State of Nevada

Intrastate Mutual Aid System Operating Procedures



Revised

June 2022

Table of Contents

INTRODUCTION ……..……..3

PURPOSE ……..……..3

IMAS ORGANIZATION ……..……..4

IMAS PARTICIPATION & RESPONSIBILITIES ……..……..4

Requesting Participant Responsibilities ……..……..4

Assisting Participant Responsibilities ……..……..5

Participants Who have Opted In or Out ……..……..5

IMAS PROCEDURES ……..……..6

Local ……6

County/Tribal ……7

Regional ……7

Statewide ……8

IMAS RESOURCES AND FORMS ……8

Resource Request Form- DEM ……9

Pre-defined Resources ……..10

IMAS RATES ……...10

IMAS REIMBURSEMENT PROCESS ……...10

Assisting Participant ……...10

Requesting Participant ……...11

DISPUTE RESOLUTION ……...11

Appendix A: Authorities and References ……...12

Appendix B: Acronyms & Definitions ……...13

Appendix C: Resource Typing Toolkit ……...17

Appendix D: Rates ……...18

Appendix E: Resource Request Forms ……...20

Page

INTRODUCTION

Mutual aid agreements are strongly encouraged by the federal government under the National Incident Management System (NIMS). The National Mutual Aid and Resource Management Initiative established under NIMS provides a comprehensive, integrated national mutual aid and resource management system. All mutual aid agreements must incorporate NIMS and the Incident Command System (ICS). The responsibility of preparedness is tasked to the federal, state, local, and tribal agencies, also to include private, nongovernmental organizations and citizens. The Nevada Intrastate Mutual Aid System (IMAS), which is established in Nevada Revised Statutes (NRS) Chapter 414A, is consistent with the Presidential Policy Directive 8's goal to achieve all hazards national preparedness.

Chapter 414 of the Nevada Revised Statutes (NRS) authorizes the State and its political subdivisions to provide emergency aid and assistance in the event of an emergency or disaster. Chapter 414 authorizes the Nevada Office of the Military, Division of Emergency Management (DEM) to coordinate use of the equipment, services, and/or facilities owned or organized by the State, or its political subdivisions, for use in the affected areas upon request.

The IMAS was established by the 78th Session of the Nevada Legislature. Chapter 414A became effective July 1, 2015 and authorizes DEM to administer the System pursuant to the provisions of the chapter and to coordinate mutual aid during the response to, and recovery from, an emergency or disaster.

The initial response to an emergency is the responsibility of the impacted local jurisdiction. The expectation is that the impacted jurisdiction will exhaust their local resources before requesting mutual aid. However, when the size or complexity of an emergency threatens to overwhelm local capabilities, mutual aid may be utilized to request assistance from other political subdivisions, special districts, state agencies, and tribal nations within the State of Nevada. The assistance provided may be through the IMAS or through separate local mutual aid agreements. This Policy and Operating Procedures (OP) guide applies only to assistance provided through the IMAS.

PURPOSE

To provide for the organization, operation, and mobilization of all resources available for mutual aid within the state, including political subdivisions and participating tribal nations, to assist with the mitigation, response, and recovery from the effects of emergencies or disasters within the State of Nevada.

IMAS ORGANIZATION

The Nevada IMAS includes all public agencies, which includes, all political subdivisions of the state (as defined in NRS 414.050), as well as, federally recognized Indian tribes or tribal nations who have chosen to participate in IMAS (as outlined in NRS 414A.120(2) & (3)).

The System is organized as follows:

1. Local Official (City/Special District): Responsible for resources available for mutual aid.
2. Emergency Manager (County/Tribe): Responsible for resources available for mutual aid.
3. State Mutual Aid Coordinator: An employee of the Nevada DEM who is responsible for the day-to-day administration and coordination of the system.
4. State Duty Officer (DO): An employee of the Nevada DEM who is responsible for taking appropriate action on requests for mutual aid received through the appropriate channels.
5. Intrastate Mutual Aid Committee (IMAC): A statutorily created advisory body made up of not more than 19 voting members selected, and appointed, by the Chief of DEM. The members must represent participating public agencies or tribal governments and have responsibility for public safety programs or activities within his/her public agency or tribe. NRS 414A.110(1); 414A.110(2)(b).

