Thank you for participating in this State of Florida Public Assistance briefing. This presentation is an introduction into the FEMA Public Assistance Program and does not encompass all aspects of the Program.
It is recommended you reference the FEMA Public Assistance Policy Guide to assist in eligibility determinations in addition to FEMA-specific guidance for Hurricane Michael, links can be found at the end of this presentation, which is posted on FloridaPA.org
This event was declared on October 11, 2018

Incident period of the disaster:

**October 7, 2018 – October 19, 2018**

Federal cost share:

75% Federal Share – (special Cat. A&B provision for a 120 continuous hour 100% coverage, TBD by the State)

25% Non-Federal Share

State cost share:

50% of Non-Federal Share except PNPs

*100% of Non-Federal Share for State Agencies*
Understanding Federal Cost Share

$100,000 of eligible uninsured claims

- $75,000 FEMA will fund 75%
- $25,000 25%
- $12,500 State Share 12.5%
- $12,500 Remaining Non-Fed. balance 12.5%
  ($25,000 for PNPs, 25%)

$100,000 of eligible insured claims

- $60,000 Insurance Proceeds
- $30,000 FEMA will fund 75% remaining balance
- $5,000 State Share 12.5%
- $5,000 Remaining Non-Fed. balance 12.5%
  ($10,000 for PNPs, 25%)
Declared Counties for Categories – 4399 (a/o 10/24/18)

Cat. A & B Designations:

Bay                  Jefferson
Calhoun              Leon
Franklin             Liberty
Gadsden              Madison
Gulf                 Suwannee
Hamilton             Taylor
Holmes               Wakulla
Jackson              Washington

+ Cat. C – G Designations:

Bay                  Calhoun
                     Gadsen
                     Gulf
                     Jackson
                     Liberty

Public Damage Assessments are being conducted and more counties may receive a designation.
Documents Needed

All PNP Applicants

>A current ruling letter from the Internal Revenue Service granting tax exemption under sections 501(c), (d), or (e) of the Internal Revenue Code of 1954; OR documentation from the State substantiating it is a non-revenue producing, nonprofit entity organized or doing business under State law

>If the Applicant owns the facility, proof of ownership

>If the Applicant leases the facility, proof of legal responsibility to repair the incident-related damage list of services provided in the facility and when and to whom
Documents Needed

**Education/School**
Proof that the school is accredited or recognized by the State Department of Education

**Child Care Facility**
Proof that the State Department of Children and Family Services, Department of Human Services, or similar agency, recognizes it as a licensed child care facility

**Mixed-Use Facility**
Proof of the established purpose of the facility with documentation such as: Pre-disaster charter, bylaws, amendments, calendar of activities
Eligible Applicants

Houses of Worship

- Under a new rule in Public Assistance, Houses of Worship (HOW) may be eligible, provided the HOW has been granted tax exemption under Sections 501(c), (d), or (e) of the Internal Revenue Code of 1954 or State documentation.

- A House of Worship that meets the aforementioned requirements may be eligible for reimbursement of their costs under the FEMA Public Assistance program. As with any noncritical PNP, and before seeking funds from the FEMA PA program, Houses of Worship for permanent work (Cat. C-G) must first apply to the Small Business Administration (SBA). Emergency work does not require an SBA loan application.
Steps to Participate in the FEMA PA Program

STEP 1

WWW.FLORIDAPA.ORG
Steps to Participate in the FEMA PA Program

Go to [www.floridapa.org](http://www.floridapa.org),
Click on the RED banner APPLY NOW and follow instructions

**Florida Public Assistance**

FloridaPA.org manages the Public Assistance (PA) grant in Florida. The system manages the PA process from application through closeout.

**Reminder** - If you are an Existing User you should confirm your contacts and contact information, this is a critical communication tool.
Submission of Request for Public Assistance (RPA)

Step 2 Submit your RPA.
Using FloridaPA is the best WAY to file your RPA!
Do you have a DUNS number?

A DUNS # is a unique nine digit identification number, required to receive Federal grants. D-U-N-S # assignment is a FREE service.

