



STATE OF WISCONSIN
DEPARTMENT OF MILITARY AFFAIRS

DIVISION OF EMERGENCY MANAGEMENT

Brian M. Satula
Administrator

Scott Walker
Governor

FEMA-4141-WI-DR
Severe Storms, Flooding, and Mudslides

Incident Period: June 20 – 28, 2013
Declaration Date: August 8, 2013
Application Date: September 9, 2013

Counties: Ashland, Bayfield, Crawford, Grant, Iowa, Richland, St. Croix, Vernon, and the Red Cliff
Band of Lake Superior Chippewa

Applicant Briefing Handouts

1. Public Assistance Presentation
2. FEMA Public Assistance Documentation Forms
3. Request for Public Assistance Application
 - a. RPA Deadline: September 9, 2013
4. Hazard Mitigation Program Presentation

Public Assistance Presentation

Public Assistance Applicant Briefing



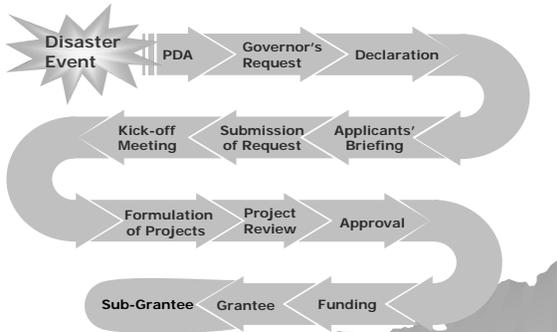
FEMA-4076-WI-DR
Severe Storms, Flooding, and Mudslides

- ◆ Incident Period – June 20 – 28, 2013
- ◆ Declaration Date – August 8, 2013
- ◆ Counties – Ashland, Bayfield, Crawford, Grant, Iowa, Richland, St. Croix, Vernon
- ◆ Tribe – Red Cliff Band of Lake Superior Chippewa

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Public Assistance Program



Public Assistance Program

- ◆ FEMA program designed to provide assistance to state and local governments and specific private nonprofit organizations for response and recovery efforts related to a declared disaster.



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Eligible Subgrantees

- ◆ State Governments
- ◆ County Governments
- ◆ Cities, Towns, & Villages
- ◆ Native American Tribes and Tribal Organizations
- ◆ Some Private Non-Profits

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Private Non-Profit Organizations (PNP)

- ◆ Must be open to the general public
- ◆ Must perform functions that are governmental in nature
- ◆ Must provide proof from the IRS that it is a non profit, tax-exempt organization.
- ◆ Provide bylaws or proof of the primary mission on the organization.

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Facility, Work and Cost Eligibility

- ◆ To be eligible:
 - Damage must be disaster related
 - Facility must be the legal responsibility of eligible subgrantee
 - Have been in active use at the time of the disaster
 - Be located in the designated disaster area
 - Damage not covered by insurance
 - Not be fundable by another Federal Agency
 - Comply with all Federal, State and Local Laws and Regulations

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Eligible Work

- A. Debris Clearance
- B. Protective Measures
- C. Roads and Bridges
- D. Water Control Facilities
- E. Buildings and Equipment
- F. Utilities
- G. Other

- Incorporate cost effective mitigation measures when repairing damaged public facilities (Section 406).



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A. Debris Clearance

- ◆ Public roads and streets including the right of way
- ◆ Public Improved Property
- ◆ Flood damaged materials placed by roadside for pickup

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Alternate Procedures Pilot Program Guide for Debris Removal

- ◆ Sandy Recovery Improvement Act of 2013
 - January 29, 2013
- ◆ Goals
 - Reducing the costs to the Federal Government of providing Public Assistance.
 - Increasing flexibility in the administration of such assistance.
 - Expediting the provision of assistance to a State, Tribal or local government, or nonprofit owner or operator of a private nonprofit facility.
 - Providing financial incentives and disincentives for timely and cost-effective completion of projects with such assistance.

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Alternative Procedures for Debris Removal

- ◆ For declarations after June 28, 2013, FEMA is piloting the following for debris removal:
 - The use of a sliding scale for determining the Federal share for removal of debris and wreckage based on the time it takes to complete debris and wreckage removal;
 - The use of program income from recycled debris without offset to the grant amount;
 - Reimbursing base and overtime wages for the employees of State, Tribal or local governments, or owners or operators of private nonprofit facilities performing or administering debris and wreckage removal; and
 - Providing incentives to a State or Tribal or local government to have a debris management plan approved by the FEMA Administrator and have pre-qualified one or more debris and wreckage removal contractors before the date of declaration of the major disaster.

