



DISASTER RECOVERY TOOLKIT

REFERENCE LIBRARY

RESOURCES & TOOLS FOR
DISASTER RECOVERY

JUNE 2008

FOR STATE COMMUNITY DEVELOPMENT AGENCIES





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REFERENCE LIBRARY

The Reference Library contains relevant references, templates, and other recovery operational tools or job aids that support the Toolkit.

This Section includes a list of **Acronyms** and a **Glossary** of terminology frequently used in disaster operations. The Reference citations for **Web Links** included in the Toolkit are included below.

In addition, there are over 100 electronic document files that are included as a part of this Reference Library. The document titles for the **Electronic Library** are included in this section. Contact COSCALA regarding access to the electronic library files.

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Acronyms

Below is a selected list of commonly used Acronyms that are used by emergency management professionals in disaster operations. In addition to the list FEMA publishes a book of acronyms titled **FEMA Acronyms and Terminology** (FAAT)

AIA	American Institute of Architects
APA	American Planning Association
ARC	American Red Cross
ASLA	American Society of Landscape Architects
ASTHO	Association of State and Territorial Health Organization
CDBG	Community Development Block Grant
CDC	Community Development Corporation
CFR	Code of Federal Regulations
CNCS	Corporation for National and Community Service
COG	Council of Governments
DAE	Disaster Assistance Employees
DFO	Disaster Field Office
DHHS	U.S. Department of Health and Human Services
DHS	U.S. Department of Homeland Security
DOC	U.S. Department of Commerce
DOD	U.S. Department of Defense
DOE	U.S. Department of Energy
DOI	U.S. Department of Interior
DOL	U.S. Department of Labor
DOT	U.S. Department of Transportation
DRA	Delta Regional Authority
DRC	Disaster Recovery Center
EDA	Economic Development Administration
EOC	Emergency Operations Center
EPA	Environmental Protection Agency
ESF	Emergency Support Functions
FCO	Federal Coordinating Office
FEMA	Federal Emergency Management Agency
FRG	Field Reference Guide
FSTF	Federal-State Task Force
GIS	Geographic Information System
HMGP	Hazard Mitigation Grant Program
HOME	Home Investment Partnership
HUD	U.S. Department of Housing & Urban Development
IA	Individual Assistance
IAP	Incident Action Plan
ICMA	International City Manager's Association
ICS	Incident Command System
IST	Incident Support Team
JFO	Joint Field Office
LTCR	Long-Term Community Recovery
LTR	Long-Term Recovery

MA	Mission Assignment
MOA	Memorandum of Agreement
MOD	Method of Distribution
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MSTF	Missouri State Task Force
NACCHO	National Association of City and County Health Officials
NACO	National Association of Counties
NAT	Needs Assessment Tool
NGO	Non-Government Organization
NIMS	National Incident Management System
NOAA	National Oceanic & Atmospheric Administration
NRCC	National Response Coordination Center
NRCS	Natural Resources Conservation Service
NRP	National Response Plan
NWG	National Working Group
OCRM	Ocean and Coastal Resource Management
OFA	Other Federal Agencies
PA	Public Assistance
PDA	Preliminary Damage Assessment
PFO	Principal Federal Officer
PFT	Permanent Full Time
POC	Point of Contact
PW	Project Worksheet
RAMP	Remedial Action Management Program
RFI	Request for Information
RFP	Request for Proposals
RFQ	Request for Qualifications
RPC	Regional Planning Commission
RPT	Recovery Planning Tool
RRCC	Regional Response Coordination Center
SBA	Small Business Administration
SCO	State Coordinating Officer
SHMO	State Hazard Mitigation Officer
SME	Subject Matter Expert
SOP	Standard Operating Procedure
TA	Technical Assistance
TACs	Technical Assistance Contractors
TFT	Temporary Full Time
TRES	U.S. Department of the Treasury
TRO	Transitional Recovery Office
TVA	Tennessee Valley Authority
ULI	Urban Land Institute
USACE	U.S. Army Corps of Engineers
USDA	U.S. Department of Agriculture
VOAD	National Voluntary Organizations Active in Disasters

Glossary

Agency Representative. A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

Appropriation - The provision of funds, through an annual appropriations act or a permanent law, for federal agencies to make payments out of the Treasury for specified purposes. The formal federal spending process consists of two sequential steps: authorization and then appropriation.