IMAS PARTICIPANTS & RESPONSIBILITIES

NRS 414A.120 mandates all public agencies, including political subdivisions, school districts, and special districts participate in IMAS. Public agencies may elect to withdraw from IMAS and federally recognized Indian tribe or nations in Nevada may opt-in to IMAS. NRS 414A.120(2)-(3).

1. Requesting Participant Responsibilities
    a. A Participant may request aid before, during, or after a declared, or undeclared, incident. NRS 414A.130(1)(a)(b).
    b. Requests may be made through DEM or directly to other Participants when an urgent response is needed. NRS 414A.130(2)(a-b).

c. All requests must be documented and forwarded to DEM within 24 hours of the request NRS 414A.130(3).
d. A Requesting Participant shall adequately:
    i. Describe the resources needed.
    ii. Provide logistical and technical support to any Emergency Responders provided; and
    iii. Reimburse the Assisting Participant for costs incurred (NRS 414A.130(4)(c)) by following the process defined in NRS 414A.150(1-7).
e. The responsible local official for the impacted jurisdiction who submits a request for mutual aid, shall remain in charge of the incident and can delegate command at such incident; including, the direction of such incident, personnel provided, and the equipment provided.

2. Assisting Participant Responsibilities
    a. Promptly respond to a request for assistance (NRS 414A.140(1)(a)); however, a Participant may deny a request for assistance if it would prevent that jurisdiction from carrying out its duties (NRS 414A.140(4)).
    b. Ensure that all Emergency Responders have workers compensation insurance in accordance with NRS 414A.140(1)(b); 616A; 617.
    c. Maintain a policy of liability and property insurance, or self-insurance, on all vehicles and equipment used in response to a request (NRS 414A.140(1)(c)).
    d. Provide an informational brief to Emergency Responders (NRS 414A.140(1)(d)).
    e. Submit timely, accurate, and complete records, and requests for reimbursement to the Requesting Participant, if applicable (NRS 414A.140(1)(e)).
    f. Emergency responders remain under the command and control of their jurisdiction but are under operational control of the Requesting Participant (NRS 414A.140(2)).
    g. The assets and equipment of an Assisting Participant remain under the command and control of their jurisdiction but is under the operational control of the Requesting Participant (NRS 414A.140(3)).

3. Participants Who Have Opted In or Out--This Operating Procedure (OP) is updated annually to reflect political subdivisions who have chosen to opt-out from IMAS and tribal nations who have chosen to opt-in to the System (NAC 414A(6)(1)(a)).
    a. No political subdivisions have opted out as of 5/2022.
    b. Indian Tribes or Nations who have opted in as of 5/2022:

i. Reno Sparks Indian Colony
ii. Yerington Paiute Tribe
iii. Pyramid Lake Paiute Tribe
iv. Las Vegas Paiute Tribe
v. Washoe Tribe of Nevada and California

IMAS PROCEDURES

This Operating Procedure (OP) implements NRS 414A and the Nevada Intrastate Mutual Aid System (IMAS) Policy. The purpose of this procedure is to outline the process for activating the IMAS resulting in the coordination and ordering of resources to support a planned event or an unplanned incident. The timely provision of resources in support of an affected jurisdiction is a critical function of IMAS at all levels of participation. Having a common, centralized procedure in place will ensure effective resource delivery without unnecessary delays or duplication of effort and costs.

1. **Local** - The following steps should be taken when determined by the local public safety or emergency management official that jurisdictional resources are inadequate to cope with the emergency at hand:
    a. Activate the jurisdiction's emergency operation plan; this plan is often activated in anticipation of, or at the onset, of an incident via utilizing the plans resource request and coordination procedures.
    b. Activate any local mutual aid agreement.
    c. Notify the County/Tribal EM of resource shortage.
    d. Notify DEM DO for situational awareness and potential for escalation of the incident.
    e. Request capability needed to respond to the emergency from the County/Tribal Emergency Manager when local mutual aid has been exhausted or is anticipated to be exhausted. Coordinated mutual aid may have a period of time that is without expectation of reimbursement.
        i. Prepare to receive and utilize the responding mutual aid resources.
        ii. Evaluate conditions and resource availability and utilization to determine length of time the mutual aid resources will be needed.
        iii. Communicate with County/Tribal EM each operational period as to demobilization schedule of mutual aid resources.

iv. Provide situation report to County/Tribal EM each operational period.

f. Demobilize mutual aid resources before local resources are released.

