



# Economic Recovery

## Recovery Support Function



### Coordinating:

Emergency Management Division (EMD)

### Primary:

Department of Commerce (COM)

### Supporting:

Conservation Commission (SCC)

Department of Social and Health Services (DSHS)

Department of Agriculture (WSDA)

Department of Veterans Affairs (WDVA)

Department of Archaeological and Historic Preservation (DAHP)

Economic Development Finance Authority (WEDFA)

Department of Ecology (ECY)

Employment Security Department (ESD)

Department of Financial Institutions (DFI)

Housing Finance Commission (WSHFC)

Department of Labor and Industries (LNI)

Office of the Insurance Commissioner (OIC)

Department of Licensing (DOL)

Washington State University – Extension Services (WSU Extension)

Department of Revenue (DOR)

Washington Trust for Historic Preservation

## Purpose

The Economic Recovery Support Function (RSF) integrates expertise to help local, regional/metropolitan, state, and tribal governments and the private sector sustain and/or rebuild businesses and employment and develop economic opportunities that result in sustainable and economically resilient communities after an incident. Through consultation with state and local economic stakeholders, the following definition of Economic Recovery in Washington State was developed: Economic Recovery is the ability to restore economic activities to a healthy state and develop new opportunities that result in a sustainable and economically viable community.

The National Preparedness Goal establishes 32 Core Capabilities organized into five mission areas to address the greatest risks to the nation. The Recovery Core Capabilities organize the key functional areas necessary to fully coordinate recovery support to impacted communities. The RSFs describe the process of organizing and coordinating agency actions to meet the Core Capability definition. Therefore, this RSF supports the delivery of the Economic Recovery Core Capability in the Recovery Mission Area by outlining the responsibilities of agencies and organizations in addressing critical economic recovery tasks. Public Information & Warning, and Operational Coordination are Support Core Capabilities to this RSF.

Primary Core Capability	
Recovery	
<b>Economic Recovery</b>	Return economic and business activities (including food and agriculture) to a healthy state and develop new business and employment opportunities that result in an economically viable community.
Support Core Capabilities	
Recovery	
<b>Public Information and Warning</b>	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard and, as appropriate, the actions being taken, and the assistance being made available.
<b>Operational Coordination</b>	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.

## Authorities & Policies

### Revised Code of Washington (RCW)

- **43.155.065, Emergency Public Works Projects**  
*Establishes low-interest or interest-free loans for emergency public works projects.*
- **43.163, Economic Development Finance Authority**  
*Establishes a state economic development finance authority to act as a financing conduit and facilitate access to capital by Washington businesses and local governments.*
- **43.22, Department of Labor and Industries**  
*Pertains to a state of emergency proclaimed under RCW 43.06.010(12), whereby the governor may waive or suspend the collection of fees associated with such items as*

*mobile homes, recreational or commercial vehicles, factory built housing and commercial structures, and out of state sales (RCWs 43.22.480, 43.22.434, 43.22.350).*

- **43.24.016, Department of Licensing, Powers and duties – Generally**  
*Overall powers and duties of the Director of Licensing to supervise and administer the activities of the Department.*
- **43.70.680, Department of Health, Volunteers for emergency or disaster assistance**  
*Details the activation of qualified volunteers to aid in the response to an incident requiring health care providers.*
- **48.02.060, Office of Insurance Commissioner General Powers and Duties – State of Emergency**  
*Details the authority and duties of the Commissioner following a governor’s proclamation of a state of emergency.*
- **58.08, Employment Security Department**  
*Establishes the Employment Security Department including the Unemployment Compensation Division and the Washington State Employment Service Division.*
- **82.32.050, Deficient tax or penalty payments – Notice – Interest – Limitations – Time extension or correction of an assessment during state of emergency**  
*Establishes language authorizing the Department of Revenue, during a state of emergency proclaimed under RCW 43.06.010(12), to extend a due date for any assessment or correction of an assessment related to taxes, penalties, or other interest.*
- **89.08.070, General duties of commission**  
*Establishes the State Conservation Commission and identifies the roles responsibilities of the commission.*

## **Washington Administrative Code (WAC)**

- **173-98-030(27), Environmental Emergency (Revolving Fund)**  
*Defines an “environmental emergency” which is often required in order for emergency funding in the form of loans and grants to be disbursed to communities, including the Clean Water State Revolving Fund.*

## **Situation Overview**

Washington State has a diverse economy comprised of major industry sectors including: Aerospace, Agriculture & Food Manufacturing, Clean Technology, Information and Communication Technology, Life Science/Global Health, and Maritime. The state is home to the headquarters of major global corporations and is recognized as a leader in incorporating principles of sustainability and clean energy into its economy. Washington’s small businesses help drive the state’s economy but may not currently have the resources and support they need to adequately recover from a disaster. All regions of Washington are economically interconnected through shared systems and resources.

