• Declaration Date: July 9, 2020
• Incident: Flooding
• Incident Period: April 1-25, 2020
• Cost Share Percentage
  • Federal – 75%
  • State – 10%
  • Local – 15%
• Public Assistance: Assistance for emergency work and the repair or replacement of disaster-damaged facilities
• Designated Counties: Barnes, Cass, Dickey, Foster, Grand Forks, LaMoure, Logan, McIntosh, Nelson, Pembina, Ransom, Richland, Sargent, Sheridan, Steele, Stutsman, Traill, and Walsh Counties
• Hazard Mitigation Grant Program: Assistance for actions taken to prevent or reduce long term risk to life and property from natural hazards
  • All areas in the State of North Dakota are eligible for assistance under the Hazard Mitigation Grant Program
Important Deadlines:

• County, local and tribal governments, and private non-private organizations have 30 days from July 9, 2020 to file a Request for Public Assistance (RPA) with the State Public Assistance Officer. No RPAs will be accepted after deadline.

• RPA deadline: August 8, 2020.

• NDDES has requested from FEMA an additional 30-day time extensions to submit RPAs, September 7, 2020. Pending

Project Thresholds:

• Small Projects: Under $131,100.00
• Large Projects: On or Over $131,100.00
• Minimum Small Project: Over $3,300.00
FEMA-4553-DR-ND

- **Period of Performance** – Clock starts at declaration date – July 9, 2020
  - Category A – Debris Removal
    - Deadline – January 9, 2021
  - Category B – Emergency Protective Measures
    - Deadline – January 9, 2021
  - Category C-G – Permanent Work
    - Deadline - January 9, 2022
  - Category Z – Project Management Costs
    - Deadline – Open until 180 days before expected grant closure date
How This Process Starts: FEMA Grants Portal

• Request for public assistance (RPA)
  • Required to become an official applicant under the current declared disaster
  • Request must be submitted through the FEMA Grants Portal Website

• New applicant (Those who have not been in a ND Disaster since before 2017)
  • Email invitations should have been sent to you
  • Create username and password, and complete the RPA form
  • Support.pagrants@fema.gov - Email
  • https://grantee.fema.gov/ - Website

• Current applicant can access FEMA Grants Portal and fill out RPA using current username and password

• Issues
  • Contact Nadine Jundt, Administrative Assistant NDDES
    • 701-328-8167
    • najundt@nd.gov
How This Process Starts: Grants.des.nd.gov

• Cloud base software tool to help manage your FEMA Grants
  • Upload Supporting Documents
  • Large Project Closeouts
  • Submit Requests (Reimbursement, Closeouts, etc.)
  • Review previous requests
  • More effectively manage your FEMA grant
  • [https://grants.des.nd.gov](https://grants.des.nd.gov)

• Contact Nadine Jundt, Administrative Assistant NDDES
  • 701-328-8167
  • najundt@nd.gov
New Model: Background

In 2014, FEMA conducted an in-depth analysis of the Public Assistance (PA) program's delivery process. Following months of analysis and restructuring, a new PA Program Delivery Model was designed to meet the needs of applicants by streamlining and categorizing projects.

• FEMA Developed Grants Manager and Grants Portal

• Changes under new model
  • All projects must be reviewed within the FEMA Grants Portal at the Consolidated Resource Center (CRC)
    • Damage, description and dimensions (DDD)
    • Scope of work (SOW)
    • Costing
  • 100% Work Completed sites do not need to be inspected
  • Virtual site inspections will be used due to Covid-19 social distancing guidelines
    • NDDES reserves the option to inspect any site for clarification
New Model: Background

• Changes under new model
  • All projects and support documentation will be contained within your grants portal profile
    • Support documentation will not be stored in grants.des.nd.gov
    • Reimbursements/payments will still be processed through grants.des.nd.gov
  • Essential Elements of Information (EEI)
    • Series of questions generated, based on the type of project created
  • Grants Portal is changing:
    • Time extensions
    • Large project closeouts
Moving forward through the course we will:

- Take a deeper look at each phase
- Describe the FEMA Role
- Review CRC project steps
- Demonstrate the Applicant Roles
- Identify potential Recipient Roles
Phase I – Operational Planning

- Assign PDMGS
- Determine applicant eligibility
- Conducting Successful Exploratory Calls (Applicant) and Recovery Scoping Meetings (Townships)
Phase II – Damage Intake and Eligibility Analysis

Determine eligibility of a facility
Logically group damages – Discussed between PDMGs, County and Townships
Phase II – Damage Intake and Eligibility Analysis

Capture Applicant’s disaster related damage and determine eligibility within 60 days of the Recovery Scoping Meeting (RSM)
Phase II – Damage Intake and Eligibility Analysis
Phase II – Damage Intake and Eligibility Analysis
Phase III – Scoping and Costing

- CRC develop the DDD/SOW/costs for Completed/Fully Documented Projects
- CRC develop the SOW/costs for Standard and Specialized projects
- CRC validate Applicant-provided SOW/costs for work to be completed
Phase IV – Obligation

- Final reviews are completed and funding is obligated for the project
- PDMG continues to serve as the customer service representative
- Conduct the Recovery Transition Meeting (RTM)
<table>
<thead>
<tr>
<th>Phase</th>
<th>Steps</th>
</tr>
</thead>
</table>
| **CRC Phase 2-5**<br>**Project Steps**<br>**PROJECT PHASE 2 – 5**<br>**Field Development and Reviews (Phase 2)**<br>Pending Formulation Completion<br>Pending Initial Project Development<br>Pending Application Completion<br>Pending Recipient Application Review<br>Pending DDD Completion<br>Pending Applicant DD Approval<br>Pending PDMG Scope & Cost Routing<br>Pending Scope & Cost Completion by Applicant<br>**CRC Development and Reviews (Phase 3)**<br>Pending CRC Project Development<br>Pending Peer Review<br>Pending FEMA 406 HMP Completion<br>Pending Applicant 406 HMP Completion<br>Pending Insurance Completion<br>Pending Insurance Peer Review<br>Pending QA Review<br>Pending EMMIE Submission<br>Pending DIU Initial Validation<br>**Field Final Review and Signatures (Phase 4)**<br>Pending EHP Review<br>Pending PDMG Project Review<br>Pending Final FEMA Review<br>Pending Recipient Final Review<br>Pending Applicant Project Review<br>**Post Award (Phase 5)**<br>Pending DIU EMMIE Final Record Upload<br>Pending DIU Final Validation<br>Pending Large Project Review<br>Applicant Signed Project<br>Pending Obligation<br>Obligated<br>Partially Obligated<br>Pending Closeout Completion<br>Project Closed Out<br>Process Discontinued<br>Pending Amendment Request Approval<br>Pending Amendment Processing<br>Pending Amendment Request Ineligibility
PA Eligibility Requirements
Eligible Applicants

- State and Local governments/agencies
- Counties
- Cities, towns, villages, townships
- Districts and regional authorities
- Tribal Governments
- Certain Private Non-Profit Entities
Eligible Private Non-Profits (PNP)

To be an eligible PNP Applicant, the PNP must show that it has

- A ruling letter from the U.S. Internal Revenue Service that was in effect as of the declaration date and granted tax exemption under sections 501(c), (d), or (e) of the Internal Revenue Code; or
- Documentation from the State substantiating it is a non-revenue producing, nonprofit entity organized or doing business under State law

A PNP’s facility must be determined eligible based on the following:

- A facility that provides a critical service, which is defined as education, utility, emergency, or medical; or
- A facility that provides a noncritical, but essential social service AND provides those services to the general public

- Critical PNPs: Primary or secondary education, emergency medical care, fire protection

- Non-critical PNPs are only eligible for a U.S. Small Business Administration loan
Eligible Facility

- In general, a facility must be determined eligible for work to be eligible; exceptions are made for emergency work
- Building, work, system or equipment
- Owned and maintained by an eligible Applicant
- Active use at the time of the disaster (Event)
- May be an Improved and maintained natural feature
Eligible Facility

- Eligible Facilities
  - Roads
  - Bridges
  - Lift Stations
  - Water control facilities
  - Buildings
  - Systems such as mechanical, electrical, plumbing or components of a facility in which they operate
- Non-Eligible Facilities
  - Unimproved property; hillsides, slopes, forest or natural channels
  - Exception can be made for stabilization if it threatens public safety
  - Land used for agricultural purposes
Eligible Work

- Be required as a result of a disaster incident
- PA grant funding for two types of work
  - Temporary emergency protective measures and debris removal; and
  - Permanent restoration of damaged facilities
- Work must;
  - Be located within the Designated Area
  - Be the legal responsibility of an eligible Applicant
  - Provide permanent restoration to the pre-disaster condition’s
    - Design
    - Function
    - Capacity
Eligible Work

• Work completed must demonstrate that damages were caused directly by the declared incident. FEMA does not provide PA funding for repair of damage caused by
  • Deterioration
  • Deferred maintenance
  • Failures to take measure to protect a facility from further damage
  • Negligence

• When necessary to validate completed work, the applicant is required to provide
  • Documentation supporting pre-disaster condition of the facility
  • Photos of damages are required
Eligible Cost

• Directly tied to the Performance of Eligible Work
• Adequately documented
  • Invoices
  • Force Account Labor and Equipment
• Reduced by all Applicable Credits (Insurance, Salvage)
• Necessary and Reasonable to Accomplish the Work
• Properly Documented and Compliant with Federal, State, Local Regulations, Procurement, Environmental, Permitting, Historic Preservation
Determining Eligible Cost

- **Use of Historical Documentation**
  - Previous contracts, invoices or other documentation

- **Average Costs in the area**
  - Weighted average pricing based off of historical bid tabulations
  - Previous applicant projects

- **Published unit Costs from National costs estimating databases**
  - Industry cost estimating resources such as RS Means, VNi Costbooks etc.
  - Local Data such as NDDOT cost price listing
  - FEMA cost codes
Factors Increasing Eligible Costs

- Shortages in equipment, material, supplies, labor or contractors
- Project-specific complexities
  - Historic issues
  - Remote access or location
  - Environmental complexities
- Economy of Scale
  - Smaller projects may have higher rates than larger projects
  - Excessive haul lengths
- FEMA may review an applicant’s justification for increasing costs to determine if the factors justify the higher cost are reasonable
Estimating Cost – Material Cost Sheet and Estimates

Cost Estimates: Work to be Completed (WTBC)

- Material Unit Cost – It is in your best interest to establish actual local costs
- The costs for material must be an in-place cost to include:
  - Material cost
  - Delivery
  - Placement
- Important to include estimates for culverts as well
- For larger WTBC sites ($10,000.00-$50,000.00+) Costs must be established as reasonable
  - Seek out local quotes from contactors
  - Engineers estimates are generally acceptable by FEMA
  - Document how quotes were requested
  - Seek out 3 quotes if possible

- **DO NOT LEAVE YOURSELF SHORT ON ESTIMATES**
Cost Listed below includes: Material Cost, Delivery and Placement.