2. **County/Tribal** - The following steps should be taken when determined by the County/Tribal EM that jurisdictional resources are inadequate to cope with the emergency at hand:
    a. Activate any County/Tribal mutual aid agreement; these mutual aid agreements may have a period of time that is without expectation of reimbursement.
    b. Notify Nevada's DEM DO.
    c. Request capability needed to respond to the emergency from neighboring counties/tribes or the DEM State DO when County/Tribal mutual aid has been exhausted or is anticipated to be exhausted: coordinated mutual aid may have a period of time that is without expectation of reimbursement unless expressly provided for.
        i. Prepare to receive and utilize the responding mutual aid resources.
        ii. Evaluate conditions, resource availability, and utilization to determine length of time the mutual aid resources will be needed.
        iii. Communicate with the DEM DO each operational period as to demobilization schedule of mutual aid resources.
        iv. Provide situation report to DEM DO each operational period.
    d. Demobilize mutual aid resources before local resources are released.

3. **Regional** - When an emergency or disaster involves a significant area within a region and multiple local jurisdictions, counties, and tribal nations are impacted, coordination of regional and statewide mutual aid resources shifts to Nevada's DEM DO or State Emergency Operation Center (SEOC).
    a. Local and County/Tribal mutual aid may have been exhausted at this point.
    b. Utilizing Local, County/Tribal EOP, coordination of responding resources will be conducted through County/Tribal EOCs.
    c. Utilizing Nevada's DO Procedures and the SEOC Standard Operating Guidelines (SOG) will activate the SEOC to the appropriate level to support the incident(s).
    d. Request capability needed to respond to the emergency from Nevada's DO when County/Tribal mutual aid has been exhausted or is anticipated to be

exhausted; coordinated mutual aid may have a period of time that is without expectation of reimbursement unless expressly provided for.

e. Provide situation report to SEOC each operational period:
    i. In the form of a conference call, written situation report, or Incident Action Plan (IAP).
    ii. Include the current conditions, situation, and resource status.
f. Prepare to receive and utilize the responding mutual aid resources.
g. Evaluate conditions and resource availability and utilization to determine length of time the mutual aid resources will be needed.
h. Communicate with the SEOC each operational period as to demobilization schedule of mutual aid resources.
i. Demobilize mutual aid resources before local resources are released.

4. **Statewide** - Coordination of regional, statewide, and federal mutual aid resources will be through the SEOC when an emergency, or disaster involves multiple regions of the state and many local jurisdictions, counties, and tribal nations are impacted.
    a. Local, County/Tribal and some Regional mutual aid may have been exhausted at this point.
    b. Utilizing Local, County/Tribal EOPs, coordination of responding resources will be conducted through County/Tribal EOCs.
    c. Activate the SEOC to the appropriate level to support emergency or disaster.
    d. Request capability needed to respond to the emergency when regional mutual aid has been exhausted, or is anticipated to be exhausted, the SEOC may activate these resources--that will require reimbursement:
        i. Unaffected Regions of the state
        ii. State to state mutual aid
        iii. Federal agencies
    e. Provide situation report to SEOC at a minimum of each operational period.
        i. In the form of a conference call, written situation report, or IAP.
        ii. Include current conditions, situation, and resource status.
    f. Prepare to receive and utilize responding mutual aid resources.
    g. Evaluate conditions, resource availability, and utilization to determine length of time the mutual aid resources will be needed.
    h. Communicate with the SEOC each operational period as to demobilization schedule of mutual aid resources.
    i. Demobilize mutual aid resources before local resources are released.

IMAS RESOURCES AND FORMS

The Nevada SEOC is the designated coordination center for the mobilization of resources, generating resource orders for, and the tracking of mutual aid resources statewide. DEM will contact the appropriate Participants for resources requested--in accordance with the SEOC SOG--utilizing the closest and most appropriate resource concept and provide the necessary information for mobilization. DEM will contact the Requesting Participant to relay the assisting resource information and provide a copy of the completed Resource Request Form and Resource Order once the assisting resources have been identified and confirmed.

