

# 2024 Office of Risk Management Annual Conference

## COVER YOUR BASES

A Public Assistance (PA) Grant Program Overview



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## About ICF: Disaster Management

Over the last three decades we have successfully helped communities prepare for, respond to, and recover from hurricanes, flooding, wildfires, and a pandemic.

From Louisiana to Puerto Rico, North Carolina, New York, and many stops in between, we have successfully supported recovery efforts and exceeded client requirements to help build more resilient communities.

We are well-known and trusted by federal, state, and local partners for assisting them to accelerate community-wide recovery, build local capacity for long-term resilience, and deliver cross-sector solutions.



**9,000**

Employees

**1,100+**

Energy Professionals

**430+**

Disaster recovery professionals

**80+**

Disasters managed to date

**\$90+**

Billion in HUD and FEMA PA funds managed

**30+**

Years of HUD and FEMA experience

**53%** Female Leaders

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## DISASTER EVENT TIMELINE



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**STAKEHOLDERS**

**ICF**

**STATE  
AGENCIES**

**SEDGWICK**

**FPC**

**GOHSEP**

**ORM**

**FEMA**



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## STAKEHOLDER-ROLES AND RESPONSIBILITIES

- **FEMA:** The federal awarding agency authorized to manage the program.
- **The Governor's Office of Homeland Security & Emergency Preparedness (GOHSEP)**
  - The State's recipient that receives and disburses funding under the disaster declaration.
- **Office of Risk Management (ORM)**
  - Designated Applicant for submitting a request for assistance
  - Will receive award from GOHSEP and is bound by the conditions of the award.
- **ICF:** is ORM's designated FEMA PA consultant tasked with monitoring Disaster Management activities and providing documentation to FEMA on behalf of ORM for the state agencies.
- **Third Party Administrator - Sedgwick**
  - Site Visits
  - Xactimate Scope of Damages
  - Change Orders on Repairs
- **Facility Planning and Control (FP&C):** provides ORM and the state agencies with project management support, invoices, and procurement documentation.
- **State Agencies**
  - ID Damages
  - Communication
  - Documentation



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## What is the Public Assistance (PA) Grant Program?

### What is Public Assistance?

The Public Assistance (PA) Grant Program is design to provide funding to assist communities in recovering from presidentially declared disasters

### Requirements

- Must submit a request for assistance to the President
- RPA submitted within 30 days of the hazardous event
- The event is beyond the capability of the entity to respond without suffering a grave economic impact.



Dept of  
Wildlife &  
Fisheries

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## Preliminary Damage Assessment (PDA) and Declaration Process

- PDAs are mainly conducted by the GOHSEP and FEMA
- Determines the extent of the disaster, impacted area, and the type(s) of federal assistance needed
- Determines the state eligibility for an emergency or major disaster declaration
- FEMA uses a per capita amount as an indicator to determine severity and magnitude for warranting Federal assistance.



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## Eligibility Requirements (ORM as the Applicant)

### Facility/Work

- Building, works, systems, or equipment owned by an eligible applicant
- In active use at the time of the disaster
- Damage / Cost required as a direct result of disaster event
- Located within a designated disaster area
- The legal responsibility of an eligible applicant
- Required as a direct result of disaster event

### Cost

- Reasonable and necessary to accomplish the work
- Compliant with Federal, State, local requirements for procurement
- Reduced by all applicable credits, such as insurance proceeds and salvage values



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## ORM/ICF/Agency Coordination Meetings

- **Conducted by the ICF Team on behalf of ORM**
- **Provide an overview of PA Grant Program**
- **Assist ORM and State Agencies in identifying potential eligible damaged items and requesting PA funding**



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## Exploratory Call

- Introductory call between ORM and FEMA
- Requirements for developing a Public Assistance grant.
- Conducted by FEMA Program Delivery Manager (PDMG) within 7 days of applicant assignment
- Discuss overall damages at a high level
- Schedule date/time for Recovery Scoping Meeting