<table>
<thead>
<tr>
<th>Material</th>
<th>Cost per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surface gravel</td>
<td>$ __________/CY</td>
</tr>
<tr>
<td>Pit Run Gravel</td>
<td>$ __________/CY</td>
</tr>
<tr>
<td>Embankment</td>
<td>$ __________/CY</td>
</tr>
<tr>
<td>Material (Clay)</td>
<td>$ __________/CY</td>
</tr>
<tr>
<td>Field Rock</td>
<td>$ __________/CY</td>
</tr>
<tr>
<td>Rip Rap</td>
<td>$ __________/CY</td>
</tr>
<tr>
<td>Filter Fabric</td>
<td>$ __________/SF</td>
</tr>
<tr>
<td>CMP/RCP/HCEP: (Specify &amp; Size)</td>
<td>$ __________/LF</td>
</tr>
<tr>
<td>CMP/RCP/HCEP: (Specify &amp; Size)</td>
<td>$ __________/LF</td>
</tr>
<tr>
<td>CMP/RCP/HCEP: (Specify &amp; Size)</td>
<td>$ __________/LF</td>
</tr>
<tr>
<td>Other: (Specify)</td>
<td>$ __________/</td>
</tr>
<tr>
<td>Other: (Specify)</td>
<td>$ __________/</td>
</tr>
<tr>
<td>Other: (Specify)</td>
<td>$ __________/</td>
</tr>
</tbody>
</table>

Must include cost at the source to determine the In-Place Cost. Contractor quote may be used and attached to this sheet.

This form is being used to establish material costs. I certify that the cost indicated is supported with actual cost documentation.

Applicant: ___________________________  Agent: ___________________________  Date: ________

Reviewed by Program Delivery Manager: ___________________________  Date: ________

Form as of: 2020-05-21
Site Tracker

- Spreadsheet used to catalogue damages from the State’s Preliminary Damage Assessment (PDA)
- Used to develop the DDD, SOW, GPS locations, costing, site name, percentage of completion and location
- Accuracy is essential as the site tracker sets the pace for writing your PWs
- Develops you Damage Inventory
  - Comprehensive list of your sites
  - Logical grouping of sites
  - Grouped by Township and County sites
  - Grouped by Category
  - Grouped by environmental concerns
<table>
<thead>
<tr>
<th>Applicant Name</th>
<th>Site Name</th>
<th>County/City or Township</th>
<th>Category</th>
<th>Start Latitude</th>
<th>Start Longitude</th>
<th>Stop Latitude</th>
<th>Stop Longitude</th>
<th>Culvert GPS</th>
<th>Description of Damage or Work</th>
<th>Estimated Cost</th>
<th>% of Work Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ransom County</td>
<td>RmCob01</td>
<td>Coburn</td>
<td>C</td>
<td>46.57101</td>
<td>-97.63218</td>
<td>46.57295</td>
<td>-97.63218</td>
<td>NA</td>
<td>Surface Gravel washed from road area 191’ x 15’ x 2” Road bed eroded over area 150’ x 14’ x 4”</td>
<td>$450.00</td>
<td>100%</td>
</tr>
<tr>
<td>Ransom County</td>
<td>Ranso01</td>
<td>County</td>
<td>C</td>
<td>46.58956</td>
<td>-97.25158</td>
<td>46.58489</td>
<td>-97.25158</td>
<td>46.58489</td>
<td>46.57100 40LF x 36’ CMP eroded, washed out and was damaged beyond repair. Area around culvert eroded over 10’ x 30’ x 6’</td>
<td>$2,000.00</td>
<td>0%</td>
</tr>
<tr>
<td>Ransom County</td>
<td>Ranso02</td>
<td>County</td>
<td>B</td>
<td>46.44204</td>
<td>-97.68445</td>
<td>46.44204</td>
<td>-97.68445</td>
<td>NA</td>
<td>Force Account labor monitored flooded roadways, placed road closed signs, detour signs, road underwater signs, and placed sandbags throughout Ransom County.</td>
<td>$14,251.25</td>
<td>100%</td>
</tr>
<tr>
<td>Ransom County</td>
<td>Ranso03</td>
<td>County</td>
<td>A</td>
<td>46.07154</td>
<td>-97.82892</td>
<td>46.07154</td>
<td>-97.82892</td>
<td>NA</td>
<td>Contractor and two Force Account employees worked from 5/8/2018-5/10/2018 to remove 80 CY of vegetative debris. Debris was taken to the Valley City landfill. GPS location of landfill - 46.54231, -98.02226.</td>
<td>$4,578.55</td>
<td>100%</td>
</tr>
<tr>
<td>Ransom County</td>
<td>RmCob02</td>
<td>Coburn</td>
<td>C</td>
<td>46.25502</td>
<td>-97.52548</td>
<td>46.25186</td>
<td>-97.52401</td>
<td>46.25186</td>
<td>46.57100 40LF x 36’ CMP eroded, washed out and was damaged beyond repair. Area around culvert eroded over 10’ x 30’ x 6’</td>
<td>$3,500.00</td>
<td>100%</td>
</tr>
<tr>
<td>Ransom County</td>
<td>RmCob03</td>
<td>Coburn</td>
<td>C</td>
<td>47.59863</td>
<td>-97.02563</td>
<td>47.59845</td>
<td>-97.02563</td>
<td>NA</td>
<td>Surface Gravel washed from road area 250 x 20’ x 2”</td>
<td>$350.00</td>
<td>0%</td>
</tr>
</tbody>
</table>
Breaking Down the Site Tracker Columns

Applicant Name:
• This column represents the name of the entity that you represent and the name that you will use to make your Request for Public Assistance (RPA).

Site Name:
• Every site is required to have an identifying number. We would like you to use the following guidance when creating your identifying numbers for your sites.

For County Applicants:
• County Sites: Please use the first 5 letters in your county name followed by the numerical numbering of your site. The Numerical numbering must contain 2 characters.
  • For example: Benson County Site 1 would be Benso01
• Township Sites: Please use the first and last letters of your county followed by the first three letters of your township, followed by the numerical numbering of your site. The numerical numbering must contain 2 characters.
  • For example: Benson County, Rock Township Site 1 would be BnRoc01.

For Applicants other than Counties:
• Use the first 5 letters in the name of your entity followed by the numerical numbering of your site. The Numerical numbering must contain 2 characters. For example: Devils Lake site 1 would be Devil01. For those entities, whose names do not contain 5 characters, use as many characters as your entities name can provide, followed by the two-character number.
Some applicants have now been in 3 disasters in less than a year

- You may want to add additional numbers or letters to your sites in order to define the time of the damages

**For Example:**

- For example: Benson County, Rock Township Site 1 was damaged in the spring of 2020
- Add an additional two numbers to identify the year: BnRoc01-20
- Add an additional letter to define the season (spring) or (Fall): BnRoc01-S or BnRoc01-F
- OR a combination of both: BnRoc01-20-S
Breaking Down the Site Tracker Columns

**County/City or Township:**
- For County Applicants: If the site that was damaged is a county owned property, please identify as “County”. If the site was a Township Site, please identify the Township name.
- For Applicants other than Counties: Identify the county where your damages are located.

**Category:**
- Category A: Debris Removal
- Category B: Emergency Protective Measures
- Category C: Roads and Bridges
- Category D: Water Control Facilities
- Category E: Buildings and Equipment
- Category F: Utilities
- Category G: Parks, Recreational and Other Facilities
Breaking Down the Site Tracker Columns

Start Latitude and Longitude/Stop Latitude and Longitude:

- Two GPSs are required for sites that have damages exceeding 200 LF. You are required to produce a GPS latitude and longitude location of your damaged sites or where your work occurred from the start of the damage to the end of the damage.

- The GPS locations must be in the decimal degrees format. Please provide your GPS to the 5th decimal place, i.e., 48.12345, -98.12345.

  - **Roads**: For damaged roads less than 200 LF traveling on a west and east direction, take the GPS location at east side of the damage. For damaged roads less than 200 LF traveling on a north and south direction, take the GPS location on the north side of the damage.

  - **Emergency Protective Measures/Debris**: You may have multiple operations throughout your entity where one specific GPS cannot be placed. In these cases, take your GPS at your base of operations.