Alternative Procedures for Debris Removal

- ◆ Requesting Alternative Procedures for Debris Removal
 - Public Assistance Alternative Procedures Pilot Program for Debris Removal Acknowledgement
 - Signed at the kickoff meeting

Accelerated Debris Removal--Increased Federal Cost Share (Sliding Scale)

- ◆ The pilot program authorizes an increased Federal cost share for the collection, hauling, processing and disposal of debris when Subgrantees complete removal operations within a specified time frame (Table 1). To participate in this procedure, debris removal projects must include all debris for which a Subgrantee will be requesting FEMA assistance.

Debris Removal Completed (Days from Start of Incident Period)	Federal Cost Share
0-30	85%
31-90	80%
91-180	75%

Straight Time Force Account Labor

- ◆ Debris removal operations will now be reimbursed for base and overtime wages for existing employees and hiring additional staff.
 - Documentation shall consist of accurate labor hours and removal activities performed
- ◆ Can be applied to both large and small projects for subgrantees participating in the pilot program

B. Protective Measures

- ◆ Actions taken to protect lives and property
- ◆ Police, fire, EMS, search and rescue
- ◆ Safety barricades, signs, area security
 - Only overtime labor costs for permanent force account workers are eligible
 - Both regular and overtime labor costs for temporary hires are eligible
 - Equipment Costs
 - Materials
 - Contractor costs
- ◆ Mass feeding of emergency workers

Alternate Procedures for Permanent Work

- ◆ Subgrants based on fixed estimates, with the Subgrantee accepting responsibility for costs above the estimate
- ◆ Use of surplus funds for hazard mitigation and activities to improve future PA operations
- ◆ Consolidation of multiple permanent work facilities into a single subgrant
- ◆ Elimination of the penalty for alternate projects based on fixed-grant estimates
- ◆ Acceptance of mutually agreed-upon cost estimates prepared by the Subgrantee's licensed engineer
- ◆ Use of an expert panel to validate cost estimates with a federal share of \$5 million or more

Permanent Work

- ◆ Categories C – G
- ◆ Work/Costs required to repair, restore, reconstruct, or replace eligible facilities to their “pre-disaster” design, function and capacity.
- ◆ Costs to meet current codes, standards and specifications are eligible
- ◆ Considered repairable if estimated costs are less than 50% of replacement costs
- ◆ Mitigation Opportunities

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C. Roads and Bridges

- ◆ Repair to surfaces, bases, shoulders, ditches, culverts, low water crossings and other features, such as guardrails.
- ◆ Federal Aid Roads (major collector and above) are not eligible under PA

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D. Water Control Facilities

- ◆ Drainage channels, pumping facilities, water towers
- ◆ Dams
 - Must be locally owned, operated and maintained by governmental agency
 - Cannot be designed as a flood control facility under NRCS
 - Look at debris and protective measures.

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E. Buildings and Equipment

- ◆ Repair to damaged public owned buildings and equipment.
- ◆ Deduct insurance costs

F. Utilities

- ◆ Repair to water treatment and delivery systems, power generation and distribution facilities, sewage systems, and communications.
- ◆ Must be municipal or cooperative non profit agency. Private power companies are not eligible.

G. Other

- ◆ Not covered in other categories, primarily parks and improved recreational facilities.
- ◆ FEMA will not cover restoration of natural stream beds.
- ◆ Damages to improved structures on municipal golf courses are eligible, private country clubs are not eligible.