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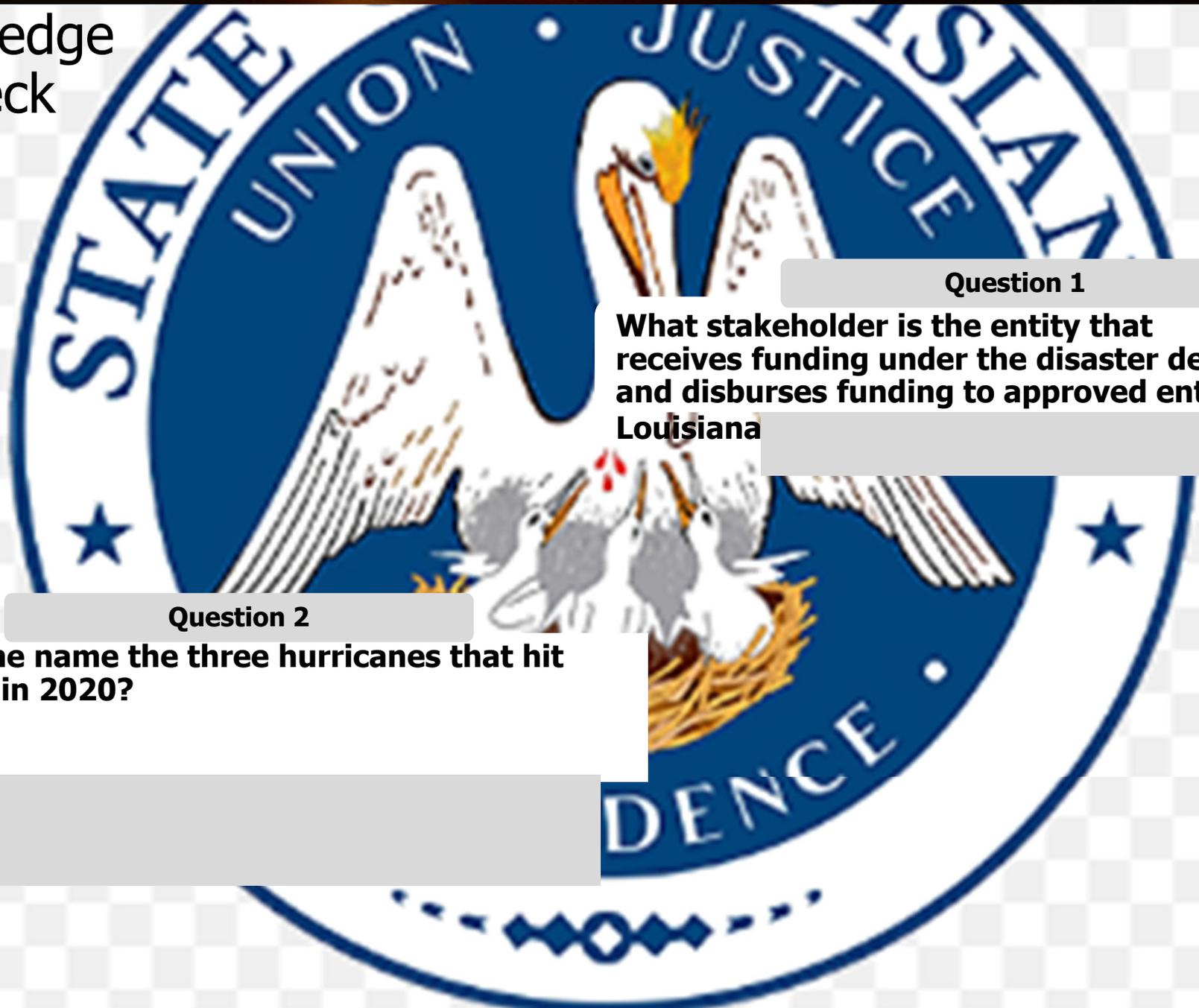
## Recovery Scoping Meeting (RSM)

- The Recovery Scoping Meeting (RSM) is a detailed working session between ORM and FEMA to discuss the impacts of the incident and create the strategy for Public Assistance grant development
- Should occur within 21 days of PDMG applicant assignment
- Begin the 60-day timeframe applicants must identify and report incident-related damages to FEMA
- Introduction of the Damage Inventory Spreadsheet
- Provide all policy information i.e, insurance, payroll, OT, procurement etc.



