

Subrecipient Certification for Small Projects with Completed Work

Category C-G – Permanent Work

The Program Delivery Manager will complete the top portion of the certification. Subrecipient should read and sign the certification. PDMG will upload the signed certification in the Grants Manager on the project level.

Subrecipient Name: Total Costs Claimed:

Project Title: Project Number:

I certify that the facility, work and costs claimed in this project are eligible in accordance with FEMA regulations and the *Public Assistance Program and Policy Guide*.

Specifically, I certify:

- As required by 44 C.F.R. §206.223 and in accordance with the terms laid out in the *Public Assistance Program and Policy Guide*, the damage described in this project was:
 1. A direct result of the declared event;
 2. Located within the designated disaster area; and
 3. Not a result of negligence.
- As required by 44 C.F.R §§206.223 and 206.226 and in accordance with the terms laid out in the *Public Assistance Program and Policy Guide*, the permanent restoration of damaged facilities described in this project were:
 1. The Subrecipient’s legal responsibility;
 2. Undertaken on a facility that was in active use and maintained at the time of the disaster;
 3. Not eligible for funding from other Federal agency programs; and
 4. The restorative work was: ***[Check the restoration method(s) that the Subrecipient undertook]***
 - Done to the design of the facility as it existed immediately prior to the disaster;
 - Done to the design of the facility as it existed immediately prior to the disaster, but including eligible hazard mitigation measures that:
 - Did not exceed 15% of total repair cost,
 - Were pre-approved by FEMA in the Public Assistance Program and Policy Guide and does not exceed 100% of total repair costs, or
 - Was demonstrated cost-effective using FEMA's benefit-cost analysis methodology;

Or

Done to the design of the facility as it existed immediately prior to the disaster, but including changes due to required codes or standard that:

- Applied to the type of restoration required,
- Were appropriate to the pre-disaster use of the facility,
- Were reasonable, in writing and uniformly adopted and implemented prior to the disaster declaration,
- Applied uniformly to all similar types of facilities in the jurisdiction, and
- Were enforced at the time of the disaster.

- As required by 44 C.F.R §206.228 and 2 C.F.R. Part 200 and in accordance with the terms laid out in the *Public Assistance Program and Policy Guide*, the costs for which the Subrecipient is claiming reimbursement were:
 1. Of a type generally recognized as ordinary and necessary for the type of facility or work;
 2. If contracted costs, incurred in compliance with federal, state, and local requirements for competitive procurement;
 3. Reduced by applicable credits, such as insurance proceeds and salvage values; and
 4. Reasonable as demonstrated by [*Check the method(s) by which the Subrecipient evaluated cost reasonableness*]:
 - a competitive procurement process,
 - the use of historical documentation for similar work,
 - average costs for similar work in the area,
 - published unit costs from national cost estimating databases, or
 - FEMA cost codes, equipment rates.

And

5. If direct administrative costs directly claimed on this project, the direct administrative costs were:
 - Administrative or clerical services integral to a project or activity,
 - For activities specifically identified with the project, and
 - The costs were not also recovered as indirect costs.
- As required by Stafford Act § 312, 42 U.S.C. § 5155, and 2 CFR §200.406 and in accordance with the terms laid out in the *Public Assistance Program and Policy Guide*, the Subrecipient has either
 - Provided FEMA with insurance documentation; or
 - Did not have insurance coverage cover in place for the facility at the time of the declared disaster.
 - As required by Stafford Act § 311, 42 U.S.C. § 5154, 44 C.F.R. §§ 206.251-253, and in accordance with the terms laid out in the *Public Assistance Program and Policy Guide* and FEMA Policy 206-086-1 *Public Assistance Policy on Insurance*, the Subrecipient has or will obtain insurance coverage for all buildings, contents, equipment and vehicles in an amount equal to or greater than the total claimed cost, prior to any reductions.
 - In order to demonstrate compliance with environmental and historic preservation (EHP) laws, regulations, and executive orders, the Subrecipient acknowledges that it may be required to submit documentation, such as a permit, a permit number, or proof of coordination with appropriate agencies.
 - The Subrecipient acknowledges that final responsibility for ensuring compliance with EHP laws, regulations, and executive orders remains with FEMA. Failure to obtain and provide all requested federal, state and local documentation could make the project ineligible for funding.

Further, I certify the Subrecipient will maintain **all** documentation that supports this project in its own files in accordance with 2 C.F.R §200.333 as well as state and local record retention requirements.

Applicant Representative Signature

Applicant Representative Name

Date