



The Florida Division of Emergency Management

Flood Mitigation Assistance and Pre-Disaster Mitigation Grant Programs Subapplication Process

Fully eligible and completed subapplications must be submitted to the Florida Division of Emergency Management (FDEM) through the eGrants system. FDEM will forward eligible subapplications to FEMA for funding consideration. **All subapplications must be submitted to FDEM via the eGrants application system on or before the announced deadline.**

eGrants Access-Training and Registration

eGrants Training for the Subapplicant

eGrants stream-lines the application process by providing governmental units with the ability to apply for and manage subgrant applications over the Internet. Training is available through an interactive computer based course designed to provide local and Native American Tribal governments with basic knowledge about using the web-based Mitigation Electronic Grants (eGrants) System.

This course is designed to allow the individual to take it in its entirety or to focus on specific aspects of the eGrants System. The course examines registering for access to the eGrants System; creating, completing and submitting subapplications to FDEM for forwarding to FEMA; and managing approved subapplications. The course may be accessed at the following link: <https://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=is-30.a>

eGrants Registration for Subapplicants

Who Should Register

- Eligible subapplicants should designate a representative(s) to create and edit project sub-applications; and/or
- Eligible subapplicants should designate a representative(s) to sign and submit the project subapplication. This representative may be the chief elected official or chief administrative official of the local or Native American Tribal government, or his/her designee.

How to Register

Click here to register for the eGrants System: <https://portal.fema.gov>.

1. Click on “New Non-PIV User?” link to register.
2. Personal Information is entered on the next several screens; Click on Submit when requested at the end of each page.



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3. A new window will appear with the message Click here to request new privileges.
4. Click on Mitigation eGrants. The next screen will ask for an "ACCESS ID". Enter S12 and submit.
5. The next screen confirms that registration is successful and you will see the message "Your request is being processed". This means that the request has been placed in the eGrants system approval queue.

Please send an email to FDEM in care of Susan.Harris-Council@em.myflorida.com **OR** David.McCune@em.myflorida.com with the name and access rights (view/print, create/edit and sign/submit) that are to be granted. You will be notified via email once the DEM staff has taken action on your request.

6. Once the registration is complete, you can begin to work on the subapplication.
7. In the title of the subapplication, please use the following naming conventions:
For FMA projects - FY2018 FMA - Subapplicant Name - Project Name
For PDM projects - FY2018 PDM - Subapplicant Name - Project Name
8. Upon completion of the subapplication, please notify the Project Manager for your area (see attached FMA Grant Program Territorial Assignments Map for the contact information for the project manager where the project is located).

Subapplication Development Resources

FEMA has developed resources to assist subapplicants with project and planning subapplications. The resources can be found at this website: <http://www.fema.gov/application-development-process>

Publications and tools for each of the non-disaster programs can be found at this website: <http://www.fema.gov/media-library/assets/documents/103279>

Contact

State of Florida
Division of Emergency Management
Flood Mitigation Assistance Program
2555 Shumard Oak Boulevard
Tallahassee, Florida 32399-2100
non-disasterprograms@em.myflorida.com
850-815-4532

Federal Insurance and Mitigation Administration

FY 2018 Pre-Disaster Mitigation (PDM) Grant Program

As appropriated by the Consolidated Appropriations Act, 2018 (Public Law 115-31); the Fiscal Year (FY) 2018 Pre-Disaster Mitigation (PDM) Grant Program provides resources to assist states, tribal governments, territories and local communities in their efforts to implement a sustained pre-disaster natural hazard mitigation program, as authorized by the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended (42 U.S.C. 5133).

The 2015 Hazard Mitigation Assistance (HMA) Unified Guidance applies to the FY 2018 PDM Grant Program application cycle. Applicants are encouraged to review the Notice of Funding Opportunity announcement and the HMA Guidance for detailed information regarding eligibility and to contact their FEMA Regional Office for additional information.

In Fiscal Year 2018, \$235,200,000 is available to assist State, Tribal Territorial and local governments in reducing overall risk to the population and structures from future hazard events, while also reducing reliance on federal funding from future disasters.