Cash flow, access to capital, insurance, business resumption, and marketing and communications are just a few of the many economic areas that need to be taken into consideration in disaster recovery planning. Economic impacts from a disaster can have compounding effects on disaster survivors and inhibit their recovery process. For example, an individual may be temporarily unemployed as a result of the disaster and also unable to access their banking institution due to damaged infrastructure. The inability for residents to access cash or other means of assistance in a disaster may force the remaining open businesses to close. Small businesses are more likely to face significant recovery challenges due to the inability to recover lost assets, limited capacity, and/or the disaster impact on business dependencies such as the business' suppliers, customers, and employees.

Minimal coordination occurs between local emergency management and Economic Development Organizations (EDOs) pre-disaster. However, EDOs play a crucial role in the economic recovery of a community, including conducting economic research and modeling, land-use planning, conducting local damage assessments and reaching out to the business community, and supporting the economic recovery plan of each impacted community.

Washington currently lacks an economic recovery task force that can support local economic recovery planning efforts. This RSF addresses this gap by providing a platform for state agencies and key economic development partners to coordinate planning, response, and recovery efforts. The RSF also engages state agencies, local communities, and businesses in emergency management planning efforts including business continuity planning, which is another major gap in the State. Organizational structures for recovery exist only in a few communities across the State and there is currently no dedicated state disaster recovery program to support individuals and businesses in their recovery from disasters that are not federally declared. This RSF leverages resources of state and local entities to support economic recovery. Furthermore, training and exercise related to economic recovery is limited. This RSF offers an opportunity to train partners across the state on the potential economic impacts of a disaster and could be used in future exercises.

### **Planning Assumptions**

This RSF assumes that local and federal entities will operate similar plans that stipulate organization by Core Capability and/or RSF as defined within the Washington Restoration Framework (WRF). If a local entity does not have an Economic RSF component to their response and/or recovery plan, this RSF will integrate with the closest equivalently functional element, such as Emergency Support Function 14 Long Term Recovery (ESF-14), a recovery branch, or a recovery task force/group. This RSF also assumes the following:

- Small businesses may not have the resources to rebuild while at the same time experiencing expected revenue loss after a disaster.
- Businesses may experience significant challenges navigating post-disaster federal, state, and local economic recovery programs.

- Disasters can disproportionately affect less-resourced communities and cause financial disruptions that will prolong the recovery timeline.
- Statutory, regulatory, and policy issues may contribute to gaps, inconsistencies, and unmet needs during recovery. This RSF intends to address these challenges in a collaborative manner and seek innovative solutions.
- Nothing in this Economic RSF is intended to modify, replace, or supersede the recovery activities, roles and responsibilities, authorities, statutes, regulations, or program rules of the coordinating or supporting entities that implement or support the implementation of ESFs within the Washington State Comprehensive Emergency Management Plan.

## Concept of Operations

### Critical Tasks

This RSF is primarily responsible for directly contributing to the Recovery Mission Area through the Economic Recovery Core Capability and Critical Tasks but may also support the Critical Tasks under Public Information and Warning and Operational Coordination Core Capabilities. The entities responsible for executing these tasks are listed in the ‘Responsibilities’ section of this document.

Mission Area	Critical Task I.D.	Critical Tasks
<b>Economic Recovery</b>		
<b>Recovery</b>	<b>1</b>	Conduct a preliminary assessment of economic issues and identify potential inhibitors to fostering stabilization of the impacted communities.
	<b>2</b>	Restore affected area’s economy to a new normal based on the community’s recovery timeline.
	<b>3</b>	Ensure locally developed community recovery and mitigation plan(s) incorporate economic revitalization and post-disaster economic sustainability components, while maintaining equity for all impacted residents.

Mission Area	Critical Task I.D.	Critical Tasks
<b>Public Information and Warning</b>		
<b>Recovery</b>	<b>1</b>	Reach all populations within the community with effective actionable recovery-related public information messaging and communications that are accessible to people with disabilities and people with limited English proficiency; protect the health and safety of the affected

Mission Area	Critical Task I.D.	Critical Tasks
<b>Public Information and Warning</b>		
		population; help manage expectations; and ensure stakeholders have a clear understanding of available assistance and their roles and responsibilities.
	2	Support affected populations and stakeholders with a system that provides appropriate, current information about any continued assistance, steady state resources for long-term impacts, and monitoring programs in an effective and accessible manner.

Mission Area	Critical Task I.D.	Critical Tasks
<b>Operational Coordination</b>		
Recovery	1	Establish tiered, integrated leadership and inclusive coordinating organizations that operate with a unity of effort and are supported by sufficient assessment and analysis to provide defined structure and decision-making processes for recovery activities.

## **Objectives**

Through consultation with the entities in this RSF, objectives specific to this Economic RSF were identified. These are broad objectives that support the Economic Recovery Critical Tasks through the coordination of this Economic RSF.

- Identify and leverage available funds and services to meet the needs of the impacted community.
- The Economic RSF will serve as a vehicle for enhancing State interagency coordination, information sharing, communication, and collaboration in both pre- and post-disaster timeframes.
- Apply a unified coordination approach to develop an economic recovery strategy, working with federal, state, local, and tribal stakeholders and partners.
- Support the capacity of local and tribal governments, nonprofits, and the private sector to produce a sound economic recovery strategy and enhance community resilience at the local and regional level.
- Convene appropriate state resources, achieving representation on the RSF to obtain a common operating picture of recovery activities being conducted and resources available to support the impacted community.
- Support existing recovery organizations and encourage the development of local long-term recovery organizations/groups through technical assistance, best-practice identification and sustained liaison engagement.

