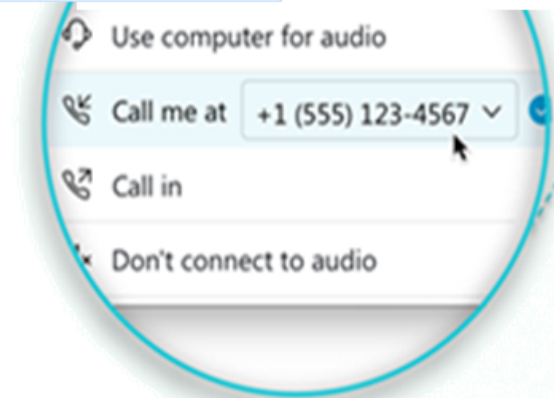
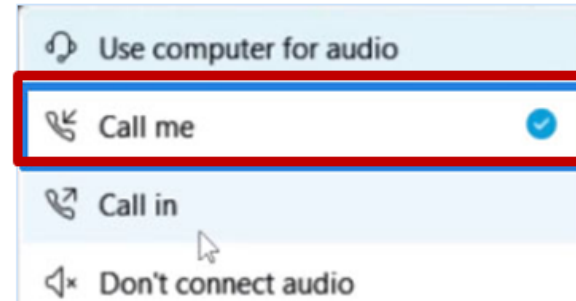
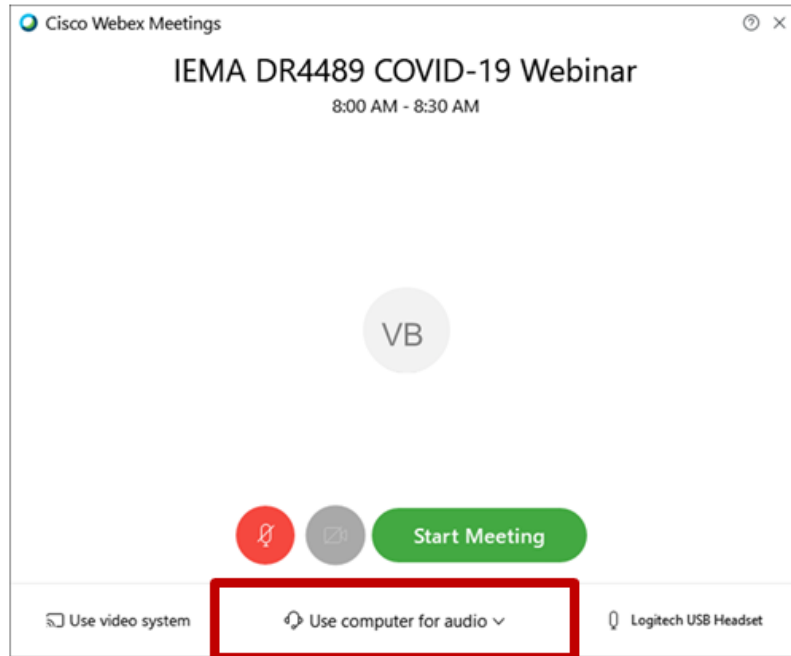


# Thanks for joining

If you joined the meeting by using the “Call in” option, please disconnect and select one of the following audio preferences.

## **BEST PRACTICE** for joining the Webex Audio Conference

1. From the audio connection options menu, select “Call me” **OR** “Use computer for audio”
2. If using “Call me” input your call-back number
3. Click the **GREEN JOIN MEETING BUTTON**



# Applicant Briefing Tips

## Take Notes, Ask Questions

Write this down: [EMA.PA.Grants@Illinois.gov](mailto:EMA.PA.Grants@Illinois.gov)

Look for the Resource Arrow: **RESOURCE**



To review this Applicant Briefing Presentation, it will be available at:



[Illinois.Gov](https://Illinois.Gov) IEMA Public Assistance



**NOTE: This Applicant Briefing is online. The electronic format allows us to reach the widest audience in the least amount of time.**

While this seems more convenient, the convenience should not come at a cost to you. If this format does not fully meet your needs, you can rest assured that the IEMA-OHS Public Assistance Team is here for you. If you need help registering your organization, submitting a Request for Public Assistance, or anything Public Assistance related, let us know.

Call us or your County EMA. Let us know what we can do for you!

IEMA-OHS Public Assistance Office - **217-782-8719** or click email below

[EMA.PA.Grants@Illinois.Gov](mailto:EMA.PA.Grants@Illinois.Gov)





State of Illinois

# FEMA Public Assistance Program

## FEMA-4728-DR-IL (DR-4728)

### Applicant Briefing

**Luke Denny**

State Public Assistance Groups Supervisor

Division of Disaster Recovery

Illinois Emergency Management Agency

and Office of Homeland Security



# Part I -

Event Details

Public Assistance Declaration Information

Registering your Organization

Request for Public Assistance Submission



# Event Details

## Major Disaster Declaration



# Declaration Summary

Declaration Number: **FEMA-4728-DR-IL (DR-4728)**

Declaration Date: **September 15, 2023**

Incident Period: **June 29, 2023 thru July 2, 2023**

Type: **Severe Storms**

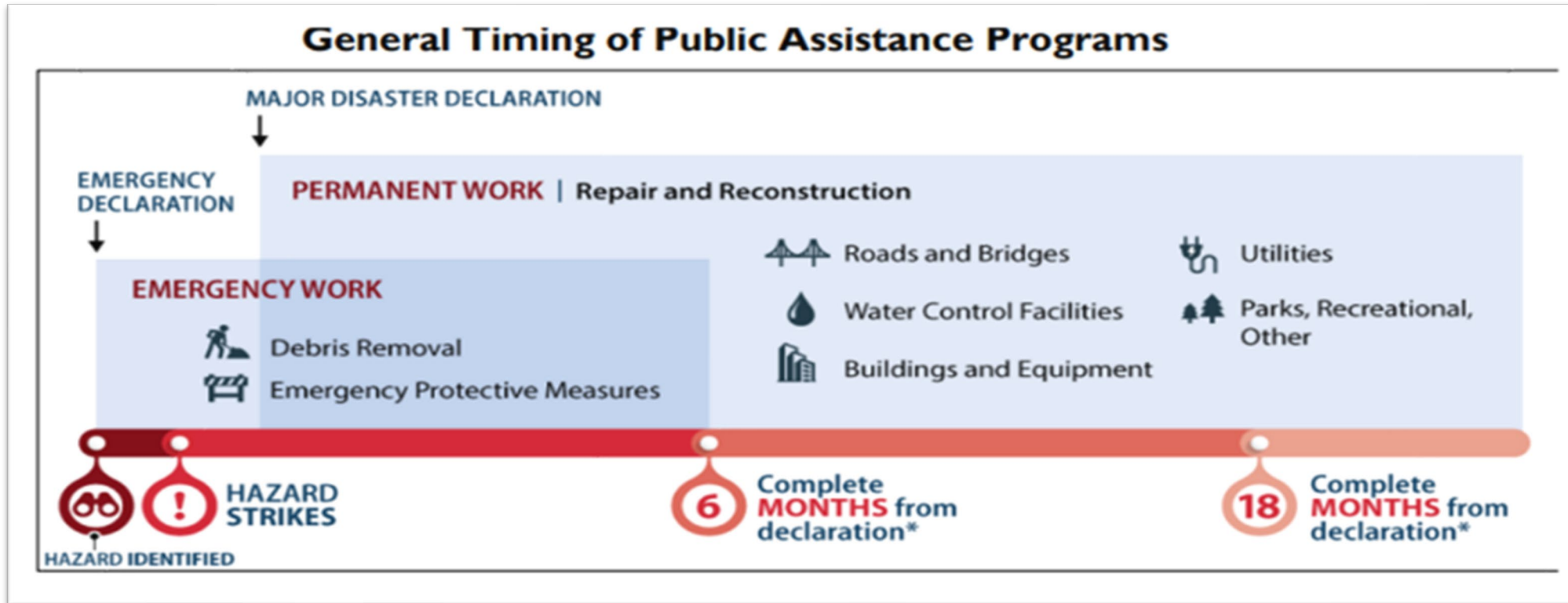
Nineteen (19) Designated Counties: **Christian, Clark, Coles, Cumberland, DeWitt, Douglas, Edgar, Hancock, Macon, McDonough, Monroe, Morgan, Moultrie, Pike, Sangamon, Scott, Vermillion, Warren, Washington**