Direct Administrative Costs

- ◆ Costs incurred that can be identified separately and assigned to a specific project
- ◆ Costs can include
 - Staff's time to conduct an initial inspection
 - Prepare and submit a project worksheet
 - Make interim and final inspections of the project

Application Request for Public Assistance (RPA)

- ◆ Online
 - <http://emergencymanagement.wi.gov/recovery/government.asp>
 - <http://www.fema.gov/library/viewRecord.do?id=2690>
 - Other Forms
 - <http://www.fema.gov/government/grant/pa/forms.shtm>
 - County Director has copies
- ◆ Identify the subgrantee's name, mailing and physical address, and the subgrantee's representative
- ◆ **Required 30 days after disaster declaration date (September 9, 2013)**

Application Request for Public Assistance (RPA)

- ◆ Applicant Briefing – August 14-16, with Material Posted Online After August 19th
 - <http://emergencymanagement.wi.gov/recovery/government.asp>
- ◆ Submit Application – Submittal instructions included in the State Application Packet
- ◆ Contact your County Emergency Management Office to be sure your application has been received by FEMA

Assurances

- ◆ Provides assurances that all work funded through the PA program will be used in accordance with applicable State and Federal laws and regulations
- ◆ State Public Assistance Office Sends Assurance Document
- ◆ Sent to the POC identified on the RPA
- ◆ State needs a signed copy on file prior to any reimbursements

Kickoff Meeting

- ◆ FEMA Public Assistance Coordinator (PAC) will contact the representative identified on the Request for Public Assistance to set up a kick-off meeting.
- ◆ FEMA holds kickoff meeting to discuss the Public Assistance Program in detail
- ◆ At the kickoff meeting:
 - Provide as much documentation as possible for costs incurred
 - Provide a list of damages that have not been repaired
 - Have ideas on how to incorporate mitigation on work not completed yet
- ◆ Identify Damages (60 Days) – Clock begins with the kickoff meeting

Projects

- ◆ Minimum of \$1,000.00
- ◆ Small Projects (less than \$67,500)
- ◆ Large Projects (\$67,500 and more).

Project Worksheets (PW)

- ◆ Subgrantee Identification Information & Facility Location.
- ◆ Pre-disaster description of the facility and damage description; include the cause and dimensions of damaged areas (quantified).
- ◆ Scope of work (to restore facility to Pre-Disaster Condition)
- ◆ Costs (Actual and/or Estimated) include required codes and standards upgrades.
- ◆ Special considerations associated with the project, such as insurance and hazard mitigation (406 – damaged element).

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Mitigation

- ◆ Section 404 - Hazard Mitigation Grant Program (HMGP)
Not Part of the Public Assistance
- ◆ Section 406 – Hazard Mitigation Proposal (HMP) available as part of a public assistance project worksheet. Applies only to the damaged element. Must be determined to be “cost-effective” (to mitigate potential future damage to the facility).

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Project Worksheet (PW)

- ◆ Alternate Projects
 - Abandon and demolish the original facility
 - Money used for repair or expansion of other public facilities; purchase of capital equipment
 - Capped at 90% for governmental entities; 75% for PNP's
 - Must be requested within 12 months of the Kickoff Meeting
 - Must be approved by FEMA prior to construction

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Project Worksheet (PW)

- ◆ Improved Project
 - Improvements beyond restoration to the pre-disaster condition.
 - Must retain the original function of the facility
 - Must be approved before construction begins
 - Funds for an improved project can be combined with a grant from another federal agency or a FEMA approved alternate project
 - Capped at the original Federal Share

Cost Share

- ◆ Outlined in the FEMA-State agreement
- ◆ Stafford Act state that Federal Share shall not be less than 75%
 - Can be higher during more severe events and for Cat. A
- ◆ Grantee determines the distribution of the non-Federal Share
- ◆ Cost share breakout
 - 75% Federal
 - 12.5% State
 - 12.5% Subgrantee

Donated Resources

- ◆ Donated resources are eligible to offset the Non-Federal share of eligible Category A and B costs.
- ◆ Examples include, but are not limited to:
 - Removing eligible debris.
 - Filling and placing sandbags.
 - Donating equipment to raise or reinforce a levee.
 - Donating materials, such as rocks or sand.
 - Search and rescue when part of an organized search and rescue operation.
 - Professional safety inspections.
 - Mass food and shelter for victims, when not the mission of the organization.