## **Whole Community Involvement**

This RSF must consider the Whole Community when assessing economic impacts and determining economic recovery strategies. To adequately support local economic recovery, a variety of stakeholders should be included in developing and reviewing the economic recovery plan or strategy. Community recovery plans and assistance programs should be developed that include solutions for how the whole community will recover economically. Topics to consider for people with disabilities and others who have access and functional needs include, but are not limited to, the following:

- **Barriers to reentering the workforce:** Identification of barriers that may be preventing survivors and others with access and functional needs from reentering the workforce such as displacement, loss of normal services due to the disaster, loss of transportation options, and the support services for parents and guardians of people with disabilities and others who have access and functional needs.
- **Employment opportunities:** Unemployment rates for people with disabilities are often higher than for people without disabilities, making finding a job especially difficult after a disaster. To address this issue, the Economic RSF should work with a variety of local, state, and federal economic development and workforce development organizations to make all recovery job opportunities available to people with disabilities and others who have access and functional needs. This RSF should place an emphasis on getting all survivors back to work, and provide clear and consistent advertisement of positions, services, and support to people with disabilities and others who have access and functional needs. To the extent possible, this RSF should support job fairs, create equal opportunities for open positions, and provide technical assistance and training for businesses to include how to support and recruit potential employees with disabilities and others who have access and functional needs.
- **Supporting local entrepreneurs, local business, and veterans:** This RSF should identify opportunities to support people with disabilities and others who have access and functional needs who are entrepreneurs and small business owners including through such means as: vocational rehabilitation services, Department of Veterans Affairs, Service-Disabled Veterans-Owned Business Concern Program (via the Small Business Administration (SBA)), and other federal, state, and local programs supporting veterans and veterans with disabilities or who have access and functional needs.

## **Organization**

### **Mobilization**

All personnel should remain flexible to adapt to the unique conditions of all hazards and scale the RSF structure to meet the needs of the recovery. This RSF operates within the confines of

the WRF and in support of the Comprehensive Emergency Management Plan (CEMP) and its annexes.

EMD, in consultation with its legal team and primary and coordinating entities, will convene a conference call to establish a common operating picture and discuss any emerging local needs in the event of an incident resulting in significant damages to a community. This convening also may be implemented if ESF-14 is activated, or as determined by lead and coordinating agencies to be necessary. For most incidents, the activation will consist of a conference call with key state-level partners. The EMD Disaster Recovery Coordinator will contact RSF partners and schedule the conference call. RSF coordination calls and other RSF convening actions fall under the responsibility of the EMD Disaster Recovery Coordinator via ESF-14 in the State Emergency Operations Center (SEOC). Alternatively, this RSF may be activated by the State Coordinating Officer or the Governor's Authorized Representative and recovery activities coordinated within the Recovery Unit of the Recovery Branch in the SEOC Operations Section or Joint Field Office (JFO).

While most incidents will only require Economic RSF partners to call-in, larger disasters may necessitate in-person meetings at the SEOC or JFO. Alternate meeting locations may be determined by the coordinating and primary agencies, in coordination with the State Coordinating Officer (SCO) or Deputy SCO.

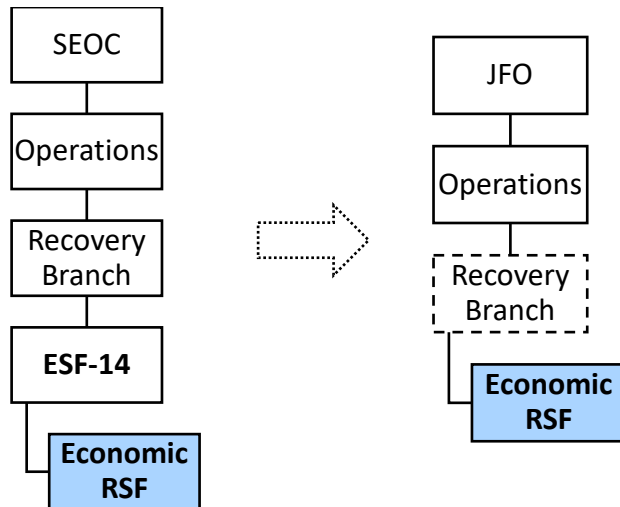
EMD and the COM will work together post-disaster to develop an RSF After-Action Report and update the RSF as needed.

### **Structure**

The Economic RSF is a component of the Recovery Branch within the Operations Section of the SEOC, as organized within the structures of the Incident Command System (ICS). The structure is ideal for coordinating the immediate response activities and the initial recovery efforts to an incident. Recovery begins at the time of the incident and the initial response efforts contribute to the overall recovery of the impacted jurisdiction. Therefore, response activities coordinated through ESFs within the SEOC provide essential information to the RSFs, which may be activated concurrently. ESF-14 acts as the conduit of information between ESFs and RSFs and as a transition between response and recovery activities.

