FEMA Public Assistance, COVID-19

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COVID-19 INCIDENT OVERVIEW

Major Presidential Disaster Declaration

- Declaration Date: March 31, 2020 (DR-4507)
- Incident Period: January 20, 2020 and continuing
- Designated program: FEMA Public Assistance (PA) Program (Category B – Emergency Protective Measures only)
- Designated area: All 88 Ohio counties
- Federal share is 100%, currently set to revert back to 75% federal/25% non-federal cost share after April 1, 2022.
- Currently, there is no deadline to apply or submit projects
• Grant application (organizational application and application to the declared event) – Steps 1 thru 4
  • Create Organizational Profile
  • Submit Request for Public Assistance (RPA)
  • Applicant Impact Survey
  • Recovery Scoping Video
• Authorized Agent documents
• Submission of projects
• Obligation
• Payment
• Closeout

Work with FEMA – Grants Portal
Work with Ohio EMA – oh.emgrants
FOUR BUILDING BLOCK OF ELIGIBILITY
ELIGIBLE APPLICANTS

• State and local governments
• Schools and Universities (Public and Private)
• Certain private non-profit organizations (PNPs)
  • Go to pages 10-14 for a listing of eligible and non-eligible PNPs
Eligible Facilities

• Owned and operated by an eligible applicant
• This is particularly important for the PNPs. When the RPA is submitted, the following will have to be provided:
  • Proof that you are a non-profit 501(c)(3) or otherwise recognized as a non-profit (Ohio Secretary of State)
  • Proof that you own the facility
  • Educational facilities – proof of accreditation by a nationally recognized agency or association
  • When the RPA is submitted, PNP applicants will be asked to provide facility locations for all facilities where eligible work is performed.
MINIMUM WORK ELIGIBILITY

- Work performed must be the applicant’s legal responsibility
- Required as a direct result of responding to COVID-19, protecting public health and safety
- Labor – Overtime only except in limited circumstances
- Contract – Eligible as long as work being performed is eligible – Required Contract Clauses
- No duplication of benefits
- Limited eligibility of increased operating expenses
- No loss of revenue
Safe Opening and Operating Policy

- Purchase and distribution of face masks, including cloth face coverings, and personal protective equipment (PPE).
- Cleaning and disinfection, including the purchase and provision of necessary supplies and equipment in excess of the applicant’s regularly budgeted costs.
- COVID-19 diagnostic testing.
- Screening and temperature scanning, including, but not limited to, the purchase and distribution of hand-held temperature measuring devices or temperature screening equipment.
- Acquisition and installation of temporary physical barriers, such as plexiglass barriers and screens/dividers, and signage to support social distancing, such as floor decals.
- Purchase and storage of PPE and other supplies listed in this section should be based on projected needs for the safe opening and operation of the facility.
Medical Care Policy

- Emergency and inpatient clinical care for COVID-19 patients
- Purchase, lease and delivery of specialized medical equipment
- Purchase and delivery of PPE
- Medical waste disposal
- Temporary and expanded medical facilities
- Vaccine administration
- Testing
• Project Formulation is the process of identifying work and cost associated with response to the COVID-19 pandemic and submitting these to FEMA via the Grants Portal.
  
• Terminology in Grants Portal is **Streamlined Project Application**
  
• There is a $3,300 minimum per Project
• Can submit multiple Projects
• There are provisions for amending Projects at a later date
• Forecasting future costs
FEMA has summary forms to document the costs associated with eligible work [https://www.fema.gov/media-collection/public-assistance-project-worksheets](https://www.fema.gov/media-collection/public-assistance-project-worksheets)

- Labor
- Materials (for medical, this would include equipment like ventilators)
- Renting/leasing equipment
- Contracts (including procurement process)

Utilizing these forms or a spreadsheet is the best method for documenting work/costs

Invoices and other backup documentation can be uploaded but if you have more than 20 invoices for a project, FEMA will only ask for a sampling to validate.

*VayGo
PROCUREMENT/CONTRACTING

Situations that demand immediate aid or action

Emergency
Need to alleviate a threat to life, public health or safety, or improved property

Exigency
Need to avoid, prevent or alleviate serious harm or injury, financial or otherwise

If using sole sourcing due to emergency or exigency, you must:

- Justify with documentation
- Use only during the period of actual exigent or emergency circumstances
- Transition to a competitive method as soon as period ends
**MANAGEMENT COSTS**

Category Z Project

- Funds direct costs related to administering the grant
- Budget is based on 5% of all other approved projects
- Labor (employee and contract) to assist with:
  - Preparing projects
  - Gathering and submitting documentation
  - General grant communications (emails, meetings, etc) with FEMA, Ohio EMA or internally
- Materials and supplies for grant administration (e.g. office supplies)
- In order to receive reimbursement, labor and use of materials, etc. must be documented and submitted to Ohio EMA
- Requires project closeout and any used management costs are returned to FEMA
Ohio EMA General Email: emarecovery@dps.ohio.gov
Ohio EMA General Line: 614-799-3665
Ohio EMA PA Staff- Laura Adcock, Brock Metzger, Christen Swayer, Melissa Anderson, Gavin Kelly

https://grantee.fema.gov
https://oh.emgrants.com