- GPS coordinates for any culvert work is required in addition to the start and stop GPS.
Breaking Down the Site Tracker Columns

Description of Damage or Work:

- In this column you will be required to provide a specific description of the damage that occurred at your site and/or the work that was performed during Category B: Emergency Protective Measures.
- It is key that you are as descriptive as possible when producing your Damage Descriptions and Dimensions (DDD). DDDs must be measurable and quantifiable.
- Below are some examples of how we would like you to describe your damages per site:
  - Surface gravel washed from road area 100’ x 22’ x 2”
  - Roadbed eroded over area 75’ x 22’ x 4”
  - Rip Rap eroded over area 50’ x 6’ x 2’ on the east side
  - Inslope eroded over area 50’ x 6’ x 2'/2 on the east side
  - 40 LF of 36” CMP eroded around and was displaced without damage [length in feet X width (diameter) in inches for culvert size]
  - 40 LF of 36” CMP eroded, washed out and was damaged beyond repair
Description of Damage or Work:

Below are some examples of incomplete and complete DDDs:

- **Incomplete** – Gravel wash 100’ x 18’
- **Complete** – Gravel washed from road over area 100’ x 18’ x 2’
- **Incomplete** – Culvert washed out
- **Complete** – 40 LF of 36” CMP eroded around and was displaced without damage
- **Incomplete** – Emergency Protective Measures, sandbagging
- **Complete** – Force Account labor monitored flooded roadways, placed road closed signs, detour signs, road underwater signs, and placed sandbags throughout Ransom County
- **Incomplete** – Debris Removal
- **Complete** – Contractor and two Force Account employees worked from 5/8/2018-5/10/2018 to remove 80 CY of vegetative debris. Debris was taken to the Valley City landfill. GPS location of landfill: 46.54231, -98.02226.

- Sites that are identified as work completed must contain a damage description that allows enough area to fit the cubic yards placed at a site
Description of Damage or Work: Category A Examples

• Overland flooding throughout Burleigh County deposited 800 CY of vegetative debris across multiple locations. Final disposal location: City Dump. GPS 48.12345, -97.54321

• Woody debris gathered against bridge abutment over area 40’ x 10’ x 4’ (60 CY). Final disposal location: City Dump. GPS: 48.45281, -99.12574
Description of Damage or Work: Category B

• The city hired contractors to construct levees from clay, sandbags, and Hesco bags to protect against the threat to life and property of the citizens of Mandan. Force Account utility work crews were mobilized to help flood fighting efforts.

• They combined with other city employees to man pumps, check dikes and levees, acquire necessary materials at local businesses in order to keep flood waters under control.

• Electrical generators were rented to supply power to operate electric pumps and lights during the flood fighting effort. Tractors were rented (some donated) and placed at strategic points throughout the city and PTO pumps attached to tractors were used to move large amounts of flood water away from threatened areas.

• Force Account Labor, working with the wastewater contractor, acquired ball plugs and placed them at wastewater lift stations to keep flood water from community housing and businesses. Frames were built to guide hoses over dikes and levees from pumps pumping flood water from behind plug dikes and levees in the bay areas.
Description of Damage or Work: Category B

• The city used contract and Force Account Labor and Equipment to construct a levee 1000’ x 15’ x 5’ using 2,778 CY of embankment. The levee is located on 3rd Ave. 10,000 sandbags and 1,000 CY of sand was purchased in flood fighting efforts. Sandbags were disposed at the city landfill, GPS location 48.12345, -98.12345.

• Contractor has provided estimate to remove 2,778 CY of levee embankment material. Levee material will be taken to GPS location: 48.54321, -98.54321 for final disposal.

• Past Practices
  • Category B written for construction of levee
  • Category A written for removal of levee

• Current Practices
  • Category B will be written for the construction of Levee and removal of levee
Breaking Down the Site Tracker Columns

**Estimated Cost:**
- You must provide estimated costs per site. These costs should be as accurate as possible; however, it is understood that these costs are estimates because repairs might still need to be completed. You may need to update this section after final invoices are submitted to you.
- For sites with estimates that are considered work to be completed, be prepared to produce documentation and/or estimates that support your local costs.

**% of Work Completed:**
- In this column you will need to identify the percentage of work that has been completed at the site. If no work was completed, place 0% in this column. Your Program Delivery Manager (PDMG) will need this information in order to schedule/set up your site inspection work orders.
Moving Forward

• A Program Delivery Manager (PDMG) will be assigned to you
  • Documentation that you have submitted will be reviewed

• Exploratory Call
  • A call between you, the applicant, and the PDMG
  • Discuss your specific damages, needs and expectations
  • PDMG and you will set a date for your Recovery Scoping Meeting (RSM)

• Recovery Scoping Meeting (Kickoff Meeting)
  • Virtual teams meeting
  • RSM will be tailored to your specific needs based on your Exploratory Call
  • All Townships will be encouraged to attend
  • Re-establish your specific damages, needs and expectations
  • Identify any specialized projects that may need engineering expertise (Bridges, buildings, legal drains)
Moving Forward: Required Documentation

**Plat Map:**
- All sites will require a map.
- Your plat map should show all your damaged sites and each damaged site will be numbered.
- Site Inspectors and PDMGs will not change your site names.
- Easiest when maps and site names on site tracker match.
Moving Forward: Creating your damage, dimensions and descriptions (DDD)

**DDD examples**

- DDD – Surface gravel washed from road area 175’ x 18’ x 2”.
- DDD – Inslope eroded over area 100’ x 5’ x 3’/2 on west side. Lost material consisted of Embankment.
- DDD – Surface Gravel washed from road area 175’ x 18’ x 2”. Roadbed eroded over area 175’ x 18’ x 4”. 40 LF of 18” CMP eroded, washed out and was damaged beyond repair. Area around culvert eroded over 10’ x 30’ x 5’.
- DDD – Rip Rap eroded over area 100’ x 6’ x 24” on east inslope
- DDD – 40 LF of 24” RCP eroded around and displaced without damage. Area around culvert eroded over 10’ x 30’ x 5’.
<table>
<thead>
<tr>
<th>Material</th>
<th>Cost</th>
<th>Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surface gravel</td>
<td>$</td>
<td>/CY</td>
</tr>
<tr>
<td>Pit Run Gravel</td>
<td>$</td>
<td>/CY</td>
</tr>
<tr>
<td>Embankment</td>
<td>$</td>
<td>/CY</td>
</tr>
<tr>
<td>Material (Clay)</td>
<td>$</td>
<td>/CY</td>
</tr>
<tr>
<td>Field Rock</td>
<td>$</td>
<td>/CY</td>
</tr>
<tr>
<td>Rip Rap</td>
<td>$</td>
<td>/CY</td>
</tr>
<tr>
<td>Filter Fabric</td>
<td>$</td>
<td>/SF</td>
</tr>
<tr>
<td>CMP/RCP/HCEP: (Specify &amp; Size)</td>
<td>$</td>
<td>/LF</td>
</tr>
<tr>
<td>CMP/RCP/HCEP: (Specify &amp; Size)</td>
<td>$</td>
<td>/LF</td>
</tr>
<tr>
<td>CMP/RCP/HCEP: (Specify &amp; Size)</td>
<td>$</td>
<td>/LF</td>
</tr>
<tr>
<td>Other: (Specify)</td>
<td>$</td>
<td>/</td>
</tr>
<tr>
<td>Other: (Specify)</td>
<td>$</td>
<td>/</td>
</tr>
<tr>
<td>Other: (Specify)</td>
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Must include cost at the source to determine the In-Place Cost. Contractor quote may be used and attached to this sheet.

This form is being used to establish material costs. I certify that the cost indicated is supported with actual cost documentation.

Applicant: ____________________________
Applicant Agent: _______________________

Reviewed by Program Delivery Manager: ____________________________

Form as of 2020-05-21
Moving Forward: Required Documentation

**Work Completed: Contract Invoices**

- Invoices must include the following:
  - Quantity of material placed
  - Identify location (Section Lines)
  - Identify site #
  - Invoice date
  - Invoice #
  - Name of Contractor
  - Equipment used to include hours
  - Date of work

- Please review your invoices for accuracy prior to submitting them to NDDES
Moving Forward: Required Documentation – Contractor Invoices Category A

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<tr>
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### Invoice

**R Enterprises, Inc.**  
11104 88th St SE  
Oakes, ND 58474

**Invoice**

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**Bill To**  
Bear Creek Township  
P.O. Box 257  
11174 88th St SE  
Oakes, ND 58474

**Ship To**  
Bear Creek Township  
P.O. Box 257  
11174 88th St SE  
Oakes, ND 58474

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**Total**  
$304,372.52

**Phone #**  
(901) 710-2116

**E-mail**  
pbrms@tnl.net
Moving Forward: Required Documentation – Contractor Invoices Category C

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Total $1,380.50
Moving Forward: Required Documentation

**Work Completed: Force Account (FA) Labor**

- FEMA refers to the Applicant’s personnel as “force account.” FEMA reimburses force account labor based on actual hourly rates plus the cost of the employee’s actual fringe benefits.
- Fringe benefits include:
  - Holiday leave, accrued vacation leave, sick leave, social security matching, Medicare matching, unemployment insurance, workers compensation, retirement, health insurance, life and disability insurance, administrative leave
- Required documentation for FA Labor
  - Timesheets
  - Description of work performed
  - Hours worked
  - Dates worked
  - Names of employees
  - Site identified where work took place identified
  - Rate of pay to include fringe benefits
  - Job title
  - Personnel policy to determine OT policy and beginning of work week
- NOTE: Only FA Overtime is eligible for Category B work
Moving Forward: Required Documentation

Work Completed: Force Account (FA) Labor

- FRINGE BENEFITS SHEET
Moving Forward: Required Documentation

Work Completed: Force Account (FA) Equipment
• FEMA provides PA funding for the use of Applicant-owned equipment (force account equipment)
• Required documentation for FA Equipment
  • Dates used
  • Hours used
  • Detailed list of equipment to include horsepower, capacity and/or size
  • Site identified where work took place
  • Operator name
  • Equipment hours must match FA Labor Hours: Exceptions - Pumps, generators, trailers
• FEMA Rates vs. Local Rates
  • FEMA provides PA funding for equipment usage based on the lower of either the local rate or the FEMA rate.
Moving Forward: Required Documentation