Resource Request Form - DEM - Upon receiving the Resource Request Form, the DEM DO will gather the following information from the requesting agency (see Resource Request Form, Appendix E):

a. Is the request for a/an:
    i. Initial response
    ii. Immediate need
    iii. Planned need
b. Requesting agency's name, phone number, and email information.
c. Authorized local official's contact information to include: name, phone number, and email address.
d. Identify the jurisdictional agency
e. Local agency:
    i. incident number
    ii. incident location
    iii. Point of contact
    iv. 24-hour phone number
    v. radio frequencies
f. Description of capability needed
g. Resource size, quantity, and type
h. Identify when the resources are needed by date/time
i. Identify where the resources are needed
j. Identify the priority:
    i. Life saving
    ii. life-sustaining
    iii. high
    iv. normal

Pre-Defined Resources - The State of Nevada has adopted, and continues to implement, the National Incident Management System (NIMS). A component of NIMS is the identification and typing of resources available for response to emergencies and disasters. The IMAS includes an inventory of resources available for mutual aid which will be listed in compliance with NIMS. Acceptable resource types include, but are not limited to, personnel, crews, specialized teams, equipment, apparatus, commodities, and facilities. It is also recognized that there are many valuable resources available to Participants that may not fit into one of these recognized resource types. Resources need to be accounted for as inventory. As identified in NRS 414A, Participants are required to provide an annual inventory of resources available for mutual aid to DEM. The State Mutual Aid Coordinator is available to assist any Participant with questions regarding defining and typing of resources. To assist Participants in typing their resources, FEMA provides an online resource for the typing of resources (See, Resource Typing Toolkit, Appendix C).

IMAS RATES

Establishment of Standardized Rates - In addition to the identification and typing of resources, it is important to determine the costs associated with resources and the rate that will be charged in the event those resources are utilized in a mutual aid response.

NRS 414A states that participants are required to provide an annual inventory of resources available for mutual aid to DEM; included in this inventory are rates associated with each resource identified. Nevada's Mutual Aid Coordinator is available to assist any Participant with questions regarding the defining of resources, and/or determining the costs associated. FEMA also assists by providing Participants in determining an initial baseline cost for their resources through online guidance found in their Public Assistance Program and Policy Guide at:

https://www.fema.gov/medialibrary/assets/documents/111781.

See an explanation of FEMA, State and Territorial, Tribal, and Local Rates in Appendix D.

IMAS REIMBURSEMENT PROCESS

NRS 414A.150 provides an outline for reimbursement.

1. Assisting Participant:
    a. Initial notice of reimbursement request must be written and submitted to the

Requesting Participant within 10 days after the completion of all activities. NRS 414A.150(1).

b. Final requests for cost reimbursement must be written and submitted to the Requesting participant within 60 days after the completion of the activities (NRS 414.150(2)). The final request for reimbursement must include the following details:
    i. A summary of the services provided;
    ii. An invoice setting forth all services provided and the total amount of the reimbursement requested;
    iii. Any supporting documentation;
    iv. Any additional forms required by the System; and
    v. The name and contact information of a person to contact if more information is needed.

c. If the Assisting Participant requires more time to complete a request for reimbursement, the Assisting participant my request—in writing—an extension from the Requesting Participant. These requests may be granted by the Requesting Participant for a reasonable period of time. NRS 414A.150(3).

2. Requesting Participant:
    a. The Requesting Participant shall reimburse the Assisting Participant for all costs incurred to include personnel, equipment, and travel; however, all costs must be documented unless per agreement; unless costs related to resources utilized were not requested, and in this scenario, the Assistant Participant may not subject the Requesting Participant to these costs. NRS 414A.150(4).
    b. Reimbursement for resources by a Requesting participant can be facilitated through DEM, if requested. NRS 414A.150(5).

DISPUTE RESOLUTION

In the event of a dispute regarding reimbursement, the following steps should be followed:

a. A written notice of the dispute regarding reimbursement must be provided from the disputing participant to the opposing participant.
b. A written notice of disputing terms must include and define the issues of the dispute.

c. Upon receiving the written notice, the participants have 90 days to resolve the issues before the matter can be submitted to binding arbitration.
d. Disputes must be conducted in accordance with commercial arbitration as defined by American Arbitration Association.

Appendix A AUTHORITIES and REFERENCES

NRS 239C – Homeland Security (HS)

NRS 277.035 – Implied Agreements related to Law Enforcement

NRS 353.2705 – Disaster Relief Account (DRA)

NRS 388.245(1) –DEM of the Office of the Military

NRS 414 – Emergency Management (EM)

NRS 414A – Intrastate Mutual Aid System (IMAS)

NRS 415 – Emergency Management Assistance Compact (EMAC)

NRS 415A – Emergency Volunteer Health Practitioners (Uniform Act)

NRS 416 – Emergencies Concerning Water or Energy

NRS 450B – Emergency Medical Services (EMS)

NAC 414A – Intrastate Mutual Aid System

Nevada State Comprehensive Emergency Management Plan

State of Nevada Response and Recovery Guide for State, Local Governments and Tribal Nations

Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93288, as amended, 42 U.S.C. 5121 et seq.