As the incident progresses, a structure with more flexibility may be necessary to carry out the intermediate and long-term recovery efforts in the state, in coordination with, or as part of, the JFO. In a JFO, the Economic RSF will reside within the Operations Section. A Recovery Branch may be created to maintain span of control and lead other activated RSFs.





## Direction, Control and Coordination

The responsibilities and actions within this RSF should be prepared to integrate horizontally and vertically into those outlined in other local, state, and federal plans.

### Horizontal Integration

This RSF is a functional recovery operational annex supporting the WRF as part of the WA CEMP. Other state agencies may possess plans that outline their continuity of operations and/or recovery actions during an incident, to include information on executing their assigned responsibilities.

### **Comprehensive Emergency Management Plan (CEMP)**

*The CEMP guides the overall emergency management roles, responsibilities and emergency management mission areas (protection, preparedness, response, recovery, and mitigation) in the state.*

#### **CEMP, Emergency Support Function 14 – Long Term Recovery Annex**

*ESF-14 is the coordinating and advisory function supporting local recovery efforts through the SEOC to coordinate state and federal recovery resources, host relevant meetings, facilitate the transition of resources from response to recovery, and prepare Presidential Disaster Declaration (PDD) requests.*

#### **CEMP, Catastrophic Incident Annex**

*This annex provides planning considerations for the SEOC in the context of a catastrophic event.*

### Vertical Integration

This RSF should integrate vertically to federal recovery plans at the national and regional level, as well as county and city plans at the local level including pre-disaster economic development plans. The RSF should also be prepared to integrate with the recovery plans within tribal governments.

The state Economic RSF should anticipate coordinating with the equivalent federal Economic RSF agencies that support the delivery of the Economic Recovery Core Capability, particularly the coordinating and primary agencies.

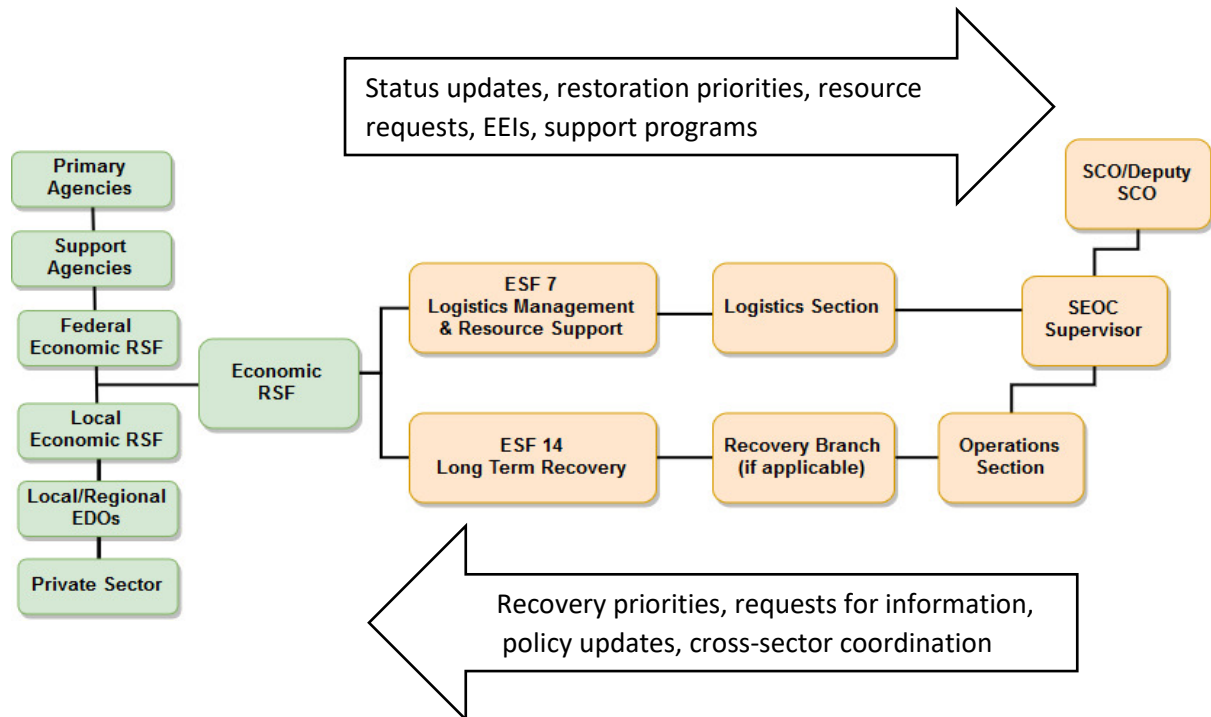
**Recovery Federal Interagency Operational Plan, Annex D: Economic Recovery**

*The state Economic RSF should integrate vertically with the Federal Economic RSF as outlined in the Recovery Federal Interagency Operational Plan, by addressing the delivery of the Economic Recovery core capability and associated actions.*

**Information Collection, Analysis, and Dissemination**

**Information Collection**

Upon activation, the Economic RSF gathers information from its member agencies (both primary and supporting), federal, state and local ESF-14 and/or Economic RSF counterparts, local and regional economic development organizations, and other sources as necessary. In addition to the entities supporting the Economic RSF, this RSF should remain flexible and scalable to account for additional state entities that may indirectly support this RSF (e.g., Office of Financial Management, Office of Superintendent and Public Instruction, State Treasurer’s Office, Governor’s Office of Indian Affairs, State Commissions, etc.).