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## Knowledge Check



### Question 1

**What stakeholder is the entity that receives funding under the disaster declaration and disburses funding to approved entities in Louisiana**

### Question 2

**Can anyone name the three hurricanes that hit Louisiana in 2020?**

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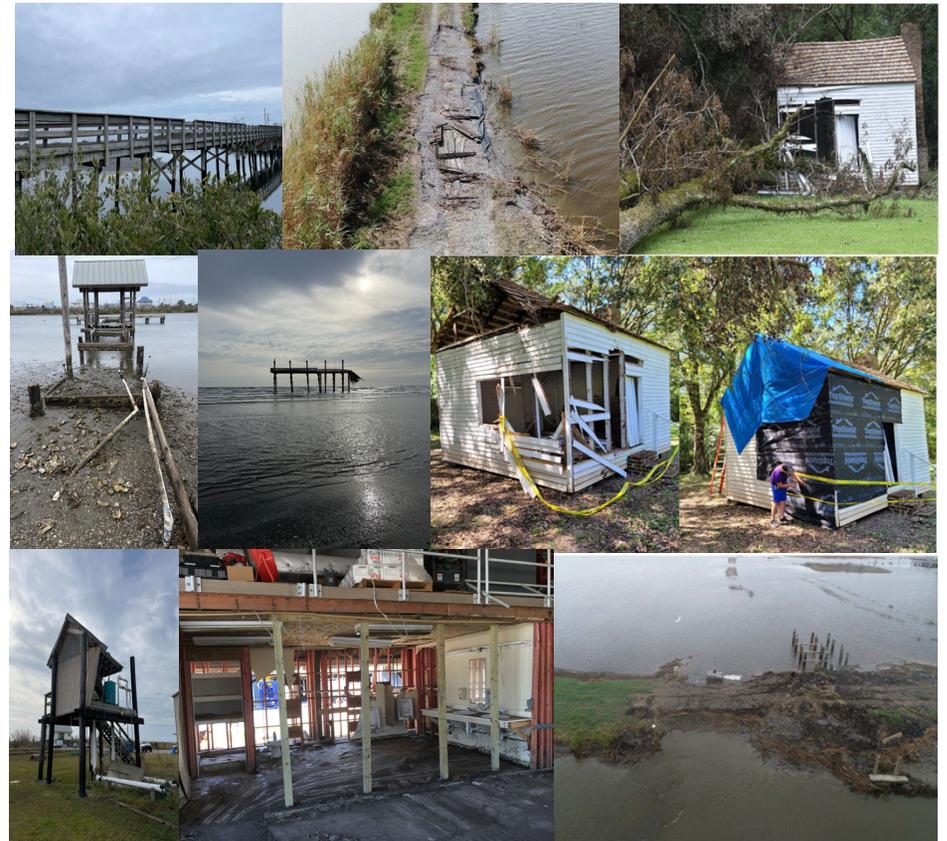
## CATEGORIES OF WORK

### Emergency Work (6 months)

- A: Debris Removal
- B: Emergency Protective Measures

### Permanent Work (18 months)

- C: Road/Bridges
- D: Water Control Facilities
- E: Public Buildings and Equipment
- F: Utilities
- G: Parks, Recreational and Other Facilities



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## Project Formulation

- Is the process of documenting the damage to a facility, identifying eligible Scope of Work (SOW), and estimating cost associated with the SOW.
- Capture and document all incident related damages
- Complete Site Inspections (if necessary)
- Develop Detailed Damage Description with Dimensions
- Consensus Based Codes, Standards and Specifications (CBCSS)
- Develop Project Worksheet (PW)



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## Damage inspections



ICF has boots on the ground immediately after declared disasters.



Site inspections are conducted to document and photograph Non-Covered and/or Non-Scheduled damaged elements.



Coordinates with Sedgwick to ensure all damaged elements of the eligible project have been documented and submitted to FEMA



These documents and photographs are utilized during project formulation and cost/scoping process.



LiDAR and photographic drone, NavVis technologies, Matterport cameras, etc.

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<b>Disaster Number:</b>		4284DR		<b>Program Delivery Manager (PDM) Name:</b>		Moak, John W.										
<b>Applicant Name:</b>		McIntosh County		<b>Program Delivery Manager (PDM) Phone:</b>												
<b>Applicant FIPS:</b>		1 0		<b>Program Delivery Manager (PDM) Email:</b>		<a href="mailto:john.moak@fema.dhs.gov">john.moak@fema.dhs.gov</a>										
<b>Applicant Point of Contact Name:</b>																
<b>Applicant Point of Contact Phone:</b>																
<b>Applicant Point of Contact Email:</b>																
Category	Name of damage/facility	Address 1	Address 2	City	State	Zip	Latitude	Longitude	Describe Damage	Primary Cause of Damage	Approx. Cost	% Work Complete	Labor Type	Has received PA grant(s) on this facility in a past?	Is there a potential mitigation opportunity?	Applicant priority
A	PAAP 31-90 DEBRIS REMOVAL PROGRAM	1019 Production Row SW		Darien	Georgia	31305	31.41000	-81.46000	County is participating in the PAAP for Debris Removal	Hurricane	\$25,000	100%	FAC		0	High
A	PAAP 0-30 DAYS--Debris collection site and pick up areas	1019 Production Row SW	County EOC	Darien	Georgia	31305	31.41000	-81.46000	Debris is being collected from the ROW along public roads then taken by county and contractors to the McIntosh County Landfill where it is inspected and estimates for volume (CY) are documented. Landfill has been pre-approved by EPA and EPD and they have applicable permits. They are concerned with the volume of debris and do not have funds to get a grinder.	Hurricane	\$97,000	100%	FAC		0	Urgent
B	Emergency Protective Measures	1019 Production Row SW		Darien	Georgia	31305	31.41000	-81.46000	Applicant used services of the Sheriff's Dept., EDC, EMS, and Volunteer Fire Department to protect the residents.	Hurricane	\$11,200	100%	FA		0	Low
C	Blues Reach Road	Blues Reach Road	County EOC	Darien	Georgia	31305	31.41000	-81.46000	Blues Reach Road had a section of paved road washed out around damaged culvert. Road remains closed.	Hurricane	\$60,000	5%	FA		1	Urgent