Authorization - A statutory provision that obligates funding for a program or agency. An authorization may be effective for one year, a fixed number of years, or an indefinite period. An authorization may be for a definite amount of money or for "such sums as may be necessary." The formal federal spending process consists of two sequential steps: authorization and then appropriation.

Awareness. The continual process of collecting, analyzing, and disseminating intelligence, information, and knowledge to allow organizations and individuals to anticipate requirements and to react effectively.

Catastrophic Incident. Any natural or manmade incident, including terrorism that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions. A catastrophic event could result in sustained national impacts over a prolonged period of time; almost immediately exceeds resources normally available to State, local, tribal, and private-sector authorities in the impacted area; and significantly interrupts governmental operations and emergency services to such an extent that national security could be threatened. All catastrophic events are Incidents of National Significance.

Common Operating Picture (COP). A broad view of the overall situation as reflected by situation reports, aerial photography, and other information or intelligence.

Community. An incorporated city, town, township, borough, or village or an unincorporated area of a county or parish. Some states do have statutory authority that varies from this description.

Community Development Block Grant (CDBG). Administered by the Department of Housing and Urban Development (HUD); CDBGs are intended to develop viable urban communities by providing decent housing and a suitable living environment and by expanding economic opportunities, principally for low to moderate-income people. Disaster-related assistance can be eligible under this program depending on State priorities; mitigation activities have been funded under this program.

Community Recovery. In the context of the NRP and its annexes, the process of assessing the effects of an Incident of National Significance, defining resources, and developing and implementing a course of action to restore and revitalize the socioeconomic and physical structure of a community.

Critical Infrastructures. Systems and assets, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters.

Cultural Resources. Cultural resources include historic and prehistoric structures, archeological sites, cultural landscapes, and museum collections.

Deputy. A fully qualified individual who, in the absence of a superior, could be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy could act as relief for a superior and therefore must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff, and Branch Directors.

Disaster Declaration. A disaster declaration is a Presidential determination that a jurisdiction of the United States may receive Federal aid as a result of damages from a major disaster or emergency.

Disaster Housing. Disaster Housing (formerly called Temporary Housing) is temporary housing supplied by emergency management officials to disaster victims whose homes are no longer inhabitable due to damages sustained in a declared disaster.

Disaster Recovery Center (DRC). The DRC is a location within or near the disaster site, at which disaster assistance clients can obtain information about assistance programs and check on the status of their tele-registration for assistance.

Disaster Recovery Manager (DRM). The DRM is the FEMA official (normally the FCO) who has the delegated authority from the Regional Director to manage authorities under the Stafford Act, including incurring financial obligations.

Duplication of Benefits. Section 312 (a) of the *Stafford Act* (as amended), states that no entity will receive assistance for any loss for which financial assistance has already been received from any other program, from insurance, or from any other source. The use of Federal and/or State funds granted for the same purpose clearly constitutes a duplication of benefits. Grant or cash donations provided by a third party also **may** constitute a duplication of benefits. It is up to the administrators of disaster recovery funds, to establish a system to avoid the duplication of benefits (double funding from two or more government agencies of the same costs, or duplication of payments for losses paid by private insurance).

Economic Development Administration (EDA). The EDA, part of the Department of Commerce, is the Federal agency that assists communities with grants and technical assistance for economic development.

