

# HMGP Application Package

Hawaii Emergency Management Agency  
2022

<b>Application Name</b>	
<b>Mitigation Activity</b>	
<b>Sub-Applicant</b>	
<b>Jurisdiction</b>	
<b>Disaster Number</b>	DR-4510-HI
<b>Grant Period of Performance</b>	10/4/22 – 10/3/25

**NOI Submission Page**

Please include your original NOI submission on this page

## Subproject Application

HAZARD MITIGATION GRANT PROGRAM (HMGP)

FEMA-4510-DR-HI

<b>Date Submitted:</b>	Click here to enter a date.
<b>County (Project Located In):</b>	Click here to enter text.
<b>Point of Contact (POC) Name:</b>	Click here to enter text.
<b>POC Title:</b>	Click here to enter text.
<b>POC Email:</b>	Click here to enter text.
<b>POC Business Mailing Address:</b>	Click here to enter text.
<b>Telephone:</b>	Click here to enter text.
<b>Name of Local Jurisdiction's Mitigation Plan:</b>	Click here to enter text.

### I. Summary Information

<b>A. Project Title</b>	Click here to enter text.
<b>B. Total Project Cost</b>	Click here to enter text.
<b>C. Applicant organization/agency:</b>	Click here to enter text.
<b>D. Applicant (Agency Name)</b>	Click here to enter text.
<b>DUNS No.</b>	Click here to enter text.
<b>Name (Agency Head)</b>	Click here to enter text.
<b>Title</b>	Click here to enter text.
<b>Business Phone</b>	Click here to enter text.
<b>E. Project address or location description (also attach maps in Attachment F):</b>	Click here to enter text.

### II. Project Description

<b>A. Project Objective:</b>	(Provide detailed project description in Attachment A)
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### III. Cost Estimate Summary (provide details in Attachment B)

<b>1. Hazard Mitigation Grant Program Funds Requested: (note: may be no more than 75% of total eligible costs):</b>	\$ Click here to enter text.
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<b>2. Local Share of 25%</b>	\$ <a href="#">Click here to enter text.</a>
Other funding sources. (Note: include the dollar value of any in-kind contributions to the project, with details provided in Attachment B).	
<b>3. In-Kind Contributions</b>	\$ <a href="#">Click here to enter text.</a>
<b>4. Total Funds Required to complete Project</b>	\$ <a href="#">Click here to enter text.</a>

**IV. Public Assistance Eligibility**

*Note: Hazard Mitigation projects associated with a public or non-profit facility that suffered damage during the federally-declared disaster may be eligible for support under the Public Assistance Program, which can provide more financial support to applicants than the Hazard Mitigation Grant Program. Contact your state hazard mitigation officer or public assistance officer for more information.*

<b>A. Is the project related to a public or non-profit facility that suffered disaster damage?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>B. If yes, has there been a State or federal determination whether this project could be funded under the Public Assistance Program? Explain briefly.</b>	
<a href="#">Click here to enter text.</a>	

**V. Project Eligibility Checklist**

Please use the following checklist to screen your application to ensure that it is eligible for Hazard Mitigation Grant Program funding. Federal and state reviewers will use a similar checklist when evaluating the proposal.

Your attachments should provide sufficient information for state and federal reviewers to determine whether the application meets each of these criteria.

Does the proposed project...

1. Address a local hazard mitigation plan objective?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Have a beneficial impact on the federally-declared disaster area?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Cause a long-term, significant reduction in a repetitive hazard when implementation is completed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Represent the best alternative of a range considered?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Have manageable maintenance requirements? (Provide details of maintenance requirements, as appropriate, in Attachment A)	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. Provide greater net benefits than it costs? (Complete Attachment D)	<input type="checkbox"/> Yes <input type="checkbox"/> No
7. Comply with floodplain management guidelines? (Complete Attachment F)	<input type="checkbox"/> Yes <input type="checkbox"/> No

## VI. Compliance Conditions

Agreement to the following conditions is required for consideration of the grant application. Failure to fulfill any of these conditions may jeopardize receipt of federal funds, pursuant to 44 CFR, Section 13.43.