Go to: https://fedgov.dnb.com/webform
Step 2
Submission of Request for Public Assistance (RPA)

Once you have gained FloridaPA access, proceed to register for an RPA

Request for Public Assistance (RPA) Process

Open Grants
PA Info
Forms
Contact Us
Applicant Guidelines and Guides

Hurricane Irma

New User
1. Click HERE to Register for Access on FloridaPA.org

Existing User
1. Click HERE to Login to FloridaPA.org
2. Click on the NEW REQUEST FOR ASSISTANCE

REMEMBER – December 14th is the DEADLINE to Register
Step 3: Schedule Recovery Scoping Meeting
You will be contacted shortly by FEMA’s Program Delivery Manager who will be your Point of Contact throughout the Public Assistance Process.
You should begin to compile a list of claims by location, indicating, among others for this meeting:

- Damage Description(s)
- Scope of Work
- Nature of Work
- Estimated Cost
- Insurance documentation –

Providing the declaration sheet
Step 4 Understanding the basics
FEMA Public Assistance Program

THE FLORIDA DIVISION OF EMERGENCY MANAGEMENT-20
Work Categories A and B

• Measures taken before, during, and after a disaster to eliminate/reduce an immediate threat to life, public health or safety, or to eliminate/reduce an immediate threat of significant damage to improved public and private property through cost-effective measures

• 6 month Completion Deadline from declaration date:

Deadline for Emergency Work: April 10, 2019
# Force Account Labor (FAL) Emergency Protective Measures

<table>
<thead>
<tr>
<th>Emergency Work Labor Eligibility</th>
<th>Overtime</th>
<th>Straight-Time</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Budgeted Employees</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Permanent employee</td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td>Seasonal employee working during normal season of employment</td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td><strong>Unbudgeted Employees</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Essential employee called back from administrative leave</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Permanent employee funded from external source</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Temporary employee hired to perform eligible work</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Seasonal employee working outside normal season of employment</td>
<td>✔</td>
<td>✔</td>
</tr>
</tbody>
</table>
Equipment-emergency protective measures

- Equipment used to perform eligible disaster related activities can be applicant owned or rented.
- Applicant owned (Force Account) equipment must have an assigned operator for all hours utilized (except pumps or generators).
- Rented equipment must follow all applicable procurement regulations.
- Utilize FEMA Equipment Codes/Rates from 2017 – Link at the end of the presentation.
Note: Debris Pilot Program Category “A”

- Straight time and overtime reimbursement
- Approved Debris Plan – 2% increase in Federal Share if FEMA approved plan prior to the event

FEMA will review your participation at your Recovery Scoping Meeting
Categories C-G

Permanent Work

C - Roads & Bridges
D - Water Control Facilities
E - Buildings & Equipment
F - Utilities
G - Parks, Recreation, & Other
FEMA Public Assistance Program

C - Roads & Bridges

Roads
- Surfaces
- Bases
- Shoulders
- Ditches
- Drainage Structures
- Low Water Crossings

Bridges
- Decking & Pavement
- Piers
- Girders
- Abutments
- Slope Protection
- Approaches/
  Slope Failures
D - Water Control Facilities
   Dams and Reservoirs
   Levees
   Engineered drainage Channels
   Canals
   Aqueducts
   Sediment Basins
   Shore Protective Devices
   Irrigation Facilities
   Pumping Facilities
E - Buildings & Equipment
Buildings
Structural Components
Interior Systems
• Electrical
• Mechanical
• Contents
F - Utilities

Water Treatment Plants
Power Generation & Distribution Facilities
- Natural Gas Systems
- Wind Turbines
- Generators
- Substations
- Power Lines
FEMA Public Assistance Program

G - Parks, Recreation, & Other
  Playground Equipment
  Swimming Pools
  Bath Houses
  Tennis courts
  Boat Docks
  Piers
  Picnic Tables
  Golf Courses
  Fish Hatcheries
  Mass Transit Facilities
  Engineered Features
The Project Worksheet (PW) is used to document the scope of work and cost estimate for a project. The PW includes:

- locations
- damage description and dimensions
- scope of work
- Special Considerations
- cost (estimated and actual)

Minimum PW is $3,200

Large PW threshold is $128,900
FEMA requires procurement

To understand the requirements fully, the user should review the provisions of 2 C.F.R. § 200.317 – 326, which is the source of these requirements.