## Damage Inventory

The Damage Inventory is the FEMA tool used for the applicant to report all damages. It is derived from site inspections, adjuster's reports, etc.

The Damage Inventory must be submitted within 60 days of the Recovery Scoping Meeting for FEMA consideration.



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## Type of Projects

### Small Projects

- FEMA recently increased the Small Project Threshold to under \$1,000,000.00 post reduction

### Large Projects

- Are projects above the threshold pre reduction currently \$1,000,000.00 and above



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## Grant Obligation

FEMA is responsible for approving Project Worksheets and making available the Federal share of the approved project worksheet award to GOHSEP through a process known as obligation.



Office of State Parks

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# Restore, Rebuild, Renew





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## Knowledge Check

What is the name the category of work that Remediation would fall under?

What is the name the category of work that a Baseball Stadium would be classified as?

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## Grants Management (Monitoring)

- **Communication with State Agencies**
- **Request for Reimbursements**
- **Cost Validations**
- **Recovery Packages**
- **Obtain and retain supporting documentation**

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## LouisianaPA.com

### Process Checklist

- ✓ **Initial Declaration**  
Declared: August 28, 2020  
Incident Period: August 22, 2020 - August 27, 2020
- ✓ **Application Processing**  
Application due date: December 31, 2020
- ➡ **Grant Management**  
Active for 962 days  
Emergency Work Deadline: August 28, 2021  
Permanent Work Deadline: February 28, 2024
- ⏸ **Grant Closeout**

### 4559 Hurricane Laura (PA)

Open

- Summary
- Accounts
- Projects
- Payments
- Notes
- Documents
- ✓ Tasks
- History

#### Grant Details

Name:	4559 Hurricane Laura
Alternate Number:	L20
Program:	Public Assistance
Disaster Type:	Hurricane
Liquidation Date:	Nov 26, 2024
SMC-POA Date:	Aug 28, 2024
Size Threshold:	\$131,100.00
Small Project Minimum:	\$3,300.00
Account Count:	565 Accounts 484 Open 71 Closed
Project Count:	2304 Projects 281 Unobligated 2043 Obligated
Eligible Obligated:	\$2,168,610,682.97 Federal: \$1,999,575,675.34 (92.21%) State: \$0.00 (0.00%)
Total Paid:	\$1,106,074,085.26
Total In Process:	\$86,040,500.82
Total Unpaid:	\$807,461,089.26



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## Time Extensions

- FEMA only provides PA funding for work completed and costs incurred within regulatory deadlines.
- The deadline for Emergency Work is 6 months from the declaration date.
- The deadline for Permanent Work is 18 months from the declaration date.
- GOHSEP (as the recipient) has authority to extend deadlines for individual projects based on extenuating circumstances.
- Except for temporary relocation projects, the Recipient may extend Emergency Work up to an additional 6 months and Permanent Work up to an additional 30 months.



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## Monthly Project Progress Form

Office of Risk Management  
Monthly Project Progress Form  
Please return via email by the 15th of the month following the Progress Report Period

The form fields can be navigated by using the down arrow key or by directly clicking or tapping in the field.

