

**Connecticut Applicants' Briefing  
DR-4106-CT  
Declared 21 Mar 2013**



**Incident Period 8–11 Feb 2013**

**Federal Emergency Management Agency  
Public Assistance  
Program**



**April 2013  
Recovery Division**

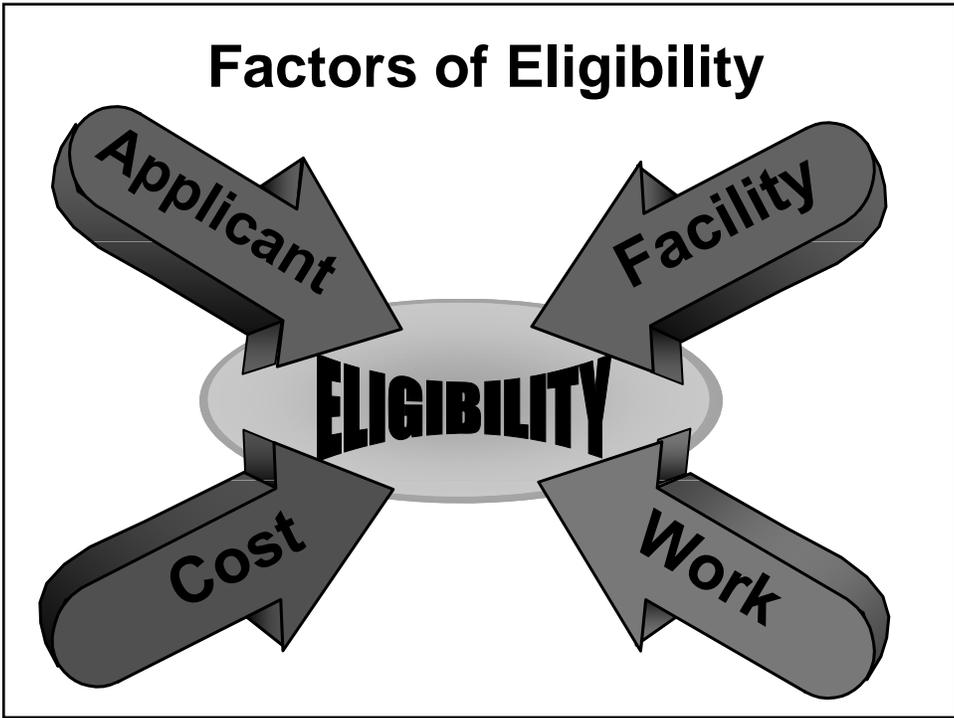
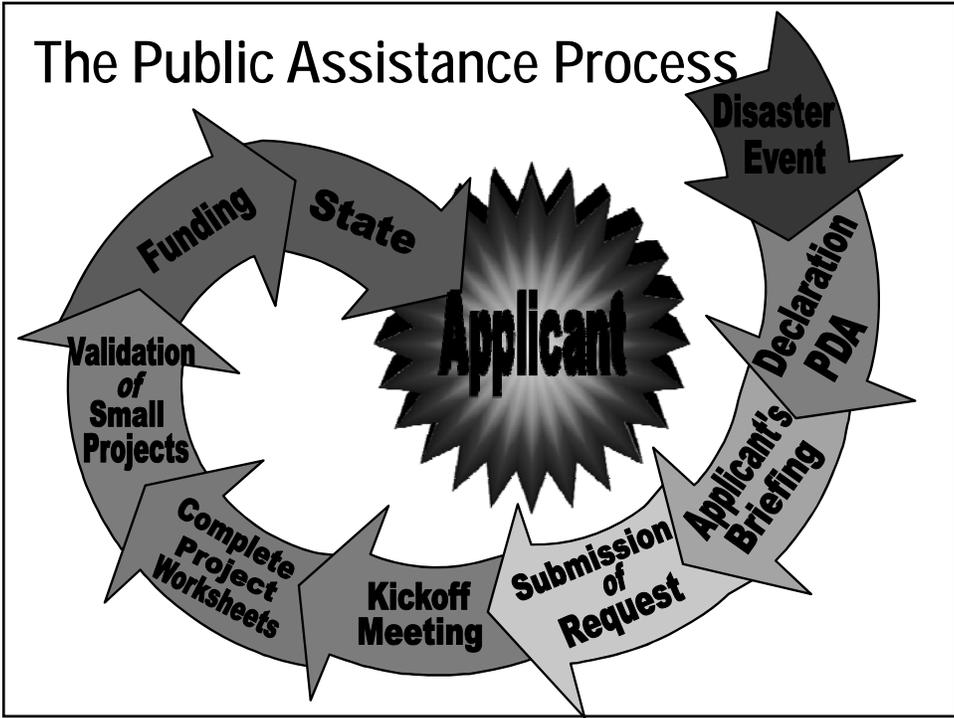
## **FEMA's MISSION STATEMENT**

