

NYS Vacant Rental Program for Oneida County Property Owners

Application Prioritization Criteria

HomeOwnershipCenter (HOC) has established the following criteria for participation in the Vacant Rental Program (VRP). Applicants must demonstrate that they are the legal owner(s) of the property for which assistance is requested (i.e., property managers may not apply on behalf of the property they manage). All property owners may apply. However, applications will only be processed if they meet the criteria outlined below, with priority given to those that meet all criteria.

Required Criteria (must be met for application to be processed):

- Property owner must live locally (primary residence in Oneida, Herkimer, Madison, Fulton, Montgomery, Hamilton, Otsego, Onondaga, Oswego, or Lewis counties). For LLC-owned properties, this requirement is met if at least one member resides locally.
- Property owners must have a small portfolio, defined as ownership or control of no more than twenty (20) residential units and no substantial non-residential real estate holdings.
- Property must be located in Oneida County.
- Units must be vacant at the time of application.

Additional Prioritization Factors:

- **Cost Feasibility:** Projects where the full scope of work can be completed within the available VRP award amount, without the need for additional funding.
- **Project Readiness:** Properties that are construction-ready at the time of application, including having basic utility connections (e.g., water, sewer, and electric) in place. Properties not yet meeting these conditions will be waitlisted and reconsidered once readiness is demonstrated subject to funding availability.

Applications That Do Not Meet the Prioritization Criteria

Applications to the program will be taken from any property owner but those that meet the prioritization criteria listed above will be processed first. Applications that do not meet the prioritization criteria will be placed on a waitlist, subject to funding availability. If a property's status changes and it may now meet one or more of the prioritization criteria, property owners are encouraged to contact HOC to request reconsideration.

Unit Limit per Eligible Property Owner

HOC will limit participation to one property application at a time per eligible property owner, including private individuals, public/quasi-public entities, non-profits, and other eligible business entities (e.g., LLCs). Upon successful completion of an awarded project, and if funding remains available, property owners may apply for an additional property. A maximum of five (5) units per property owner may be funded per grant round, with funding supporting no more than two (2) properties per owner during that period. In the case of LLC ownership, these limits apply to the individual owner/member/personal guarantor, such that individuals with ownership in multiple LLCs are still subject to the same overall participation limits.