



Pennsylvania Emergency Management Agency
2605 Interstate Drive
Harrisburg, PA 17110-9364

Subject: Hazard Mitigation Assistance Unified Guidance - Hazard Mitigation Grant Program (HMGP), Pre-disaster Mitigation (PDM), Flood Mitigation Assistance (FMA), Repetitive Flood Claims (RFC) and Severe Repetitive Loss (SRL) Grant Programs	Number: C2009-6
Date Published: June 30, 2009 Expiration Date: December 31, 2009	By Direction of: Robert P. French, Director

I. PURPOSE

This circular provides guidance for the development, submission, and funding of applications for all hazard mitigation grants to provide financial assistance to counties, municipalities, and Commonwealth agencies for Federal Fiscal Year (FFY) 2010.

II. GENERAL

- A. The FFY 2010 application period for all hazard mitigation grants listed above, with the exception of the HMGP, will begin immediately and **close on Friday, November 6, 2009**. Grant applications submitted after November 6, 2009, will be held until the FFY 2011 grant application period. The HMGP only applies after a federally-declared disaster.
- B. Applications are to be completed and submitted via the Federal Emergency Management Agency's (FEMA's) eGrant online application system. Instructions for registering on the eGrant site are enclosed.
- C. Guidance for project selection, application, and administration of the FFY 2010 Hazard Mitigation Grants is available for download at: <http://www.fema.gov/library/viewRecord.do?id=3649>.
- D. The eGrants system is available on FEMA's website, which can be found at: <https://portal.fema.gov/famsVuWeb/home>. When you receive your ID and password confirmation, you may log into the site and locate the "HELP" icon for instructions and assistance in submitting an application.

For technical assistance with FEMA's website, please contact the eGrants Technical Help Desk at (866) 476-0544 or via e-mail at MTeGrants@dhs.gov.

E. Each grant is funded at a different percentage. Those percentages are:

PROGRAMS	Mitigation Activity Grant (Percentage of Federal/ Non-Federal Share)	Management Costs (Percent of Federal/ Non-Federal Share)	
		Grantee	Subgrantee
HMGP	75/25	100/0	-/-*
PDM	75/25	75/25	75/25
PDM - Sub Grantee is Small Impoverished Community	90/10	75/25	90/10
PDM - Tribal Grantee is Small Impoverished Community	90/10	90/10	90/10
FMA	75/25	75/25	75/25
FMA - Severe Repetitive Loss Property with Repetitive Loss Strategy	90/10	90/10	90/10
RFC	100/0	100/0	100/0
SRL**	75/25	75/25	75/25
SRL** – with Repetitive Loss Strategy	90/10	90/10	90/10
*Sub applicants should consult their State Hazard Mitigation Officer (SHMO) for the amount or percentage of HMGP subgrantee management cost funding their State has determined to be passed through to sub grantees.			
**SRL Structures MUST BE ON THE NFIP LISTING to be eligible			
<i>Modified from Table 3: Cost Share Reqts. from Part III Eligibility Information, 2010 HMA Unified Guidance, Pg. 10</i>			

F. Grants found ineligible for one grant program may be re-scoped to fit eligibility requirements in one or more of the other programs.

G. The National Flood Insurance Fund provides the funding for FMA, RFC, and SRL programs. The PDM, FMA, RFC, and SRL programs are subject to the availability of Appropriation funding, as well as any program directive or restriction made with respect to such funds. Furthermore, availability of the PDM and SRL programs is subject to anticipated reauthorization of the program beyond September 30, 2009. More information on each program may be found at: www.fema.gov/government/grant/hma/index.htm.

III. **EMERGENCY MANAGEMENT PROGRAM PRIORITIES**

- A. A Pennsylvania Emergency Management Agency (PEMA) / FEMA-approved All-Hazard Mitigation Plan, per requirement 44 CFR, Part 206, Subpart N.
- B. Projects included in the local All-Hazard Mitigation Plan, per requirement 44 CFR, Part 206, Subpart N, should be reviewed and submitted as appropriate.
- C. A PEMA/FEMA approved FMA Plan (44 CFR, Sections 78.4 and 78.5) shall be approved prior to submission of an application under the FMA program, or a FEMA-approved local All-Hazard Mitigation Plan approved by FEMA after October 1, 2009.