Appendix B ACRONYMS

AOP – Annual Operating Plan

CEM - County Emergency Manager

DC – Designated Contact (see designated contact for definition)

DEM – Division of Emergency Management (see Division for definition)

DO - Duty Officer

EMAC – Emergency Management Assistance Compact (NRS 415.010).

EM – Emergency Management

ECC – Emergency Coordination Center

EOC – Emergency Operation Center

IEC – Interagency Emergency Communication

IMAC - Intrastate Mutual Aid Committee NRS 414A.110

IMAS – Intrastate Mutual Aid System NRS 414A.100

MACC – Multi-Agency Coordination Center

NAC – Nevada Administrative Code

NRS – Nevada Revised Statutes

OP – Operating Procedure

SEOC – State Emergency Operation Center

SOG – Standard Operating Guidelines

DEFINITIONS

Assisting Participant – A Participant that has responded to a Requesting Participant by providing resources. NRS 414A.140.

Authorized Representatives (AR) - The Chief of Nevada DEM has designated signatory authorities for EMAC/IMAC to the following DEM staff: Administrative Services Officer III, Emergency Management Program Manager – Preparedness, and Emergency Management Program Manager – Grants and Recovery, who can sign Req-A forms in response to broadcasts for requests and assistance.

Designated Contact (DC) – is a person who is familiar with the EMAC/IMAC process that serves as a primary point-of-contact (EMAC I(C)).

Disaster – an occurrence, or threatened occurrence, for which, in the determination of the Governor, the assistance of the Federal Government is needed to supplement the efforts and capabilities of state agencies to save lives, protect property and protect the health and safety of persons in this state; or, to avert the threat of damage to property, or injury to, or the death of, persons in this state. NRS 414.0335.

Division – Division of Emergency Management (DEM) is now under the Office of the Military. NRS 388.245.1.

Emergency – an occurrence or threatened occurrence for which, in the determination of the Governor, the assistance of state agencies is needed to supplement the efforts and capabilities of political subdivisions to save lives, protect property, and protect the health and safety of persons in this state; or, to avert the threat of damage to property or injury to, or the death of, persons in this state. NRS 414.0345.

Emergency (Federal) – 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 Responder – an employee or volunteer of a Participant who has received such public safety training and licensing or certification as deemed

appropriate by the Participant for which he or she is employed or volunteers. NRS 414A.035.

Friends-and-Neighbors -- local agencies or jurisdictions with whom a jurisdiction either shares a border or has a local mutual aid agreement.

Intrastate Mutual Aid Committee (IMAC) - committee consisting of the Chief of the Division, and no more than 19 voting members appointed by the Chief, to advise the Chief on issues related to emergency management and intrastate mutual aid in the state of Nevada. NRS 414A.110.

Intrastate Mutual Aid System (IMAS) – a system administered by the Chief of the Division pursuant to NRS 414A.100: coordinate the provision of mutual aid during the response to and recovery from an emergency/disaster, maintain records of requests for mutual aid, maintain and inventory of and coordinate participant personnel and equipment available for intrastate mutual aid, provide information and assistance to participants concerning reimbursement, and adopting regulations relating to the administration of the system.

Major Disaster (Federal) – any natural catastrophe to include: 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 Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. §§ 5121-5207 (the Stafford Act) §401 to supplement the efforts and combined capabilities and available resources of state and local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Mutual Aid – includes any equipment, vehicle or other support or service provided by a Participant in response to a request made pursuant to NRS 414A.130; 414A.040.

Participant – a public agency that has not withdrawn from participation in, or a federally recognized Indian tribe or nation that has elected to join, the System. NRS 414A.120; 414A.045.

Public Agency – any political subdivision of this State, including, without limitation, counties, incorporated cities and towns, including Carson City, unincorporated towns, school districts, special districts and other districts. NRS 414A.050.

Public Assistance - Public Assistance is a reimbursement program that provides federal funding to help communities respond to and recover from disasters such as Hurricane Florence and Tropical Storm Michael.