Documentation

- ◆ Track costs by Project Worksheet for the FEMA approved Scope of Work
 - FEMA forms to assist
- ◆ The subgrantee has ultimate responsibility to maintain documentation on projects

Force Account Labor

- ◆ Who, what, where, when, why
- ◆ Pay rate and fringe benefits
- ◆ Separate regular and overtime hours

Force Account Equipment

- ◆ Equipment description
- ◆ Task performed
- ◆ Location of work
- ◆ Time and date in operation
- ◆ Operator
 - Total operator time should equal "time in operation"

Force Account Materials

- ◆ Source
 - Purchase, donated, or from stock
- ◆ Cost
- ◆ Quantity Used
- ◆ Location Used

Contracts and Procurements

- ◆ Must be of reasonable cost
- ◆ Generally must be competitively bid
- ◆ Must comply with Federal, State, and local procurement standards
- ◆ Time and materials contracts should be avoided
 - Allowed for work immediately after the disaster will not exceed 70 hours
- ◆ No De-barred Contractors

Project Worksheet Obligation

- ◆ State Public Assistance Office Produces obligation packets that are sent to the County EM Office
 - Includes Project Descriptions and FEMA Obligation Forms
 - Signature Required on Two Documents
 - ◆ 1017 – State Application for State PA Funds
 - ◆ P.4 – Certification that Project is Complete
- ◆ 60 Days from receiving this packet to appeal funding levels for the Project Worksheets

Administration of the Grant

- ◆ Reporting to FEMA through the State after closure of the Joint Field Office
- ◆ If you ever have a question about your projects or application after FEMA closes the Joint Field Office please contact your County Emergency Management Director and/or the State
- ◆ Sooner the Better

Performance Period

- ◆ Time limits for project completion begin on the disaster declaration date:
 - Emergency work must be completed within 6 months (February 8, 2014)
 - Permanent work must be completed within 18 months (February 8, 2015)
- ◆ For extenuating circumstances or project requirements, deadlines may be extended 6 months for emergency work and 30 months for permanent work
- ◆ Work performed after the performance period may not be reimbursed by FEMA

Special Considerations

- ◆ Issues which could affect the scope of work and funding of a project:
 - Insurance
 - Floodplain Management
 - Hazard Mitigation
 - Environmental Preservation
 - Historic Preservation and Cultural Resources
- ◆ Note:
 - You must notify WEM Public Assistance staff if ANY changes to the scope of work are planned PRIOR TO STARTING WORK or risk loss of funding for the project

Quarterly Reports

- ◆ Quarterly reports must be submitted to WEM to ensure proper payment
 - One report for each open project worksheet
 - One page fillable form

Project Closeout Small Projects

- ◆ Payment is made based on the project worksheet, either incurred costs or an estimate
 - Federal share – signed 1017
 - State share – signed P.4
- ◆ Net cost overruns are addressed by submitting an appeal to the state
 - Only submit an appeal when the total costs for all small projects exceed the total cost approved for all small projects
 - The appeal must be submitted within 60 days of completion of work on the Subgrantee's last small project

Project Closeout Large Projects

- ◆ Once the project is completed, the final amount is based upon actual incurred costs
- ◆ Documentation needed to back up incurred costs
 - Summary of expenditures
 - Invoices
 - Proof of payments
 - Contracts
 - Photos

Appeal Process

- ◆ Subgrantee has right to appeal decisions based on eligibility, costs, etc.
- ◆ Send a letter to Wisconsin Emergency Management stating what decision you would like to Appeal

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Problems/Questions

- ◆ Robert Stoikes
 - Desk (608) 242-3226
 - Robert.Stoikes@wisconsin.gov
- Fax: (608) 223-6526
Email: DMAWEMPublicAssistance@wisconsin.gov

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FEMA Public Assistance Documentation Forms

DEPARTMENT OF HOMELAND SECURITY
 FEDERAL EMERGENCY MANAGEMENT AGENCY
RENTED EQUIPMENT SUMMARY RECORD

PAGE _____ OF _____

O.M.B. No. 1660-0017
 Expires December 31, 2011

APPLICANT	PA ID NO.	PROJECT NO.	DISASTER
-----------	-----------	-------------	----------

LOCATION/SITE	CATEGORY	PERIOD COVERING
---------------	----------	-----------------

DESCRIPTION OF WORK PERFORMED

TYPE OF EQUIPMENT Indicate size, Capacity, Horsepower Make and Model as Appropriate	DATES AND HOURS USED	RATE PER HOUR		TOTAL COST	VENDOR	INVOICE NO.	DATE AND AMOUNT PAID	CHECK NO.
		W/OPR	W/OUT OPR					

GRAND TOTAL _____

I CERTIFY THAT THE ABOVE INFORMATION WAS OBTAINED FROM PAYROLL RECORDS, INVOICES, OR OTHER DOCUMENTS THAT ARE AVAILABLE FOR AUDIT.