The RSF coordinates information sharing and recovery efforts between related agencies to maximize effectiveness and minimize duplication of effort. Using available information, partners will provide economic recovery impact assessment data, issues, business status

reports, and resource requests to inform the Economic RSF and, if applicable, the recovery support strategy or plan.

The Economic RSF should coordinate and support local economic and associate development organizations, Chambers of Commerce, workforce development councils, and other community and economic planning entities such as those in the table below. Information collected from these organizations may indirectly support this RSF. For example, they may conduct economic and community research and modeling pre-disaster, which can provide an economic community “profile” or snapshot of the impacted area. These economic and community development organizations may also provide economic and land-use planning guidance, which supports the intermediate and long-term recovery efforts.

Economic recovery activities at the local level may drive the economic recovery priorities and decision making at the state level. Therefore, it is essential to work with the local economic and workforce development entities involved in the economic recovery process and support the private sector in their restoration activities. The public sector should stimulate and facilitate private sector activities by applying state resources and working collaboratively to overcome challenges.

<b>Entities Supporting Economic Recovery</b>	
Academic Institutions	Equity & Environmental Justice Groups
Associate Development Organizations (ADOs)	Farm Bureaus
Chambers of Commerce	Local & Tribal Governments
Community Action Council	Philanthropic Organizations
Community Foundations	Service Clubs & Fraternal Orders
Community Organizations Active in Disasters (COADs)	State Board of Community & Technical Colleges (SBTC)
Community, Social Service, and Humanitarian Organizations	Voluntary Organizations Active in Disasters (VOADs)
Conference of Governments	Washington Hospitality Association
Economic Development Association (WEDA)	Washington Main Street
Economic Development Districts	Washington Tourism Alliance
Economic Revenue Forecast Council	Workforce Development Councils
Emergency Management	

**Essential Elements of Information (EEl)s:** The type of information to be collected is first determined by the Economic RSF’s Essential Elements of Information list (see below) but may be adjusted to fit the needs of the incident. The following categories are a baseline list of essential economic recovery elements which should be considered for information collection. This list was developed and prioritized through economic recovery stakeholder engagement and outreach events. EEl)s may or may not be immediately relevant based on the impact of a given disaster and the unique information collection needs. Other EEl)s may be necessary to develop a comprehensive economic impact assessment including taking into consideration the impact on other sectors such as housing, infrastructure, schools and daycares, health and social services, etc.

<b>Essential Elements of Information</b>	
<b>Economic Recovery</b>	
<b>Cash Flow</b>	
<ul style="list-style-type: none"> <li>○ Status of individual and business cash flow issues</li> <li>○ Impact on commerce</li> <li>○ Consumer safety concerns (i.e., impacts to a local or regional “brand”)</li> <li>○ Status of banking operations and access to capital</li> <li>○ Availability of local, state, and federal loan and grant programs</li> <li>○ Availability of working capital and bridge loans</li> </ul>	
<b>Assessment and Evaluation</b>	
<ul style="list-style-type: none"> <li>○ Number of employees impacted</li> <li>○ Number of people that evacuated the impacted area</li> <li>○ Surge capacity and availability of technical expertise</li> <li>○ Post-disaster labor demand and availability</li> <li>○ Availability of retraining programs</li> <li>○ Temporary employment opportunities</li> <li>○ Unemployment and dislocated worker numbers</li> <li>○ Assessment of workforce availability and needs</li> <li>○ Identification of business and employment “anchors” and partners in the community to get people back to work quickly</li> </ul>	
<b>Capital Access and Insurance</b>	
<ul style="list-style-type: none"> <li>○ Consideration of access to capital issues</li> <li>○ Insurance coverages and advocates</li> <li>○ Gap loan programs</li> <li>○ Status of insurance payments and other resources</li> </ul>	

## Essential Elements of Information

### Economic Recovery

- Long-term impact and the potential for increased insurance rates due to reassessment of risk

#### Business Resumption

- Status (operational, damaged, destroyed, unknown) of homes and businesses
- Inventory loss
- Number of buildings/facilities/systems needing inspection
- Ordinances and policies to facilitate reconstruction
- Permitting processes
- Availability of temporary alternative business locations
- Approximate resumption or restoration date
- Consideration of businesses leaving and returning
- Business re-entry numbers
- Needs of businesses to resume operations (e.g., flow of information, insurance and loan payments, infrastructure repairs, inspections and permits, etc.)

