



**Federal Emergency Management Agency
Kentucky Division of Emergency Management
Hazard Mitigation Application
INITIATIVE GENERATOR PROJECTS**



Applicant _____

Project Location _____
(street, city, county, state, zip code, and lat/long coordinates in decimal format)

Project Title (descriptive) _____

Estimated Project Cost (total) \$ _____

THIS SECTION FOR STATE USE ONLY
DR- _____ - _____

- Standard HMGP or
- HMGP 5% Initiative**
- FMA
- Other _____

- Initial Submission *or*
- Resubmission

- Completeness Checklist
- State 409 Plan
- Eligible Applicant

- Project Type(s)**
- Acquisition/Demolition
 - Acquisition/Relocation
 - Elevation
 - Drainage/Construction
 - Wind Retrofit
 - Tornado
 - Seismic Retrofit
 - Other Generator

- Community NFIP Status:**
- Participating Community
 - ID #: _____
 - CRS Participant
 - In Good Standing
 - Sanctioned

State Application ID _____

Date Received _____

State Reviewer _____

Reviewer Phone # _____

Reviewer Fax# _____

Reviewer Email: _____

This application supports Federal Emergency Management Agency (FEMA Region IV) *Hazard Mitigation Grant Program (HMGP)* proposals. Please complete EACH section and provide the supporting documentation requested. If you need assistance with the application, please contact your grant manager.

A. To Fill Out This Application: complete all sections of the main application.

B. Applicant Information

1. Applicant (Organization) _____
2. Applicant Type
 State or Local Government Recognized Indian Tribe Private Non-Profit
3. County / Counties _____
4. State Legislative district(s) _____ Congressional District(s) _____ Area Development District _____
5. Tax I.D. Number _____ FIPS Code _____ DUNS Number _____
6. Application Point of Contact
 Ms. Mr. Mrs. First Name _____ Last Name _____
Title _____
Street Address _____
City _____ State _____ Zip Code _____
Telephone _____ Fax _____
Email Address _____
7. Application Prepared by: Ms. Mr. Mrs. First Name _____ Last Name _____
Title _____ Telephone _____ Fax _____
8. Chief Executive Officer or Authorized Agent
 Ms. Mr. Mrs. First Name _____ Last Name _____
Title _____ Telephone _____ Fax _____
Street Address _____
City _____ State _____ Zip Code _____
Email Address _____

NOTE: *If your project is approved, work must begin within 90 days of the obligation of funds.*

I. History of Hazards and Damages

A. Overview of Past Damages/Power Outages:

B. Detailed Damages/Outages:

<u>Date</u>	<u>Level of Event</u>	<u>Damages</u>	<u>Indirect costs (describe)</u>
<i>[e.g. 10/7/89</i>	<i>50 year flood</i>	<i>Total of \$195,000 in damages to 16 homes in project area</i>	<i>Emergency Services</i>
<i>Evacuation of 58 people.]</i>			
<i>[e.g. 8/18/92</i>	<i>100 year flood</i>	<i>Total of \$1,895,000 in damages to 23 homes in project area</i>	<i>Emergency Services</i>
<i>Evacuation of 108 people.]</i>			

Attach all supporting documentation for history of hazards and past damages.

II. Project Description

A. Project Description / Protection Provided

Describe, in detail, the proposed project. *Your narrative must indicate that there is a reasonable expectation that future damage or loss of life or injury will be reduced or prevented by the activity.*

Describe how the size and specifications of the generator were determined for this site.

Explain how the proposed project will solve the problem(s) and provide the **level(s) of protection** described in Section II, B. **Include the applicable local, state, and federal codes and standards that the project will meet or exceed. Include the depth/dimensions of disturbance and cumulative amounts. If any borrow/fill will be used, the location and coordinates of the source must be included.**

B. Hazards to be Mitigated / Level of Protection

1. Select the type of hazards for which the proposed project will provide power outage protection:
 Flood Wind Seismic Other (list) _____

The generator will provide power outage protection in the event of the indicated hazards.

2. Useful life of the project

III. Project Location

Fully describe the location of the proposed project.

A. Site

1. Physical Location

Describe the area and/or population affected/protected by this project; including the geographic area to be protected by the emergency backup power source.

2. Structures Affected

Provide the number of each type of structure (listed below) in the project area. Include **all** structures in project area.