Funding

The total amount of funds that will be distributed under the FY 2018 PDM Grant Program will be \$235,200,000.

- All 50 States, the District of Columbia, American Samoa, Guam, Northern Mariana Islands, Puerto Rico and the U.S. Virgin Islands are eligible to receive an allocation of 1% of the appropriation, or \$575,000, in accordance with Section 203(f)(1) of the Stafford Act.
- \$15 million, will be set aside for Federally-recognized Native American Tribal applicants to receive an allocation of \$575,000 per tribe.
- The balance of PDM Grant Program funds will be distributed on a competitive basis to all eligible applicants.
- No applicant may receive more than 15 percent, or \$37,380,000, of the appropriated PDM funding per Section 203(f)(2) of the Stafford Act.

Eligibility

All 50 States, the District of Columbia, Federally-recognized Native American Tribal governments, American Samoa, Guam, Northern Mariana Islands, Puerto Rico and the U.S. Virgin Islands are eligible to apply for the FY 2018 PDM Grant Program as Applicants. Local governments including cities, townships, counties, special district governments, and Native American tribal organizations are considered Sub-applicants and must apply to their state/territory.

Either the state Emergency Management Agency (EMA) or the office that has primary emergency management responsibility is eligible to apply directly to FEMA for PDM Grant Program funds as an Applicant; however, only one PDM grant application will be accepted from each state, tribe or territory.

Applicants and Subapplicants must have a FEMA approved mitigation plan as of the application deadline in order to apply for mitigation projects in accordance with Title 44 CFR Part 201.

Funding Guidelines

The maximum federal share for PDM sub-applications is as follows:

- \$4 million for mitigation projects;
- Up to \$200,000 per Applicant for Advance Assistance;
- \$10 million for Resilient Infrastructure projects;
- \$400,000 for new mitigation plans consistent with 44 CFR Part 201;
- \$300,000 for State/territorial and multi-jurisdictional local or tribal mitigation plan updates consistent with 44 CFR Part 201;
- \$150,000 for single jurisdiction local or tribal mitigation plan updates consistent with 44 CFR Part 201;
- 10 percent of plan and project subapplications for information dissemination activities, including public awareness and education (brochures, workshops, videos, etc.) related to a proposed planning or project activity;
- 5 percent of plan and project subapplication budget for subapplicant management costs for subapplicants to manage their plan or project activity (see the Management and Administration Costs subsection below); and
- 10 percent of the grant application budget for Applicant management costs for Applicants to administer and manage grant and subgrant activities (see the Management and Administration Costs subsection below).

As directed by the appropriations language, FEMA will use the majority of PDM grant funding for mitigation projects.

Federal funding is available for up to 75 percent of the eligible activity costs. Small, impoverished communities may be eligible for up to a 90 percent Federal cost share in accordance with the Stafford Act. The remaining eligible activity costs must be derived from non-Federal sources.

The period of performance for the PDM Grant Program begins with the opening of the application period and ends no later than 36 months from the date that FEMA announces the status of the FY 2018 sub-applications. The period of performance for Resilient Infrastructure projects begins with the opening of the application period and ends no later than 48 months from the date that FEMA announces the status of the FY 2018 sub-applications.

Key FY 2018 PDM Grant Program Changes

- FEMA increased the amount allotted for Tribal Set-Aside from \$10 million to \$15 million – up to \$575,000 Federal Share per Tribal Applicant
- FEMA has included a new Advance Assistance priority that will be used to fund development of mitigation strategies and obtain data to prioritize, select, and develop community mitigation projects for future funding.
- FEMA has included a new Resilient Infrastructure Competitive Funding project type with a Federal cost share capped at \$10 million. This priority will provides the opportunity to advance capital projects on a community level, ready for investment that will reduce risks, prevent loss of life and leads to significant savings by reducing damage from future disasters and lowering flood insurance premiums.
- FEMA revised the competitive priorities for funding: multi-state/tribal mitigation activities; competitive mitigation planning sub-applications from applicants with less than \$400,000 Hazard Mitigation Grant.
- FEMA combined all Project categories under a single priority.