**FEMA's mission is to support our citizens and first responders to ensure that as a nation we work together to build, sustain, and improve our capability to prepare for, protect against, respond to, recover from, and mitigate all hazards.**

## **Snow Declaration**

**INCIDENT PERIOD: 8-11 February 2013**

- **Choose a period of time when you incurred the most expenses for snow assistance.**
- **For Fairfield, Litchfield, New London and Tolland Counties choose a continuous 48 hour period**
- **For New Haven, Hartford Counties choose a continuous 72 hour period**



## **Eligible Applicants**

- Native American Tribal Governments and Tribal Organizations
  - State
  - County
  - City / Town / Village
  - Other political subdivision of the State
  - Certain Private Non-Profit Organizations
- 
- A grantee is a State or tribal government that is responsible for administering Public Assistance grants.
  - A subgrantee is an eligible applicant that receives a Public Assistance grant as reimbursement for performing eligible disaster work.

## **Private Non-Profit Entities**

**PNP facilities that provide the following CRITICAL services are eligible for Public Assistance:**

- Fire / Emergency Rescue
- Medical Treatment
- Power, Water, & Sewer Utilities
- Communications Systems

## **Private Non-Profit Entities**

The following NON-CRITICAL service facilities are eligible for Public Assistance for emergency work. However, the PNP must first apply to the Small Business Administration (SBA) for a disaster loan for permanent repair work before applying to FEMA.

- Museums
- Educational institutions
- Homeless Shelters
- Zoos
- Senior citizen/Day-care centers
- Other facilities that provide health and safety service of a governmental nature
- Community Centers
- Libraries
- Rehabilitation facilities
- Shelter workshops

## **Facility Eligibility**

To be eligible, the facility must:

- Be the legal responsibility of an eligible applicant
- Have been in active use at the time of the disaster
- Be damaged as a result of the declared disaster
- Be located in the designated disaster area

## **Work Eligibility**

**To be eligible, the work must:**

- **Be disaster related**
- **Be located in the designated disaster area**
- **Be the applicant's responsibility**
- **Not be fundable by another federal agency**

## **Types of Eligible Work**

**Emergency Work**

**Permanent Work**



# Emergency Work

## Category A – Debris Removal



**Debris removal is eligible when:**

- It eliminates an immediate threat to life, health, and safety
- It eliminates an immediate threat of significant damage to improved property
- It ensures economic recovery of the community and provides a benefit for the community-at-large

# Debris Removal

## Private Property

**Debris removal is generally the responsibility of the property owner.**

**However, if debris is so widespread that public health, safety, or economic recovery of the community is threatened, the actual removal of debris from private property may be eligible.**



# Emergency Work

Category B – Emergency Protective Measures



**Emergency Protective Measures are actions taken by a community before, during, and following a disaster to save lives, protect public health and safety, or eliminate immediate threat of significant damage to improved public and private property through cost effective measures.**

# Permanent Work

Work Categories C - G

– Eligible permanent work:

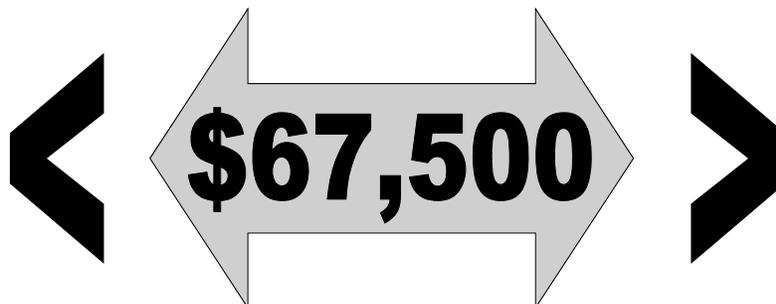
- **Must repair, restore or replace disaster-damaged facilities in accordance with regulations**
- **Must restore to pre-disaster design, capacity and function in accordance with applicable codes and standards**
- **Must be required as a result of the disaster**
- **May include cost effective hazard mitigation measures**

## **Cost Eligibility**

**To be eligible for reimbursement, costs must:**

- **Be reasonable and necessary to accomplish eligible work**
- **Comply with federal, state, and local laws and regulations**
- **Include deductions of insurance proceeds, salvage value, and purchase discounts.**

## **Small Project or Large Project?**



**Annually updated, \$67,500 is the FFY 2013 threshold amount.**

## **Small Projects versus Large Projects**

Public Assistance projects are processed as either small or large projects. If the project cost exceeds the annually updated cost threshold amount (\$67,500 for FFY 2013) the project is processed as a large project.

| <b>Small Projects</b>                                    | <b>Large Projects</b>   |
|--|---|
| <b>Federal cost share is paid upon project approval.</b> | <b>Federal cost share is paid as work is accomplished. Final assistance is based upon actual costs.</b> |

## **Project Completion Deadlines**

Time limits for project completion begin on the disaster declaration date (21 March 2013).

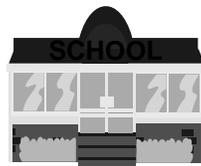
- **Emergency work must be completed within – 6 months**
- **Permanent work must be completed within – 18 months**

**For extenuating circumstances the Grantee may extend the emergency work deadline an additional 6 months and the permanent work deadline an additional 30 months on a project by project basis.**

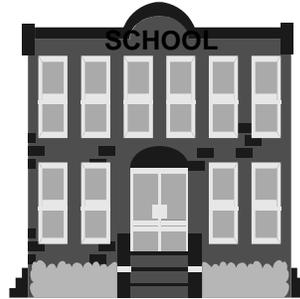
**FEMA may also extend the time limits when sufficient justification is submitted.**

## Improved Projects

With State approval, the applicant may restore pre-disaster function, and make improvements (for which the applicant is financially responsible.)



**Before**



**After**

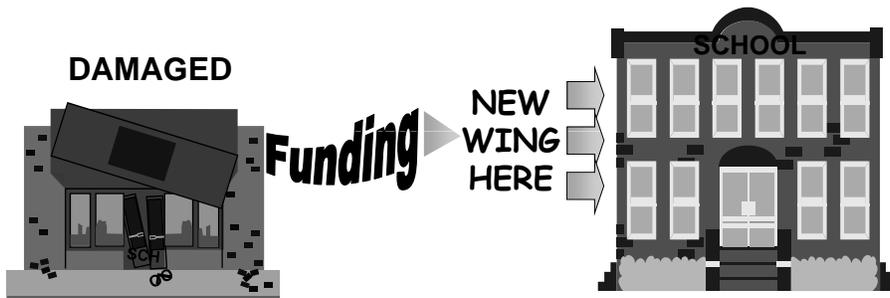
## Alternate Projects

Funds used for a project other than repair of the damaged structure:

Must receive FEMA prior approval.

Require Environmental Assessment.

10% reduction of FEMA funding from original project estimate; (receive 90% of the approved Federal share).



# Special Considerations

Hazard Mitigation

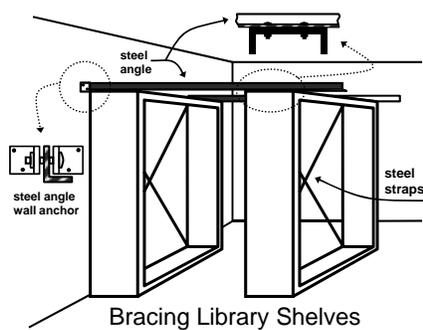
Environmental Requirements

Historic Preservation &  
Cultural Resources

Special Flood Hazard Areas

Insurance Requirements

## Hazard Mitigation



Cost effective measures that reduce or eliminate the potential for damages to a facility from a future event. For a hazard mitigation proposal to be eligible for funding under Public Assistance, the measure must apply only to the damaged elements of the eligible facility.

