

The Mississippi Emergency Management Agency is requesting letters of interest from non-profit and government entities that wish to receive Mississippi Cottages for the purpose of meeting ongoing housing needs throughout the Mississippi Gulf Coast.

MEMA is now offering the remaining used cottage stock to nonprofits with 501(c)(3) status, public housing authorities and government entities. The cottages were originally used to test future disaster housing units following Hurricane Katrina.

Those cottages remaining may be donated to be used as affordable housing units for a minimum of five years, as defined by the U.S. Department of Housing and Urban Development. Any entity receiving cottages must meet the following criteria:

- Abide by the “Approved Agreement Articles” between MEMA and FEMA that are attached.
- Accept ownership of at least 10 cottages.
- Obtain all required local building permits prior to receiving cottages.
- Be able to pay for all moving, insurance and foundation expenses associated with the cottages.
- Ensure the cottages are not placed in the Coastal High Hazard or Velocity Zone areas.
- Submit quarterly reports and reinvest revenue into affordable home ownership programs throughout the period of performance, which ends March 31, 2011.

Interested organizations should submit a letter of interest to MEMA by Mar. 15, 2010. Letters should be two pages or less and include a summary plan for use of the cottages and the organization’s relevant experience in housing development and management. The letter should also prove that the organization or entity has secured or will access any necessary funds for this project. For-profit developers may not apply or partner with nonprofits, public housing authorities or local governments during this donation program.

Letters of Interest must specify a contact person, phone number(s), email address, and mailing address for any future program follow up. Letters can be mailed to:

MEMA’s Nonprofit Cottage Donation Program
45 Hardy Court #230
Gulfport, MS 39507

All approved applicants will be contacted by MEMA within two weeks of letters being received. Failure to retrieve donated cottages within 30 days of award will result in a \$300 per cottage charge for each month the cottage remains in MEMA’s possession.

Please direct all inquiries related to the cottage donation to: Nonprofit Coordinator, MAHP Permanent Housing Strategy Team at: memainfo@mema.ms.gov.

Estimated Costs for Permanent Placement of Cottages

Placement of Cottage as Modular Home

*Value of Cottage	\$46,000.00
Site Acquisition	\$20,000.00
Site Preparation	\$10,000.00
Permitting Fees	\$250.00
Administration	\$500.00
• Title Search	\$250.00
Transport from Transition Site	\$2,000.00
Engineered Foundation	\$6,000.00
Insurance	\$2,100.00
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<i>Total Costs to Place Cottage</i>	<i>\$87,100.00</i>
Minus MAHP Cottage Contribution	-\$46,000.00
**Total Estimated Cost to Awardee	\$41,100.00

Placement of Cottage as Mobile Home

*Value of Cottage	\$46,000.00
Site Rent	\$200.00
Site Preparation	\$200.00
Permitting Fees	\$250.00
Administration	\$500.00
• Title Search	\$250.00
Transport from Transition Site	\$2,000.00
Mobile Home Foundation	\$2,500.00
Insurance	\$2,100.00
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<i>Total Costs to Place Cottage</i>	<i>\$54,000.00</i>
Minus MAHP Cottage Contribution	-\$46,000.00
**Total Estimated Cost to Awardee	\$8,000.00

* Estimated Value of the cottage

** Costs may vary and additional costs may occur. Awardees are responsible for obtaining quotes for all expenses associated with projects. Sources of funds must be included in the Letter of Interest.