Progress Report Period: [Click or tap here to enter text.](#) to [Click or tap here to enter text.](#)

Project Description: [Click or tap here to enter text.](#) Disaster: [Click or tap here to enter text.](#)

PW #: [Click or tap here to enter text.](#) State Agency: [Click or tap here to enter text.](#)

Physical Location of Site: [Click or tap here to enter text.](#) Parish: [Click or tap here to enter text.](#)

State Building #: [Click or tap here to enter text.](#)

Person Completing Report: [Click or tap here to enter text.](#) Title: [Click or tap here to enter text.](#)

Phone: [Click or tap here to enter text.](#) Email: [Click or tap here to enter text.](#)

Estimated Project Cost: \$ [Click or tap here to enter text.](#)

1. Start date of the project: [Click or tap here to enter text.](#)
2. Anticipated completion date: [Click or tap here to enter text.](#)
3. Percentage of project completed on this structure/building: [Click or tap here to enter text.](#)
4. Problems encountered (Change Orders this Reporting Period, etc.):  
[Click or tap here to enter text.](#)
5. What assistance does your agency need from ORM: [Click or tap here to enter text.](#)
6. COMPLIANCE: Agencies "must not make any award or permit any award (subgrant or contract) at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participate in Federal assistance programs" per 44 CFR 13.35 (2 CFR 200.213). Vendors can be verified for suspension or debarment by searching [www.sam.gov](http://www.sam.gov).

Project Status (Select One)

- (1)  Project on schedule  
(2)  Project completed  
(3)  Project delayed  
(4)  Project canceled

**PLEASE EMAIL COMPLETED FORM TO:**

- Sent out at the end of each month
- Due by the 15th of the following month
- Report Period always the beginning of the month through the last day of the month
- Ex. 4/1/2021-4/30/2021
- The link for this form is on the ORM website listed below.

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## Quarterly Reports

- **Quarterly Reports are used by GOHSEP to track the progress of all open Projects for disaster events.**
- **Quarterly Reports are completed on the 30th or 31st of the reporting month.**

 Progress Monitoring » Quarterly Reports

Period	% Complete	Completion D...	Submitted D...	Workflow Step	Days
FFY2023 Q3: Apr 2023 - Jun 2023	0	Feb 28, 2024	Aug 1, 2023	4) Approved	223
FFY2023 Q4: Jul 2023 - Sep 2023	0	Feb 28, 2024	Oct 13, 2023	4) Approved	128
FFY2024 Q1: Oct 2023 - Dec 2023	0	Feb 28, 2024	Jan 10, 2024	4) Approved	49
FFY2024 Q2: Jan 2024 - Mar 2024	0	Feb 28, 2024		1) Applicant Submiss...	12



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## Request for information (RFI)

- An RFI is a request for additional supporting documentation or information to complete further review of a project.
  - Types of RFI: FEMA, GOHSEP, ORM and State Agencies
  - All RFIs should be answered within a reasonable timeframe

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## Version Request/Amendment

- **An amendment is an official request that FEMA uses to make changes to a project.**
- **Reasons for and Amendment/Version Request:**
  - Alternate Project
  - Cost Alignment
  - Improved Project
  - Hazard Mitigation Plan
  - Insurance Adjustment
  - Scope of work change

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## Document Retention



- Stakeholders are responsible for maintaining accurate records of expenditures related to recovery work that received funding assistance from FEMA
- All documents are subject to audit by the State, FEMA, and the US Department of Homeland Security Office of Inspector General (OIG)
- Retain files for minimum of five years after closing disaster with GOHSEP



