HMGP Applicants Briefing
COVID-19 Pandemic
DR-4510-HI
Briefing Overview

- Program & Declaration Summary
- Funding Determination
- Project Eligibility
- Grant Lifecycle & Milestones
- Application Development
- Grant & Project Administration
- Q&A
Program Description

• The Hazard Mitigation Grant Program (HMGP) is a post-disaster FEMA program authorized by Section 404 of the Stafford Act, as Amended (FEMA P-592, vol. 1, May 2021)

• Funding becomes available after a Presidential major disaster declaration.

• HI-EMA and each county Emergency Management Agency must have a FEMA-approved Hazard Mitigation Plan.

• HI-EMA is the pass-through entity for these grant funds. This makes the State the “recipient/applicant” and non-state agencies the “subrecipients/subapplicants” as per 44 CFR 206.433
DR-4510 Declaration Summary

- On 3/13/20, the President declared a nationwide emergency pursuant to Sec. 501(b) of Stafford Act.
- On 8/5/21 FEMA announced that 4% of each COVID-19 major disaster declaration was available through HMGP.
  - The funding purpose is to help communities prioritize mitigation needs, including underserved communities most vulnerable to the impacts of climate change.
  - These projects can help address effects of climate change and other unmet mitigation needs, including using funds to promote equitable outcomes in underserved communities.
Funding Determination

On 8/5/21 FEMA announced every state, tribe, and territory that received a COVID-19 major disaster declaration was eligible to receive 4% to invest in hazard mitigation.

• $3,460,620,398 in HMGP funds were authorized for all declarations
• $24,740,226 was authorized for Hawaii – available statewide
• $2.4M in State Management Costs (10%)
• $1.2M in Subrecipient Management Costs (5%)

• This one-time investment represents a 23% increase in the funding made available for declared disasters since the program’s inception in 1989.
Project Funding

• Projects are funded at a minimum federal 90%/10% non-federal cost share for emergency or major disaster declarations between 01/01/2020 to 12/31/2021.

• Non-federal share is the subapplicant’s responsibility, to be covered by cash or in-kind services as per 44CFR 206.437
  • Cash: local government revenues, non-government funds, and Community Development Block Grants (CDBG)
  • In-kind: supplies, materials, equipment, and personnel
  • Third Party In-Kind: volunteer services, donated materials and supplies, loaned equipment or space
HMGP Eligibility

✔ State & Local Governments
✔ Private Non-Profits
✗ Homeowners
✗ Businesses

- Mitigation projects must demonstrate a direct reduction to future losses from a specified identified natural hazard.
- Projects should maximize benefits, both hazard mitigation and broader community, economic, and environmental benefits.
Eligible HMGP Activities

The 2015 Hazard Mitigation Assistance Guidance is the go-to resource for all HMGP questions.

State of Hawaii & HI-EMA priorities for this grant as per 44CFR.435:
1. Emergency sheltering
2. Redundant power to critical facilities
3. High-resolution analysis of extreme weather events

Chosen NOI’s reflect these priorities
Ineligible HMGP Activities

• Vehicle purchase
• Response communications systems
• Emergency support equipment
• Studies including hydrologic and hydraulic, engineering, or drainage studies (stand-alone)
• Real property or easement purchases (stand-alone)
• Projects already in-progress
• Projects with other federal fund sources (except HUD CDBG)
Mitigation Project Categories

• Advance Assistance
  • To develop mitigation strategies and obtain data to prioritize, select and develop complete HMGP applications in a timely manner.
  • Advance Assistance is not automatic (must be requested in writing) and is included in the HMGP ceiling amount.

• 5% Initiative
  • Projects for which BCA to prove cost effectiveness is difficult
  • Examples: public education/outreach, weather radios, and earthquake trailer simulators

• 7% Planning Initiative
  • Capacity Building through technical assistance and training
  • Evaluation/adopter of building codes and ordinances
  • Local Hazard Mitigation plan updates and integration with other planning efforts
Successful HMGP Projects

The FEMA Mitigation Action Portfolio includes examples of innovative mitigation projects that incorporate nature-based solutions.