Cost Share: **75% Federal / 25% Local**





# Public Assistance (PA) Program

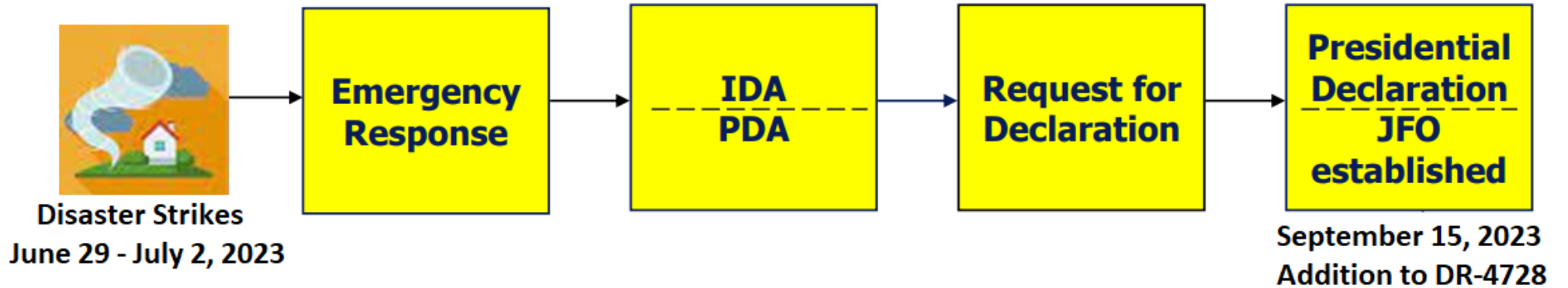


- Policy - [Public Assistance Program & Policy Guide \(PAPPG\) V.4.0](#)





# The Recovery Process



Applicant is NOT Required to Attend Applicant Briefing.

- It is meant to provide an overview of the Public Assistance Process and to Manage Applicant Expectations.
- Eligible Applicants Can Register their Organization and should submit their RPA as soon as possible. DON'T WAIT!

**Applicant Briefing**  
**Request for Public Assistance**



# Applicant Deadlines:

**30 Days** from Event Declaration Date: **SUNDAY October 15, 2023**

- *Requests for Public Assistance (RPA) Due*
- *Addition of Counties / Damage Assessments*

**60 Days** from Declaration Date: **Tuesday, November 14, 2023**

- *Project Application(s) Due/Project Demonstrating Damages Submitted*

**180 Days** from Declaration Date: **March 13, 2024**

- *Emergency Work Concludes*

**18 Months** from Declaration Date: **March 15, 2025**

- *Permanent Work Concludes*

Extensions may be requested for any of the listed Deadlines. Provide justification and contact the IEMA-OHS office directly if possible before submission.



# Deadline: Request for Public Assistance Submission

**September 15, 2023:** Declaration Date (PA added to DR-4728)

RPA's are due **30 Days** from Event Declaration Date

- **RPA Submission Deadline: October 15, 2023**
- Each organization is only required to submit one (1) RPA for any Disaster. They can have multiple projects in multiple counties.
- *Any County wanting consideration to be added must be submitted to IEMA-OHS*



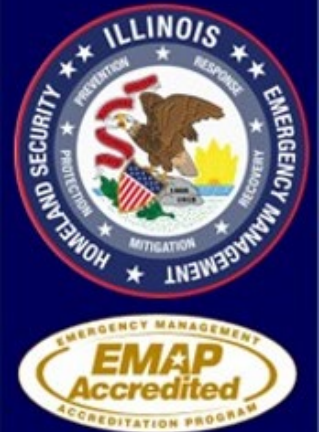
# RPA Submission

**Applicant  
Briefing  
Request for  
Public  
Assistance**

Go to FEMA Grants Portal

- Register Organization
  - Submit Request for Public Assistance (RPA)
- or
- Contact IEMA-OHS for RPA Assistance

***RPA for DR-4728 = Door Open for Funding***  
***No RPA - No Funding***



# FEMA PA Application Process

Register FEMA Grants Portal  
Submit Request for Public Assistance (RPA)



# Public Assistance Eligibility



FEMA must determine that each building block is legally eligible, starting at the foundation with the Applicant working up toward cost to ensure full eligibility.



# Eligible Applicants

State, Local, Tribal, & Territorial (SLTTS) include:

- **State** (Agencies, College, Universities, etc.)
- **County** (EMA, Road/Water Districts, Sheriff's office, etc.)
- **City/Town/Townships** (Police, Fire, EMA)
- **Qualifying Private Non-profits (PNPs) Organizations**
  - Publicly Owned Utilities, Electrical Coops, etc.
  - Other 501C3s performing eligible work under agreement with the legally responsible unit of government.





# Work Activity Eligibility

## Activities Must Be:

- Disaster Related and Required as a Result of the Incident
- Located within the Designated Area (County)
  - Includes all Cities, Townships, Municipalities, Electrical Cooperatives, Private Non-Profits, etc.
- The **Legal Responsibility** of an Eligible Applicant



# Am I Eligible for FEMA Public Assistance?? Yes or No

- Were the damages in a County included in the federal Disaster Declaration?
- Did the storms from June 29 through July 2, 2023 directly cause the damages and that I/we/my organization responded to, worked to recover from?
- Is my organization Legally responsible for the damages?
  - or Was my PNP performing eligible work?



# Am I Eligible for FEMA Public Assistance?? Yes or No

- If Yes to ALL, then Submit your Request for Public Assistance through the Grants Portal.

## Additionally

- If you represent an eligible Private Non-Profit (501C status), then submit and RPA.
- If in doubt, submit an RPA anyway. This opens the door for your organization to receive funding. If you wait, then find out you WERE eligible, after October 15<sup>th</sup>, it may be too late!