CERTIFIED	TITLE	DATE
-----------	-------	------

DEPARTMENT OF HOMELAND SECURITY
 FEDERAL EMERGENCY MANAGEMENT AGENCY
CONTRACT WORK SUMMARY RECORD

PAGE _____ OF _____

O.M.B. No. 1660-0017
 Expires December 31, 2011

APPLICANT	PAID NO.	PROJECT NO.	DISASTER
LOCATIOJN/SITE	CATEGORY		PERIOD COVERING

DESCRIPTION OF WORK PERFORMED

DATES WORKED	CONTRACTOR	BILLING/INVOICE NUMBER	AMOUNT	COMMENTS- SCOPE

GRAND TOTAL _____		
--------------------------	--	--

I CERTIFY THAT THE INFORMATION WAS OBTAINED FROM PAYROLL, INVOICES, OR OTHER DOCUMENT THAT ARE AVAILABLE FOR AUDIT.

CERTIFIED	TITLE	DATE
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**DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY
FORCE ACCOUNT LABOR SUMMARY RECORD**

PAGE _____ OF _____

*O.M.B. No. 1660-0017
Expires December 31, 2011*

APPLICANT	PA ID NO.	PROJECT NO.	DISASTER
LOCATION/SITE		CATEGORY	PERIOD COVERING

DESCRIPTION OF WORK PERFORMED

NAME	JOB TITLE	DATES AND HOURS WORKED EACH WEEK							COSTS				
		DATE							TOTAL HOURS	HOURLY RATE	BENEFIT RATE/HR	TOTAL HOURLY RATE	TOTAL COSTS
NAME		REG.											
JOB TITLE		O.T.											
NAME		REG.											
JOB TITLE		O.T.											
NAME		REG.											
JOB TITLE		O.T.											
NAME		REG.											
JOB TITLE		O.T.											
NAME		REG.											
JOB TITLE		O.T.											

TOTAL COSTS FOR FORCE ACCOUNT LABOR REGULAR TIME _____ \$

TOTAL COST FOR FORCE ACCOUNT LABOR OVERTIME _____ \$

I CERTIFY THAT THE INFORMATION ABOVE WAS OBTAINED FROM PAYROLL RECORDS, INVOICES, OR OTHER DOCUMENTS THAT ARE AVAILABLE FOR AUDIT.

CERTIFIED	TITLE	DATE
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DEPARTMENT OF HOMELAND SECURITY
 FEDERAL EMERGENCY MANAGEMENT AGENCY
FORCE ACCOUNT EQUIPMENT SUMMARY RECORD

PAGE ____ OF ____

O.M.B. No. 1660-0017
 Expires April 30, 2013

APPLICANT	PA ID NO.	PROJECT NO.	DISASTER
LOCATION/SITE		CATEGORY	PERIOD COVERING

DESCRIPTION OF WORK PERFORMED

TYPE OF EQUIPMENT		OPERATOR'S NAME	DATES AND HOURS USED EACH DAY							COSTS		
INDICATE SIZE, CAPACITY, HORSEPOWER, MAKE AND MODEL AS APPROPRIATE	EQUIPMENT CODE NUMBER		DATE							TOTAL HOURS	EQUIPMENT RATE	TOTAL COST
			HOURS									
			HOURS									
			HOURS									
			HOURS									
			HOURS									
			HOURS									
			HOURS									
			HOURS									
			HOURS									
GRAND TOTAL												

I CERTIFY THAT THE ABOVE INFORMATION WAS OBTAINED FROM PAYROL RECORDS, INVOICES, OR OTHER DOCUMENTS THAT ARE AVAILABLE FOR AUDIT.

