

Instructions for Statement of Intent to Participate

For the local government¹ entity seeking to be the Lead Jurisdiction on the Multi-Jurisdictional plan, a "Statement of Intent to Participate" must be executed by each participating jurisdiction and submitted to the Lead Jurisdiction. A sample letter of intent is provided for guidance and includes requirements identified in 44 CFR §201.6 for Local Mitigation Plans.

In order to insure the accurate tracking of jurisdictions and approved Multi-Jurisdictional Local Hazard Mitigation Plans (LHMPs), Cal EMA requires that the Lead Jurisdiction provide a copy of all the fully executed "Statement of Intent to Participate"² to CalEMA in the grant application.

This is required because in the past, some local agencies were unsure if they were actually included in a completed FEMA approved LHMP. By completing this form, all participating jurisdictions will be able to have a full understanding of their responsibilities that they must accept in order to be recognized as being a participating member of an approved Multi-Jurisdictional LHMP. Being recognized as a participating jurisdiction of an approved LHMP, documents eligibility for potential hazard mitigation project grant funds, if they meet the participation criteria set forth in the letter.

It is recommended that the Lead Agency use the Sample Letter of Intent provided by Cal EMA as a tool to fulfill this requirement. If the Lead Agency chooses to use a different format, it must include the requirements specified in the Sample Letter of Intent.

¹ **Local governments** are defined at 44 CFR §201.2 as: *any county, municipality, city, town, township, 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; any Indian tribe or authorized tribal organization, or Alaska Native village or organization; and any rural community, unincorporated town or village, or other public entity.*

² **"Statement of Intent to Participate"**, in conformance with FEMA's Hazard Mitigation Assistance Unified Guidance Hazard Mitigation Grant Program, Pre-Disaster Mitigation Program, Flood Mitigation assistance Program, Repetitive Flood Claims Program, Severe Repetitive Loss Program dated June 1, 2010, page 31.