# Submission of Request for Public Assistance (RPA)



*Manual – Paper process (if you're not a computer person)*

*Every County EMA has access to this form.*

- 1. Download and complete a Request for Public Assistance form at:  
[Request for Public Assistance FEMA Form 009-0-49](#)

*and then*

- 2. Upload and submit the completed RPA to IEMA-OHS at:  
[EMA.PA.Grants@Illinois.Gov](mailto:EMA.PA.Grants@Illinois.Gov)

*Or Electronic Submission – Next Slides*



# Submission of Request for Public Assistance (RPA)



Electronic / Online Application:

- 1. Set up your Grants Portal account at <https://grantee.fema.gov/> *THEN*
  
- 2. Submit your Request for Public Assistance through the Grants Portal



Step-by-step Instructions on Next Slides:



# Go To FEMA Grants Portal Account

Go to the FEMA Grants Portal at this address:

<https://grantee.fema.gov/>:

- Click under the SIGN IN button, select
  - **“Register Your Organization for Public Assistance”**
  - Register a new organization
    - Need Official Organization Name

Sign in to Your Account

USERNAME [Forgot your username?](#)

PASSWORD [Forgot your password?](#)

**SIGN IN**

[Register Your Organization for Public Assistance](#)



# To Set Up FEMA Grants Portal Account

- Register a new organization
  - Need Official Organization Name
  - Organization Type
    - County or City or Township Govt
    - Public/State Controlled Institution of Higher Education
    - Special District Gov't
    - Regional Government Organization
    - Independent School District
    - Nonprofit with 501C3 IRS Status
    - Nonprofit without 501C3 IRS Status

Section I - Organization

**i** Businesses and individuals should not attempt to register for Federal Assistance here. Please see guidance on the [Grants Portal Registration Welcome Page](#).

Within which state / territory / tribe is your organization? \*

Organization Name \*

**i** Organization Type \*

**i** EIN Number \*   
[Get an EIN from IRS.gov](#)

**i** UEI   
[Get a UEI from SAM.gov](#)

**i** DUNS Number

[PROCEED >](#)





# To Set Up FEMA Grants Portal Account


- Primary & Alternate Contact Information
  - Name
  - Title
  - Phone Number
  - Email Address
    - Official “.gov” preferred but any Valid email will work
- Location
  - Address
  - State
  - County

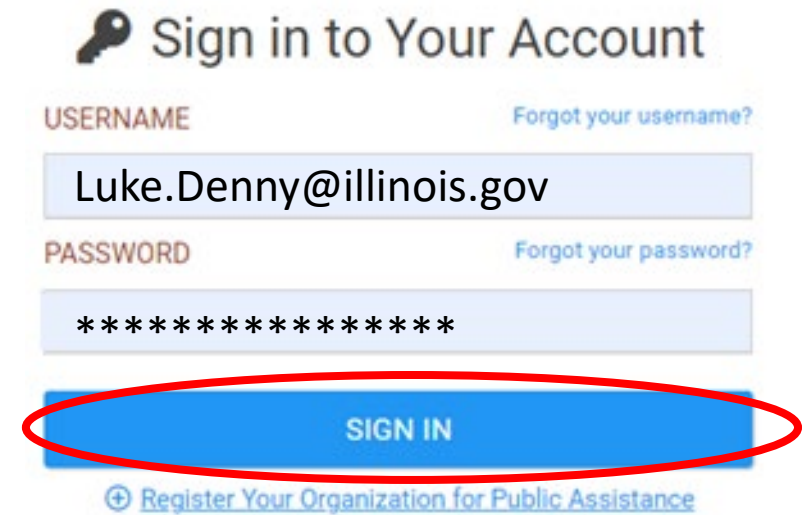
**That's it. It's Three button clicks and your organization's profile is set up.**



# Submit RPA in FEMA Grants Portal

Got to the FEMA Grants Portal at this address: <https://grantee.fema.gov/>

- Enter Username & Password – Click the SIGN IN button
- Use Link to
- **Section I**  [Click here to submit a RPA for your organization.](#)
  - Read information – Click the PROCEED button
  - Organization information should pop up
    - Under Event – *Select 4728DR-IL (4728DR)*
- **Section II** – Applicant Experience – Select Best Answer
- **Section III** – Impacts – Select Best
- **Section IV** – Applicant Certifications/Add POCs, Certify & Sign (Applicants Agent)
- **Section V** – Submit



Sign in to Your Account

USERNAME [Forgot your username?](#)

Luke.Denny@illinois.gov

PASSWORD [Forgot your password?](#)

\*\*\*\*\*

**SIGN IN**

[Register Your Organization for Public Assistance](#)



# Submit RPA: Section I

- Organization information should pop up - Under Event – *Select 4728DR-IL (4728DR)*

**Request Public Assistance**

Start | Section I - Declaration and Applicant Information | Section II - Applicant Experience | Section III - Impacts | Section IV - Facility Information | Section V - Documents | Section VI - Applicant Certifications | Section VII

**Section I Instructions**  
Your organization or one of your subordinate organizations may be eligible to apply for Public Assistance. Below, please indicate the Event for which you are applying for assistance, select the organization applying for assistance, and confirm the organization's unique entity identifier (UEI) and FEMA PA Code (i.e., FIPS Code).

### Section I - Declaration and Applicant Information

**General Info**

Organization: **PIONEER POWER INC (0004410540)**

FEMA PA Code: --

Unique Entity ID (UEI): --

DUNS #: --

Event: **4728DR-IL (4728DR)**

**Primary Address**

Address: **South Main Street**  
Jacksonville, Illinois 62650

County: **Morgan County**

**Mailing Address**

Address: **(Same as Primary Address)**



# Submit RPA

## **i** Section II Instructions

Please provide information about the Applicant's level of experience with the Public Assistance program.

## Section II - Applicant Experience

What is the Applicant's experience and level of support needed with the Public Assistance application process? \*

- Unfamiliar, and likely to need dedicated, in-person support navigating the process.
- Unfamiliar, but likely to be comfortable with limited or remote support navigating the process.
- Familiar, but likely to need dedicated, in-person support navigating the process.
- Familiar, and likely to be comfortable with limited or remote support navigating the process.

[< BACK](#)

[PROCEED >](#)



# Submit RPA

## Section III Instructions

Please provide information about the Applicant's incident-related impacts from 4728DR

### Section III - Impacts

1. Does the Applicant have any of the following incident-related impacts? \*

- Debris i
- Emergency Response/Protective Measures i
- Infrastructure Damage

At least one type of incident-related impacts must be checked.

2. What is the total approximate cost to address incident-related impacts? \* ([More Info](#))

- Less than \$1,000,000
- \$1,000,000 or more

3. What is the approximate total number of facilities with incident-related impacts? \* i

4. What is the status of all work to address incident-related impacts? \*

- Work is completed and costs are documented.
- Work is completed and costs are not documented.
- Work has started.
- Work has not started.

5. Does the Applicant have any impacts that are of such severity that require immediate attention or federal support? \*

- Yes
- No

6. Did an Applicant representative attend an Applicant Briefing? \* i

- Yes
- No

7. How will the Applicant demonstrate its eligibility as a Private Nonprofit Applicant? \*

- A ruling letter from the Internal Revenue Service that was in effect on the declaration date and granted tax exemption under sections 501(c), (d), or (e) of the Internal Revenue Code ([More Info](#))
- Documentation from the State substantiating it is a non-revenue producing, nonprofit entity organized or doing business under State law.
- If exempt from both the requirement to apply for 501(c)(3) status and tax-exempt status under State law, provide articles of association, bylaws, or other documents indicating it is an organized entity and a certification that it is compliant with Internal Revenue Code section 501(c)(3) [i](#) and State law requirements.

This field is required.

[← BACK](#)

[PROCEED →](#)



# Submit RPA

## Section IV Instructions

In order to determine whether an Applicant is eligible for Public Assistance, FEMA must determine whether a PNP owns or operates at least one facility that provides an eligible service. Eligible services are listed Question 3 below. If an Applicant is unsure whether it owns or operates an eligible facility, it may list multiple facilities on this RPA. Once the Applicant is approved for Public Assistance, FEMA will request a full list of impacted facilities.

## Section IV - Facility Information

### Facilities

 No Facility Information has been added.