There is a FEMA procurement guidance document link on the links page of this presentation
Funding Options

• An Applicant has the option to use a Public Assistance grant for activities that are outside of the originally approved scope of work or to minimize future damages.
• Some of these are recently implemented and the link to the disaster-specific guidance found in this presentation.
• Donated resources should be tracked and documented, the value of those donated goods and services may be eligible to offset non-Federal cost share
• Management costs for managing the Federal grant may be eligible for reimbursement.

Talk to your FEMA representative for additional information
Program Administration

- **Documentation and Record-keeping** - The Recipient and the Subrecipient must keep all financial and program documentation for 3 years after the date of the Recipient’s final Financial Status Report.
- **Audits** – all records are subject to audit and should be accessible and available upon request.
- **Quarterly Reports** – MUST be filed by the Subrecipient in Floridapa.org once the PWs have been obligated.
Special Considerations

- Insurance
- Hazard Mitigation
- Historic Preservation
- Environmental Compliance
- Floodplain Management
Introduction to
The PA Delivery Model
Introduction to The PA Delivery Model
Introduction to The PA Delivery Model

- Segmentation: Projects divided by work type and complexity
- Standardization: New tools and checklists guide staff through workflow
- Specialization: New positions created for specific, customer-forward duties
- Consolidation: Document validation and technical review experts available across multiple disasters
Introduction to The PA Delivery Model

WHAT HASN’T CHANGED
• Law
• Regulations
• Policy

WHAT’S CHANGING
• Process
• Roles
• Tools & Templates
• Systems
Introduction to The PA Delivery Model

Phase I
Operational Planning

Phase II
Intake Damage & Eligibility Analysis

Phase III
Scoping & Costing

Phase IV
Reviews
Grants Portal

*How does it work...does it work?*
Hello Sherry,

Your organization account request has received final approval. You may now log in to the Grants Portal with the temporary username and password:

Username: comanager@subrecipientcountyga.com   Your email address
Password: UElkAvc1%

Please sign in with your temporary password. You will be required to change your password.

-FEMA PA Support Team

https://pagrants.fema.gov
Welcome to the Grants Portal!

To get started, we'll ask you a few questions to get your account set up.

Use the Previous and Next buttons to navigate through the steps and fill out your information.
Once password reset, system will require sign in...

GrantsPortal

Sign in to Your Account

USERNAME  Forgot your username

PASSWORD  Forgot your password

SIGN IN

Please use Mozilla Foxfire as web browser for best results Website address is https://grantee.fema.gov
Your parent organization has been assigned as the primary Grantee for one or more disasters and you may submit a Request for Public Assistance (RPA) to FEMA's Public Assistance program.

Please click here to begin the RPA submission process.

**Organization**

Wilsonville

- **level:** 2
- **Type:** City or Township
- **Government:** FEMA
- **PACs:**

**Document Help**

To upload event-specific documents, go to the appropriate event PA request profile from the Event PA Requests list or My Organization for documents not specific to an event.

Alternatively, you can utilize the Document Uploader utility to upload documents to the correct location.
Grants Portal Hotline

866-337-8448
Recap
Important Next Steps to Remember

1. Register in www.FloridaPA.org

2. File your FEMA Request for Public Assistance (RPA) by 12/14/18

3. Prepare for and schedule your Recovery Scoping Meeting

4. FEMA Public Assistance Program preparation and participation

5. Important notes as you move forward
Important Links

State of Florida Public Assistance Website
WWW.FLORIDAPA.ORG

Specific FEMA guidance (Alternate procedures) for Hurricane Michael:

The Public Assistance Program and Policy Guide (for Hurricane Michael)
https://www.fema.gov/media-library-data/1525468328389-4a038bbef9081cd7dfe7538e7751aa9c/PAPPG_3.1_508_FINAL_5-4-2018.pdf

Procurement
https://www.fema.gov/media-library-data/1479225376216-2bdb7d3ba1a512495c38535f12bad2c5/ChecklistforProcurementsAssociatedwit
DisastersAFTERDec262014-NewUniformRules(11-14-16).pdf

Donated resources

FEMA Equipment Rates (declarations on/after 9/5/17)
https://www.fema.gov/media-library/assets/documents/136901
This Presentation is Posted....

- Public Assistance Program and Policy Guide (PDF)
- Public Assistance Policy on Insurance (PDF)
- Applicant Briefing for FEMA-4337-DR-FL (PDF)
Thank you for your time today!

We will have time to open the lines for Q & A and other ways we can assist you at this time.