Emergency. As defined by the Stafford Act, an emergency is "any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

Emergency Support Function (ESF). A grouping of government and certain private-sector capabilities into an organizational structure to provide the support, resources, program implementation, and services that are most likely to be needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal, when feasible, following domestic incidents. The ESFs serve as the primary operational-level mechanism to provide assistance to State, local, and tribal governments or to Federal departments and agencies conducting missions of primary Federal responsibility.

Environment. Natural and cultural resources and historic properties as those terms are defined in this glossary and in relevant laws.

Federal Coordinating Officer (FCO). The Federal officer who is appointed to manage Federal resource support activities related to Stafford Act disasters and emergencies. The FCO is responsible for coordinating the timely delivery of Federal disaster assistance resources and programs to the affected State and local governments, individual victims, and the private sector.

Federal Register. The *Federal Register* is the daily supplement to the *Code of Federal Regulations*. It serves as the centralized publication to provide official notification to the public about Federal documents or proposals having general applicability. These may include Presidential proclamations and Executive Orders, and Federal agency rules, regulations, and notices. The *Federal Register* adds process, procedure and requirements to the Public Law.

Federal Resource Coordinator (FRC). The Federal official appointed to manage Federal resource support activities related to non-Stafford Act incidents. The FRC is responsible for coordinating support from other Federal departments and agencies using interagency agreements and MOUs.

FEMA-State Agreement. A FEMA-State Agreement is a binding statement of the understandings, commitments, assurances, and conditions under which FEMA disaster assistance shall be provided to states. This Agreement imposes binding obligations on FEMA, States, and their local governments in the form of conditions for assistance, which are legally enforceable.

Flood Mitigation Assistance (FMA) Program. The FMA Program provides competitive grant funding for states and local governments that are planning or taking action to reduce or eliminate the long-term risk of flood damage to buildings, manufactured homes, and other insured structures. Grants may be awarded for planning assistance, implementation of mitigation strategies, and technical assistance.

Geographic Information System (GIS). Computer software that links geographic information (where things are) with descriptive information (what things are like). A wide array of data associated with a geographic area can be displayed on maps and different categories of data (“layers”) can be overlain. For example, a GIS can take the map of a town and overlay the location of streets, the 100-year floodplain, landslides, and seismic faults to find out areas susceptible to multiple hazards.

Hazard Mitigation. Any cost-effective measure which will reduce the potential for damage to a facility from a disaster event.

Hazard Mitigation Grant Program. Authorized under Section 404 of the Stafford Act, this program provides funding for cost-effective hazard mitigation projects in conformance with the post-disaster mitigation plan required under Section 322 of DMA 2000. Section 404 authorizes the President to contribute up to 75 percent of the cost of mitigation measures that are determined to be cost effective and substantially reduce the risk of future damage or loss in States affected by a major disaster. The remaining 25 percent of the cost may be a combination of State, local, and other non-Federal contributions.

Hazards United States (HAZUS). HAZUS is a PC-based GIS software that implements a standardized, nationally applicable earthquake loss estimation methodology (computer model). Flood and hurricane loss estimation models (HAZUS-MH) were released in fall 2003.

Historic Property. Any prehistoric or historic district, site, building, structure, or object included in or eligible for inclusion in the National Register of Historic Places, including artifacts, records, and remains, which are related to such district, site, building, structure, or object.

HOME Investment Partnerships Program. This program is sponsored by HUD and provides permanent housing for low income homeowners or renters in large cities and urban counties. Funds can be used for acquisition, new construction, and rehabilitation.

Human Services (HS) (Formerly Individual Assistance, IA). HS, formerly known as IA, provides supplementary Federal assistance (under the Stafford Act (Section 408)) to individuals and families adversely affected by a major disaster or emergency.

Incident Action Plan. An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

Incident Advisory Council (IAC). The IAC is a tailored group of senior Federal interagency representatives that adjudicates matters that cannot be resolved by the NOC-NRCC and provides strategic advice to the Secretary of Homeland Security during an actual or potential incident requiring Federal coordination. Activated at the discretion of the Secretary of Homeland Security, or his representative, the core group of the IAC includes representatives from Federal departments and agencies, DHS components, and other organizations as required. Affected States may be represented on the IAC either through the DHS Office of State and Local Government Coordination (OSLGC) or, if needed, through a State liaison to the IAC.