[+ ADD FACILITY](#)

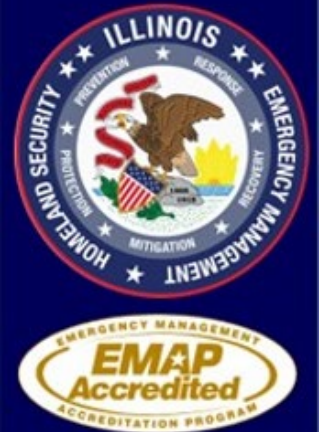
[← BACK](#)

[PROCEED →](#)





# Submit RPA



New Facility ▾

In Progress

HIDE

REMOVE

## 1. Facility Name and Location

Name \*

Address

County \*

Choose the county of your organization... ▾

## 2. Does the Applicant own or operate the facility? \*

- Applicant owns the facility. [i](#)
- Applicant leases the facility to another entity.
- Applicant leases the facility from another owner.
- Other

## 3. What is the primary purpose of the facility? \*

### A. Critical Services

Educational ▾

Primary or secondary education as determined under State law and provided in a day or residential school, including parochial schools.

[\( More Info \)](#)

Higher-education institution [i](#)

Utility ▾

Communications transmission and switching, and distribution of telecommunications traffic

Electric power generation, transmission, and distribution

Irrigation to provide water for drinking water supply, fire suppression, or electricity generation

Sewer and wastewater, collection, transmission, and treatment

Water treatment, transmission, and distribution by a water company supplying municipal water

Other

Emergency Services ▾



# Submit RPA

## Request Public Assistance



### Section V - Documents

- Impacts
  - Eligibility Substantiated by IRS Ruling Letter
    - Organization Exemption Letter (+ Add Document) **Required**
- Facility Information
  - Luke Denny
    - Applicant Owns Facility
      - Proof of Facility Ownership (+ Add Document) **Required**

[← BACK](#)

[PROCEED →](#)



# Submit RPA

## Section VI - Applicant Certifications

### Primary Contact \*

Name

Title --

Email --

Phone --

### Alternate Contact

Name

Title --

Email --

Phone --

### General Certification

I certify that I have reviewed the following information regarding requirements to receive Public Assistance: *Please initial next to each statement*

Applicants should document damages with photos and track all resources used at the site including dates and quantities.

Applicants must comply with the applicable codes, specifications and standards requirements when restoring infrastructure.

In accordance with the [Public Assistance Program and Policy Guide](#), the Applicant must comply with applicable federal, state, and local laws must provide all documentation requested to allow FEMA to ensure project applications comply with federal Environmental and Historic Preservation (EHP) laws, implementing regulations, and Executive Orders; and must comply with any EHP compliance conditions placed on all grants.

Applicants that utilize contractors for work conducted with FEMA PA funding must follow the procurement and contracting rules detailed in [2 CFR § 200.318-326](#).

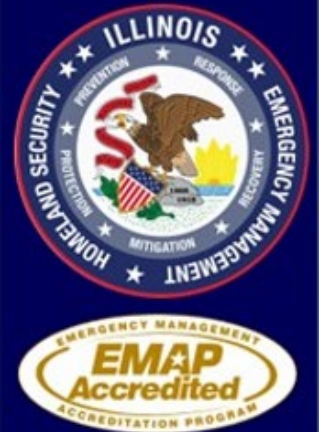
Authorized  
Representative

 CLICK TO SIGN

Date Signed

[← BACK](#)

[PROCEED →](#)



# RPA Submitted: Now What?

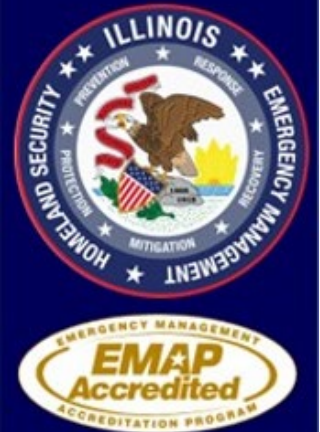
By submitting your RPA, you've taken the first necessary step in receiving federal PA funding for your community or organization.

## What to Expect Next

Exploratory Call (EC) from FEMA Program Delivery Manager (PDMG)  
Recovery Scoping Meeting (RSM) from PDMG

Your assigned PDMG and the State will walk you through the process.

If you need any assistance, don't hesitate to reach out.



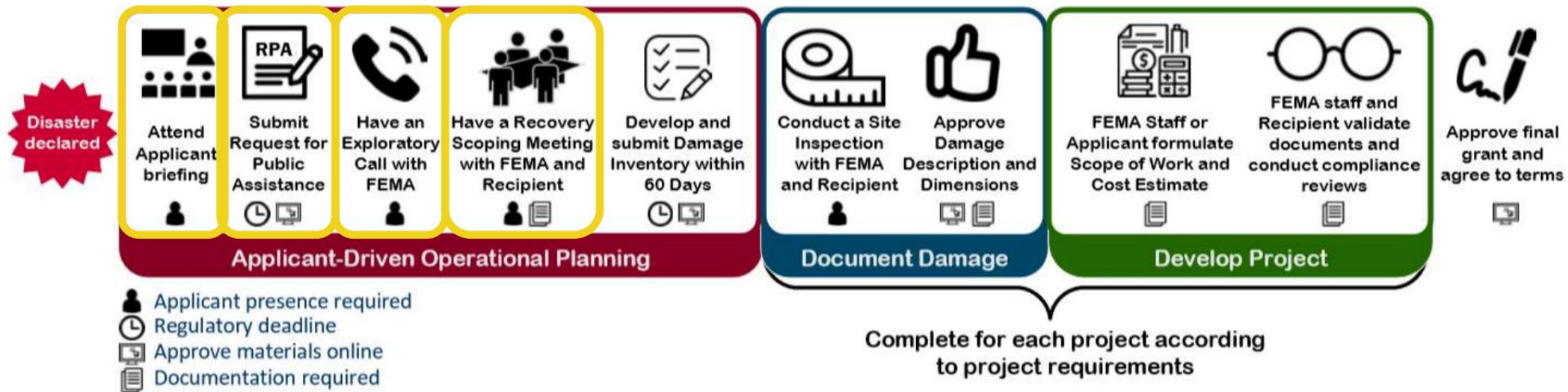
# RPA Submitted: What to Expect Next

## Exploratory Call (EC)

- FEMA Program Delivery Manager (PDMG) should initiate a call within 7 days of an Applicant's Assignment to a PDMG.

## Recovery Scoping Meeting

- FEMA will conduct or initiate the RSM within 21 days of PDMG assignment



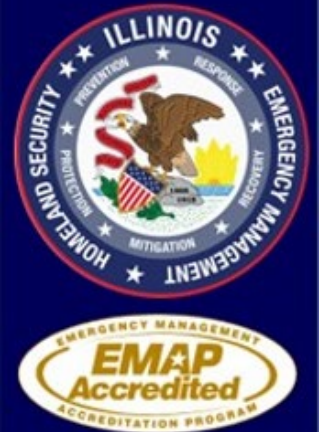
# RPA Submitted: What to Expect Next

## Recovery Scoping Meeting

- To help prepare you for the Recovery Scoping Meeting, compile a list (specified by location) to include:
  - Damage Description(s)
  - Scope of Work (SOW)
  - Nature of Work
  - Estimated Cost
- You will have 60 days following your RSM to:
  1. Make claims and identify damages via Damage Inventory
  2. Submit your request for an Expedited Project, if desired



[FEMA - YouTube Grants Manager Channel](#)





# PA Program Initial Steps



- Register in [FEMA Grants Portal](#) (No Later than October 15, 2023)
  - Register Organization &
  - Submit Request for Public Assistance
- Complete and Submit IEMA-OHS required forms (ASAP after RPA)

There are three (3) IEMA forms Required by the State.