IV. **ELIGIBILITY**

Eligible sub applicants must apply through eGrants to the applicant (PEMA), who will review and submit to FEMA, Region III. In general, sub applicants are state agencies, tribal governments, local governments/communities, and non-profit organizations (PNPs). Individuals and businesses are not eligible to apply for HMA funds; however, an eligible applicant or subapplicant may apply for funding to mitigate private sector structures. Eligibility can be found in the 2010 Hazard Mitigation Assistance Unified Guidance, Part VIII, A.5. Eligible activities by program can be found in Part III of the same guidance.

V. **INFORMATION**

For further information or questions, please contact Mr. Thomas S. Hughes, CEM[®], State Hazard Mitigation Officer, Hazard Mitigation Division, Bureau of Recovery and Mitigation, PEMA, at 717-651-2726 or via email at thughes@state.pa.us.

VI. **RESCISSION**

PEMA Circular C2008-6 Unified Hazard Mitigation Guidance – Pre-disaster Mitigation (PDM); Flood Mitigation Assistance (FMA), Repetitive Flood Claims (RFC) and Severe Repetitive Loss (SRL) Grant Program, dated July 11, 2008, is hereby rescinded, effective immediately.

VII. **AUTHORITY**

- A. Code of Federal Regulations (2, 26, 40, 44 CFR)
- B. U.S. Department of Homeland Security (DHS)/FEMA Memorandum, dated June 1, 2009, Deborah S. Ingram, Acting Deputy Assistant Administrator

for Mitigation and W. Ross Ashley, Assistant Administrator Grants Program Directorate

- C. Federal Acquisition Regulations (FAR), Subpart 170 (h) (3) and (4)
- D. Internal Revenue Code of 1954 Sections 170 (h) and 501 (c)
- F. National Flood Insurance Program (NFIP), Technical Bulletin 3-93, Non-Residential Flood Proofing Requirements and Certifications; Flood Mitigation Assistance (FMA) 42 U.S.C 4104(c), Repetitive Flood Claims (RFC) 42 U.S.C 4030, Severe Repetitive Loss (SRL) 42 U.S.C. 4102(a)
- G. Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (the Stafford Act), Hazardous Mitigation Grant Program (HMGP) Title 42, U.S.C. Section 5170c and Pre-Disaster Mitigation (PDM) Section 5133



Robert P. French
Director, PEMA and
Homeland Security Advisor

Enclosure:

Enclosure (1) - eGrant Online Registration Instructions

Distribution

- United States Representatives for Pennsylvania
- United States Senators for Pennsylvania
- Pennsylvania State Representatives
- Pennsylvania State Senators
- Pennsylvania Department of Agriculture, State Conservation Commission
- Pennsylvania Department of Environmental Protection, Office of the Secretary
- Pennsylvania Department of Community and Economic Development
- Pennsylvania Department of Conservation and Natural Resources, Bureau of Recreation & Conservation/Conservation & Engineering Services
- Pennsylvania Department of Insurance, Consumer Services
- Pennsylvania Department of Transportation, Highway Administration, Bureau of Design
- Pennsylvania Emergency Management Agency, Executive Offices
- Pennsylvania Public Utility Commission, Bureau of Fixed Utility Services
- Pennsylvania County Emergency Management Coordinators
- Pennsylvania Municipal Governments

eGrant Online Registration Instructions

The application date for all Disaster Grants (i.e. Hazardous Mitigation Grant Program [HMGP], Severe Repetitive Loss [SRL] program; Repetitive Flood Claims [RFC]; Pre-Disaster Mitigation [PDM] program; and Flood Mitigation Assistance [FMA] program) is:

Friday, November 6, 2009.

All applications shall be submitted through the eGrant online system. Those wishing to apply (applicant municipalities or counties) will need to log on to <https://portal.fema.gov/famsVuWeb/home>; left click the “New User” button; and complete the initial applicant information. When completed, left click the “submit” button.

The next page is very important!

You will see a page with a button entitled “**Click here to request new privileges**”. Left click the button. You will go to a page with many buttons on the page.

Go to the button marked “**Mitigation eGrants**”. Left click on that button!

On the next page you will see a space for an ID. Enter **S42**, and left click the “**submit**” button.

You will receive an email when permission to enter the page is granted.

Assistance in completing the application is available by logging into the eGrant system and clicking on the word “**help**” at the lower right hand corner of the home page.