

PRE-DISASTER MITIGATION GRANT PROGRAM (PDM) FUNDS AVAILABILITY FOR FY 2005

*****TIME SENSITIVE*****



December 20, 2004

ATTENTION: Local Emergency Managers; State Agency Emergency Managers; Michigan Indian Tribes; Michigan Public Colleges and/or Universities; Regional Planning Commissions; EMD/MSP District Coordinators

Please read this notice carefully, important information follows regarding the PDM.

NOTE: Any local community or public college and/or university can apply for a PDM project grant, but the community, public college and/or university MUST have a FEMA approved local hazard mitigation plan or have fully participated in a county plan in order to RECEIVE the grant award.

On November 3, 2004, the Federal Emergency Management Agency (FEMA) sent information to the Michigan State Police Emergency Management Division (MSP/EMD) on the FY 2005 PDM. The PDM program guidance is available and the application period is open. The PDM program guidance can be found at www.fema.gov/fima/pdm.

The PDM is designed to assist communities in funding pre-event, cost effective measures that reduce or eliminate the long term risk of damage to human life and property. The PDM may also provide funding for the development/maintenance of hazard mitigation plans and project grants. Federal PDM funds will be available at **UP TO 75%** federal share of the cost of the hazard mitigation measure.

LETTERS OF INTEREST SHOULD BE RECEIVED BY THE CLOSE OF BUSINESS ON JANUARY 21, 2005. POTENTIAL APPLICANTS ARE STRONGLY ENCOURAGED TO SUBMIT A LETTER OF INTEREST EARLIER THAN THE JANUARY 21, 2005 DEADLINE. Each jurisdiction submitting a letter of interest will be notified in writing whether or not their proposed project is eligible to make a formal application for funds. Information regarding the remainder of the application process will be forwarded at that time.

PDM Letter of Interest

In order to be considered for this grant, please send a Letter of Interest to the Michigan State Police, Emergency Management Division, Attn: Karen Totzke, 4000 Collins Road, P.O. Box 30636, Lansing, MI 48909-8136; by facsimile at 517/333-4987, Attn: Karen Totzke; or by e-mail at Totzkek@michigan.gov. For all letters that are either e-mailed or faxed, a hard copy should follow in the mail.

The Letter of Interest **MUST** include the following components:

- ◆ Contact information for the primary point of contact, including an email address for program updates;
- ◆ Name of the municipality applying for funding consideration;
- ◆ A detailed description of the project;

- ◆ A list of damages incurred before the proposed mitigation action;
- ◆ An estimated completion date of the hazard mitigation plan
- ◆ Indication on whether this project has been identified in the local hazard mitigation plan; and
- ◆ A cost estimate.

For your convenience, a list of damages (worksheet), which is attached, can include information on physical damage, loss of function damage from utility services such as electric power, potable water and wastewater, and traffic detour costs. It is recommended to document as much damage information as possible. Please feel free to attach additional pages as necessary.

Failure to provide a detailed description of the project or the damages before mitigation may result in the elimination of the project from the selection process.

Project application and eligibility

According to the FY 2005 PDM guidance, the requirement to have an approved all hazard mitigation plan prior to receiving mitigation project funding will be enforced by FEMA. Please refer to the MSP/ EMD website for additional information when it becomes available.

All potential applicants will have to submit their application information using the federal eGrants system. In order to access eGrants, the MSP/EMD will have to register each applicant as a user in the system. PDM grants are available to communities, and public colleges and/or universities on a nationally competitive basis. The applications will compete for funding on a nationwide basis with the other 49 states and U.S. territories. The completed applications will be selected for funding by the FEMA and must meet a benefit/cost analysis and environmental review criteria. **ANY PDM APPLICATION SUBMITTED TO THE STATE AND IDENTIFIED AS INCOMPLETE WILL BE ELIMINATED FROM THE STATE AND FEDERAL SELECTION PROCESS.**

GRANT APPLICATIONS MUST BE ENTERED INTO THE FEDERAL EGRANTS WEB-BASED APPLICATION SYSTEM BY 11:59 P.M. ON FEBRUARY 14, 2005. This will ensure time for the MSP/EMD State Planning Unit staff and FEMA to review and provide comments on the application prior to submitting it for funding consideration. All applications are due to FEMA by 11:59 p.m. on Monday, March 14, 2005.