These can be submitted at any time throughout the process and must be submitted before any funds can be paid out.



# Complete and Submit IEMA-OHS required forms

Essential for Reimbursement



## 1. IEMA-OHS Grant Agreement(PA101):Applicant Certifies

- Legal Authority to Apply on Behalf of Organization
- Will Comply with Written Guidance, Requirements, Laws, etc.
  - [IEMA-OHS Grant Agreement / PA101 Form](#) ← RESOURCE

## 2. Risk Assessment(PA108): Evaluates Risk of Organization

- High Risk Does NOT Preclude Applicant from Receiving Public Assistance
  - If High Risk, IEMA will prepare and provide additional guidance.*
  - [IEMA-OHS Public Assistance Risk Assessment / PA108 Form](#) ← RESOURCE

## 3. Federal Funding Accountability and Transparency Act (FFATA)

- Ensures Compliance with FFATA Rules and Regulations
- [IEMA-OHS FFATA Certification / PA 109 Form](#) ← RESOURCE





# Part II

## Program Eligibility

### Applicants/Facilities/Work/Cost Eligibility



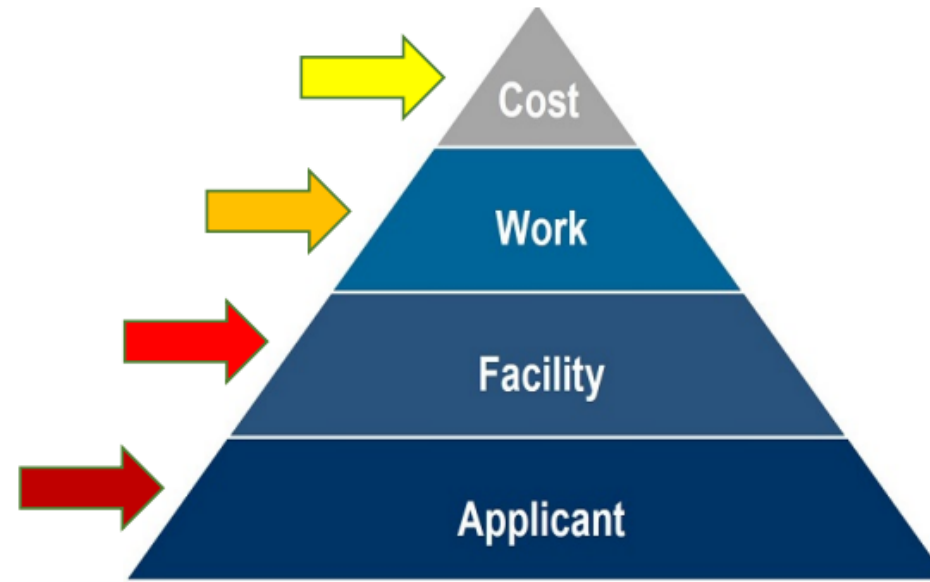
# Program Eligibility



- Cost Eligibility
- Work Eligibility
- Facility Eligibility
- Applicant Eligibility



# Public Assistance Eligibility



FEMA must determine that each building block is legally eligible, starting at the foundation with the Applicant working up toward cost to ensure full eligibility.



# Eligible Applicants

State, Local, Tribal, & Territorial (SLTTS) include:

- **State** (Agencies/College/Universities, etc.)
- **County** (Road/Water Districts, Sheriff's office, etc.)
- **City/Town/Townships** (Police/Fire
- **Qualifying private non-profits (PNPs) organizations**
  - Publicly Owned Utilities, Electrical Coops, etc.



# PNP Eligible Critical Services

## Utilities

- Communication transmission
- Electric power generation
- Irrigation to provide water for drinking water supply, fire suppression or electrical generation
- Sewer and wastewater collection
- Water treatment

## Education

Primary or secondary education as determined under State law and provided in a day or residential school, including parochial schools; OR

- Higher-education institutions that meet all the of the following criteria:
- Admit students having a high school diploma or equivalent
- Legally authorized to provide education beyond secondary level
- Award bachelors degree or 2- year degree
- Credited by a nationally recognized agency

## Emergency Medical

- Emergency medical care (diagnosis or treatment of mental or physical injury) provided in:
  - Clinics
  - Dialysis facilities
  - Facilities that provide in-patient care for convalescent or chronic disease patients
  - Hospices and nursing homes
  - Long-term care facilities
  - Outpatient facilities
  - Rehabilitation centers

## Critical Services

## Emergency Services

- Ambulance
- Fire Protection
- Rescue
- Public Broadcasting that monitor, receive, and distribute communication from the Emergency Alert System to the public



Applicant





# PNP Eligible Non-Critical Essential Services

Community centers established and primarily used for the following services to the general public:

- Art services
- Educational enrichment activities
- Multi-purpose arts programming
- Senior citizen projects, rehabilitation programs, community clean-up projects
- Performing arts centers with a primary purpose of producing, facilitating, or presenting live performances

## Noncritical Services

Facilities that do not provide medical care, but provide:

- Alcohol and drug treatment and other rehabilitation services
- Assisted living
- Custodial care
- Childcare
- Day care for individuals with disabilities
- Food assistance programs
- Homeless shelters
- Houses of worship
- Libraries
- Low-income housing
- Senior citizen centers
- Zoos



Applicant

# Eligible Private Non-Profit (PNP) Applicants

**PNP must own or operate a facility that provides and eligible service.**

- Critical service providers (i.e., power, water, educational, medical)
- Non-critical service providers (i.e., museums, community centers, performing arts centers, Houses of Worship, food banks)
- PNPs have specific application requirements (FEMA requires information in addition to the RPA when applying for Federal Assistance)