Application Submission and Review Process

Applications and sub-applications for the PDM Grant Program must be submitted via the Mitigation eGrants system on the FEMA Grants Portal: <https://portal.fema.gov>. If a Sub-applicant does not use the eGrants system,

then the Applicant must enter the paper sub-application(s) into the eGrants system on the Sub-applicant's behalf.

Applicants must rank all of the subapplications included in their PDM grant application in the eGrants system, including their Management Costs subapplication for their proposed applicant management costs. To be eligible for the State/Territory allocation or Tribal set aside, the Applicant's highest ranked planning and/or project subgrant application must not exceed \$575,000 Federal share. If an Applicant's highest ranked planning or project sub-application exceeds \$575,000 Federal share, then the Applicant will not receive the allocation, and FEMA will consider all of the Applicant's sub-applications on a competitive basis only. In addition, if an Applicant submits competitive project sub-applications in excess of the maximum allowed, FEMA will only review the competitive projects up to the maximum allowed in order of the Applicant's ranking.

PDM Grant Program applications will undergo a complete eligibility review within their respective FEMA Region. FEMA will review planning and project sub-applications plus one management sub-application submitted by each applicant through the Mitigation eGrants system to ensure compliance with the HMA Guidance, including eligibility of the applicant and sub-applicant; eligibility of proposed activities and costs; completeness of the sub-application; cost effectiveness and engineering feasibility of projects; and eligibility and availability of non-Federal cost share.

Evaluation Criteria

FEMA will select eligible planning and project sub-applications in order of the agency's priorities for the FY 2018 PDM Grant Program:

A. Multi-State/tribal mitigation initiatives.

FEMA will select one eligible multi-State/tribal mitigation planning or project subapplication per Applicant.

B. Planning subapplications from Applicants that have less than \$400,000 HMGP planning funds available.

FEMA will select eligible planning subapplications from Applicants that have less than \$400,000 HMGP planning funds available.

C. Project subapplications from Applicants that have less than \$4 million HMGP regular project funds available.

FEMA will select eligible project subapplications from Applicants that have less than \$4 million HMGP regular project funds in the following order:

i. Mitigation projects that reduce risk to any natural hazard (e.g., seismic, wildfire, landslide, wind, flood, drought)

ii. Generators for critical facilities identified in a FEMA-approved mitigation plan

D. Planning subapplications from Applicants that have \$400,000 or more HMGP planning funds available.

FEMA will select eligible planning subapplications from Applicants that have \$400,000 or more HMGP planning funds available.

E. Project subapplications from Applicants that have \$4 million or more HMGP regular project funds available.

FEMA will select eligible project subapplications from Applicants that have \$4 million or more HMGP regular project funds available in the following order:

- i. Mitigation projects that reduce risk to any natural hazard (e.g., seismic, wildfire, landslide, wind, flood, drought)
- ii. Generators for critical facilities identified in a FEMA-approved mitigation plan

FEMA will further prioritize planning and project subapplications in priority categories 2 and 5 above, as needed, in the following order:

1. Subapplicant's small impoverished community status (see Cost Share or Match subsection under Section C of this NOFO);
2. Indication of public-private partnership (i.e., whether private-sector funding is included in the required non-Federal cost share);
3. Subapplicant's FEMA-validated residential or commercial Building Code Effectiveness Grading Schedule (BCEGS) rating, as appropriate to the activity type, from a grade of 1 to 10;
4. FEMA-validated BCR for projects (see Benefit Cost Analysis for Mitigation Projects subsection under Section D of this NOFO); and
5. The Applicant's rank of subapplications (see Content and Form of Application Submission subsection under Section D of this NOFO).

For Additional Information

Please see the Notice of Funding Opportunity announcement posted on [Grants.gov](https://www.grants.gov) and the HMA Guidance available on the FEMA Internet: <https://www.fema.gov/hazard-mitigation-assistance> for more detailed information regarding eligibility.

"FEMA's mission is to support our citizens and first responders to ensure that as a nation we work together to build, sustain, and improve our capability to prepare for, protect against, respond to, recover from, and mitigate all hazards."