

PUBLIC ASSISTANCE COVID-19 DISASTER DECLARATION INFORMATION BULLETIN #1 – 3/16/20

Good Afternoon: State, Local, & Tribal Emergency Managers:

The President of the United States declared a nationwide emergency according to Section 501(b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act on March 13, 2020, in support of COVID-19. The federal support is specific to Category B, Emergency Protective Measures. Health and Human Services remain the lead State and Federal agency for response to COVID19. FEMA and State DEM will support the coordination with our partners.

FEMA Safford/Disaster will provide a 75% percent Federal cost share, meaning that state, local, tribal partners must fund 25% of the approvable expenses. Examples of the category B expenses may include overtime expenses for activation of EOC operations, National Guard Cost, Law Enforcement, Fire Departments, or other measures necessary to protect public health and safety.

What are Emergency Protective Measures?

Emergency protective measures conducted before, during, and after an incident are eligible if the measures:

- Eliminate or lessen immediate threats to lives, public health, or safety; OR Eliminate or lessen immediate threats of significant additional damage to improved public or private property in a cost-effective manner.

FEMA may require certification by Federal, State, Territorial, Tribal, or local government officials that a threat exists, including:

- Identification and evaluation of the threat
- Recommendations of the work necessary to cope with the threat

Saving Lives and Protecting Public Health and Safety

The following is a list of emergency protective measures and costs that are eligible. These actions save lives or protect public health or safety. This list is not all-inclusive. Some of these actions are discussed in detail below (I removed some that do not apply to this situation)

- Transporting and pre-positioning equipment and other resources for response
- Emergency Operation Center (EOC)-related costs
- Emergency access
- Supplies and commodities
- Medical care and transport
- Evacuation and sheltering, including that provided by another State or Tribal government

- Safety inspections
- Security, such as barricades, fencing, or law enforcement
- Use or lease of temporary generators for facilities that provide essential community services
- Dissemination of information to the public to provide warnings and guidance about health and safety hazards using various strategies, such as flyers, public service announcements, or newspaper campaigns
- Mass mortuary services

There are several areas where costs are ineligible; it is critical to read and understand the FEMA Public Assistance Program and Policy Guide FP 104-009-2/April 2018, specifically Category B.

Examples of ineligible expenses are loss of revenue, loss of useful service life, tax assessments, overtime, and backfill are eligible, comp time, and standby time is not.

What do I need to do?

The Document, Document, and Document – Involve the fiscal section of your organization and provide them with these forms and documents today and throughout this crisis to ensure you are working together to collect the correct information.

Every jurisdiction must follow its own procurement rules or 2CFR, Part 200, whichever is stricter. A jurisdiction may use emergency procurements; however, you must have and follow an emergency contract process, policy, or law. If you do not have an emergency procurement policy, you must put something in place. Some jurisdictions may need to declare a county or tribal emergency in order to access their emergency procurement and other processes. If your policy requires an emergency declaration, please declare and submit it to our office.

Stafford Act, Public Assistance, or Disaster grant all may mean the same thing, but different terminology may be used to describe the funds. Typically this funding will not reimburse permanent equipment or structures. This is only for emergency protective measures and temporary solutions to work through COVID-19. This funding is the funding of last resort. If jurisdictions have insurance that may pay for this type of response, you must seek insurance reimbursement first.

We are providing you tools to track expenditures related to COVID-19. I highly encourage your jurisdiction to use these tools because FEMA grants are complicated, and we will require specific backup documentation for reimbursement.

Please review the Document attached for Public Assistance Record-Keeping in PDF and the spreadsheets to track Labor, Benefits, Contracts, Equipment Rentals, Forced Account Equipment (equipment that is owned by the jurisdiction but used in this disaster) and Contracts. Please note that if we have not provided a spreadsheet to track a specific cost, it may not be eligible.

Please keep in mind that any procurement that you make must be paid by the individual jurisdiction, must not be contingent on receiving federal funds, meaning that the jurisdiction would generally buy the item understanding that they may or may not be reimbursed by the State or Federal government.

Please read the attached Appendix 6 Public Assistance and Record-Keeping Documents:

- [Response and Recovery Guide for State, Local Governments, and Tribal Nations](#) (RRGLG)
- [RRGLG Benefits Calculation Worksheet](#)
- [RRGLG Work Completed to Date Cost Summary](#)
- [RRGLG Force Account Labor Record](#)
- [RRGLG Contract Work Record](#)
- [RRGLG Materials Record](#)
- [RRGLG Force Account Equipment Record](#)
- [RRGLG Rented Equipment Record](#)

You may contact the Disaster-Recovery@dps.state.nv.us; if you have questions, we will be sending out additional information as it becomes available.

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Thank you!