### 1. Code compliance (check those that apply):

- The project will meet all applicable local, state, and federal law, regulations, codes and standards.
- The project requires an exemption or variance from one or more codes. Please explain, using additional sheets as necessary.

### 2. Local Funding Participation

- a. Matching funds and resources are available to supplement the requested HMGP grant with a value of \$[Click here to enter text.](#) from the [Click here to enter text.](#)
- b. The applicant pledges to fund and implement all necessary maintenance for the project over the expected life of the project.

### 3. Other Conditions

*Note: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact your State or FEMA Hazard Mitigation Officer.*

As the duly authorized agent of the applicant I certify that the subrecipient named above:

- a. Has the legal authority to apply for federal assistance, and the institutional, managerial, and financial capability (including funds sufficient to pay the non-federal share of project costs) to ensure proper planning, management and completion of the project(s) described in my application.
- b. Will give the awarding agency, the Comptroller General of the United States, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards to permit the tracing of funds to a level of expenditures adequate to establish that such funds have not been used in violation of the restrictions and prohibitions of applicable statutes.
- c. Will maintain records which adequately identify the source and application of funds. This responsibility rests entirely with the subrecipient, and failure to keep and maintain proper documentation will result in disallowing reimbursement of final claimed costs at time of final inspection or audit and the refunding of funds previously reimbursed or advanced; and will retain such records for three (3) years following any final payments and project closure.
- d. Will submit progress reports on a quarterly basis until project closeout. Reports will indicate the status and completion dates for each project funded. Any problems or circumstances affecting the completion dates, scope of work, or project costs which are expected to result in noncompliance with the approved grant conditions shall be described in the report.
- e. Will cause to be performed the required financial and compliance audits in accordance with the

Single Audit Act of 1984.

- f. Will comply with all federal statutes relating to nondiscrimination. These include, but are not limited to, the following: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C.: 1681-1683 and 1685-1686) which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C.: 794) which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C.: 6101-6107) which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 91-616) as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616) as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil rights Act of 1968 (42 U.S.C.: 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made, and (j) the requirements on any other nondiscrimination statute(s) which may apply to the application.
- g. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C.: 276a to 276A-7), the Copeland Act of 1973 (40 U.S.C.:276c and 18 U.S.C.:874), the Contract Work Hours and Safety Standards Act (40 U.S.C.: 327-333) regarding labor standards for federally assisted construction sub-agreements.
- h. Will comply with federal and state environmental regulations. These include, but are not limited to, the following: (a) environmental review under the National Environmental Policy Act of 1969 (P.O. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C.: 1451 et seq.); (f) conformity of federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C.: 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); (h) protection of endangered species and habitat under the Endangered Species Act of 1973, as amended, (P.O. 93-205)
- i. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C.: 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- j. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C.: 470), EO 11593 (identification and preservation of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C.: 469a-1 et seq.).
- k. Will comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).
- l. Will minimize the time elapsing between the transfer of funds and their disbursement whenever possible; and will promptly, but at least quarterly, remit interest earned on advances

to the state. Sub recipients may keep interest amounts up to \$100 dollars per year for administrative expenses.

- m. Will provide assurances to obtain reasonably available, adequate, and necessary insurance for the type or types of hazard for which the major disaster was declared.
- n. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- o. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications.
- p. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gains.
- q. Will comply with the Lead-Based Paint Poisoning Act (42 U.S.C.: 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation or residential structures.
- r. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal and federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchases.
- s. Will comply with all applicable requirements of all other federal laws, Executive orders, regulations and policies governing this program.
- t. Has requested, through the State of Hawaii, federal financial assistance to be used to perform eligible work approved in the subrecipient application for federal assistance. Will, after the receipt of federal financial assistance, through the State of Hawaii, agree to the following:
  - 1. The state warrant covering financial assistance will be deposited in a special and separate account, and will be used to pay only eligible costs for project(s) described in the application;
  - 2. To return to the State of Hawaii such part of the funds so reimbursed pursuant to the above numbered application which are excess to the approved, actual expenditures as accepted by final audit of the federal government or the State Controller, or both; and,
  - 3. In the event the approved amount of the above numbered project application is reduced, the reimbursement applicable to the amount of the reduction will be promptly refunded to the State of Hawaii.

