

PUBLIC ASSISTANCE COVID-19 PUBLIC ASSISTANCE FOR STATE AGENCIES

BULLETIN #31 – 6/18/20

- ❖ Why should state agencies apply for Public Assistance funding?
 - Public Assistance funding is a way to obtain reimbursement for the lifesaving efforts that agencies have or are implementing in response to COVID-19. This includes reimbursement for training specific to COVID-19, disinfection of eligible public facilities, and personal protective equipment (PPE).

- ❖ What else is eligible for DR-4523?
 - Emergency Protective Measures (Category B) Only
 - [Bulletin #22 – Eligible Emergency Protective Measures](#)

- ❖ How to Create a Grants Portal account and submit a Request for Public Assistance (RPA):
 - Go to www.grantee.fema.gov and create an account. You will need the following information:
 - Applicant Name
 - County
 - EIN Number
 - DUNS Number
 - Organization Type (City or Township Government, County Government, Independent School District, Indian/Native American Tribal Government (Federally Recognized), Indian/Native American Tribally Designated Organization, Nonprofit with 501c3 IRS Status, Nonprofit without 501c3 IRS Status, Public/Indian Housing Authority, Public/State Controlled Institution of Higher Education, Regional Government Organization, Special District Government, State Government, U.S. Territory or Possession, Other)
 - Primary/Alternate Contact (Name, Title, Phone, Email)
 - Physical/Mailing Address (City, State, Zip)
 - For additional information: [Bulletin #8 – Grants Portal Applicant Quick Guide](#)

- ❖ What are the thresholds for projects?
 - All projects must meet a minimum of \$3,300.
 - Small projects: \$3,300-131,099.
 - Large projects: \$131,100+.

- ❖ Is there a cost share?
 - o Yes. The cost share for Public Assistance projects is 25%.
- ❖ How should expenses be tracked?
 - o [Force Account Labor Summary](#)
 - o [Applicant's Benefits Calculation Worksheet](#)
 - o [Force Account Equipment Summary Record](#)
 - o [Rented Equipment Summary Record](#)
 - o [Contract Work Summary Record](#)
 - o [Materials Summary Record](#)
 - o Additionally, FEMA has a multitude of resources available on Grants Portal.
- ❖ What is the reimbursement process?
 - o Once your projects are submitted, a Funding Agreement has been fully executed, and funds are available for disbursement, subgrant awards will be issued by DEM through ZoomGrants. *(Additional training on ZoomGrants will be provided at a later date.)*
 - o DEM requires quarterly reporting via a Quarterly Financial Report (QFR) and Quarterly Progress Report (QPR) for the life of each project.
 - o Reimbursements are based on the documented actuals that are reported in the QFRs and supported by documentation. Specific documentation includes timesheets, activity logs, itemized invoices, and the corresponding proof of payment (payroll document, download from internal system, etc.)

DEM will be hosting a technical assistance call for state agencies on June 24th at 2:00pm. This will take place via webinar AND teleconference line.

Please register for the webinar here: <https://attendee.gotowebinar.com/register/4324714989977159951>

Teleconference Line: 877-402-9753 Access Code: 5109100

Additional DEM Bulletins, FEMA Fact Sheets, and additional recovery resources can be found on the DEM Website at <https://dem.nv.gov/COVID-19/home/>

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