge, I am in compliance with all applicable federal, state, and local laws and regulations.

4. Mortgage Status

- I do not have a mortgage.

I understand that providing false or misleading information may result in disqualification from the **Vacant Rental Program Grant** and may subject me to penalties under applicable laws.

I declare under penalty of perjury that the information provided in this attestation is true and correct to the best of my knowledge.

Signature: _____

Printed Name: _____

Date: _____

STATE OF NEW YORK
COUNTY OF _____

Sworn to (or affirmed) and subscribed before me this ____ day of _____, 2025, by