The undersigned represents that he is authorized by the above named subrecipient to enter into this agreement for and on behalf of the said subrecipient.

[Click here to enter a date.](#)

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SIGNATURE OF AUTHORIZED APPLICANT'S AGENT

DATE

[Click here to enter text.](#)

PRINTED NAME AND TITLE

## VII. Application Attachments

<b>A-1</b>	<b>Project Information</b> <ul style="list-style-type: none"><li>• Project Description</li><li>• Actions involved in the proposed project</li></ul>
<b>A-2</b>	<b>Problem &amp; Risk Data</b> <ul style="list-style-type: none"><li>• Problem Description</li><li>• Decision Making Process<ul style="list-style-type: none"><li>○ Why the proposed project was preferred over the alternatives</li></ul></li></ul>
<b>A-3</b>	<b>Maintenance Assurance</b> <ul style="list-style-type: none"><li>• Maintenance Assurance Description</li></ul>
<b>B.</b>	<b>Cost Estimate</b> <ul style="list-style-type: none"><li>• Project Costs</li></ul>
<b>C.</b>	<b>Work Schedule</b>
<b>D.</b>	<b>Problem &amp; Risk Data/Cost Effectiveness</b> <ul style="list-style-type: none"><li>• Risk and Cost Effectiveness Data</li></ul>
<b>E.</b>	<b>Environmental Concerns Checklist</b>
<b>F.</b>	<b>Floodplain Management Review Information / location Map.</b>
<b>G.</b>	<b>Copy of Articles of Incorporation and tax exempt ruling.</b> (If applicant is a Non-profit organization)

## **Attachment A-1: Project Information**

### **1. Project Description**

Use this attachment to provide further details on the proposed project. Please provide sufficient information for reviewers to understand.

[Click here to enter text.](#)

- Actions involved in the proposed project

[Click here to enter text.](#)

## Attachment A-2: Problem & Risk Data

### **2. Problem Description**

Describe the hazards and risks to life, safety and improved property that you are trying to solve. Include history of past damages.

[Click here to enter text.](#)

- Why the proposed project was preferred over the alternatives.

[Click here to enter text.](#)

## **Attachment A-3: Maintenance Assurance**

### **Maintenance Assurance Descriptions**

The ongoing maintenance for other activities that will be required after the activities supported by grant funds are completed, and who will be responsible to fund and implement the maintenance.

[Click here to enter text.](#)

## **Attachment B: Cost Estimate**

### **Project Costs**

Provide details of the costs and resource requirements of the proposed project. Detail costs by type, and include information on the basis for cost estimates. If in-kind contributions of labor or materials devoted to the project are being claimed as part of the grant matching requirements, provide documentation of the basis for valuation of the contributions.

(Note: the sum of local share and any in-kind contribution may be no less than 10% of the project cost, *provide details if applicable*)

DO NOT INCLUDE grant administration costs in the budget, including, but not limited to, the following:

- preparing the project application
- responding to requests for information on the project by the State or FEMA
- preparing quarterly progress reports and invoices
- maintaining project records

### **Project Costs**

You may attach additional pages or supporting materials, as appropriate.

### **Attachment C: Work Schedule**

Provide information on the expected schedule for major phases or milestones, using days, weeks or months from project approval. Include charts or tables, as appropriate.

Description of Task	Starting Point	Duration	Position/Entity Responsible for Completing Task

## **Attachment D: Problem & Risk Data & Cost Effectiveness**

State and federal reviewers will perform a benefit-cost analysis of the project to estimate whether project benefits are likely to be greater than their costs. To support this analysis, please provide the following information, along with any back-up material you have to support your estimate:

- Expected useful life of the project,
- Frequency of the disaster event the project is designed to address,
- Estimate of the expected benefits of the project for each disaster event, in terms of avoided property damage and reduced risk of other negative consequences (death, injury, etc.). Provide documentation to support your analysis.

Note: There is often a high degree of uncertainty around these estimates. In such cases, we ask for your best judgment, along with whatever basis you are using for that judgment.