**Work Completed: Leased/Rented equipment**
- Funding is based on the terms of the rental agreement
- Rental price must not exceed the cost of purchasing and maintaining equipment
- **Required documentation for leased/rented equipment**
  - Rental Agreement
  - Invoice
  - Details of equipment rented
Moving Forward: Required Documentation

Work Completed: Supplies/Material

- The Cost of supplies, including materials is eligible if:
  - Purchased and justifiably needed to effectively respond to and/or recover from the incident; or
  - Taken from the Applicant’s stock and used for the incident

- The Applicant needs to track items taken from stock with inventory withdrawal and usage records

- FEMA provides PA funding for these items based on invoices, if available. If invoices are not available for items used from stock, FEMA provides PA funding based on the Applicant’s established method of pricing inventory. If the Applicant does not have an established method, FEMA provides PA funding based on historical data or prices from area vendors.
Categories of Work

Emergency Work (Temporary)
- Category A – Debris Removal
- Category B – Emergency Protective Measures

Permanent Work (Permanent)
- Category C – Roads/Bridges
- Category D – Water Control Facilities
- Category E – Buildings/Equipment
- Category F – Utilities
- Category G – Parks, recreational and other facilities
- Category Z – Management costs
Essential Elements of Information (EEIs)

- Series of questions generated, based on the type of project created
- Questions must be answered in order to push project forward
- Questions are:
  - Category Specific
  - Work Specific
  - Cost Specific
Category A – Emergency Work (Temporary) Debris Removal

- Eliminates immediate threats to lives, public health and safety
- Eliminates immediate threats of significant damage to improved public or private property
- Ensures economic recovery of the affected community to the benefit of the community at large
- Debris includes but not limited to
  - Vegetative
  - Construction and demolition debris
  - Sand, mud, silt, gravel, rock
- Applicant must provide location and GPS of debris removal to include culverts and construction material
Categories of work – Emergency Work
Category A – Debris Removal

• **Debris removal not eligible for:**
  • Federally maintained navigable channels and waterways
  • Flood control works under the authority of the Natural Resources Conservation Service (NRCS)
  • Agricultural land
  • Natural, unimproved land, such as heavily wooded areas and unused areas

• **Debris on Public Property:** Eligible for removal except in wilderness, tree claims, and other unused areas.

• **Debris on Private Property:** Ineligible under most conditions. Requires owner to move debris to right-of-way, if authorized by State/Tribal/local government. May be eligible if it presents a safety or health hazard (fire or insect infestation) to public.

• **Private Non-Profit (PNP):** Only eligible if associated with an eligible facility, including debris on the property of an eligible facility.

• **Debris on Federal Aid Roads:** Eligible for removal only if Federal Highway Administration (FHA) doesn’t declare the damages.
Categories of work – Emergency Work
Category A – Debris Removal

- **Garbage Pickup:** Only storm generated debris is eligible. Local cut off dates may be established.

- **Tree Stumps and Root Systems:** The removal of stumps and root systems are not eligible unless they are uprooted with at least 50% of root ball exposed. FEMA only reimburses contracted costs charged on a per-stump basis if the stump is at least 2 feet in diameter, 2 feet above the ground and extraction is required as part of the removal. Price must include extraction, transport, disposal, and filling the root-ball hole.

- **Trees:** Removal of standing dead or dying trees and trimming of trees is not eligible unless it presents an immediate threat to life and safety. Trees must be at least 6 inches in diameter and 4.5 feet above ground. Trees with a root ball less than 50% exposed are to be cut flush to the ground and additional grinding is not eligible.

- **Broken Limb or Branch Removal:** Must be at least 2” in diameter at point of break and pose an immediate threat, extend over public ROW and be removed without entering private property. Pruning, maintenance, trimming and landscaping is not eligible.

- **Demolition of Public or Private Buildings:** The building must be beyond repair. Private buildings must pose an immediate safety hazard.
Categories of work – Emergency Work
Category A – Debris Removal

IMPORTANT - Essential Elements of Information Questions for Category A
• Contract Work?
  • How was Contractor Procured
  • How was debris activity monitored?
• Type of debris removed?
• Total CY of material removed?
• How was the quantity of debris determined?
• How was the debris disposed?
• Location of debris disposal to include GPS
• Was debris reduced by burning or chipping?
• Burning
  • What was done with the ashes?
  • Was a permit obtained? Include permit if available
  • If permit was not obtained provide explanation as to why permit was not obtained

• TIP – Cannot permanently dispose of debris in a floodplain
Categories of work – Emergency Work
Category B – Emergency Protective Measures

• All “Cat B” measures must:
  • Eliminate or lessen immediate threats to lives, public health, or safety; OR
  • Eliminate or lessen immediate threats of significant additional damage to improved public or private property in a cost-effective manner

• List of Eligible Protective Measures:
  • Transporting and pre-positioning equipment and other resources for response
  • Flood fighting
  • Emergency Operation Center (EOC)-related costs
  • Emergency access
  • Supplies and commodities
  • Medical care and transport
  • Evacuation and sheltering, including that provided by another State or Tribal government
  • Childcare
  • Safety inspections
  • Animal carcass removal (if not part of applicant’s debris disposal operation)
Categories of work – Emergency Work
Category B – Emergency Protective Measures

• **List of Eligible Protective Measures:**
  • Demolition of structures (although typically done as Permanent Work projects)
  • Search and rescue to locate survivors, household pets, and service animals requiring assistance
  • Fire fighting
  • Security, such as barricades, fencing, or law enforcement
  • Use or lease of temporary generators for facilities that provide essential community services
  • Dissemination of information to the public to provide warnings and guidance about health and safety hazards using various strategies, such as flyers, public service announcements, or newspaper campaigns
  • Searching to locate and recover human remains
  • Storage and interment of unidentified human remains
  • Mass mortuary services
Categories of work – Emergency Work
Category B – Emergency Protective Measures

**Improved Property Protection:** The following is a list of eligible emergency protective measures to protect improved property, some of which are discussed in further detail below. This list is not all-inclusive.

- Constructing emergency berms or temporary levees to provide protection from floodwaters or landslides
- Emergency repairs necessary to prevent further damage, such as covering a damaged roof to prevent infiltration of rainwater
- Buttressing, shoring, or bracing facilities to stabilize them or prevent collapse
- Temporary slope stabilization
- Mold remediation
- Removal and storage of contents from eligible facilities for the purpose of minimizing additional damage
- Extracting water and clearing mud, silt, or other accumulated debris from eligible facilities if the work is conducted expeditiously for the purpose of addressing an immediate threat (if the work is only necessary to restore the facility, it is Permanent Work, not Emergency Work)
- Taking actions to save the lives of animals that are eligible for replacement
Categories of work – Emergency Work
Category B – Emergency Protective Measures

• **Protective Measures on Private Property:** FEMA may determine that these are eligible if the threat is widespread, the applicant has legal authority to perform the work and the applicant has obtained rights-of-entry and agreements to indemnify and hold harmless the Federal Government. Applicant must provide a detailed explanation of Applicant’s legal authority and responsibility to enter the private property and the basis for determining that a threat exists to the general public in that community. Items include:
  • Demolition of unsafe private structures that endanger the public
  • Pumping flooded basements
  • Pumping of septic tanks or decontamination of wells causing a pollution threat
  • Stabilizing a slope
Categories of work – Emergency Work

Category B – Emergency Protective Measures

**Fees:** Fees for permits, licenses, and titles issued directly by the Applicant are not eligible unless the Applicant demonstrates that the fees are above and beyond its normal administrative costs.

**Vector Control:** Must be preapproved by FEMA following certification by the Center of Disease Control that a health hazard exists.

**Safety Barricades and Signs:** The materials, equipment and overtime worked is eligible. If the materials are reusable than salvage value should be deducted.

**Temporary and Emergency Repairs:** Emergency work such as road detour at damaged location, raising or emergency repair to levees, temporary roof repairs to public buildings, rental of temporary facilities for public employees, and bypass of sewer breaks are eligible.

**Temporary Housing:** Temporary housing/bedding may be eligible for displaced individuals due to the disaster event.

**Personnel Time:** Regular time of permanent employees is not eligible; however, payment for overtime and compensatory time is eligible if payment is an established written policy. Temporary staff time working in support of the disaster is eligible.
Categories of work – Emergency Work
Category B – Emergency Protective Measures

IMPORTANT - Essential Elements of Information Questions for Category B

- What work was accomplished?
- What were the supplies, equipment and personnel doing?
- Sandbagging
  - How was the sand and bags disposed or stored after the event
  - GPS locations for disposal or storage after the event
- Pumping
  - Where was water pumped?
- Barricades
  - Describe work performed to reduce threat
- Flood fighting
  - Describe work performed to reduce threat
- Emergency access
  - Describe work performed to reduce threat
  - Describe how the incident damaged and/or impaired all access routes to essential community services or to a community with survivors

• TIP – You will need to describe all costs in your “DDD”
Category B – Donated Resources

• Donated resources such as equipment, supplies, materials or labor can assist with response activities

• FEMA does not provide PA funding for donated resources; however, the Applicant may use the value of donated resources to offset the non-Federal share of its eligible Emergency Work projects

• The applicant may apply the offset if all the following conditions are met
  • The donates resources is from a third party (a private entity or individual that is not a paid employee of the Applicant or Federal, State, Territorial, or Tribal government);
  • The applicant uses resources in the performance of eligible Emergency Work
  • The applicant or volunteer organization tracks the resources and work performed, including description, specific locations and hours
    • Child Labor Laws may apply – 14 years or older
Category B – Donated Resources

