



October 7, 2011

Subgrant Applicants
Hazard Mitigation Assistance Programs

SUBJECT: New Hazard Mitigation Grant Program Application Process

The California Emergency Management Agency (Cal EMA) is announcing a new application process for the Hazard Mitigation Grant Program (HMGP). Eligible applicants include State and local governments, special districts, public colleges and universities, and private non-profit organizations designated in the Code of Federal Regulations (CFR) 44 Section 206.434(a) in all jurisdictions in California.

The HMGP is administered using funds granted by the Federal Emergency Management Agency (FEMA). The HMGP provides funding for the development of local hazard mitigation plans (LHMPs) as well as for the implementation of hazard mitigation projects. Detailed information on these programs, including the FEMA Unified HMA Guidance, may be accessed on the Cal EMA website at <http://www.calema.ca.gov/HazardMitigation/Pages/Grants.aspx>.

Overview of the New Application Process:

The application process always starts with the submission of a Notice of Interest (NOI). Under this new process, the purpose of the NOI will be to propose the concept of a hazard mitigation plan or project (hereafter referred to as activities) for Cal EMA consideration prior to the applicant incurring the effort and expense related to the development of a complete application. The NOI can be submitted online using a web-based form and instructions at the website listed above.

All eligible NOI's will be rated competitively by a team of three raters with expertise in hazard mitigation. The rating process is designed to assess the fundamental nature of the proposed hazard mitigation activity. The criteria used to rate the NOI can be viewed on the Cal EMA website at the address listed above. The individual scores of the three raters will be averaged to obtain a single averaged score. The averaged score will be ranked on statewide lists of rated activities. The averaged scores of proposed mitigation activities will be considered along with other strategic criteria (e.g. geographical location and program priorities) to select activities for application development. This new process will be used to select activities for application development for funding available through the HMGP for DR-1952 and DR-1968. Potential applicants with mitigation activities selected for application development will be notified by letter and invited to develop an application non-competitively for a specific funding source. Cal EMA staff will be assigned to assist in the development of the application to the extent feasible. There is no need for your agency to incur the effort or expense of developing a full hazard mitigation application until

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invited to do so. Cal EMA will only accept applications for mitigation activities selected through this process. A public announcement of the selected activities will be posted on the Cal EMA website along with appeal guidelines for those not selected. Those NOIs not selected for application development will remain on the state lists for later consideration under other funding sources.

Please note that this new process is not retroactive for NOI's previously submitted for the Pre-Disaster Mitigation Program (PDM 12). Those NOIs must be submitted separately under this process to be considered for DR-1952 and DR-1968.

Due Date:

The NOI Form and Instructions are currently available on the Cal EMA website. The due date is November 21, 2011.

Funding Caps:

The proposed federal share in NOIs may not exceed 75 percent of the total activity cost. The federal share for HMGP Project NOIs may not exceed \$3,000,000. The federal share for HMGP Planning NOIs may not exceed \$150,000 for multi-jurisdiction plans and updates or \$75,000 for single jurisdiction plans and updates.

Planning Requirement:

Project NOIs must demonstrate that a Local Hazard Mitigation Plan (LHMP) is currently in place, or is in process, and that the proposed project is consistent with that LHMP. Applicants that do not meet this criterion are encouraged to submit an NOI proposing the development of an LHMP.

If you have any questions, contact the Hazard Mitigation Branch at (916) 845-8150.

Sincerely,

KIRBY EVERHART

State Hazard Mitigation Officer