General Information

- Private non-profit agencies are not eligible to apply for the PDM, although a local government may apply on their behalf.
- Private colleges and universities are not eligible to apply for the PDM, although a local government may apply on their behalf.
- There will be 3 categories for the grant.
 - “Brick and Mortar” type projects with a \$3 million federal share cap
 - Mitigation planning projects with a \$3 million federal share cap
 - Disaster Resistant Universities and Colleges
- All applicants and sub applicants must be participating in the National Flood Insurance Program (NFIP) if they have been identified through the NFIP as having a Special Flood Hazard Area, and a Flood Hazard Boundary Map (FHBM) or Flood Insurance Rate Map (FIRM) has been issued. A community that is withdrawn, on probation or suspended from the NFIP is not eligible to apply. **Any community that is not mapped is eligible for PDM funding.**
 - Additional information can be found at <http://www.fema.gov/fema/csb.shtm> as to which communities are participating in the NFIP.
- All mitigation projects must meet a benefit/cost analysis (BCA) and an environmental review.
- The PDM program is a competitive grant program and, therefore, Federal award amounts are final. There will be no additional funding beyond the initial allocation. Cost under runs from one sub-grantee cannot be used to meet another sub-grantee’s cost over run.

- Communities that meet the requirements for small and impoverished communities may receive **UP TO 90%** federal share for the cost of the hazard mitigation measure, but only if they meet all of the following criteria:
 - A community of 3,000 or fewer individuals that is identified by the state as a rural community, and is not a remote area within the corporate boundaries of a larger city;
 - Must be economically disadvantaged, with residents having an average per capita annual income not exceeding 80 percent of national per capita income, based on best available data. (The Department of Commerce, Bureau of Economic Analysis (BEA) website states that the per capita personal income for the United States in 2003 was \$31,619). More up to date information may be used. Please see the BEA web site at: <http://www.bea.doc.gov>;
 - Must have a local unemployment rate that exceeds by one percentage point or more, the most recently reported, average yearly national unemployment rate. (According to the U.S. Bureau of Labor Statistics (USBL), the average unemployment rate for 2004 is 6.0 percent.) Please see the USBL web site located at: <http://stats.bls.gov/>; and,
 - Must meet any other factors as determined by the State/Indian Tribe in which the community is located.

Project Information

- Mitigation projects must primarily focus on natural hazards but may also address hazards caused by manmade forces.
- Funding is restricted to a \$3 million federal share cap.
- The following projects have been identified as eligible mitigation projects by the FEMA FY 2005 guidance. This is **not** a completed list. Other “out of the box” mitigation projects may be funded.
 - Voluntary acquisition or relocation of hazard-prone property for conversion to open space in perpetuity;
 - Construction of “safe rooms” (i.e., tornado and severe wind shelters) that meet the FEMA construction criteria in FEMA 320 “Taking Shelter from the Storm” and FEMA 361 “Design and Construction Guidance for Community Shelters”;
 - Structural and non-structural retrofitting of existing buildings and facilities for wildfire, seismic, wind or flood hazards (e.g., elevation, storm shutters, hurricane clips), including designs and feasibility studies when included as part of the proposed project;
 - Minor structural hazard control or protection projects that may include vegetation management, stormwater management (e.g., culverts, floodgates, retention basins), or shoreline/landslide stabilization;
 - Localized flood control projects, such as certain ring levees, bank stabilization, and floodwall systems, that are designed specifically to protect critical facilities (defined as Hazardous Materials Facilities, Emergency Operation Centers, Power Facilities, Water Facilities, Sewer and Wastewater Treatment Facilities, Communications Facilities, Emergency Medical Care Facilities, Fire Protection, and Emergency Facilities) and that do not constitute a section of a larger flood control system; and,
 - Any of the above mitigation projects for a critical facility, as defined above, may include the purchase of a generator or related equipment purchases, such as generator hook-ups, as a functional portion of the larger eligible mitigation sub-application, as long as the generator or related equipment purchase directly relates to the hazard(s) that threaten the facility.

Additional important information about this grant process, such as the grant guidance, benefit/cost analysis guidelines, etc., can be found on the FEMA website at www.fema.gov/fima/pdm.

Questions about the PDM or this project selection process should be directed to Ms. Karen Totzke, PDM Coordinator, at 517/336-2622, e-mail totzkek@michigan.gov or Mr. Matt Schnepf, State Hazard Mitigation Officer at 517/336-2040, email schnepfm1@michigan.gov.

DAMAGES BEFORE MITIGATION

Applicant: _____

Project Title: _____

Contact Name: _____ **Telephone Number:** _____

For the physical damage, please indicate what damage is being experienced, the cost of the damage, how often the damage occurs and how the cost of the damage was determined.

What is Damaged	Cost of Damage	How often does this damage occur	How was the cost determined

For loss of function, please indicate the service lost (electric power, potable water, or wastewater), the type of loss (partial or complete), the number of residents impacted, the length of the interruption and how often this loss occurs.

Service Lost (electric power, potable water, and wastewater)	Type of Loss (complete or partial loss)	Number or Residents Impacted	Length of Service Interruption	How often does this loss occur

For the detour damage, please indicate the average number of vehicles that travel the detoured road each day, the length (in time) of the detour, how long is the detour is in place, and how often the detour occurs.

Average number of vehicles that travel the detoured road each day	Length (in time) of Detour	How long is the detour in place	How often do the detours occur