- _____ Residential properties
- _____ Businesses / commercial properties
- _____ Public buildings
- _____ Schools / hospitals / houses of worship

B. National Flood Insurance Program (NFIP) Flood Insurance Rate Map (FIRM)

Attach a copy of the panel(s) from the FIRM, and, if applicable, the Floodway Map. Locate the project site and all structures to scale on the map.

If the FIRM for your area is not published, please attach a copy of the Flood Hazard Boundary Map (FHBM) for your area, with the project site and structures located to scale on the map.

Using the FIRM, determine the flood zone(s) of the project site (Check all zones in the project area).

- VE or V 1-30
- AE or A 1-30
- AO or AH
- A (no base flood elevation given)
- B or X (shaded)
- C or X (unshaded)
- Floodway

C. City or County Map with Project Site and Photographs (check the box to indicate the attached materials)

Attach a copy of a city or county scale map (large enough to show the entire project area) with the **generator site marked** on the map.

USGS 1:24,000 topo map with **generator site marked on the map**.

Attach photographs for each generator site. The photographs should be representative of the project area, including any relevant streams, creeks, rivers, etc. and drainage areas, which affect the project site or will be affected by the project.

IV. Scope of Work / Budget

Provide details of all costs of the project.

- You may include a line item for Pre-Award project costs which includes costs associated with application development.
- Archaeological and/or cultural surveys may be required by the SHPO. If required, the costs may be submitted in this budget as part of the Pre-Award project costs.
- You may include a line item for Project Management limited to no more than five (5) percent of total project costs.
- You may add up to 5% of the project costs as contingency, but the contingency line item must be associated with one of the other categories, such as materials.
- Identify line items which will be used as in-kind contribution for the local match.

Please attach a signed letter from each source of local matching funds that demonstrates commitment to providing the necessary funds throughout the implementation of the project. The letter should state: Matching funds availability is part of the contract between the Commonwealth and the sub-recipient, and there are no known budget cycle limitations.

A. Materials

Item	# of Units	Cost per Unit	Total Cost
------	------------	---------------	------------

B. Labor (Include equipment costs -- please indicate all "soft" or in-kind matches)

Description	# of Units	Cost per Unit	Total Cost
-------------	------------	---------------	------------

C. Fees Paid Include any other costs associated with the project

Description of Task	# of Units	Cost per Unit	Total Cost
---------------------	------------	---------------	------------

Total Estimated Project Cost \$_____

Please provide a description of the cost effectiveness of your proposed initiative project:¹

Please provide a statement describing how the purchase and installation of a generator is a cost effective investment to reduce risk in your community.

¹ Effective FY2010, for 5% Initiative subapplications for HMGP funding, a narrative description of the project's cost effectiveness must be provided in lieu of a Benefit Cost Analysis.

D. Funding Sources

The maximum Federal share for HMGP projects is 75%. The other 25% can be made up of State and Local funds as well as in-kind services. HMGP funds may be packaged with other Federal funds, but other Federal funds (except for Federal funds which lose their Federal identity at the State level – such as CDBG, ARC, HOME) may not be used for the State or Local match.

Estimated FEMA Share \$ _____ % Of Total

Non-Federal Share

Estimated Local Share \$ _____ % Of Total
(Include In-Kind Value and attach commitment of funds letter)

List Funding Sources _____

Estimated State Share \$ _____ % Of Total

List Funding Sources _____

Estimated Other Agency Share \$ _____ % Of Total

Identify Other Non-Federal Agency _____

Other Non-FEMA Federal Fund \$ _____ **Do Not Include In Total**

Identify Other Federal Agency _____

E. Management Cost Awards

RE: Hazard Mitigation Grant Program Management Costs Interim FEMA Policy #104-11-1

Guidance

1. Management costs are any indirect cost, any direct administrative cost, and any other administrative expenses associated with a specific project.
2. FEMA will provide 100 percent Federal management cost funding up to 5% of the total amount of the Hazard Mitigation Grant Program (HMGP) award.
3. All claimed management costs must be reasonable, allowable, allocable, and necessary as required by 2 CFR Part 200 Subpart E, applicable program regulations, and HMA Guidance (2015).
4. Management cost awards must meet the federal uniform administrative requirements pertaining to records retention, closeout, and audit.