Incident Support Team. The ESF #14 Coordinator and Primary Agency Representatives assigned to an incident.

Infrastructure. The manmade physical system, assets, projects, and structures, publicly and/or privately owned, that are used by or provide benefit to the public. Examples of infrastructure include utilities, bridges, levees, drinking water systems, electrical systems, communications systems, dams, sewage systems, and roads.

Infrastructure Support (IS). IS (also known as Public Assistance, PA) is Federal financial assistance provided by FEMA under the Stafford Act (Section 406) to State and local governments or to eligible private non-profit organizations for disaster-related requirements.

Joint Field Office (JFO). A temporary Federal facility established locally to provide a central point for Federal, State, local, and tribal executives with responsibility for incident oversight, direction, and/or assistance to effectively coordinate protection, prevention, preparedness, response, and recovery actions.

The JFO will combine the traditional functions of the Joint Operations Center, the FEMA Disaster Field Office, and the Joint Information Center within a single Federal facility.

Local Government. A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization, or, in Alaska, a Native Village or Alaska Regional Native Corporation; or a rural community; unincorporated town or village, or other public entity (As defined in section 2 (10) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

Long-Term Community Recovery. In the context of the NRP and its annexes, the process of assessing the effects of an Incident of National Significance, defining resources, and developing and implementing a course of action to restore and revitalize the socioeconomic and physical structure of a community.

Major Disaster. As defined by the Stafford Act, any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Mission Assignment. The vehicle used by DHS/EPR/FEMA to support Federal operations in a Stafford Act major disaster or emergency declaration. It orders immediate, short-term assistance when an applicable State or local government is overwhelmed by the event and lacks the capability to perform, or contract for, the necessary work.

Mitigation. Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often developed in accordance with lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

Multiagency Coordination Entity. Functions within a broader multi-agency coordination system. It may establish priorities among incidents and associated resource allocations, remove conflicts between agency policies, and provide strategic guidance and direction to support incident management activities.

National Incident Management System (NIMS). A system mandated by NSPD-5 that provides a consistent, nationwide approach for Federal, State, local, and tribal governments; the private sector; and NGOs to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology.

National Infrastructure Coordination Center (NOC-NICC). The NOC-NICC monitors the Nation's critical infrastructure and key resources (CI/KR) on an ongoing basis. During an incident, the NOC-NICC provides a coordinating forum to share information across infrastructure and key resources sectors through appropriate information-sharing entities such as the Information Sharing & Analysis Centers and the Sector Coordinating Councils. To foster information sharing and coordination, private sector representatives from the CI/KR may provide information to the NOC-NICC.

National Operations Center (NOC). Linking key headquarters components, including the former Homeland Security Operations Center (HSOC), the NOC is comprised of five sub-elements: Interagency Watch, National Response Coordination Center, Information and Analysis Component, National Infrastructure Coordination Center, and Operational Planning Element.

National Response Coordination Center (NOC-NRCC). The NOC-NRCC monitors potential or developing incidents and supports the efforts of regional and field components, including coordinating the

preparedness of national-level emergency response teams and resources; in coordination with Regional Response Coordination Centers (RRCCs), initiating mission assignments or reimbursable agreements to activate other Federal departments and agencies; and activating and deploying national-level specialized teams. In addition, the NOC-NRCC resolves Federal resource support conflicts and other implementation issues forwarded by the JFO. Those issues that cannot be resolved by the NOC-NRCC are referred to the IAC. During an incident, the NOC-NRCC operates on a 24/7 basis or as required in coordination with other elements of the NOC.