#### Marketing and Communications

- Issues and opportunities to coordinate communication strategies across local, state, tribal, federal, and private sectors
- Rebranding options and strategies
- Communication with the public and business community
- Business Emergency Operations Centers or Business Recovery Centers
- Identification of media and public perception of impacted area and common themes or hashtags (e.g., #OsoStrong) to unify recovery messaging
- Vertical and horizontal information flow concerning unmet needs, recovery challenges, and resource opportunities

#### Economic Development (long-term economic recovery considerations)

- Pre-disaster project and economic development strategies, initiatives and/or plans
- Repurposed/diversification initiatives
- Job creation opportunities
- Business retention and expansion programs
- Business incubators
- Mitigation and resilience options

## **Information Analysis**

Based on the information collected, the Economic RSF will work collaboratively to analyze the data and determine technical assistance needs, unmet needs, recovery challenges, and resource opportunities (e.g., contamination risks, infrastructure damages, population shifts, supply chain failure, etc.). To support economic recovery, information should be used to establish an accurate baseline by analyzing the pre-disaster economic status of the impacted community— business and industry output, workforce, existing debt burdens, etc. The information collected should support community planning, workforce and economic development, small businesses, and consider economic strategies to rapidly recover and build back in a resilient manner and promote community businesses and capacity building.

The information will also be analyzed to determine short, intermediate, and long-term economic recovery strategies. Information regarding short-term economic recovery activities could include status of infrastructure, requests for business impact information, and where to go for support. The information concerning intermediate and long-term economic recovery may include scheduling of Disaster Recovery Centers (DRCs) and Business Recovery Centers (BRCs), federal and state programs to support economic recovery, program registration and deadline information, etc. Information collected from numerous partners will be categorized and used to support the development and implementation of economic revitalization strategies, particularly in the long-term recovery phase.

## **Information Dissemination**

Information is disseminated to the Operations Section Chief (or Recovery Branch Director if activated) utilizing the SEOC web-based incident management software for Emergency Operations Centers (WebEOC), or best available system as allowed under the circumstances. Information is also disseminated among RSF stakeholders and partner agencies or organizations, including the private sector, to support the local economic recovery planning process. Information may be disseminated through the use of verbal, electronic, and/or graphical methods.

ESF-14 facilitates information transfer between ESFs and other agencies supporting Recovery Core Capabilities, including any other activated RSFs. ESF-7 (Logistics Management and Resource Support) provides logistical support and coordination of resources to support the short-term recovery objectives. ESF-15 (External Affairs) supports the dissemination of response and recovery information to the media and the public.

As the incident progresses and SEOC activity diminishes, alternative methods of information dissemination outside of WebEOC may be used. In large disasters, the JFO will act as a primary location for information dissemination regarding recovery activities in the state. The Public Information Officer (PIO) in the JFO will also support the information dissemination to the

general public concerning recovery activities. Key state agencies participating in the economic recovery efforts in the state may disseminate information to their stakeholders and the general public using a variety of communication means such as social media, websites, radio, tv, printed materials, outreach events, etc.

## Responsibilities

The table below outlines the responsibilities of entities in support of economic recovery. These actions are tied to executing the Critical Tasks noted in the “Concept of Operations” section which support the primary and support Core Capabilities listed in the “Purpose” section. The Critical Task I.D. is used to identify the specific Critical Task that the entity’s action addresses. Multiple entities can perform the same action and an action can address more than one Critical Task.

Recovery Mission Area			
Core Capability	Critical Task I.D.	Activity/Action	Organization(s) Name
Economic	1	In partnership with local/tribal jurisdictions, coordinate the effort to determine economic impact of the disaster.	EMD, COM, WSDA, DOR
Operational Coordination	1		
Economic	1	Conduct a joint SBA damage assessment when the extent of damage to businesses and households meets SBA Disaster Loan Program criteria but does not warrant pursuit of a Presidential Declaration.	EMD
Economic	1	Provide licensing, regulation, enforcement, and consumer advocacy services to assist citizens and businesses and support proper insurance recovery for disaster related damages and impacts.	OIC, LNI
Public Information & Warning	2		
Economic	1	Support individuals, families, and businesses replace vital records that were lost, damaged, or destroyed.	DOL
Public Information & Warning	2		
Economic	1	Assist in Preliminary Damage Assessments (PDAs) with federal, state, local, and tribal officials, as appropriate.	EMD

Recovery Mission Area			
Core Capability	Critical Task I.D.	Activity/Action	Organization(s) Name
Economic	1	Provide information and technical assistance on recovery planning and grant programs, including Public Assistance and the Hazard Mitigation Grant Program (requires disaster declaration).	EMD
Public Information & Warning	2		
Operational Coordination	1	For Federally Declared Disasters, provide staff to the Joint Field Office and bring in partners, as appropriate.	EMD
Operational Coordination	1	Coordinate with other activated federal, state, and local RSFs or recovery groups/task forces, as appropriate.	EMD
Operational Coordination	1	Coordinate statewide recovery and restoration activities following an emergency or disaster through the SEOC, JFO, and/or Recovery Coordinator as needed.	EMD, COM
Economic	1	Ascertain the level of assistance required and, if necessary, activate programs for economic recovery purposes and/or related disaster case-management services.	COM, DSHS
Public Information & Warning	2		
Economic	1	Provide technical and/or financial assistance to impacted communities.	COM
Economic	1	Conduct status checks for DSHS clients and facilities in incident area and activate Economic Services Administration Programs, as applicable.	DSHS
Public Information & Warning	2		
Public Information & Warning	1, 2	Help homeowners avoid unregistered contractors by educating them on their rights and responsibilities.	LNI
Public Information & Warning	2	Provide workplace safety and health consultative services to emergency responders and recovery workers.	LNI



