

## **FIRE MANAGEMENT ASSISTANCE PROGRAM FACT SHEET**

**DECLARATION DATE:** Date FEMA declares FMAG

**RFMA Submittal Deadline:** 30 days from the close of incident period

**TYPE OF INCIDENT:** Fire

**INCIDENT PERIOD:** (attachment C, fire occurs)

**Counties declared for:** B and H categories

### **CATEGORIES OF WORK:**

CATEGORY "B": Emergency protective measures

CATEGORY "H" Fire Suppression Activities

### **COST SHARE PROGRAM:**

FEMA will furnish 75% of the project costs, plus a percentage for administering the program.

### **ELIGIBLE APPLICANTS:**

State, County, Municipal governments, Federally recognized Native American and Alaskan Native Tribal Governments, and certain Private Non- Profit (PNP) organizations that furnish an essential governmental service are eligible applicants.

### **ELIGIBILITY ISSUES**

- Minimum Project Worksheet is \$1,000
- Applicant must be eligible
- Facility must be eligible
- Work must be the legal responsibility of the applicant
- Cost must be reasonable

### **EMERGENCY WORK:**

CATEGORY "B": Emergency protective measures

CATEGORY "H": Firefighting

- Eliminate immediate threats to lives, public health and safety;
- Eliminate immediate threats of significant damage to improved public or private property

### **ELIGIBLE COSTS:**

- Emergency Work: Overtime labor hours, including benefits for full time employees.
- Regular & overtime labor hours for temporary, contract employees, including applicable benefits.

- **Documentation:** contain name, position, (dates for regular time and overtime hours) and note if exempt. employee policy
- **Equipment:** Hours and dates used with operator name
- **Documentation:** driver/operator, description of equipment (GPM, engine size, pump size), time and date used
- Donated Resources (Must be overseen by an appointed person by the applicant)
- **Documentation:** document names, description of work completed, dates and times
- Materials (supplies, travel)
- **Documentation:** documentation of materials, with receipts
- **Documentation:** copy of contracts, policy for contracts and bidding
- Rental equipment costs
- **Documentation:** describe equipment. Receipts and what equipment was used for and operator

**ALL COSTS MUST BE REASONABLE IMPORTANT: Must retain all records for a minimum of three (3) years after receipt of the closeout of the disaster.**

#### **ELIGIBLE COST:**

- Emergency Work labor hours, including benefits
- All working hours for force account (FA) equipment
- Materials
- Reasonable contract costs
- Rental equipment

#### **SPECIAL CONSIDERATIONS:**

- Environmental: during fire suppression, status exempt, however rules apply after fire
- Temporary repairs damaged by firefighting activities (not the fire)

#### **INSURANCE:**

Actual or anticipated insurance proceeds will be deducted from the eligible project costs for facilities that are insured. Insurance is the applicant's first means of funding.

**Documentation:** Policy, scheduled coverage and insurance adjuster claim report

Facilities for which applicants receive funding for repair or replacement are required to obtain and maintain insurance coverage.

## **FMAGP**

- 1. REQUEST FOR FMAG ASSISTANCE (RFMA):** Must be submitted within 30 days of the close of the incident period.
- 2. SF 424**
- 3. PROJECT WORKSHEETS:** Project work sheets (PWs) will be formulated by State and validated and entered into EMMIE by FEMA. PWs provide the following documentation.
  - a. Insurance coverage/settlement
  - b. Damage description and location (GPS)
  - c. Actual costs
  - d. The scope of work: describes costs

### **ADMINISTRATIVE ALLOWANCE:**

**DAC-** must be documented and applied to specific PW

### **PROJECT COMPLETION TIME:**

Time limits for all Projects Worksheets begin the date of the disaster declaration.

**EMERGENCY WORK - 6 MONTHS**

**TIME EXTENSION – RA approval for additional 6 months**

### **ACCURATE RECORDS OF EXPENSES MUST BE MAINTAINED**

### **PROJECT REVIEW:**

TDEM formulate their own PWs, all projects are subject to final FEMA validation and review. FEMA enters PWs into EMMIE

### **ADDITIONAL INFORMATION CAN BE OBTAINED FROM**

FEMA WEB SITE ([www.fema.gov](http://www.fema.gov))

FEMA CONTACTS:

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