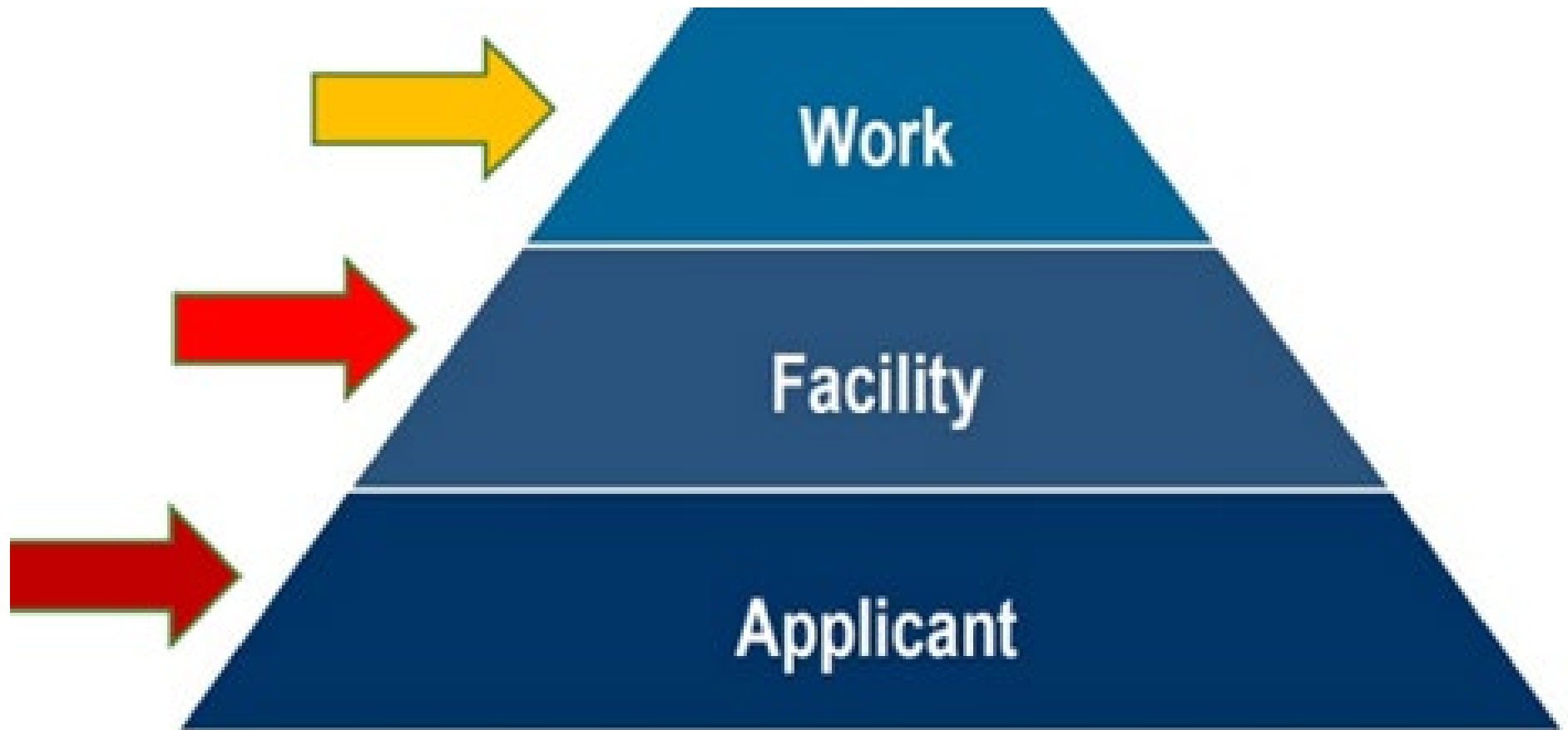
# PNP Eligibility

## To be Eligible, PNP MUST show:

- A ruling letter from the U.S. Internal Revenue Service that was in effect as of the declaration date and granted tax exemption under sections 501(c), (d), or (e) of the Internal Revenue Code; OR
- Documentation from the State substantiating it is a non-revenue producing, nonprofit entity organized or doing business under State law.



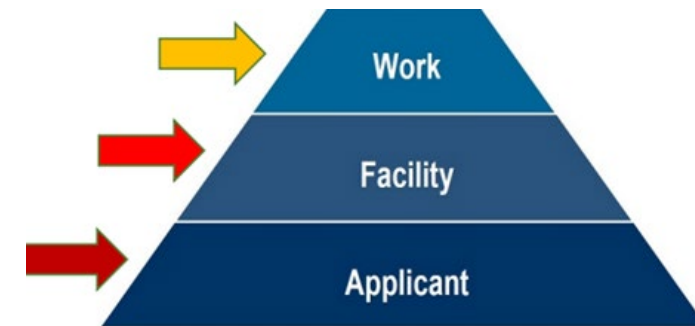
# Eligibility - Work



# Facility & Work Eligibility

## Must Be:

- Disaster Related and Requires as a result of the Incident
- The **LEGAL Responsibility** of the Eligible Applicant
- Facility Located within the Presidentially Declared Area or
- Work performed within the Declared Disaster Area – **Declared Counties**



# Eligibility - Work

- Emergency Work
  - Category A: Debris Removal
  - Category B: Emergency Protective Measures
- Permanent Work
  - Cat. C: Roads & Bridge Systems
  - Cat. D: Water Control Facilities (*ONLY Flood Control Facilities*)
  - Cat. E: Buildings & Equipment
  - Cat. F: Utility Systems (*Water Treatment, Power Generation and Distribution, Sewage Collection & Treatment*)
  - Cat. G: Parks, Recreation & Other



# Eligibility - Costs

- Materials / Supplies
- Contracted Services
- Equipment Rental
- Overhead Costs
- Transportation Costs (equipment/supplies/personnel/debris)
- Disposal
- Permit / Inspection Fees
- Emergency Communications
- Debris Removal
- Environmental Compliance
- Historic Preservation (if applicable)
- Other...FEMA Determines Eligibility of Costs



# Labor: Force Account (Current Staff)

## Category A: Debris Removal

- Applicants May Include Straight time (salary + fringe) & OT (salary & fringe)

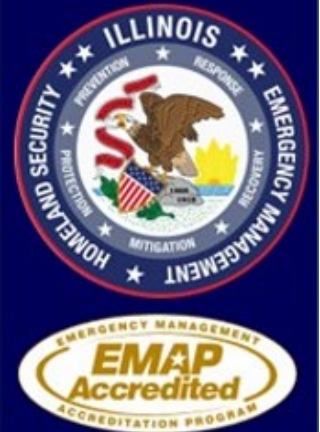
## Category B: Emergency Protective Measures:

- Repair/Emergency Restoration of Services via Temporary Repair:
  - (Restore services/protect against further damage)
- Overtime costs only for budgeted employees, contract costs, equipment, material costs
- Straight-time & Overtime costs for unbudgeted employees, contracted, etc.

## Under Category C-G: Permanent Restoration

Eligible for:

- Regular and Overtime Labor Costs
- Equipment: Force Account or Rented
- Contract Costs



# Part III

Disaster Related Work –  
Emergency / Permanent  
Category A – Debris Removal  
Category F - Utilities





# Disaster Related Work: Two Types



Emergency Work /

Permanent Work



# Emergency Work: Category A-Debris Removal

**Category A: Debris Removal:** Disaster-related debris from public areas, such as roads, streets, parks, and other publicly accessible locations: Includes (not limited to) trees, branches (vegetative debris), sand, silt, vehicles/vessels, white goods, etc.

Clearance, Removal and Disposal may be eligible if they meet the following criteria:

- Cleaning up and disposing of debris, public spaces affected by disaster.
  - *Must be in the public interest;*
  - *Must eliminate immediate threat to lives, public health, and safety; and*
  - *Must be a result of the declared incident.*

Debris removal is focused on ensuring the safety of public areas and restoring access to critical infrastructure.

Proper documentation of debris removal costs, including labor, equipment, and disposal fees, is essential for reimbursement through the Public Assistance program.

[FEMA Fact Sheet: Public Assistance: Category A – Debris Removal including Private Property Debris](#)

[FEMA Memo: 20220906 Simplifying PA Part 2 - Utility Changes & Debris Removal](#)



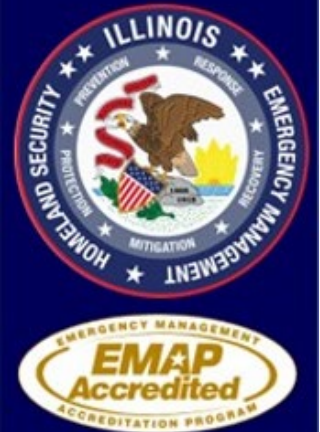
# Emergency Work: Category A-Debris Removal

**Category A: Debris Removal:** Debris removal from private property. When it is in the public interest for an eligible applicant to remove debris from private property in urban, suburban and rural areas, including large lots, clearance of the living, recreational and working area is eligible except those areas used for crops and livestock or unused areas.