• Cost Codes for Donated Resources
  • 9022 – Volunteer Labor
  • 9023 – Donated Equipment
  • 9034 – Donated Materials
  • 9025 – Donated Resources

• Current Volunteer Rate - $26.67/hour
  • Rate is subject to change
Categories of work – Emergency Work
Category B – Donated Resources

IMPORTANT - Essential Elements of Information Questions for Category B – Donated Resources

- Was the work required to lessen an immediate threat to public health and safety or improve property that existed and was damaged as a direct result of the incident?
- Donated labor, equipment, supplies/materials, or other?
  - Provide details of each individual who provided donated labor
  - Provide details of equipment and supplies/materials donated

TIP – Donated Labor – Applicant has been directed to track all donated volunteer time using a sign in/out sheet
- Include full name, age, address, hours worked
- Labor rate - $26.67
Category C-Roads and Bridges – Permanent Work

• Eligible components of roads and bridges
  • Surfaces, bases, shoulders, ditches, drainage (culverts), low water crossing
  • Decking, guardrails, girders, pavement, abutments, piers, wing walls

• Furnish site dimensions (Length x Width x Depth) for damage areas/volumes
  • Surface gravel washed over area 150’ x 18’ x 2”
Categories of work – Permanent Work
Category C – Roads, Culverts and Bridges

• **Road Repair**: On gravel roads, the base need not be damaged to be eligible for gravel replacement. Loss of gravel must be evident. Potholes and minor rutted surfaces are not eligible.

• **Maintenance**: Routine maintenance is not eligible. Potholes and surface ruts normally are maintenance items. Rusted culverts is a routine maintenance item.

• **Paving**: Loss of paving surface is eligible. Alligator cracked surface is a sign of normal deterioration and is not eligible.

• **On-system Facilities**: Federal aid roads are not eligible for FEMA permanent repair assistance whether FWHA funds are available for repair or not. Emergency work may be eligible on a case by case basis. (e.g. Debris removal where a structure is threatened or road closure if the structure is unsafe for travel).

• **Scheduled Replacement**: Facilities are not eligible if scheduled for replacement within 12 months of the start of the incident period using Federal funds.

• **Culvert Washout**: Salvage and relay in kind or replace in kind unless enlargement is cost effective and a hydraulic study supports the proposed size.

• **Furnish site dimensions (Length x Width x Depth) for damage areas/volumes**
Maintenance Records – Category C

• FEMA requires maintenance records to demonstrate that the facility was regularly maintained and in good operational order prior to the incident

• Applicant must provide maintenance records or documentation establishing a routine maintenance program

• Applicant can provide a written statement as to how roads are maintained
  • Statement may need to be Township specific
  • Roads – Statement from applicant on how roads are maintained
    • Example: Township – Black Township does not have a written maintenance policy for roads. A process is in place for any repairs or maintenance issues. Contractors are hired to make any repairs to damaged road. All roads are bladed 2-3 times a year.
    • Example: County – White County does not have a written maintenance policy for roads. County makes repairs to damaged roads as needed. Roads and culverts are inspected and maintained by County employees throughout each season.

• Bridges – Bridge reports
  • All bridges over 20' in length are required to have periodical bridge inspections and reports
Procurement – Category C

• Contract Work – Applicants are required to provide an explanation as to how contracts were procured
  • Examples:
    • Local hires were used.
    • Used local contractors available to complete work.
    • Estimates were requested from contractors. Bids attached.
    • White County advertised using sealed bids. Bids were reviewed and lowest bidder was awarded contract.

• If available procurement policies need to be submitted into Grants Portal at the “Event Level”
Components of a Gravel Road

- **Surface**: Surface Gravel (CL5) crushed/screened, fines, etc. The upper most road layer
- **Roadbed**: Gravel (CL13), pit run, scoria, shale, etc. Base for surface
- **Road base**: Embankment, clay, Large rocks 6”+, etc. The bottom-most layer
- **Shoulder**: Embankment, clay, etc. Non-sloped portion adjacent to gravel road (1’-2’ width)
- **Inslope**: Embankment, clay, etc. Sloped portion of road where shoulder ends
- **Culvert**: Corrugated Metal Pipe (CMP), Reinforced Concrete Pipe (RCP), Polyethylene Pipe (PEP), box/precast culvert, etc. Shape may be circular, arched, box or bridge
Components of a Road

Surface – Gravel, Scoria
Roadbed – Pit Run, Clay
Road Base – Embankment
Shoulder – Embankment
Inslope - Embankment

![Diagram of a road showing its components: Surface, Roadbed, Road Base, Shoulder, Inslope, and Culvert.]
Material Source – SHPO and NDDOT

• Updated Material Source [State Historical Preservation Office (SHPO) Material source, NDDOT Material Source]
  • SHPO – Needs to be updated annually
  • NDDOT – Does not need to be updated
  • Identify invoices in relation to the Material Source
  • Identify GPS location of SHPO or NDDOT material source
NDDOT Material Source Certificate of Approval

LM-1002

Pit Name:

County: LaMoure

Conditions:

46.34535 -98.31711

This location is approved for use, provided all avoidance areas shown on the map are avoided, and any conditions listed above are complied with. NDDOT advises that all applicants (contractors or their representatives) may be subject to meeting certain legal responsibilities pursuant to one or more of the following authorities administered by the USFWS, Migratory Bird Treaty Act (MBTA) (16 U.S.C. 703 et seq.), Endangered Species Act (ESA) (16 U.S.C. 1531 et seq.), and Bald and Golden Eagle Protection Act (BGEPA) (16 U.S.C. 668k-668yy), Sec 7(a) (ii). It is unclear at this time what effects, if any, material source activities may have on plants, fish, and/or wildlife species protected by the above-mentioned acts. It is the responsibility of the applicants and/or any individuals conducting activities or any approved site to fulfill the requirements of these acts.

This approval does not imply beach use permission to acquire material at this location. An agreement with the landowner is still necessary. The contractor will be responsible for any impacts to wetlands, including permitting those impacts and mitigating the loss of the wetlands. As with all projects, if cultural artifacts and/or features (e.g., stone tools, fire hearths, stone sites, burials) are encountered, provisions mandated in Section 167.84 of the Standard Specifications for Road and Bridge Construction shall be followed.

If you have any questions regarding material sources, please email materialsource@nd.gov
Emergency Material Borrow Location Compliance Form
(Owners to SHPO)

Name: [Redacted]
Address: [Redacted]
Phone: [Redacted]
Fax: [Redacted]

Date: ___/___/___

Emergency Borrow Location:

1. Legal Location:
   County: [Redacted]
   Township: [Redacted]
   Range: [Redacted]
   Section: [Redacted]

2. Borrow Source:
   Source: [Redacted]

3. Existing Site:
   Y/N: [Redacted]
   Borrow Location: Y/N: [Redacted]
   Previous Emergency Borrow Location: Y/N: [Redacted]

4. Borrow Site:
   Location: [Redacted]
   Quarter Section: [Redacted]
   Latitude/Longitude: [Redacted]

5. Existing Site:
   Y/N: [Redacted]
   Previous Borrow Location: Y/N: [Redacted]
   Previous Emergency Borrow Location: Y/N: [Redacted]

SHPO Compliance Determination of Effect:

If the project affects a historic property, please consult with the owner or property owner to determine if the project will affect the historic property. This project must be reviewed by the NHP/SHPO and must be approved by the NHP/SHPO. The SHPO/SHPO shall determine if the project affects a historic property. This project must be reviewed by the NHP/SHPO and must be approved by the NHP/SHPO.
Inundated Road

Roads that are completely submerged and are designated in a closed basin
Category C - Roads and Bridges – Inundated Roads – FEMA Current Guidance

- Inundated roads may be eligible for an emergency grade raise/alternate route or a permanent grade raise/alternate route if certain criteria are met
  - The roadway is fully inundated and provides sole access to a primary residence and there is no alternate route to accommodate emergency vehicles
  - The submerge section of road causes and unreasonably long detour that creates a threat to human life and safety
  - The submerged section of road is in a designated basin area;
  - The basin flooding is directly attributed to the declared major disaster event and does not represent the culmination of multiple meteorological events that have caused excessive run-off into the basin over an extended period of time; and
  - The basin flooding results in long-term loss of use of critical routes.
  - Information to support the basin flooding was directly attributed to the declared major disaster event and the long-term loss of use of critical routes.
  - Information showing that the water elevation in the basin has reached historically high levels; that the rise in the water level occurred during the designated incident period; historic water level elevation and rainfall intensity records; and/or maintenance reports or other information that provides some historical perspective on events and water levels within the basin.
  - For long-term loss of use of critical routes: Information demonstrating the length of time the roadway has been closed to traffic and is projected to remain closed to traffic based on the basin water level elevations that occurred as a direct result of the declared major disaster event.
Category C - Roads and Bridges – Inundated Roads

• The applicant can conduct an emergency grade raise without consulting NDDES if the inundated road meets all criteria
  • Please contact NDDES immediately if they have a potential emergency grade raise
  • It is in your best interest to contact the US Army Corp. Engineers, State Historical Preservation Office, Floodplain Manager and the ND Department of Health before emergency construction begins
  • Applicant’s should also seek out bids for emergency grade raises if time allows

• Applicants must consult NDDES and get prior approval for any permanent grade raise
Category C – Frost Boils/Heaves

• During the 2020 Spring preliminary damage assessment (PDA) FEMA removed all costs associated frost boils or frost heaves
• Currently DR-4553, frost boils and/or frost heaves are not eligible for DR-4553 funding

