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David A. Paterson, Governor

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FY 2010 UNIFIED HAZARD MITIGATION ASSISTANCE PROGRAM

July 28, 2009

Dear Hazard Mitigation Partner:

The New York State Emergency Management Office (SEMO) is pleased to announce the Federal Emergency Management Agency's (FEMA) Fiscal Year 2010 Unified Hazard Mitigation Assistance (HMA) Program. The Unified HMA Program consolidates the deadlines and many of the procedures for four FEMA mitigation grant programs. This year FEMA has included the Hazard Mitigation Grant Program (HMGP) to the HMA guidance. However, funding for HMGP is tied to disasters and is *not* included in this round of funding. The four programs that are open for funding are the following:

- the Pre-Disaster Mitigation Program (PDM)
- the Flood Mitigation Assistance Program (FMA)
- the Repetitive Flood Claims Program (RFC)
- the Severe Repetitive Loss Program (SRL).

While the majority of the requirements are the same for all four programs, there are differences such as program eligibility and cost-share requirements outlined in the Program Overviews, Program Comparison Chart, and guidance documents prepared by FEMA and available as noted below. (Please note that while there is no FY 2010 Grant Program Comparison document, the FY 2009 version contains useful side-by-side information about each of the four programs.) There are many benefits to this consolidation: filing is simplified with similar online application procedures and a single deadline for all programs, and sub-applications submitted but not funded under the requested grant program may be considered by FEMA under another mitigation grant program without requiring a sub-applicant to reapply.

Where to Get Information

The application period is now open and the complete FY 2010 Unified HMA Guidance is now available through County Emergency Managers and Mitigation Coordinators who received program information via e-mail, through SEMO's five Regional Offices, on SEMO's website at www.semo.state.ny.us, and FEMA's website at www.fema.gov/library/viewRecord.do?id=3309.

Pre-Disaster Mitigation Program:	www.fema.gov/government/grant/pdm
Flood Mitigation Assistance Program:	www.fema.gov/government/grant/fma
Repetitive Flood Claims Program:	www.fema.gov/government/grant/rfc
Severe Repetitive Loss Program:	www.fema.gov/government/grant/srl

Mitigation Planning Grants

In putting together information that will be required for a PDM planning grant application, sub-applicants should review the “Mitigation Planning Sub-application Guidance, Section B.5.” The sub-application should include a good description of the planning process to be used in creating, updating or revising the plan, including what will be done, how it will be done, and who will be responsible for completing each step.

Applicants should also familiarize themselves with FEMA’s July 1, 2009 requirements for all-hazard mitigation plans, which is available at www.fema.gov/library/viewRecord.do?id=3336.

Mitigation Project Grants

Sub-applicants for *project grants* should review Part VIII “Additional Program Guidance,” found in Section B of the PDM Guidance, Section C for the FMA Guidance, Section D of the RFC Guidance, and Section E of the SRL Guidance.

Important Requirements

The range of eligible sub-applicants includes State-level agencies, State institutions, local governments, federally-recognized Indian Tribal governments, or public or Tribal colleges and universities, and private non-profit organizations that provide a government-like service. Because a given applicant or project type may not be eligible for all programs, interested parties are encouraged to review the requirements for each program carefully and complete the Letter of Intent (LOI), selecting each program for which you want your project considered. (SEMO will only consider sub-applicants for the programs they select.) Eligible sub-applicants can generally apply on behalf of ineligible applicants (e.g., private institutions and property owners) in their jurisdiction.

The RFC Program does not have a plan requirement. Sub-applicants for *project grants* under all other programs must have their own FEMA-approved and adopted multi-hazard mitigation plan in place by December 4, 2009, or must have participated in a multi-jurisdictional plan that has been approved and adopted by that date.

Otherwise eligible sub-applicants without a plan may also apply under the PDM Program for a planning grant to develop, update or revise their multi-hazard mitigation plan (see above).

Sub-applicants must file their applications using FEMA’s electronic grants (*e-Grants*) system located at <https://portal.fema.gov>. After completing the pre-registration process, sub-applicants must notify SEMO to have their access validated. Sub-applicants will have to provide an original and two paper copies of any supporting documentation that cannot be electronically attached to the e-Grant application.

Applying for Multiple Programs

FEMA may consider eligible sub-applications submitted but not funded under a specific grant program for other mitigation grant programs. Sub-applicants interested in this option must select the appropriate program(s) on the LOI, and should address eligibility requirements of alternative programs in their sub-application in order to ensure that it can be considered for all available

funding options. Sub-applicants should also include a statement in their application under the “Comments for FEMA” field indicating their interest in having their sub-applications considered for another mitigation grant program. Finally, sub-applicants should specify the additional mitigation grant programs and the corresponding Catalog of Federal Domestic Assistance (CFDA) numbers (see Section 2.7.2.1, Catalogue of Federal Domestic Assistance Number in the June 19, 2008 Hazard Mitigation Assistance Program Guidance).

Important Deadlines

Letters of Intent (LOIs) must be faxed to SEMO at 518-322-4983 by 5:00 p.m. Monday, August 17, 2009.

However, eligible sub-applicants are encouraged to submit their LOIs well before the deadline: this will maximize your ability to work with SEMO to develop a viable application for one or more of the programs, which are evaluated competitively on a national basis.

Sub-applications that meet all program requirements will become part of SEMO’s application. For SEMO to review applications, complete the required benefit-cost analyses and environmental reviews, and submit its application by FEMA’s deadline, we will need complete sub-applications by Wednesday, **October 7, 2009**. **However, eligible sub-applicants are strongly encouraged to submit applications well before the deadline in order to develop a nationally competitive application.**

If SEMO does not receive sufficient applications for a given program, it may re-submit previously submitted mitigation applications that remain unfunded. LOIs and program guidance are available as noted in “Where to Get Information” above.

Information Dissemination

To disseminate program information to the widest possible eligible audience, SEMO has placed program information on its website and is requesting that County Emergency Managers and Mitigation Coordinators forward this information to all municipalities, Tribal Nations, and colleges and universities within their counties. ***Jurisdictions with FEMA approved All-Hazard Mitigation Plans (or which are nearing completion of such plans) are encouraged to submit project applications.*** Similarly, all recipients of this letter and its attachments are encouraged to share this information with any potential eligible applicant.

If you have questions or need further information on these programs, please telephone Richard Lord, SEMO’s Chief of Mitigation Programs, at (518) 292-2304.

Enclosures: Hazard Mitigation Assistance Program Guidance
FY 2009 Grant Program Comparison Chart
Letter of Intent (LOI)