Recovery Mission Area			
Core Capability	Critical Task I.D.	Activity/Action	Organization(s) Name
Economic	1	Provide electrical, manufactured housing, elevator, pressure vessel and workplace safety and health services in support of cities, counties, or emergency response agencies to restore services to businesses and residences affected by disaster.	LNI
Economic	1	Administer the federal disaster-benefits program for the U.S. Department of Labor, Employment & Training Administration, on behalf of FEMA.	ESD
Public Information & Warning	2		
Economic	2	Support the local Main Street program in economic vitality based on the impacted jurisdiction's need.	DAHP/Washington Trust
Economic	2	Coordinate with local Main Street programs as a conduit of information and technical assistance to local business owners, building owners, and tenants.	DAHP/Washington Trust
Public Information & Warning	1, 2	Staff insurance hotline and provide information and complaint support to insurance consumers.	OIC
Public Information & Warning	1, 2	Track emerging insurance issues and post information on social media and other formats.	OIC
Economic	1	During a Governor's Proclamation, enact emergency powers under RCW 48.02.060.	OIC
Economic	1	Examine local, state-chartered financial institutions to check for the safety and soundness of operations.	DFI
Public Information & Warning	2	Make recommendations to financial institutions to provide no- or low-cost loans to impacted individuals and businesses.	DFI
Operational Coordination	1	Serve as a source and conduit for research-based information necessary to support recovery.	WSU Extension

Recovery Mission Area			
Core Capability	Critical Task I.D.	Activity/Action	Organization(s) Name
Public Information & Warning	2	Provide specific expertise to support assessment, planning, performance and administration of recovery activities.	WSU Extension
Economic	1	Provide expertise in evaluating damaged historic properties and technical assistance.	DAHP
Economic	1	Administer tax incentives to property owners/developers for the rehabilitation of historic buildings.	DAHP
Public Information & Warning	2		
Economic	1	Facilitate development and application of protective measures and strategies in compliance with Section 106 of the National Historic Preservation Act and assist in coordinating with FEMA and EMD.	DAHP
Economic	2	Issue private activity bonds (based solely on borrower's credit) for a 501(c)(3) medical research facility if it is damaged in an earthquake; assist garbage company in financing truck replacements if existing fleet is damaged in a flood.	WEDFA
Economic	2	Issue disaster Recovery Bonds if authorized by federal relief legislation; issue bonds to finance facility repair and replacement for solid waste projects, small manufacturing projects, private airports and some 501(c)(3) organizations.	WEDFA
Public Information & Warning	1,2	Based on the identified economic recovery needs of the community, provide support to impacted communities through local field offices, if applicable, and through online technical support.	DOR
Economic	1	Assist in compiling statistics related to the fiscal impacts of an emergency or disaster, including evaluating damage to real property,	DOR

Recovery Mission Area			
Core Capability	Critical Task I.D.	Activity/Action	Organization(s) Name
		utilities, etc., and to forests in determining marketability and tax impacts.	
Economic	2	Provide assistance to local jurisdictions for maintenance or reconstruction of tax records and adjust tax reporting/collection requirement to allow for business resumption.	DOR
Economic	1	Work in conjunction with Conservation Districts to assist in determining damage estimates to agricultural infrastructure and natural resources in the communities involved in a disaster.	SCC
Economic	3	In collaboration with conservation district staff, review local recovery and mitigation plans to check that programs and activities for agricultural land restoration are included.	SCC
Public Information & Warning	1	Provide technical assistance and incentive-based financial programs through Conservation Districts to private landowners, land managers, rangers, and farmers if funding is available.	SCC
Public Information & Warning	2	Support all 45 conservation districts across the state by leveraging federal, state, and local programs to meet recovery needs.	SCC
Operational Coordination	1	Provide assistance to state, local, and federal agencies in planning for post-disaster recovery response planning activities.	SCC
Economic	2	Assist displaced veterans and family members in affected areas by providing financial assistance to eligible individuals and connecting them to benefits and services offered through other organizations.	WDVA
Public Information & Warning	1		
Economic	1	Provide technical assistance and support to Low-Income Housing Tax Credit and Bond-Financed properties impacted by disaster and administer WSHFC programs, as applicable.	WSHFC
Public Information & Warning	1		

## Resource Requirements

### Micro-level

The Economic RSF needs to maintain communication with response decisions and activities occurring in the SEOC. Therefore, at a minimum, the ESF-14 recovery coordinator must be located in the SEOC in order to coordinate economic recovery information to the primary agencies of the RSF. Depending on the disaster, the Economic RSF may require a physical space on the SEOC floor or in the JFO to conduct recovery activities under the Recovery Branch structure. This space includes relevant office resources, information/communication technologies (including access to WebEOC) and supporting personnel resources. RSF needs include access to basic office resources (computer, monitor, printer, notepad, pens/pencils, etc.) and an available conference room and a conference call line to hold meetings.