Please contact the following offices with the damages and impacts your county has faced due to frost boils and frost heaves:
◦ Senator John Hoeven
◦ Senator Kevin Cramer
◦ Commissioner Kelly Armstrong
Codes and Standards

• FEMA provides PA funding to restore facilities based on pre-disaster design and function in conformity with current applicable codes, specifications, and standards. The Applicant needs to provide documentation to support the eligibility of code or standard upgrades, including, but not limited to, the requirement to apply the codes or standards and to support they were formally adopted, implemented, and uniformly applied. (PAPPG pg. 145)

• Eligible Criteria
  • Applies to the type of restoration required;
  • Is appropriate to the pre-disaster use of the facility;
  • Is reasonable, in writing, formally adopted by the SLTT government, and implemented by the Applicant on or before the declaration date, OR is a legal Federal requirement;
  • Applies uniformly; and
  • Was enforced during the time it was in effect.
Categories of Work —
Permanent Work
Category C —
Roads, Culverts and Bridges

• IMPORTANT – Tips and Essential Elements of Information Questions for Category C – Roads, Culverts and Bridges

• Photos
  • Extremely important when completing your work prior to site inspection
  • Label your photos
  • Make sure your photos capture entire site and specific damages

• Replacing a culvert?
  • Need disposal location to include GPS
  • Need photos of damaged culverts
  • High opportunity for Hazard Mitigation i.e. rip rap, end sections, filter fabric

• Up sizing or downsizing culverts/flow?
  • Hydrology study (H&H) is required when upsizing, downsizing or adding additional culverts
  • Must be performed by licensed engineer
  • Must be signed and stamped by licensed engineer
  • H&H Studies may be eligible for reimbursement

• Work on Bridges?
  • Obtain bridge report
  • Engineers report of damages and estimate can be influential when writing your projects
Categories of Work – Permanent Work
Category C – Roads, Culverts and Bridges

important – Tips and Essential Elements of Information

Questions for Category C – Roads, Culverts and Bridges

• Be aware of all damaged elements of your roads:
  • Surface, Roadbed, Road base, shoulders, inslopes, culverts, rip rap etc..

• Updated Material Source [State Historical Preservation Office (SHPO) Material source, NDDOT Material Source]
  • SHPO – Needs to be updated annually
  • NDDOT – Does not need to be updated
  • Identify invoices in relation to the Material Source

• Invoices should contain:
  • Quantity of material placed, Identify location (Section), Identify site #, Invoice date, Invoice #, Name of Contractor, Equipment used to include a breakdown of hours, dates worked
Categories of Work – Permanent Work

Category C – Roads, Culverts and Bridges

**IMPORTANT – Tips and Essential Elements of Information**

**Questions for Category C – Roads, Culverts and Bridges**

- Maintenance records/statements
  - All Permanent work projects will require maintenance records or statements
  - Provide statements that describes how the county or individual townships maintain their facilities or;
  - Provide maintenance records: blading and graveling invoices, and/or FA Labor records

- Be aware of Hazard mitigation opportunities
Categories of Work – Permanent Work
Category C – Roads, Culverts and Bridges

**IMPORTANT – Tips and Essential Elements of Information**

Questions for Category C – Roads, Culverts and Bridges

- Contract Work?
  - Which Types of contacts were used?
  - How was the contract procured?

- Roads/Culvert?
  - Describe the condition and use of the facility prior to the declared event?
  - Describe how the facility was maintained
  - Disposal location of culvert

- Emergency Road work is only considered an emergency when the work completed is “Temporary Work”
  - If Emergency road work is not removed, then it is considered permanent work under Category C
Category D – Permanent Work - Water Control Facilities

• Water control facilities are those facilities built for the following purposes
  • Channel alignment, recreation, navigation, land reclamation, irrigation, maintenance of fish and wildlife habitat, interior drainage, erosion prevention, flood control and storm water management

• These include
  • Dams and reservoirs, permanent levees and floodwalls, canals, aqueducts, sediment and debris basins, irrigation facilities, pumping facilities

• Flood Control Works (Levees and Dams): Flood Control Works must protect improved property, have been built to accepted standards and have been properly maintained. Generally, under the authority of USACE or NRCS, and restoration under the authority of another Federal agency is not eligible. Secondary levees riverward of a primary levee are ineligible.

• Drainage Channels/Basins/Reservoirs: May be eligible if it is maintained and has a defined capacity. Dams must be enrolled in the dam safety program.

• Seeding and Sodding: Normally not eligible. May be eligible in highly erodible areas that have been disturbed. FEMA Region VIII guidance is for slope 2:1 or greater.
Categories of work – Permanent Work
Category D – Water Control Facilities

**IMPORTANT - Essential Elements of Information Questions for Category D – Water Control Facilities**

- Provide the year the facility was built
- Provide the location of the facility
- Describe the condition and use of the facility prior to the declared event
- Describe how the facility was maintained prior to the declared event
- Describe the specific damage the declared event caused to the facility
- Describe the work performed to restore the damaged facility, to include specific dimensions and materials
Categories of work – Permanent Work
Category D – Water Control Facilities

IMPORTANT - Essential Elements of Information Questions for Category D – Water Control Facilities

• Make sure you identify unseen structures of your entire facility to the site inspector
  • Footings, gates, filter fabric etc.

• Contract Work?
  • Which Types of contacts were used?
  • How was the contract procured?
Categories of work – Permanent Work
Category E – Public Buildings and Equipment

- **Buildings include:**
  - All structural and non-structural components, including mechanical, electrical, and plumbing systems
  - Contents and equipment within the building
  - Furnishings

- **Equipment include:**
  - Vehicles
  - Construction equipment

- **Building Restoration:** Buildings are to be restored on the basis of pre-disaster design, capacity and function, in accordance with current applicable codes and standards.

- **Building Replacement:** If the estimated repair damages are 50% or greater than the replacement cost, the facility may be eligible for replacement.

- **Building Relocation:** If the building is totally destroyed by a flood, then relocation from the floodplain must be considered.

- **Use and Occupancy:** Buildings must be in use prior to disaster. If only part of the building was occupied at the time of the disaster, then replacement may be made at the reduced size.
Insurance: Insurance coverage is deducted from project cost. The PAO should make final determination of eligibility on uninsured losses and deductibles. If repair costs exceed $5,000.00, an insurance commitment is required equal to the amount of damages for the economic life of the repair. Each structure is considered its own project.

Equipment: Office equipment and furniture should be replaced with used or surplus items if possible (to be reasonable-new for new, used for used). If it costs less to repair than to replace, funding for equipment is limited to repair cost.

Supplies: Consumable supplies will be replaced to pre-disaster quantities.

Irreplaceable Collections: Include artifacts, specimens, artwork, archives, public records or other items considered irreplaceable. Stabilization and bringing pre-disaster condition/function is eligible, but destroyed items are not eligible. Exhibition furnishings and displays are eligible for replacement if destroyed.

Vehicles: A separate project is required for each damaged vehicle. Check for comprehensive insurance.
Categories of work – Permanent Work
Category E – Public Buildings and Equipment

**Animals:** Animals housed or exhibited in an eligible facility are eligible for replacement with the same number of comparable animals if not functional for intended use or killed.

**Grounds:** Damage to the grounds around a building requires a separate project.

**Cleaning:** Mold remediation and removal of mud, silt, or other accumulated debris is eligible as Permanent Work when conducted in conjunction with restoration of the facility.

**Worship Facilities:** Only eligible if activities of community center or houses of worship are open to the general public, without regard to secular or religious nature.

**Restriction:** Alternative use facilities and inactive facilities require special attention to determine eligibility.
Categories of work – Permanent Work
Category E – Building and Equipment

IMPORTANT - Essential Elements of Information Questions for Category E – Building and Equipment

• Does the facility have insurance?
• Prior to the disaster, was the facility under construction or scheduled for repair/replacement?
• Be aware of your codes and standards for repairs
  • Codes and standards MAY be an eligible cost
Categories of Work – Permanent Work
Category F – Utilities

• **Utilities include:**
  - Water storage facilities, treatment plants, and delivery systems
  - Power generation, transmission, and distribution facilities, including, but not limited to, wind turbines, generators, substations, and power lines
  - Natural gas transmission and distribution facilities
  - Sewage collection systems and treatment plants
  - Communication systems

• **Electrical Facilities:** Restore to pre-disaster condition in the most economical manner. Electrical equipment and equipment wiring exposed to water damage must meet NEC requirements or be replaced, according to NDCC § 24.1-06-01-20.

• **Video Inspection of Sewers:** Very limited video inspection may be eligible when damage is apparent such as ground subsidence, backup or stoppage. Video inspection must be approved in advance.
Categories of Work – Permanent Work
Category F – Utilities

• **Cleaning:** Cleaning of sewer lines is eligible only when necessary to restore adequate functioning of the system in specific reaches, and when the blockage is directly related to the disaster.

• **Revenues:** Loss of revenue is not eligible. Added cost of charges for providing regular utility services are not eligible.

• **Loss of Inventory:** Loss of water purchased by an eligible applicant is an eligible cost if such loss can be documented as having been caused by a break in a water line as a result of a declared disaster, and the costs of the water has not been or will not be passed on to the consumer.
Categories of work – Permanent Work
Category F – Utilities

IMPORTANT - Essential Elements of Information Questions for Category F – Utilities

• Be aware of your codes and standards for repairs
  • Codes and standards MAY be an eligible cost

• Prior to the disaster, was the facility under construction or scheduled for repair/replacement?

• Does the facility have insurance?