CERTIFIED	TITLE	DATE
-----------	-------	------

U.S. DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY
PROJECT WORKSHEET - Maps and Sketches Sheet

O.M.B. No. 1660-0017
Expires October 31, 2008

DISASTER FEMA: _____ -DR: _____	PROJECT NO.	PA ID NO.	DATE	CATEGORY
APPLICANT		COUNTY		

U.S. DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY
PROJECT WORKSHEET - Photo Sheet

O.M.B. No. 1660-0017
Expires October 31, 2008

DISASTER FEMA _____ -DR- _____	PROJECT NO.	PA ID NO.	DATE	CATEGORY
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APPLICANT	COUNTY
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PHOTO

PHOTO

DESCRIPTION	DESCRIPTION
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Request for Public Assistance Application (RPA)

RPA Deadline:
September 9, 2013



STATE OF WISCONSIN
DEPARTMENT OF MILITARY AFFAIRS
DIVISION OF EMERGENCY MANAGEMENT

Brian M. Satula
Administrator

Scott Walker
Governor

August 9, 2013

Dear Potential Federal Public Assistance Applicant:

On August 8, 2013 a Major Disaster (FEMA-4141-WI-DR) was declared for the State of Wisconsin. Federal funding is available to state and eligible local governments and certain private nonprofit organizations on a cost-sharing basis for emergency work and the repair or replacement of facilities damaged by the June 20-28, 2013 severe storms and flooding counties in the counties of Ashland, Bayfield, Crawford, Grant, Iowa, Richland, St. Croix, Vernon and the Red Cliff Band of Lake Superior Chippewa.

To apply for Federal Public Assistance you must submit a completed Request for Public Assistance (RPA) **no later than September 9, 2013**. This is a one page form and should take less than 10 minutes to complete. In addition to the RPA, Wisconsin Emergency Management requests that you submit the attached State of Wisconsin Questionnaire to facilitate obligations, payments and communications. The questionnaire asks for the following three items of information:

DUNS Number	– Required if approved for funding
Applicant E-mail Address	– Optional, but strongly encouraged
Wisconsin Tax ID	– Required if approved for funding

Please submit this information along with your Request for Public Assistance (RPA) form **no later than September 9, 2013**. You may submit these forms electronically to DMAWEMPublicAssistance@wisconsin.gov, mail them to the State of Wisconsin Public Assistance Office at the address below, or fax them to 608-223-6526.

Wisconsin Emergency Management and the Federal Emergency Management Agency (FEMA) will be holding applicant briefings in each declared county from August 14 – 16, 2013. If your organization cannot attend the applicant briefing you may review the presentation materials on the Wisconsin Emergency Management website at <http://emergencymanagement.wi.gov/recovery/government.asp>.

If you have any questions please call your County Emergency Management Office. For County EM Contact information visit the following website http://emergencymanagement.wi.gov/counties/county_directors.asp.

Sincerely,

Robert Stoikes
State of Wisconsin
Public Assistance Officer

DEPARTMENT OF HOMELAND SECURITY
 FEDERAL EMERGENCY MANAGEMENT AGENCY
REQUEST FOR PUBLIC ASSISTANCE

O.M.B. NO. 1660-0017
Expires April 30, 2013

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this form is estimated to average 10 minutes. Burden means the time, effort and financial resources expended by persons to generate, maintain, disclose, or to provide information to us. You may send comments regarding the burden estimate or any aspect of the collection, including suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472, Paperwork Reduction Project (OMB Control Number 1660-0017). You are not required to respond to this collection of information unless it displays a valid OMB number. **NOTE: Do not send your completed questionnaire to this address.**

APPLICANT (Political subdivision or eligible applicant)		DATE SUBMITTED
COUNTY (Location of Damages. If located in multiple counties, please indicate)	DUNS NUMBER	<input type="text"/>

APPLICANT PHYSICAL LOCATION

STREET ADDRESS

CITY	COUNTY	STATE	ZIP CODE
------	--------	-------	----------

MAILING ADDRESS (If different from Physical Location)

STREET ADDRESS

POST OFFICE BOX	CITY	STATE	ZIP CODE
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Primary Contact/Applicant's Authorized Agent

Alternate Contact

NAME	NAME
TITLE	TITLE
BUSINESS PHONE	BUSINESS PHONE
FAX NUMBER	FAX NUMBER
HOME PHONE (Optional)	HOME PHONE (Optional)
CELL PHONE	CELL PHONE
E-MAIL ADDRESS	E-MAIL ADDRESS
PAGER & PIN NUMBER	PAGER & PIN NUMBER

Did you participate in the Federal/State Preliminary Damage Assessment (PDA)? YES NO

Private Non-Profit Organization? YES NO

If yes, which of the facilities identified below best describe your organization? _____

Title 44 CFR, part 206.221(e) defines an eligible private non-profit facility as: "... any private non-profit educational, utility, emergency, medical or custodial care facility, including a facility for the aged or disabled, and other facility providing essential governmental type services to the general public, and such facilities on Indian reservations." Other essential governmental service facility means museums, zoos, community centers, libraries, homeless shelters, senior citizen centers, rehabilitation facilities, shelter workshops and facilities which provide health and safety safety services of a governmental nature. All such facilities must be open to the general public."