Nongovernmental Organization (NGO). A nonprofit entity that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

Preliminary Damage Assessment (PDA). It is a joint FEMA/State verification of actual damages and an estimate of additional resources that will be needed because of a disaster. The PDA is the basis for a State's request for a Presidential disaster declaration.

Preparedness. The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process involving efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources.

Principal Federal Official (PFO). The Federal official designated by the Secretary of Homeland Security to act as his/her representative locally to oversee, coordinate, and execute the Secretary's incident management responsibilities under HSPD-5 for Incidents of National Significance.

Private Sector. Organizations and entities that are not part of any governmental structure. Includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, private emergency response organizations, and private voluntary organizations (PVOs).

Public Assistance Program (also known as Infrastructure Support). The program administered by FEMA that provides supplemental Federal disaster grant assistance for debris removal and disposal, emergency protective measures, and the repair, replacement, or restoration of disaster-damaged publicly owned facilities and the facilities of certain private nonprofit organizations.

Recovery. The development, coordination, and execution of service- and site-restoration plans for impacted communities and the reconstitution of governmental operations and services through individual, private-sector, nongovernmental, and public assistance programs that: identify needs and define resources; provide housing and promote restoration; address long-term care and treatment of affected persons; implement additional measures for community restoration; incorporate mitigation measures and techniques, as feasible; evaluate the incident to identify lessons learned; and develop initiatives to mitigate the effects of future incidents.

Regional Response Coordination Center (RRCC). The RRCC is a standing facility operated by DHS/FEMA that coordinates regional response efforts, establishes Federal priorities, and implements local Federal program support until a JFO is established in the field and/or other key DHS incident management officials can assume their NRP coordination responsibilities. The RRCC establishes communications with the affected State Emergency Operations Center (EOC) and the NOC-NRCC, coordinates deployment of the Emergency Response Team–Advance Element (ERT-A) to field locations, assesses damage information, develops situation reports, and issues initial mission assignments.

Situation Assessment. The evaluation and interpretation of information gathered from a variety of sources (including weather information and forecasts, computerized models, GIS data mapping, remote sensing sources, ground surveys, etc.) that, when communicated to emergency managers and decision makers, can provide a basis for incident management decision-making.

Situation Report (SITREP). Daily or weekly summaries of the disaster situation, status of operations, and identification of future priorities for response and recovery operations.

Stafford Act. The Robert T. Stafford Disaster Relief and Emergency Assistance Act, PL 100-107 was signed into law November 23, 1988 and amended the Disaster Relief Act of 1974, PL 93-288. The Stafford

Act is the statutory authority for most Federal disaster response activities, especially as they pertain to FEMA and its programs. The Stafford Act was most recently amended to further strengthen hazard mitigation planning requirements by DMA 2000.

State. Any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States.

State Coordinating Officer (SCO). The SCO is appointed by the Governor to act in cooperation with the FCO.

Strategic. Strategic elements of incident management are characterized by continuous, long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities, the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

Strategic Plan. A plan that addresses long-term issues such as impact of weather forecasts, time-phased resource requirements, and problems such as permanent housing for displaced disaster victims, environmental pollution, and infrastructure restoration.

Subject-Matter Expert (SME). An individual who is a technical expert in a specific area or in performing a specialized job, task, or skill.

Sustainability/Sustainable Development. Sustainable development maintains or enhances economic opportunity and community well-being while respecting, protecting and restoring the natural environment upon which people and economies depend. It serves the present population without diminishing the prospects of future generations. Disaster resistance should be considered an important element of sustainability.

Sustainable Redevelopment. Sustainable redevelopment incorporates the concepts and practices of sustainable development into the disaster recovery process.

Voluntary Agency (VOLAG). A VOLAG is any chartered or otherwise duly recognized tax-exempt local, State, or national organization or group that provides needed services to the States, local government, or individuals in coping with a disaster.