Please choose one:

The subrecipient **IS NOT** claiming management costs associated with their project application in accordance with Interim FEMA Policy #104-11-1

The subrecipient **IS** claiming management cost associated with their project application in accordance with Interim FEMA Policy #104-11-1 and is completing a narrative description and the budget below.

Narrative Description of Management Activities and Costs:

Management Cost Budget

Description of Task/Item	# of Units	Cost per Unit	Total Cost
			.00
			.00
			.00
			.00
			.00
			.00
			.00
			.00
TOTAL			\$.00

F. Project Milestones

List all major timeline milestones for the project:

Milestone	Number of Days to Complete
<i>[e.g. Demolition of 6 structures and removal of debris</i>	<i>14 days]</i>
Master Agreement Process with State	150 days
Project Closeout/Final Payment	120 days
TOTAL	___ DAYS

G. Generator Data

1. Running Load (kW) _____
2. Starting Load (kW) _____
3. Is load being stepped in? _____
4. Generator Specified (kW) _____
5. Generator Voltage _____
6. Single or Three Phase _____
7. Type of Controls _____ automatic _____ manual
8. Type of Fuel _____

Note: The generator must be installed in accordance with all applicable local and national building and electrical codes.

- Please attach a manufacturer specification sheet.
- Please attach a maintenance plan for the generator. The maintenance plan should include periodically exercising the generator under load, a funding source, and the responsible party for maintenance.
- Provide a letter from an engineer, licensed electrician or qualified technician indicating the generator will provide the necessary back-up. Provide the qualification if the technician is not an engineer or licensed electrician. You may request this information from your local electricity provider.

V. Alternative Actions

This application cannot be submitted for funding consideration if this section is incomplete.

List **two feasible** alternative projects to mitigate the hazards addressed in the proposed project. (NOTE: One of the alternatives is the "No Action Alternative" in section A).

A. No Action Alternative

Discuss the impacts on the project area if no action is taken.

B. Other Feasible Alternative

Discuss a feasible alternative to the proposed project. This could be an entirely different mitigation measure or a significant modification to the design of the proposed project. Include scope of work, engineering details (if applicable), estimated budget, and the impacts of this alternative proposal.

1. Feasible Alternative Project Description and Scope of Work

Describe, in detail, the alternative project. Also, Explain how the alternative project will solve the problem(s) / provide protection from the hazard(s).

A. Materials

Item	# of Units	Cost per Unit	Total Cost
------	------------	---------------	------------

B. Labor (Include equipment costs -- please indicate all "soft" or in-kind matches)

Description	# of Units	Cost per Unit	Total Cost
-------------	------------	---------------	------------

C. Fees Paid Include any other costs associated with the project

Description of Task	# of Units	Cost per Unit	Total Cost
---------------------	------------	---------------	------------

Total Estimated Project Cost \$_____

2. Feasible Alternative Project Location (if applicable)

- Attach a map or diagram showing the alternative site in relation to the proposed project site.
- 2 photographs of alternative site.

Attach copies of each photograph here

Clearly label each photo.

Alternative Actions (Continued)

C. Alternative Project Funding Sources: The maximum Federal share for HMGP projects is 75%. The remaining 25% can be State and Local funds as well as in-kind services. HMGP funds may be packaged with other Federal funds, but other Federal funds (except for Federal funds which lose their Federal identity at the State level – such as CDBG, ARC, HOME,) may not be used for the State or Local match.

Estimated FEMA Share \$ _____ % Of Total

Non-Federal Share

Estimated Local Share
(Include In-Kind Value) \$ _____ % Of Total

List Funding Sources _____

Estimated State Share \$ _____ % Of Total

List Funding Sources _____

Estimated Other Agency Share \$ _____ % Of Total

List Other Non-Federal Agency _____

Other Non-FEMA Federal Funds \$ _____ Do Not Include In Total

List Other Federal Agency _____

Total Estimated Alternative Project Cost \$ _____

D. Impacts of Feasible Alternative Project

Discuss the impact of this alternative proposal on the project area. Include comments on these issues: Environmental Justice; Endangered Species; Wetlands; Hydrology (Upstream and Downstream Impacts); Floodplain/ Floodway; Historic Issues; Hazardous Materials.