Private Non-Profit Organizations must attach copies of their Tax Exemption Certificate and Organization Charter or By-Laws. If your organization is a school or educational facility, please attach information on accreditation or certification.

OFFICIAL USE ONLY: FEMA - -DR- - FIPS# DATE RECEIVED

State of Wisconsin Request for Public Assistance Questionnaire

If you are approved for Federal Public Assistance for Disaster FEMA-4141-WI-DR, Wisconsin Emergency Management and FEMA will need a few additional items of information. New Federal Grant requirements include the requirement that the organization receiving Federal Grants need to have a DUNS number. In addition, the State of Wisconsin requires certain information in order to pay the 12.5% state share of the total project cost. Please submit this information along with your Request for Public Assistance (RPA) form.

Name of Organization: _____

D-U-N-S number: _____

Dun & Bradstreet (D&B) DUNS Number

What is it and why does my institution have to provide it?

A DUNS number is a unique nine digit identification number that is free for all businesses required to register with the US Federal government for contracts or grants. Any entity that has applied for any sort of federal funding in the past should have a DUNS number already assigned. OMB has adopted the use of DUNS numbers as a way to keep track of how federal grant money is dispersed. To learn more about the policy, you can read the [Federal Registrar Notice](#) (4-page PDF).

How do I find out my institution's DUNS number?

You should ask your institution's grant administrator or chief financial officer to provide your institution's DUNS number. Research universities and most colleges, independent libraries, and large organizations already have DUNS numbers. To check to see if your organization has a DUNS number already assigned, please use this link: <http://fedgov.dnb.com/webform/CCRSearch.do?val=1>

What if my institution does not have a DUNS number?

The chief financial officer or authorizing official of your institution will need to register for a DUNS number. Below is the telephone number and information that will need to be provided by any applicant that does not have a DUNS number.

Contact the D&B Government Customer Response Center
U.S. and U.S Virgin Islands: 1-866-705-5711
Monday - Friday 7 AM to 8 PM C.S.T.

The process to request a D-U-N-S® Number by telephone takes between 5 and 10 minutes.

You will need to provide the following information:

- Legal Name	- Number of Employees
- Physical Address	- Mailing Address
- Telephone Number	- Contact Name
- SIC Code (Line of Business)	- Tradestyle, Doing Business As (DBA), or other name by which your organization is commonly recognized

E-mail Address: _____

Although not required it is strongly advised that the main contact on the federal RPA has an e-mail address available. The State and FEMA handle thousands of applicants and e-mail allows our offices to effectively communicate with many applicants.

Applicant WI Tax ID: _____

When the State of Wisconsin requests checks for payment we need the WI Tax ID for that jurisdiction/agency/non-profit prior to making any payments. Some applicants will be asked to submit a W-9 to verify their Tax ID if they have never received a check from the State system (typically applies only to non-profits).

DUNS NUMBER REQUIRED FOR ALL APPLICATIONS

Dun & Bradstreet (D&B) keeps track of more than 70 million businesses world-wide through its Data Universal Numbering System (DUNS). In recent years, the DUNS number has become increasingly important to both federal and local governments, and national arts organizations.

First, the federal government, adopted a new policy that requires all organizations to provide a DUNS number as part of their grant applications. Even Subgrantees are now required to obtain the DUNS number on their applications.

There is no fee for registering for a DUNS number. Organizations may register by phone or online. However, online registrations may take up to 30 days, so it is important that you begin the process now.

What's the easiest way to get a DUNS number?

It only takes a day to get a DUNS number from D&B by phone (you may be on hold for a little while), but Internet applications can take up to 30 days! Note that an authorizing official, not a project director, of the organization should request a DUNS number.