Mitigation projects can include:

• The use of nature-based features to reduce coastal erosion or increased flooding.

• The creation of buffers to decrease spread and absorb impacts of approaching wildfires using fire resistant construction materials.

• Relocating critical utilities outside of high-risk areas.
Successful Hawaii Projects

Wilcox Medical Center Blesses New Generators That Will Keep Kauai's Hospital Powered Through Outages for Decades to Come

Three new generators that will provide electricity to Wilcox Medical Center during emergencies and power outages were blessed during a ceremony that celebrated these critical, one-megawatt power sources.
Application Process Summary

1. Scoping develops a preferred project alternative
   • Determine cost effectiveness and identify environmental planning and historic preservation (EHP) needs.

2. Development refines four components
   • Scope of Work
   • Work Schedule
   • Cost Estimate
   • Benefit Cost Analysis Report (BCA)

3. Submission
   • HI-EMA must submit all sub-applications to FEMA by October 4, 2022.
## Grant Milestones

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<tr>
<th>Date</th>
<th>Event Description</th>
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<tr>
<td>June 27&lt;sup&gt;th&lt;/sup&gt;, 2022</td>
<td>SOW, Work Schedule, Budget, BCA due to HI-EMA</td>
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<tr>
<td>July 27&lt;sup&gt;th&lt;/sup&gt;, 2022</td>
<td>Complete application package due to HI-EMA</td>
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<tr>
<td>October 4, 2022</td>
<td>HI-EMA submits everything to FEMA</td>
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<tr>
<td>October 3, 2025</td>
<td>All project work must be completed</td>
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<tr>
<td>April 2, 2026</td>
<td>HI-EMA finalizes grant closeout with FEMA</td>
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Grant Lifecycle

10/4/22 – 10/3/25
Grant Period of Performance (POP)

POP begins when the application and due and ends 36 months from then

Project & Grant closeout must be completed within 180 days of work completed or last performance period

Time Extensions (60-90 day increments) must be requested in writing, to include valid justification and an updated work schedule.
Grant Administration

• Five percent of the total allocation is for Subrecipient Management Costs (SRMC).
• These funds are for project management and need to be applied for at the same time the project application is submitted.
• 100% federally-funded, no cost-share requirement.
• Can be used on indirect costs, direct administrative costs, and any other administrative expense associated with a specific project (staff salaries).
• Any activities that are directly related to a project are not eligible under management costs (ex. architectural, engineering, design services, and construction management).
Project Administration

- Wait for approval to begin work
  - Certain necessary pre-award costs may be eligible if the project is approved.
- Designate a project POC and alternate POC.
- Request technical assistance from state, as needed
- Remember that SOW or budget changes require advance approval
- Submit detailed and timely Quarterly Reports
Quarterly Progress Reports

Submitted via Microsoft Forms

Due to HI-EMA by the 15th of every January, April, July, and October

- Expenditures to date
- Total drawdowns
- Date of last drawdown
- Federal funds disbursed
- Approved completion date
- Time extension (if applicable)
- Percent work complete
- Actual completion date
Payment & Reimbursement

• Appropriate documentation of the expended funds must accompany the request for payment.

• Payments will not be processed without a current signed quarterly report on file with our agency.

• Final reimbursement for the project will not be paid until the project is closed out
Project Close Out

- Submit letter to HI-EMA stating the project is complete and the community requests closeout
- HI-EMA will work with community to reconcile all documentation
- Conduct final site visit
- State and Local Concurrence
- FEMA Review and Concurrence
- Final Payment
Contact HI-EMA for the following

1. **Scope of Work Changes/Amendments**
   - Must be approved prior to implementation
   - If additional funding is needed, a revised BCA may be required

2. **Overruns**
   - 10% line-item transfer rule
   - Additional funding

3. **Time Extensions**
   - At least 4 months BEFORE contract / POP expires
   - FEMA will not pay for work after time limit expires if a time extension was not approved
Questions & Discussion
Mahalo nui loa