VI. Environmental Documents

The applicant should provide environmental documentation as requested by the grant manager. The state uses a clearinghouse where your application will be reviewed by the different agencies that are concerned with environmental and historical issues. **At a minimum, you must provide photos of the proposed project site/s (clearly labeled and with lat/long coordinates), an aerial overview of the area, and a DFIRM with the project site/s indicated.**

VII Maintenance Agreement

NOTE: Applicants whose proposed project involves the purchase and installation of a generator must sign the following agreement.

_____ hereby agrees that if it receives any Federal aid as a result of the attached project application, it will accept responsibility, at its own expense if necessary, for the **routine** maintenance of the approved generator. Routine maintenance shall include, but not be limited to, having a maintenance plan that specifically lists maintenance requirements. This will be written under the guidance of the generator manufacturer, so that the maintenance requirements are specific for the type of generator the community is purchasing. This plan will also include the process for regular maintenance to ensure proper electrical connection, testing, and upkeep to the generator. It is understood that the maintenance of the approved generator shall continue for the operational life of the generator.

The purpose of this agreement is to make clear the Subrecipient's maintenance responsibilities following project award and to show the Subrecipient's acceptance of these responsibilities. It does not replace, supersede, or add to any other maintenance responsibilities imposed by Federal, State and Local laws or regulations and which are in force on the date of project award.

Signed by _____ (printed or typed *name of signing official*) the duly authorized _____ (title) of _____ (name of applicant), certified this _____ day of _____, _____.

(Month) (Year)

Signature of Chief Executive Officer/date:

VIII Executive Officer Certification of Application

The undersigned does hereby submit this application for financial assistance in accordance with the Federal Emergency Agency's *Hazard Mitigation Grant Program* and the State Hazard Mitigation Administration plan and Certifies that the applicant (i.e. organization, city, or county) will fulfill all requirements of the program as contained in applicable Federal regulations and program guidelines, and that all information contained herein is true and correct to the best of our knowledge.

I certify that the information and data submitted in support of this application is, to the best of my knowledge and belief, true, accurate, complete, and correct.

_____ the duly authorized
(Print or type name of Chief Executive Officer)

_____ For _____
(Title) (Applicant)

Signature _____ Date _____

IX Designation of Applicant’s Agent Resolution

Be it resolved by _____(Governing Body) of _____(Public Entity) that _____*(Name of Incumbent) _____(Official Position) OR

_____*(Name of Incumbent), Governor’s Authorized Representative, is hereby authorized to execute for and in behalf of _____, a public entity established under the laws of the State of Kentucky, this application and to file it in the appropriate State office for the purpose of obtaining certain Federal financial assistance under the Disaster Relief Act (Public Law 288, 93rd Congress) or otherwise available from the President Disaster Relief Fund.

That _____ a public entity established under the laws of the State of Kentucky, hereby authorizes its agent to provide to the State and to the Federal Emergency Management Agency (FEMA) for all matters pertaining to such Federal disaster assistance the assurance and agreements printed on the reverse side hereof.

Passed and approved this _____ day of _____, 200 _____.

(Name and Title)

(Name and Title)

(Name and Title)

CERTIFICATION

I, _____, duly appointed and _____(Title) of _____(Public Entity), do hereby certify that the above is a true and correct copy of a resolution passed and approved by the _____(Governing Body) of _____(Public Entity).

On the _____ day of _____, 200 _____

Date: _____

(Official Position)

(Signature)

* Name of incumbent need not be provided in those cases where the governing body of the public entity desires to authorize any incumbent of the designated official position to represent it.

APPLICANT ASSURANCES

The applicant hereby assures and certifies that he will comply with the FEMA regulations, policies, guidelines, and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurance contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with the provisions of: Executive Order 11988, relating to Floodplain Management and Executive Order 11990, relating to Protection of Wetlands.
3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. It will provide and maintain competent and adequate architectural-al engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grant or agency may
6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. It will give the grantor agency and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights act of 1964 (P.L. 83-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial as-assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646), which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations.
15. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
17. (To the best of his knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 205, and applicable FEMA Handbooks.
18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishment of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1973. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
22. It will comply with the insurance requirements of Section 314, P.L. 93-288, to obtain and maintain any other insurance as may be reasonable, adequate, and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assurance.
23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.
24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such proper-ties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
25. It will for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards; and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

Signed by Chief Executive Officer or Applicant's Agent

STATE ASSURANCES

DATE

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.

Attach continuations or additional items to this page

01-22-2001-RIV-HMGP