Websites

Action Plans

- Notice for Action Plan guidance - <http://edocket.access.gpo.gov/2006/06-1357.htm>
- Program Design example - <http://www.hud.gov/offices/cpd/communitydevelopment/programs/drsi/activegrantee.cfm>
- Action Plan examples
 - NYC Lower Manhattan - <http://www.renewnyc.com/FundingInitiatives/HUD.aspx>
 - Louisiana - <http://www.doa.louisiana.gov/cdbg/dractionplans.htm>

American Red Cross – www.redcross.org

Appropriation - http://www.senate.gov/reference/glossary_term/authorization.htm

Authorization - http://www.senate.gov/reference/glossary_term/appropriation.htm

Consolidated Plan Requirements, 24 CFR Part 91; www.gpoaccess.gov/CFR/index.html

Corporation for National and Community Service www.nationalservice.org

Disaster Declaration example (Presidential disaster declaration) - <http://www.fema.gov/news/dfrn.fema?id=10516>

Duplication of Benefits Policy (*FEMA Disaster Assistance Policy 9525.3*) - http://www.fema.gov/government/grant/pa/9525_3.shtm.

Economic Development Administration (EDA) www.eda.gov

ESF#14 Long-Term Community Recovery Annex (pdf); <http://www.fema.gov/rebuild/ltr/index.shtm>

Federal Register

- 06-1357 Common Application and Reporting; <http://edocket.access.gpo.gov/2006/06-1357>

FEMA Disaster Assistance FAQ - <http://www.fema.gov/assistance/dafaq.shtm>

FEMA Hazard Mitigation program: www.fema.gov/government/grant/hmgrp/index

FEMA Individual Assistance (IA)- <http://www.fema.gov/assistance/index.shtm>

FEMA *LTR Assessment Tool*; http://www.fema.gov/rebuild/ltr/assessment_tool.shtm

FEMA *LTR Planning Process: A Self-Help Guide*; <http://www.fema.gov/pdf/rebuild/ltr/selfhelp.pdf>

FEMA Mitigation Programs – www.fema.gov/government/grant/hmgrp/index (fact sheet)

FEMA Mitigation Project Examples <http://www.fema.gov/mitigationbp/bestPracticeDetail.do?mitsId=4306>

FEMA PA web link - <http://www.fema.gov/government/grant/pa/reference.shtm>

FEMA PDM Fact Sheet (pdf) <http://www.fema.gov/government/grant/pdm/index.shtm>

FEMA Public Assistance – <http://www.fema.gov/government/grant/pa/index.shtm> (fact sheet)

FEMA Public Assistance Digest <http://www.fema.gov/pdf/government/grant/pa/321print.pdf>

FEMA Public Assistance Guide http://www.fema.gov/government/grant/pa/pag07_t.shtm;

HUD Guidance for the use of CDBG Funds for disaster recovery:

<http://www.hud.gov/offices/cpd/communitydevelopment/programs/drsi/>

HUD - *Guide to National Objectives and Eligible Activities* -

www.hud.gov/offices/cpd/communitydevelopment/library/stateguide

HUD Notice – Relocation and Real Property Acquisition Requirements – Suspensions and Waivers Available for Community Planning and Development Programs To Assist with Recovery and Relief for

Presidentially Declared Disaster Areas - www.hud.gov/offices/adm/hudclips/notices/cpd/08-02CPDN.doc

Method of Distribution – (*Notice CPD-06-11 - SUBJECT: Guidance on Preparation of the State CDBG Method of Distribution in Accordance with the Final Consolidated Plan Rule dated February 9, 2006*) - <http://www.hud.gov/offices/cpd/lawsregs/notices/2006/06-11.doc>

Public Laws (text references) examples - www.archives.gov/federal-register/laws/past/index.html

Reference Mapping example - <http://earth.google.com/>; <http://earth.google.com/tour.html>;

Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288) as amended: <http://www.fema.gov/about/stafact.shtm>

Salvation Army – www.salvationarmy.org

Small Business Administration; www.sba.gov/services/disasterassistance/index.html

State Governor's Executive Order - http://governor.mo.gov/eo/2005/eo05_028.htm

United States Department of Agriculture (USDA), www.usda.gov

Electronic Library – References and Resources

The following references and resource documents are included as part of the electronic library. Contact COSCODA for information regarding access to the electronic library files.