No assistance will be provided directly to an individual or private organization, or to an eligible applicant for reimbursement of an individual or private organization, for the cost of removing debris from their own property. Exceptions to this are those private nonprofit organizations operating eligible facilities.

[FEMA Fact Sheet: Public Assistance: Category A – Debris Removal including Private Property Debris](#)

[FEMA Memo: 20220906 Simplifying PA Part 2 - Utility Changes & Debris Removal](#)



# Category B-Emergency Protective Measures

- Transporting and pre-positioning equipment and other resources for response
- Flood fighting
- EOC-related costs
- Emergency access
- Supplies and commodities
- Medical care and transport
- Evacuation and sheltering, including that provided by another State Gov't
- Childcare
- Safety inspections
- Animal carcass removal
- Demolition of structures
- Search and rescue to locate survivors, household pets, and service animals requiring assistance
- Firefighting
- Security, such as barricades, fencing, or law enforcement
- Use or lease of temporary generators for facilities that provide essential community services
- Dissemination of information to the public to provide warnings and guidance about health and safety hazards using various strategies, such as flyers, public service announcements, or newspaper campaigns
- Searching to locate and recover human remains
- Storage and interment of unidentified human remains and
- Mass mortuary services.

From the PAPPG V 4.0 (pages 110 & 111)



# PNP Application Requirements

## Emergency Work:

- Critical Service PNPs eligible for FEMA assistance may apply directly for FEMA Public Assistance for emergency work activities.
- Non-critical PNPs may not directly receive FEMA PA funding.
  - Work performed must be on behalf of an eligible Applicant.
  - A memorandum of understanding (MOU) with the eligible Applicant must be in place to perform eligible activities.
  - Verbal agreements made “in the moment” at the time of a disaster should be memorialized, in writing, at the first opportunity.





# Permanent Work (Categories C–G)

- Work required to restore a facility to its pre-disaster design (size and capacity) and function in accordance with applicable codes and standards.
- FEMA expects “in-kind” Repairs/Replacements
  - Similar Infrastructure replaced relative to what was impacted or destroyed
  - Totals should be after insurance proceeds.

FEMA Public Assistance Program Policy Guide (PAPPG) V4.0





# Permanent Work

- Cat. C: Roads & Bridge Systems
- Cat. D: Water Control Facilities (*ONLY Flood Control Facilities*)
- Cat. E: Buildings & Equipment
- Cat. F: Utility Systems (*Water Treatment, Power Generation and Distribution, Sewage Collection & Treatment*)
- Cat. G: Parks, Recreation & Other –
  - Publicly Owned
    - (Parks, Trails, Cemeteries, etc.)



# Permanent Work Categories

**Category F: Public Utilities** (repair, replacement, or restoration of public utilities and their infrastructure, such as electrical, water, sewage, and communication systems, damaged or disrupted by a disaster)

- Restoring electrical power lines and transformers that were knocked down during a severe storm.
- Repairing water treatment facilities that were damaged by a disaster to ensure safe drinking water supply.
- Re-establishing emergency communication systems, such as radio towers, damaged by a disaster.



# Utilities (Power Restoration) Flexibility

- For power restoration projects that meet both emergency work and the permanent eligibility criteria, Applicants may either claim the work as:
  - an **Emergency Protective Measure (Category B)** (force account labor **straight-time** for budgeted employees **is not eligible** as Emergency Work); or
  - **Permanent Work (Category F)** (Note, mitigation funding authorized under the Robert T. Stafford Act Section 406 is only eligible when power restoration is funded as Permanent Work)

[FEMA Memo: 20220906 Simplifying PA Part 2 - Utility Changes & Debris Removal](#)



# Permanent Work Categories

**Category G: Parks, Recreation & Other Facilities** (repair, replacement, or restoration of facilities that do not fall under the previous categories, such as recreational facilities, public transportation systems, parks or cemeteries, or other critical infrastructure that is publicly owned and operated)

Examples

- Repairing a damaged public park's amenities, such as playground equipment and sports fields, following a tornado.
- Removing Debris from Publicly Owned/Maintained Park, Cemetery, Trails



# Project Funding (Labor, Equipment, Supplies, etc)

- Force Account Labor or Contract Labor
- Force Account Equipment or Leased Equipment
- Supplies
- Documentation Required to Verify and Differentiate



# Document Expenses (Labor, Equipment, Supplies...)

Labor: Submit Personnel Policy and Time Sheets Sample into Grants Portal

[Force Account Labor Summary](#)



[Contract Work Summary Record FEMA Form009-0-126](#)

Equipment

[Force Account Equipment Summary Record](#)



[FEMA-Rented Equipment Summary Record](#)

[FEMA Link- 2023 Schedule of Equipment Rates](#)

Materials



[FEMA-Material Summary Record](#)



# Required Documents

- Permanent Work: Categories C thru G
  - Force Account Labor & Equipment Records
    - Pay records (personnel name, position, rate of pay, benefits)
    - Equipment (type of equipment, log of hours used on this disaster)
  - Contract Labor & Equipment
    - Copy of Contracts: Rates, Terms of Contract
      - Proof of Expenditures, Invoices, Receipts

***Have Maintenance Records/Proof of Pre-Disaster Conditions***





# Part IV

Project Funding

Procurement

Hazard Mitigation (Program Eligibility / Funding)

Documentation & Record Keeping

Contact Information for State PA Team



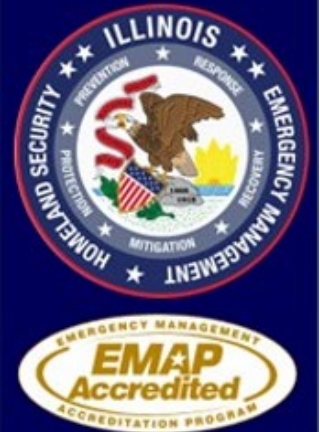
# Project Funding

## 75% FEMA – 25% Applicant

### Project Thresholds

- Small Projects (\$3,800 minimum)
- Large Projects (Over \$1,000,000)

### Funding Options



# Simplified Procedures for Public Assistance

Section 422 of Stafford Act authorizes FEMA to provide funding

*August 2022: FEMA Published Section 422 FINAL RULE*

- Increased Small Project Maximum to \$1 million.
  - Reduces administrative burdens
  - Streamlines documentation requirements for Small Projects
- Completed Work-estimates acceptable in some cases
- Applicant Provided Estimates

[Link: FEMA Policy: PA Simplified Procedures](#)



# Simplified Procedures for Public Assistance

- Projects under the \$1 million Large Project Threshold
  - Considered small projects
  - Will only require summary documents.
  - Full cost documentation will only be required for large projects over \$1 million.

IEEMA-OHS and FEMA's Consolidated Resource Center will still review and substantiate all project costs submitted.

All parties can request and require additional documentation to substantiate costs.



# DISASTER Procurement – Under Federal Awards

- **Non-State Entity**

- Follow Applicable Federal Procurement Regulations
- Organization Needs Written Procurement Procedures to Ensure Clear Solicitation Requirement Documents for Goods and Services
- When Local/State/Federal Rules Differ, then Follow a Rule Allowing Compliance for All
- Understand the Emergency and Exigency Exception **BEFORE** Sole-Sourcing.
- Provisions for Competition, Procurement Methods, Socioeconomic Contracting, Cost/Price Analyses, Bonding Requirements, Domestic Preferences, Prohibitions on Covered Telecommunications Equipment or Services, etc. May Apply.
- Include All Federally Required Contract Provisions.
  - See the [contract provision template](#)
- [FEMA Training-Purchasing under FEMA Awards – Sept/Oct/Nov/Dec 2023](#)







# Hazard Mitigation (HM)

FEMA Definition: Sustained action taken to reduce or eliminate long-term risk to people and property from natural hazards and their effects.