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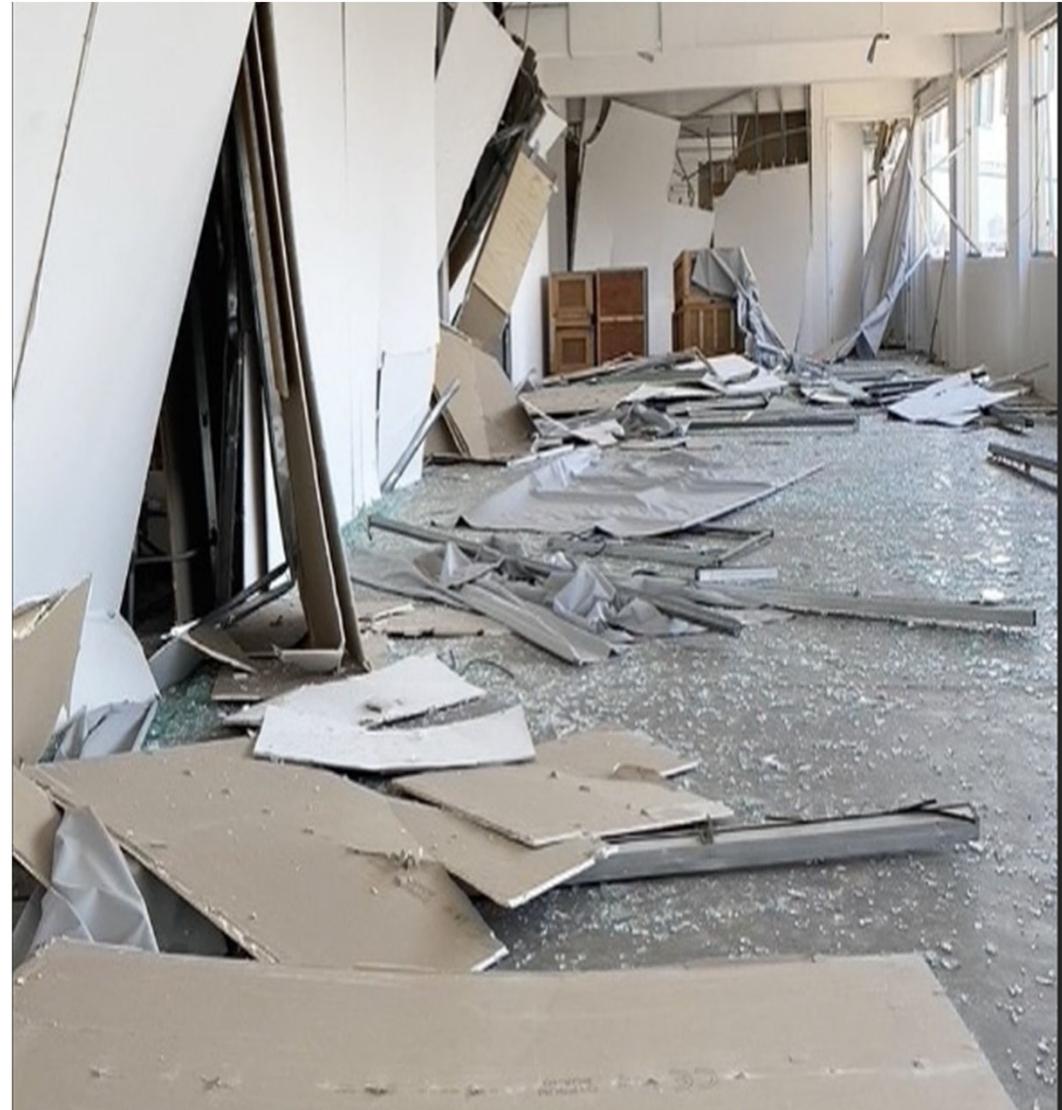
## Knowledge Check

- **What is the process called once the Project worksheet is approved and FEMA wants to make the funding available?**
  -
- **The construction work has begun. What is the document called that is necessary to begin receiving reimbursements?**
  -

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## Additional Funding Sources

- Hazard Mitigation Grant Program (HMGP)
- Building Resilient Infrastructure & Communities (BRIC)
- Infrastructure Investment and Jobs Act (IIJA)



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## Hazard Mitigation Grant Program (HMGP)

- FEMA Section 404 HMGP can be used for long-term mitigation measures both for damaged and non-damaged facilities following major disaster declarations and for state and local hazard mitigation planning and plan implementation.
- The ICF team has recently developed HMGP applications valued at more than \$2.5 billion, making impacted communities more resilient against future disasters.



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## Building Resilient Infrastructure and Communities (BRIC)



FEMA's BRIC program, formerly known as pre-disaster mitigation, supports community resilience through funding pre-disaster mitigation projects to strengthen infrastructure against future hazards. BRIC focuses on the following priorities: incentivize natural hazard risk reduction activities that mitigate risk to public infrastructure and disadvantaged communities; incorporate nature-based solutions, including those designed to reduce carbon emissions; enhance climate resilience and adaptation; increase funding for the adoption and enforcement of the latest published editions of building codes; and encourages hazard mitigation projects that meet multiple program priorities.



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## Infrastructure Investment and Jobs Act (IIJA)

- The IIJA is a historic \$1.2 trillion investment, including \$550 billion in new funding for the nation's core infrastructure priorities— clean energy and power, roads and bridges, rail, transit, ports, airports, water systems, and broadband.
- The ICF team has significant experience associated with the federal agencies administering these programs, including the Department of Energy, Environmental Protection Agency, Department of Agriculture, Department of Treasury, and Department of Commerce.





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Questions?



**THANK YOU!**

Governor's Mansion