## Attachment E: Environmental Concerns Checklist

All project elements must comply with the National Environmental Policy Act in order to assure that potential environmental and social impacts are considered before federal funds are granted to a project. The level of review required will depend on the project.

To avoid duplication of effort, applicants are encouraged to work with the State Hazard Mitigation Officer (SHMO) and the FEMA Hazard Mitigation Officer (FHMO) to conduct reviews that meet the requirements.

Projects may require public hearings and coordination among several agencies to assure that important concerns are addressed. Applicants may ask SHMO to obtain FEMA participation in such discussions or meetings in order to speed up review of the project application.

The following checklist is intended as a broad survey of potential impacts that may be considered under NEPA. Applicants are encouraged to consult with agencies that may have expertise in a particular issue while completing the checklist. Please list the contact persons at all agencies consulted at the end of the checklist.

For Yes determinations, please include a brief description of how the issue would be addressed. Attach additional paper if needed.

<b>A. Land Use and Socioeconomic Effects</b>	
1. Would the proposed project be inconsistent with current land use or zoning? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, comments: <a href="#">Click here to enter text.</a>	
2. Would the proposed project involve the relocation of existing structures? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, comments: <a href="#">Click here to enter text.</a>	
3. Would the proposed project affect economic activities? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, comments: <a href="#">Click here to enter text.</a>	
4. Would the proposed project affect parks or recreation areas? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, comments: <a href="#">Click here to enter text.</a>	
5. Would the proposed project affect coastal zone environments? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, comments: <a href="#">Click here to enter text.</a>	
6. Other land use/ socioeconomic impact concerns? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, comments: <a href="#">Click here to enter text.</a>	

<b>B. Air/Water Quality</b>	
1. Would the proposed project alter air quality? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, comments: <a href="#">Click here to enter text.</a>	
2. Would the proposed project involve dredging/disposal in water? <input type="checkbox"/> Yes <input type="checkbox"/> No	

If yes, comments: [Click here to enter text.](#)

3. Would the proposed project involve modification of a waterway? Yes No

If yes, comments: [Click here to enter text.](#)

4. Other air/water quality concerns? Yes No

If yes, comments: [Click here to enter text.](#)

### C. Natural Resources

1. Would the proposed project remove vegetation? Yes No

If yes, comments: [Click here to enter text.](#)

2. Would the proposed project affect a wetland? Yes No

If yes, comments: [Click here to enter text.](#)

3. Would the proposed project affect an endangered species? Yes No

If yes, comments: [Click here to enter text.](#)

4. Would the proposed project affect a wildlife/conservation area? Yes No

If yes, comments: [Click here to enter text.](#)

5. Would the proposed project affect aquifers or stream flows? Yes No

If yes, comments: [Click here to enter text.](#)

6. Other natural resource concerns? Yes No

If yes, comments: [Click here to enter text.](#)

### D. Archeological and Historic

1. Would the proposed project affect an archeological, cultural or historic site? Yes No

If yes, comments: [Click here to enter text.](#)

2. Other archeological or historic concerns? Yes No

If yes, comments: [Click here to enter text.](#)

### E. Other Issues (describe below)

[Click here to enter text.](#)

## **Attachment F: Floodplain Management Review Information**

Executive Order 11988 requires the federal government to assure that the floodplain management impacts are considered of all federally assisted projects that take place in or affect a floodplain.

To assist FEMA with this review, please answer the following:

1. Does the project involve construction or modification of existing structures? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(If no, skip the remaining questions in this attachment).</i>
2. Is the project located in an area mapped by the National Flood Insurance Program? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(You should be able to get information on floodplain maps from your jurisdiction's planning, zoning, or code enforcement agency).</i>
3. If the project is located in or affects a floodplain, are any special measures being included in the project design to protect against potential impacts from future floods? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, comments: <a href="#">Click here to enter text.</a>

### **Location Map:**

Attach local and area maps and directions sufficient to enable a visitor to find the project location.

## **Attachment G: Non-Profit Organization Documentation**

Public agencies do not need to complete this section. Non-profit organization applicants, please attach a copy of your articles of incorporation and your federal tax-exempt status documentation.