• Be aware of your codes and standards for repairs
  • Codes and standards MAY be an eligible cost
Category G – Parks, Recreational, Other

- Eligible publicly owned facilities in this category include
  - Parks
  - Playground equipment
  - Boat docks
  - Shelters
  - Park equipment

- Be aware that multiple categories of work can be placed in Category G
  - Roads
  - Debris
  - Utilities
Categories of Work – Permanent Work
Category G – Parks, Recreational Facilities and Other

- **Publicly Owned Facilities:**
  - Mass transit facilities such as railways
  - Beaches
  - Swimming pools
  - Tennis courts
  - Parking lots
  - Piers
  - Picnic tables and shelters
  - RV hookups
  - Golf courses
  - Ball fields
  - Fish hatcheries
  - Ports and harbors
  - Other facilities that do not fit in Categories C-F
Categories of Work – Permanent Work Category G – Parks, Recreational Facilities and Other

- **Natural Features**: Unimproved natural features are not eligible.

- **Plantings (trees, shrubs and other vegetation)**: Only eligible when part of restoration of an eligible facility for the purpose of erosion control.

- **Ground Stabilization**: Permanent repair to stabilize natural ground that is not integral to an eligible facility’s function is not eligible.

- **Revenues**: Loss of revenue is not eligible. Added cost of charges for providing regular utility services are not eligible.
Categories of work – Permanent Work
Category G – Parks, Recreational Facilities and Other

IMPORTANT - Essential Elements of Information Questions and tips for Category G – Parks, Recreational Facilities and Other

• Contract Work?
  • Which Types of contacts were used?
  • How was the contract procured?

• Parks Recreation?
  • Describe the condition and use of the facility prior to the declared event?
  • Describe how the facility was maintained

• Many parks are located in Floodplains
  • Permanent storage/disposal of debris in a floodplain is not eligible
Category Z – Project Management Costs

• FEMA provides contributions for management costs based on actual costs incurred up to 5% of the subrecipient’s total project award amount

• FEMA writes category Z Project Worksheet

• Activities eligible for management costs
  • PDA, Meetings regarding the PA Program, Site Inspections, Travel Expenses & Preparing small and large projects

• The subrecipient may claim management costs incurred up to whichever of the following occurs first
  • 180 days after the subrecipient completes its last non-management costs PA project or
  • 180 days after the latest performance period of the subrecipient’s non-management costs PA project or
  • Two years from the date of an Emergency Declarations or
  • Eight years from the date of the Major Disaster Declaration
Category Z – Project Management Costs

• Once all projects for an applicant are obligated your PDMG will write the category Z project management costs PW

• Applicant will have to choose estimated cost or actual cost for their category Z

• **Actual** – Good for small applicants with 100% work completed projects
  • Costs are based on applicant’s actual final costs
  • Costs cannot exceed 5% of total obligated projects
  • Costs must be based from support documentation consistent with force account labor, equipment and material

• **Estimated** – Good for large applicants with standard and 100% work completed projects
  • Costs are based on 5% of total obligated projects
  • Applicant must request drawdown of funding from NDDES

• You must request in writing if you choose not to claim a project management cost project
Category Z – Direct Project Management Costs

• Applicants should keep track of their costs to justify their need for management costs assistance
• Provide cost estimates
  • Time sheets
  • Applicant benefit calculations
  • Rate of pay
  • Receipts
  • List of activities
Engineering and Design Projects

- An applicant may not have the funding to identify damages or develop a complicated DDD and SOW.
  - Small schools with limited budgets
  - Small cities
  - Historical societies
- Applicant can request an Engineering and Design project that is only written to fund the development of the DDD and SOW
- Project is typically based off an engineer’s estimate
- Project will be written in the same category as the damages are classified
- Once funding is made available to the applicant and damage is identified, the applicant can request a version to be made to their project
DR-4475 and DR-4553 – Separating Damages

• If your site was damaged in DR-4475 and in DR-4553 and no work was completed prior to the DR-4553 event, all eligible damages will be captured on DR-4475

• If your site was damaged in DR-4475 and repaired, additional spring damages will be written on DR-4553

• All sites solely damaged during the spring event will be written under DR-4553
Previous Damaged Sites – DR-4323, DR-4444 and DR-4475

• If your sites were damaged in a previous event (DR-4323, DR-4444 or DR-4475) and work has not been completed a deduction of material may have to be made from the current SOW for DR-4553

• Please identify these sites to your PDMG

• Your PDMG will have to determine what was awarded in the previous event and deduct the CY from your current estimate if the work has not been completed
Types of Contracts

- **Unit Price** – Contract for work done on an item-by-item basis with cost determined per unit (Preferred Method)
- **Lump Sum** – Contract for work within a prescribed boundary with a clearly defined scope of work and total price.
- **Cost Reimbursement** – Contractor is paid for all of its allowed expenses to a set limit, plus additional payment to allow for profit
- **Cost Plus Fixed Fee** – Either a lump sum or unit price with a reasonable fixed contractor fee added into the price.
- **Time and Material Contract** – These should be avoided but may be allowed for work that is necessary immediately after the disaster incident has occurred when a clear scope of work can’t be developed, and the work will not exceed 70 hours. Special arrangements may be available for power restoration. FEMA should be consulted for details. This type of contract must be monitored to ensure the cost ceiling or “not to exceed” provision in the contract is honored by the contractor. In the event this type of contract is used the applicant should contact the state to ensure proper guidelines are followed.

Note: Federally grant funded projects/contracts require that organizations such as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce Administration be contacted to allow them to be engaged in your Procurement Process.
Types of Contracts to Avoid

• **Time and Materials** – T&M contracts can be used for a reasonable amount of time when (1) no other contract type is suitable; and (2) the contract includes a ceiling the contractor exceeds at its own risk. Non-federal entities must also maintain a high degree of oversight.

• **Cost-Plus-Percentage-of-Cost Contracts** – These are contracts where the contractor’s profit is based on a percentage of the underlying project costs actually incurred. Prohibited by Federal Procurement and ineligible for FEMA Grant Funding.

• **Piggybacking** - Adopting a pre-existing contract solicited and awarded by another entity is referred to “piggybacking”.

• **Geographic Preferences** – Non-state applicants must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids.

• **Awarding to Contractors that Drafted Solicitation Documents** – Non-state applicants must prohibit contractors that develop or draft specifications, requirements, statements of work, invitations for bid or requests for proposal from competing for and being awarded the subsequent contract for work.

• **Suspended or Debarred Contractors** – Applicants may not award a contract to a suspended or debarred contractor, nor may any prime contractor award to a suspended or debarred contractor. Check the database @ www.sam.gov prior to awarding the contract.

• **Note:** Definition of a non-state applicant is considered any local governments, tribal governments, institutions of higher education, hospitals and other non-profit organizations.
Mutual Aid

When an Applicant does not have sufficient resources to respond to an incident, it may request resources from another jurisdiction through a “mutual aid” agreement. FEMA refers to the entity requesting resources as the Requesting Entity. FEMA refers to the entity providing the requested resource as the Providing Entity.

The Requesting Entity or State, if applicable, must provide a description of the services requested and received, along with documentation of associated costs (e.g., labor, equipment, supplies, or materials) to FEMA in support of a request for PA funding.

Post-Incident Agreements

When the Requesting and Providing Entities do not have a written agreement, OR where such an agreement exists but is silent on reimbursement, the entities may verbally agree on the resources to be provided and on the terms, conditions, and costs of such assistance.

The agreement should be consistent with past practices for mutual aid between the entities. For example, if the Requesting Entity does not normally reimburse a Providing Entity for its costs, it should not agree to do so specifically for the declared incident.

Prior to funding, the Requesting Entity must document the verbal agreement in writing, have it executed by an official of each entity with the authority to request and provide assistance, and submit it to FEMA (preferably within 30 days of the Applicant’s Briefing).
State of North Dakota Recommended Mutual Aid Agreement

Developed by the ND Department of Emergency Services:

PA Alternative Procedures Pilot Program – Debris Removal

• Alternative Procedures Pilot Program as expired

• FEMA has kept option to claim straight time for Category A Debris Removal
  • No need to opt in by signing the Appendix A
  • Applicant automatically opts in when they claim straight time on a project
PA Alternative Procedures Pilot Program – Permanent Work

• Allows applicants to claim all subaward costs, including Hazard Mitigation, on an alternative project.

• Allows applicant to use excess funds

• Only applies to large projects

• Must develop fixed estimate subaward within 12 months of the declaration date
Example:

A county road crosses a waterway and its adjacent floodplain, using five culverts. During the disaster, floodwaters overtop the road and damage the road crossings by washing out the culverts. FEMA prepares and approves a subaward, including hazard mitigation measures to increase the size of the culverts. Subsequently, the subrecipient requests that the aggregate funding for the five crossings be used to replace the current configuration with one bridge.
Insurance Requirements

• Applicant must submit copies of all insurance documents to include:
  • Insurance policy with all data
  • Declarations
  • Endorsements
  • Exclusions
  • Schedules and other attachments or statements of loss
  • Any other documentation describing the covered items and insurance proceeds available for those items
  • Upload insurance documents into FEMA Grants Portal at the “Event” level

• Insurance review is especially important in Categories D, E, F & G
Procurement

• Applicants must comply with Federal procurement standards as a condition of receiving PA funding for contract costs for eligible work.

• Must comply with the most stringent policy between Federal, State and Local procurement procedures.

• Applicants are responsible for establishing “Reasonable Costs” **AT ALL TIMES**.

• Reasonable Costs are established by:
  • Seeking multiple quotes &
  • Establish local market costs &
  • Establishing in-place costs

• FEMA Procurement Disaster Assistance Team Field Manual can be found under the grants.des.nd.gov Public Assistance Section.