ACTION PLANS

1. [2008-HUD-Action Plan for Disaster Recovery Completeness Check](#)
2. [AL-Katrina Action Plan Amendment-Mar 2006](#)
3. [AL-Katrina Action Plan-Mar 2006](#)
4. [FL-Action Plan Hurricane Ivan & Others-2005](#)
5. [FL-Action Plan Hurricane Ivan & Others-Amendment](#)
6. [FL-Action Plan-Wilma-2006](#)
7. [FL-Annual Action Plan-2008](#)
8. [FL-Disaster Recovery Program Action Plan-2006](#)
9. [LA-Sample Action Plan-Gustav-Ike-2008](#)
10. [MO-Disaster Recovery Action Plan Amendment-2003](#)
11. [NY-Preview Action Plan-LMDC-Oct 2005](#)
12. [TX-Disaster Recovery Action Plan-Hurricanes-Apr 2006](#)
13. [TX-Disaster Recovery Action Plan-Hurricanes-Amended-Sep 2006](#)
14. [TX-Partial Action Plan-Apr 2007](#)

DISASTER RESOURCES – (FEDERAL)

(DHS & FEMA)

1. [DHS-Emergency Support Functions \(ESF #1-15\) Descriptions](#)
2. [DHS-NIMS Implementation Plan Template](#)
3. [FEMA-Disaster Declaration Example](#)
4. [FEMA-Duplication of Benefits Guidance](#)
5. [FEMA-Duplication of Benefits Policy](#)
6. [FEMA-Hazard Mitigation Funding under Public Assistance \(Sec 406\)](#)
7. [FEMA-Hazard Mitigation Grant Program \(Sec 404\)-Fact Sheet](#)
8. [FEMA-Hazard Mitigation Grant Program-Webpage](#)
9. [FEMA-HMGP-Best Practice Story](#)
10. [FEMA-HMGP-Info to State & Local Governments](#)
11. [FEMA-Individual Assistance-FAQ](#)
12. [FEMA-Individual Assistance-Webpage](#)
13. [FEMA-Long-Term Community Recovery \(ESF #14\) Descriptions](#)
14. [FEMA-Long-Term Community Recovery \(ESF #14\) Webpage](#)
15. [FEMA-Long-Term Community Recovery Planning-Self Help Guide](#)
16. [FEMA-LTCR Assessment Tool-Webpage](#)
17. [FEMA-LTCR Needs Assessment Tool](#)
18. [FEMA-Pre-Disaster Mitigation Grants-Fact Sheet](#)
19. [FEMA-Pre-Disaster Mitigation-Webpage](#)
20. [FEMA-Public Assistance Guide-2007](#)
21. [FEMA-Public Assistance Policy Digest](#)
22. [FEMA-Public Assistance-Reference Webpage](#)
23. [FEMA-Public Assistance-Sample Project Worksheet](#)
24. [FEMA-Public Assistance-Webpage Index](#)

(HUD)

25. [2008-HUD-Action Plan for Disaster Recovery Completeness Check](#)
26. [Guidance-National Objectives & Eligible Activities for State CDBG](#)
27. [HUD-CDBG Underwriting Guidelines](#)
28. [HUD-CDBG Disaster Recovery Assistance Guidance](#)
29. [HUD-Consolidated Plan Requirements-24 CFR Part 91, Sec D](#)
30. [HUD-Determining Service Areas for Disaster Recovery Grants](#)
31. [HUD-Preparation of State CDBG Method of Distribution-Feb 2006](#)

(SBA)

32. [SBA-Disaster Recovery Plan-2007](#)

(U.S. Congress)

33. [Congress-Appropriation Process-CRS Report-Feb 2007](#)

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