FEMA reimburses state and local governments and certain types of private nonprofit organizations for the cost of disaster-related debris removal, emergency protective measures to protect life and property, and permanent repair work to damaged or destroyed infrastructure.

Requesting Participant – a Participant that requests mutual aid from another Participant pursuant to NRS 414A.130; 414A.055.

Resource – any equipment, vehicle, personnel or other support or service owned by a Participant which may be available to respond to a request for mutual aid.

Response – the response to an emergency or disaster involves actions taken to save lives and to protect property.

Special District - a governmental entity that receives any portion of the proceeds of a tax which is included in the account, and which is not a/an county, city, town, or enterprise district. NRS 360.650; 414A.060.

System – refers to Nevada's IMAS established by NRS 414A.100; 414A.065.

Volunteer – an unpaid emergency responder who provides services on behalf of a Participant. NRS 414A.070.

Appendix C Resources Typing Toolkit

FEMA online resource: https://rtlt.preptoolkit.org/Public

Appendix D Rates

Local Rates

Local rates are those developed under local government guidelines for use in normal day-to-day operations. FEMA generally provides Public Assistance (PA) funding for equipment usage based on the lower of either the local rate or the FEMA rate. However, if the local rate is lower, but it does not reflect all costs associated with operating the equipment, FEMA may provide PA funding based on the higher FEMA rate. Additionally, if the local rate is higher, the Applicant must document the basis for that rate and obtain approval from FEMA for the higher rate. If determining the lowest rate for each piece of equipment is overly burdensome because of the number of different types of equipment used, or if the Applicant prefers, FEMA will reimburse all equipment use based on the lower of the two rate schedules, rather than based on a comparison of each individual rate. In these cases, the PA Division at FEMA Headquarters will determine which schedule of rates is lower.

Tribal Rates

Tribal rates are those developed under Tribal Government guidelines for use in normal day-to-day operations. FEMA generally provides PA funding for equipment usage based on the lower of either the Tribal rate or the FEMA rate. However, if the Tribal rate is lower, but it does not reflect all of the costs associated with operating the equipment, FEMA may provide PA funding based on the higher FEMA rate. Additionally, if the Tribal rate is higher, the Applicant must document the basis for that rate, and obtain approval from FEMA for the higher rate. If determining the lowest rate for each piece of equipment is overly burdensome because of the number of different types of equipment used, or if the Applicant prefers, FEMA will reimburse all equipment use based on the lower of the two rate schedules rather than based on a comparison of each individual rate. In these cases, the PA Division at FEMA Headquarters will determine which schedule of rates is lower.

State and Territorial Rates

State and Territorial rates are those established under State or Territorial guidelines for use in normal day-to-day operations. FEMA provides Public Assistance funding based on State or Territorial rates up to $75 per hour. FEMA only provides PA funding for a rate above $75 per hour if the Applicant demonstrates that each of the components of the rate is comparable to current market prices.

FEMA Rates

FEMA publishes equipment rates applicable on a national basis. FEMA's rate schedule includes any item powered by fuel or attached to any item powered by fuel. FEMA develops equipment rates based on all costs associated with ownership and operation of equipment, with the exception of operator labor costs. FEMA equipment rate components include: depreciation, overhead, equipment overhaul (labor, parts, and supplies), maintenance (labor, parts, and supplies), lubrication, tires, ground engaging component (if applicable), and fuel. Because the rates include maintenance costs, a mechanic's labor costs to maintain Applicant-owned equipment are not eligible.

Equipment with No Established Rate

If the Applicant uses equipment that has no established State, Territorial, Tribal, or local rate, FEMA reimburses that equipment based on the FEMA rate. If FEMA does not have a rate established for the equipment, the Applicant may either submit a rate for approval or request that FEMA provide a rate. If the Applicant submits a rate, it must include documentation demonstrating that each component of the rate is comparable to current market prices. The rate cannot be based on rental rates as such rates include cost components, such as profit, that are above and beyond what is necessary to operate and maintain force account equipment. FEMA rates may be utilized as the base rate unless jurisdictions already have established rates. In the development of the inventory to be used for mutual aid these rates must be included. (Public Assistance Program and Policy Guide FP 104-009-2: https://www.fema.gov/schedule-equipment-rates).

Appendix E Resource Request Forms

NDEM online

https://dpbh.nv.gov/uploadedFiles/dpbhnvgov/content/Programs/HC_Requesting/NDEM%20ARF%20Fillable%20%20Save-able.pdf