Call D&B's special toll-free number for federal grant applicants: **1-866-705-5711**. When you call, tell the operator that you are applying to a federal grant program and need to register for a DUNS number. The process will take about ten minutes. You will be asked to provide the following information (subject to minor changes):

- Legal name of organization
- Physical address (and PO box if you have one)
- Telephone number
- Web address
- Name of the authorizing official (e.g., president, director, etc.)
- The purpose of your organization (e.g., non-profit dance company to perform and create work)
- Total number of employees

Your organization can also register for a DUNS number via **D&B's Web site**. Choose the "DUNS number only" option. **Please note that registration via the website may take up to 30 business days to complete.**

Hazard Mitigation Program Presentation

	<h2>Hazard Mitigation</h2>
<p>FEMA-4141-DR</p>	
	

	<h2>Section 406: Public Assistance Program</h2>
	<p>Incorporate cost-effective mitigation measures when repairing damaged public facilities.</p>
	

	<h2>Section 404: HMGP</h2>
	<h3>Hazard Mitigation Grant Program</h3>
<ul style="list-style-type: none">• Grants to state/local/tribal governments and eligible PNP to eliminate or reduce future damages from a repetitive problem• Grants 75% FEMA/12.5% State/12.5% local match• 15% (20% with enhanced plan) of the total federal funds allocated for Public and Individual Assistance Programs for each disaster<ul style="list-style-type: none">– Estimate \$1.8 million• 7% for all hazards mitigation planning• 5% State Initiatives• Statewide	

 **Local Match**

- Can be provided by any source as long as not federal dollars
- CDBG is pass through money and loses federal identity
- ICC (Increased Cost of Compliance) funds
- Will coordinate with agencies on the Wisconsin Hazard Mitigation Team

 **Eligibility**

- Either on public or private property
- Acquisition/demolition/relocation of structures
- Retrofitting such as floodproofing and elevation
- Wind resistant retrofit construction
- Residential and Community Safe Rooms
- NOAA weather radios
- Structural hazard control, i.e., detention basins, small floodwalls
- Development or update of All-hazard mitigation plans



 **Requirements**

- Participating in the NFIP and in good standing
- Cost-Beneficial
- Environmentally Sound
- Considered other alternatives
- Best alternative
- Solve the problem
- FEMA approved hazard mitigation plan



 **Hazard Mitigation Plan Status**

- Ashland County
 - Under FEMA Review
- Bayfield County including Red Cliff
 - County portion meets requirements and will need formal adoption
 - Red Cliff portion under FEMA Review
- Crawford County
 - Approved for the County (unincorporated areas) and City of Prairie du Chien
 - Resolutions for remaining jurisdictions need to be submitted to WEM
 - Expires 7/26/17

 **Plan Status (cont.)**

- Grant County
 - Approved for County and Village of Bagley
 - Resolutions for remaining jurisdictions need to be submitted to WEM
 - Expires 5/9/18
- Iowa County
 - Approved for the County
 - Expires 10/17/17
 - Avoca has its own plan that expires on 3/28/17

 **Plan Status (cont.)**

- Richland County
 - Approved for County, Richland Center, Cazenovia, and Viola
 - Expires 10/9/14
 - Presently updating
- St. Croix County
 - Approved for County, River Falls, Baldwin, North Hudson, Star Prairie, and Woodville
 - Need resolutions from remaining participating jurisdictions
 - Expires 3/26/18



Plan Status (cont.)

- **Vernon County**
 - Approved for County and participating jurisdictions except Westby, Genoa and Stoddard
 - Expires 5/6/18
- **Rural Electric Cooperatives**
 - Those that participated in the Rural Electric Coop Plan annex to the State of Wisconsin Hazard Mitigation Plan
 - State Plan expires December 2014



Application Process

- Pre-Application: September
- WEM Review, score and rank pre-applications: October-November
- Send out Formal Applications: December-January
- Formal Applications due to WEM: April
- WEM Review Formal Applications: May-July
 - Cost/Benefit Analysis
 - Environmental Concerns
- Applications submitted to FEMA within one year of declaration: August 8, 2014



Contact Information

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- Katie Sommers, Disaster Response & Recovery Planner, 608-242-3222 (Katie.sommers@wisconsin.gov)
- Robyn Wiseman, Disaster Response and Recovery Planner, 608-242-3200 (Robyn.wiseman@wisconsin.gov)
- Kimberly Berginnis, Disaster Response and Recovery Planner, 608-242-3219

 Questions?

<http://emergencymanagement.wi.gov/mitigation>
<http://www.fema.gov/hazard-mitigation-assistance>