• See P. 77-85, Section A-D of the Public Assistance Program and Policy for additional procurement guidance.
## Procurement - Current State of ND Thresholds

**EFFECTIVE JULY 1, 2018**

<table>
<thead>
<tr>
<th>Purchase Price</th>
<th>Competition Requirement</th>
<th>Documentation Maintenance Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LEVEL 1</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Less than $10,000</td>
<td>At least one fair and reasonable quote.</td>
<td>Alternate Procurement form not required if multiple quotes not solicited.</td>
</tr>
<tr>
<td></td>
<td>Note: Equipment and software must be added to inventory if $5,000 or greater.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(N.D.C.C. § 54-27-21)</td>
<td></td>
</tr>
<tr>
<td><strong>LEVEL 2</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>At least $10,000 but less than $50,000</td>
<td>Solicit informal quotes/bids or proposals from at least three vendors, or post on SPO Online with appropriate state Bidders List. May send to additional vendors.</td>
<td>Documentation is required.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Alternate Procurement form required if competition not solicited from at least three vendors.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>The form is not required if fewer than three bids or proposals are received.</td>
</tr>
<tr>
<td><strong>LEVEL 3</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>At least $50,000 but less than $100,000</td>
<td>Solicit informal bids or proposals using SPO Online with appropriate state Bidders List. May send to additional vendors.</td>
<td>Documentation is required.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Alternate Procurement form required if: Competition is not solicited. SPO Online is not used.</td>
</tr>
<tr>
<td><strong>LEVEL 4</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$100,000 and over</td>
<td>Must be purchased using formal sealed bids or Request for Proposal (RFP). Solicitations must be posted using SPO Online with appropriate state Bidders List. May send to additional vendors.</td>
<td>Documentation is required.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Alternate Procurement form required if: Competition is not solicited. SPO Online is not used.</td>
</tr>
</tbody>
</table>
Procurement - Federal Standards

Micro Purchases

• Procurement by micro-purchase is the acquisition of supplies, property, or services where the aggregate dollar amount does not exceed the micro-purchase threshold.

• The federal micro-purchase threshold is $10,000.00

Procurement by Small Purchases

• Procurement by small purchase procedures is a relatively simple and informal procurement method for securing services, supplies, or property that does not exceed the simplified acquisition threshold. The simplified acquisition threshold is $250,000 as of June 2018.

• Sealed bids are required for any service, supplies or property exceeding $250,000.00
Grant Funding

• You will be notified by NDDES when your first project is funded
• Additional guidance will be provided to you at that time
• Funding must be placed in a noninterest bearing account
• Highly recommended to keep funding in its own account
• Funding must be trackable
Subrecipient Certification for Small Project with Category B-G Completed Work

• Process that allows for less duplication of efforts and documentation

• Allows projects to be obligated an estimated 38 days faster

• Applicants will still need to provide all documentation for Work Completed

• Details of this program will be discussed in further detail at your RSM

• Applicants and NDDES will certify all costs being claimed

• Process highly supported and recommended by NDDES
Environmental Historical Preservation

GREEN SHEET
FLOODPLAIN GUIDANCE
Environmental Historical Preservation: Green Sheet
Environmental Historical Preservation: Floodplain Guidance

Executive Order 11988-Floodplains

- ALL WORK in a floodplain is required to have a FDP (Floodplain Development Permit). EVEN return to pre-disaster pursuant to your local ordinances.

- Applicants need to contact their local FP Administrator prior to the start of construction.

- Work to be completed will be required to have FDP prior to closeout, projects will be conditioned accordingly.

- ALL completed work will need a FDP pursuant to 2 CFR 200.300.

- Project sites located within floodplains without FDP or approval from local floodplain managers can risk compliance approval.
Hazard Mitigation Assistance (HMA)
Hazard Mitigation

- **Definition** - any sustained action taken to reduce or eliminate long-term risk to people and property from natural hazards and their effects. – Unified Hazard Mitigation Assistance (HMA) Guidance

- Breaks the Cycle of Damages

- Promotes Community Resiliency

- On Average, every $1 spent on Mitigation saves $6 in Recovery Costs

- Reduces the Risk to Human Life and Safety
Hazard Mitigation

Two Types of Hazard Mitigation Programs

1. 406 Hazard Mitigation

2. 404 Hazard Mitigation
   a) HMGP
   b) BRIC formerly PDM
   c) FMA
406 Hazard Mitigation is funded under the Public Assistance (PA) Program

- Limited to declared counties
- Limited to disaster-damaged facilities (damaged sites)
- Mitigation efforts must be cost effective and reduce the potential of future, similar disaster damages to the eligible facility
406 Hazard Mitigation examples:

- Riprapping
- Upsizing culverts with appropriate H & H Study
- Geotextile Fabric installation
- Headwalls and wing walls
404 Hazard Mitigation Assistance

- Consists of three (3) Federal Hazard Mitigation Programs

- Hazard Mitigation Grant Program (HMGP)
  - Available to a State after receiving a Federal Disaster Declaration
  - Budget equals 15% of disaster related expenses (20% if State has Enhanced Mitigation Plan)
  - Can fund Regular, Planning, and 5% Initiative Fund Projects
  - Federal Share 75%, State Share 10%, Local Share 15%
Building Resilient Infrastructure and Communities (BRIC formerly PDM) and Flood Mitigation Assistance (FMA)

- Nationally Competitive
- Opened Annually
- BRIC Funded through FEMA
- FMA Funded through National Flood Insurance Program (NFIP)
- Federal Share 75%, Local Share 25%
Highly Successful in North Dakota

Since 1997:
- HMGP – 330 Projects Totaling $234,069,022
- PDM – 78 Projects Totaling $15,024,231
- FMA – 3 Projects Totaling $12,595,643

Grand Totals:
- 405 Projects Completed in the State of North Dakota
- $261,688,896 in Grant Funds
2018 PDM Selections

- Eighteen (18) of our submitted subapplications were selected for further review
  - Current total of all projects (Including SMC): $19,999,721.25
  - Selected Projects Include:
    - Burleigh County/University of Mary Bank Stabilization
    - Flood Protection for Fargo Waste Water and Raw Water Intake
    - City of Jamestown James River Riverbend Restoration
    - Storm Shelter for Beulah and McKenzie County
    - Eleven (11) Countywide Multi-Hazard Mitigation Plans
Eligible Activities

- Acquisition/Demolition
- Structure Elevation
- Dry Floodproofing
- Localized Flood Risk Reduction
- Structural Retrofitting
- Wind Retrofit
- Soil Stabilization
- Post-Disaster Code Enforcement
- Planning Projects

- Acquisition/Relocation
- Mitigation Reconstruction
- Generators
- Non-Localized Flood Risk Reduction
- Non-Structural Retrofitting
- Infrastructure Retrofit
- Wildfire Mitigation
- Advance Assistance
- Miscellaneous/Other
A top priority to remove people from harm’s way

Approximately 1,400 flood prone properties acquired and removed in North Dakota

Property Becomes Green Space in Perpetuity to Prevent Future Damages

Bowesmont Flooding in 1997, Marker where the Pembina County town was located
Critical Facility Generators

Provide Backup Power to Critical Infrastructure:

- Water Treatment Plants
- Waste Water Treatment Plants
- Lift Stations
- Fire Stations
- Hospitals
- Nursing Homes, etc.
Tornado Shelters

Construct or Install Shelters Rated to Withstand EF-5 Tornado Events

▶ Community Safe Rooms
  ▶ Can be Multi-Use
▶ Residential Safe Rooms
▶ Retrofit Existing Buildings
Flood Risk Reduction

Projects that will prevent flood damages to public and private property:

- Levees
- Floodwalls
- Dams
- Retention/Detention Basins
- Channelization Projects
Underground Lines

Line burial effectively mitigates impacts created by weather-related outages
Contact Information:

Todd Joersz
State Hazard Mitigation Officer (SHMO)
Email: tjoersz@nd.gov

Telephone
701-328-8261
FEMA-4553-DR-ND: Virtual Site Inspection

• Link to video: https://youtu.be/zemsaftmwlg
FEMA-4553-DR-ND: Public Assistance Program and Policy Guide

• Link to the PAPPG:
  • https://www.fema.gov/media-library-data/1594239534694- ea876c73c2135c4273e4914586e7879f/PAPPG_V4_Final_6-1-2020_508.pdf
Important Dates

• Request for Public Assistance – Due within 30 days of the respective area being designated in the declaration – NDDES has filed for an additional two week time extension
  • Date: August 8, 2020

• Exploratory Call – Due within 7 days of PDMG Assignment
  • Date: August 10, 2020 initial PDMG assignments

• Recovery Scoping Meeting – Due within 21 days of PDMG Assignment
  • Date: August 10, 2020 in initial PDMG assignments
  • Tentative Dates: August 10, 2020 – August 31, 2020

• Signed Damage Inventory: Identify and Report Damage
  • Date: 60 days from your recovery scoping meeting
  • After this date you will not be able to identify new damages
Important Dates

**Work Completion Dates – Clock starts at declaration date – July 9, 2020**

- Category A – Debris Removal
  - Deadline – January 9, 2021
- Category B – Emergency Protective Measures
  - Deadline – January 9, 2021
- Category C-G – Permanent Work
  - Deadline - January 9, 2022
- Category Z – Project Management Costs
  - Deadline – Open until your grant is closed

**Time extensions can be granted by the state**

- Category A & B – State can grant an additional 6 month time extension
- Category C-G – State can grant an additional 30 months of time extensions
- FEMA can grant additional time extensions case by case
- You will be contacted when we approach time extension deadlines
FEMA-4553-DR

• North Dakota Department of Emergency Services (NDDES) Division of Homeland Security
  • Cody J. Schulz – Director of Homeland Security
  • Justin P. Messner – Disaster Recover Chief
  • Randy L. Reimer – Public Assistance Officer rleimer@nd.gov
  • Brent Kahl – Task Force Lead – 701-328-8186 bmkahl@nd.gov
  • Allan Hartmann – Task Force Lead – AllanHartmann@nd.gov

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