## **Environmental Requirements**

**Ensure that all practical means are used to protect, restore, and enhance the environment**



## **Historic Preservation**

**Property eligible for listing on the National Register of Historic Places requires special consideration under the National Historic Preservation Act.**



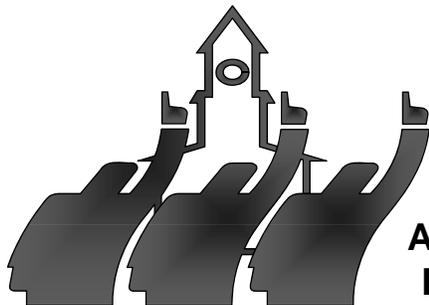
## **Special Flood Hazard Area**

**Any project within or affecting the floodplain must be reviewed to ensure that it meets the requirements of the Executive Orders on Floodplain Management and the Protection of Wetlands.**



## **INSURANCE REQUIREMENTS**

- **Actual or anticipated insurance proceeds will be deducted from the eligible project costs for facilities that are insured.**
- **All applicants are required to obtain and maintain insurance coverage on all insurable facilities, as a condition of Public Assistance funding.**
- **For flood damaged facilities located within a Special Flood Hazard Area that are not covered by flood insurance, Federal assistance will be reduced by the maximum flood insurance proceeds that would have been payable had the facility been insured.**



## **Appeals**

**Any determination related to Federal assistance may be appealed.**

**The time limit for appeal submission is 60 days from receipt of notice of the action which is being appealed.**

## **Record Keeping**



**Accurate records of expenses must be maintained.**

## **Progress and Financial Reports**

- Sub-grantee progress and financial reports must be obtained to monitor grant work status.
- If you are unable to submit required reports, the State's grant funding is jeopardized
- **Without information from sub-grantee reports, DEMHS cannot fulfill its reporting responsibilities to FEMA.**

## **Quarterly Progress Report: PA**

- Quarters ending December 31, March 31, June 30 & September 30; (due within 30 days after end of quarter).
- Describe the status of projects on which final payment of the Federal share has not been made to the State (44 CFR 206.204(f)).
  - Projected completion date
  - Time extensions granted
- Outline any problems or circumstances expected to result in non-compliance with the approved grant conditions.

## **Public Assistance Summary**

- **The Public Assistance Program assists in the restoration of community infrastructure.**
- **It is a supplemental cost reimbursement program with specific eligibility requirements.**
- **The FEMA share of eligible costs will be awarded to the State for disbursement to the applicant.**

## **DUNS/FEIN Numbers**

**Each Applicant needs to provide a DUNS number and a FEIN Number in order for FEMA to obligate any funding.**

## **Submission Time Limits**

**Request for Public Assistance -**

**30**

**days after declaration date (20 Apr 2013)**

**Project Worksheets -**

**60**

**days after Kickoff Meeting**

## **Project Completion Time Limits**

**Time limits for all Projects begin  
the date of the disaster  
declaration**

- ✓ Emergency work - 6 months**
- ✓ Permanent work - 18 months**

## Remember...

These actions will help you obtain eligible funding in the shortest amount of time:

- Submit a Request for Public Assistance TODAY or within 10 days of this briefing.
  - The final deadline is 20 April 2013.
- Review projects for eligibility and Special Considerations.
- Provide accurate project data to include prices and scope.
- Work closely with your FEMA PAC Crew Leader.
- Have documentation available and organized.

## Additional information can be obtained from:

→FEMA's Web Site: <http://www.fema.gov/public-assistance-local-state-tribal-and-non-profit>

→CT-DEMHS Web Site: <http://www.ct.gov/demhs>

→CT-DEMHS Public Assistance Staff EMail: [demhs.pa@ct.gov](mailto:demhs.pa@ct.gov)

→Your FEMA PAC Crew Leader