Key Points

- Understanding the process
- Familiarity with material, equipment and software
  - Quality control
  - Transferring data from state to FEMA
**Process**

- Site inspector gathers and submits information
- SI Crew Leader manages inspectors, verifies data completeness and inputs into FEMA Grants Manager
- PDM manages PWs and Applicants
- PDM TFL and SI TFL manages their respective teams
- PAO-PAG oversees teams and operations
General iPad Tips

• Unlock code: 2017
• iBooks contains preloaded PDFs
  • Guide, plat books, FAS maps, etc.
• Inspection app located on the action bar
• Tap the home button to take you to the home screen
• Double-tap home button to switch between recent apps
  • Tap the app you wish to open
  • Swipe the app to close it
• Hold down finger on screen to move cursor
• Bringing a calculator is recommended
General iPad Tips (continued)

- Hotspot (Settings → Personal Hotspot)
  - Turn On/Off
  - Wi-Fi Password
- Safari is the web browser
- Swipe to the right for:
  - Extra Apps
  - Calculator
  - Voice Recorder
  - Compass App
- Swipe to the left for:
  - Setting up Mail
  - Recent Apps
Setting up Email for the iPad

1. Swipe right from the home screen
2. Tap the Mail icon
3. Select the respective service you already have an account for
   - If you do not have an account, let the instructor know
4. Use the account credentials to log in
   - Be sure to tap Save

TIPS:
- To create an email, tap the upper right compose icon.
- To attach an image, tap inside the message body and select the keyboard’s camera icon
Resources

- Site labeling:
  - Oak01 Sec 1/2  (Oakville TWP site; use applicant’s map site number; 2 digit minimum);
  - OaC02 Sec 2/3  (County site; in Oak Creek TWP; Map Site 2)

- PW labeling (Location Narrative):
  - Cava01WC  (first 4 letters of Cavalier County; WC - Work Completed PW)
  - Osna02TB  (first 4 letters of City of Osnabrock; TB - Work to be Completed PW)

- Links located in the Inspection & Disaster Guide’s Table of Contents:
  - FEMA PDA Guide
  - FEMA Equipment Rates
  - FEMA Material Costs
  - FEMA PA Guide
  - NDDOT Cost Codes
  - PA/HM GIS
  - DES Grants Software
GIS Tool

- drsgis.des.nd.gov
- Lists all previous disaster sites
- Click GPS button
- Tap data point to bring up data box
- Cycle through multiple sites with left and right arrows
- Fields included:
  - Year, DR, PW #, Applicant, PW Sites, Cat, Lat, Long, Project Title, Location, County, Status, Size, Project Amount & Federal Share
- Ability to create site maps
- Ability to run site queries
Compass & GPS Tool on iPad

- Commander Compass Lite
  - Overlays Google Maps
  - Uses Magnetic North
Demonstration
Any questions?