# FEMA Hazard Mitigation

Stafford Act Section <b>406</b>	Stafford Act Section <b>404</b>	National Flood Insurance Act of 1968 <b>NFIA</b>	Stafford Act Section <b>203</b>
<b>PA Program</b>	<b>HMA Programs</b>		
<p><i>Disaster-related program</i></p>  <p><b>PA:</b> Mitigation of incident caused damage</p> <p>Funding: Available for disaster-damaged facilities only*</p>	<p><i>Disaster-related program</i></p>  <p><b>HMGP:</b> Multi-hazard, statewide mitigation</p> <p>Funding: Available for damaged and non-damaged facilities based on a percentage of dollars obligated to the PA and IA programs</p>	<p><i>Non-disaster-related programs</i></p>  <p><b>FMA:</b> Flood mitigation for insured properties</p>  <p><b>BRIC:</b> Building Resilient Infrastructure in Communities</p>	
<p>NOTE: PA = Public Assistance      FMA = Flood Mitigation Assistance                      HMA = Hazard Mitigation Assistance      BRIC= Building Resilient Infrastructure in Communities                      HMGP = Hazard Mitigation Grant Program      IA = Individual Assistance</p>			



# Mitigation: Build Back Better

- Improvement - Potential for Future Funding
  - Potential for Codes & Standards to Improve infrastructure or
  - Public Assistance Mitigation Funding (406 Mitigation) to implement measures that would reduce the likelihood of future damage to permanent infrastructure
    - Relocating vulnerable equipment
    - Strengthening structures
    - Improving overall system resilience
- [FEMA PAPPG V4.0 APPENDIX J: Cost Effective PA Hazard Mitigation Measures](#)



# HM & Utilities (Power Restoration)

- **Emergency Work:** Performed to Save Lives, Protect Public Health & Safety or Protect Improved Property
- **Permanent Work:** Restored to Pre-Disaster Design & Function to Codes & Standards (& incorporating Hazard Mitigation Measures)
- FEMA Providing Flexibility in How Costs are Claimed but
- MITIGATION FUNDING for PERMANENT WORK



# PA Mitigation: Appendix J: Cost Effective PA HM Measures

- VI. Electric Power Systems:
  - A. Provide looped distribution service or other redundancies in the electrical service to critical facilities, such as hospitals and fire stations.
  - B. Install surge suppressors and lightning arrestors.
  - C. Transformers:
    - 1. Elevate pad transformers above the Base Flood Elevation.
    - 2. Support pole-mounted transformers with multiple poles.
  - D. Power Poles
    - 1. Replace damaged poles with higher-rated poles (preferably two classes stronger) of the same or different material. When replacing poles with higher-rated poles, install guys and anchors to provide lateral support for poles supporting pole-mounted transformers, regulators, capacitor banks, reclosers, air-break switches, or other electrical distribution equipment.
    - 2. Remove large diameter lines.
    - 3. Add cross-bracing to H-frame poles to provide additional strength.
    - 4. Power Lines: Add guy-wires or additional support.





# Documentation and Record Keeping

**Stafford Act Section 705 - Imposes a three (3) year limit on FEMA's authority to recover payments made to State, Tribal, or local government Recipients and Subrecipients unless there is evidence of fraud**

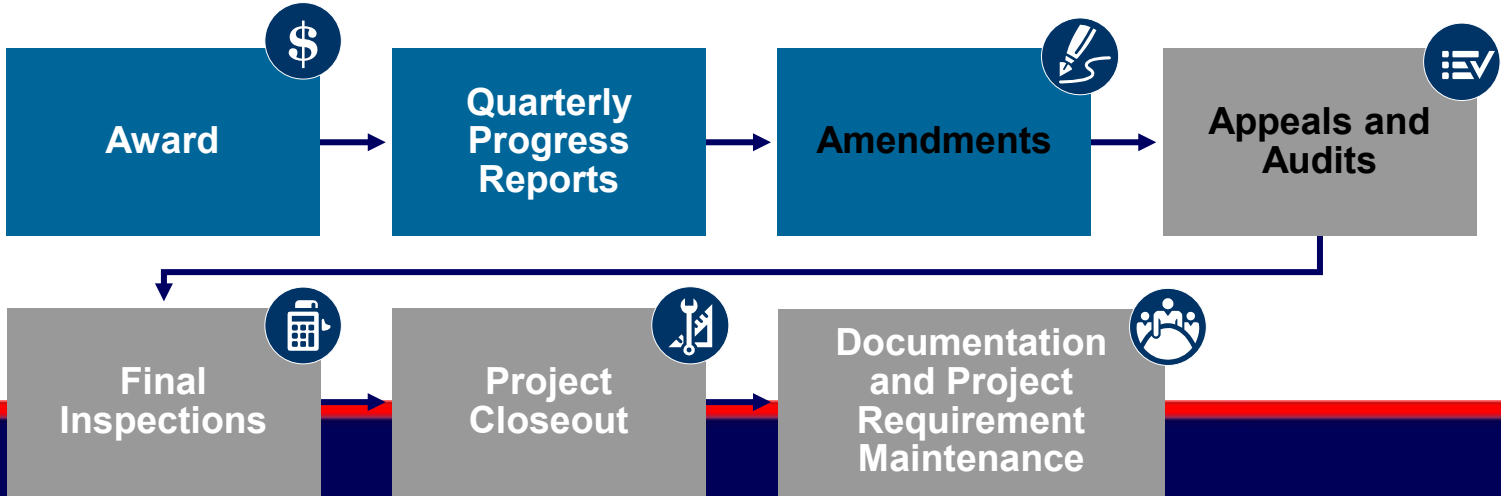
- The Applicant must maintain all original documentation supporting project costs claimed
- The Recipient and the Applicant must keep all financial and program documentation for 3 years after the date of the Recipient's final Financial Status Report (FSR)
- Records are subject to audit by State auditors, FEMA, the U.S. Department of Homeland Security Office of Inspector General, and the U.S. Government Accountability Office



# After a Subgrant is Awarded

After an initial subgrant has been awarded and obligated, FEMA will work with the Applicant to:

- Ensure federal laws are followed with all documentation
- Process requirements
- Update project information as needed before the grants are closed





# Applicant Deadlines:

**30 Days** from Event Declaration Date: **SUNDAY October 15, 2023**

- *Requests for Public Assistance (RPA) Due*
- *Addition of Counties / Damage Assessments*

**60 Days** from Declaration Date: **Tuesday, November 14, 2023**

- *Project Application(s) Due/Project Demonstrating Damages Submitted*

**180 Days** from Declaration Date: **March 13, 2024**

- *Emergency Protective Measures Conclude*

**18 Months** from Declaration Date: **March 15, 2025**

- *Permanent Work Concludes*

Extensions may be requested for any of the listed Deadlines. Provide justification and contact the IEMA-OHS office directly if possible before submission.



# PA Program Initial Steps



- Register in [FEMA Grants Portal](#) (No Later than October 15, 2023)
  - Register Organization &
  - Submit Request for Public Assistance
- Complete and Submit IEMA-OHS required forms (ASAP after RPA)

The three (3) IEMA forms are Required by the State. Must be submitted before any funds can be paid out.



# Questions: Contact IEMA-OHS Public Assistance



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