### **Recommended Training**

- ICS 100, 200, 700, 800 (*required for all SEOC personnel*)
- IS 701.a NIMS Multiagency Coordination System (MACS)
- IS-800.b – National Response Framework – An Introduction
- IS-2900 – National Disaster Recovery Framework (NDRF) Overview

The Economic RSF members should have expertise in post-disaster economic recovery, including business continuity planning and familiarity with the federal, state, and local laws, regulations, rules, policies, procedures, and methods concerning disaster recovery.

### Macro-level

The Economic RSF needs to maintain communication with economic stakeholders statewide. This includes communication and information sharing agreements with federal and local Economic RSF (or equivalent function), local and regional economic development organizations, associations and leaders, Chamber of Commerce representatives, and relevant business, workforce and economic development-focused government agencies and nonprofit associations.

## References and Supporting Guidance

### **American Planning Association PAS Report 576, Planning for Post-Disaster Recovery: Next Generation**

*This is a resource outlining key recovery concepts and guides recovery planning at the state and local level.*

### **Bureau of Labor Statistics**

*Provides extensive county-level data on various economic factors which should be considered in economic recovery planning.*

### **Business Recovery Guide, WA EMD and WA Department of Commerce**

*This is a resource developed between WA EMD and the Department of Commerce covering critical topics for businesses that have experienced a disaster, including sources of federal funds, how and where to apply for assistance, making repairs and cleanups, inspections and contractors, and more.*

### **Community & Regional Resilience Institute – Community Resilience System**

*The Community Resilience System (CRS) brings together the resources, tools, and processes needed to improve community resilience. <http://www.resilientus.org/recent-work/community-resilience-system/>*

### **Economic Development Administration – Disaster Recovery**

*Webpage with recovery resources that may be useful to support a community's economic recovery efforts. <https://www.eda.gov/programs/disaster-recovery/>*

### **FEMA National Disaster Recovery Framework (NDRF)**

*Provides a framework for how the federal government organizes for recovery and introduces recovery concepts, including recovery support functions.*

### **FEMA National Response Framework (NRF)**

*Contains guiding principles for domestic response partners to prepare for and provide a unified response to disasters and emergencies.*

### **Insurance Institute for Business & Home Safety (IBHS), “Open for Business”**

*This is a business continuity resource guide for small businesses.*

### **Insurance Institute for Business & Home Safety (IBHS), Severe Weather: Emergency Preparedness and Response Planning**

*This is a guide for small businesses to build a plan for responding to operational disruptions.*

### **RestoreYourEconomy.org**

*One-stop shop of disaster preparedness, post-disaster economic recovery, and disaster resiliency resources, tools, event announcements as well as opportunities to connect with peers through social media groups.*

### **Washington Restoration Framework (WRF)**

*This RSF is a functional recovery operational plan supporting the WRF. The WRF is an interagency plan that provides direction across all organizations within state government concerned with the Recovery Mission Area, including the Economic Recovery Core Capability. The WRF can be activated at distinct levels to mobilize resources in support of local or regional disasters or can be activated fully in support of catastrophic incidents.*

**Washington State Department of Commerce, Business Services Division, “When Trouble Strikes: A Crisis Planner for Businesses” (2014)**

*This is a resource for businesses interested in crisis/continuity planning. It offers a concise introduction to preparedness planning including identifying and ranking the crises (i.e. “threats”) and how to develop a workable plan to address them. A sample crisis communication plan, business continuity checklist, and other guidance documents are found in the appendix.*



## Economic Recovery

### Recovery Support Function

#### Attachment – Economic RSF

#### Coordinating, Primary, and Supporting Agencies Program Matrices

Below is a list of state, federal, and other governmental and non-governmental entity programs supporting economic restoration and recovery following a disaster. The list of programs is not exhaustive and the availability of funding, the program eligibilities and stipulations, the program actions and the contact information are subject to change. The information listed below is reviewed on a regular basis with each entity to check for inaccuracies. Additional entities may be added to this resources section during regular document updates or as needed in a disaster.

#### Washington Military Department Emergency Management Division (EMD)

##### *Summary of Agency Activities*

The Washington Emergency Management Division is responsible for the overall coordination of disaster response and recovery activities in Washington State. EMD manages federal recovery programs through FEMA such as Individual Assistance and Public Assistance, as well as the Hazard Mitigation Assistance programs, Hazard Mitigation Grant Program, Pre-Disaster Mitigation, and Flood Mitigation Assistance.

EMD also operates the SEOC and therefore works closely with responders and with local organizations to transition from response to recovery.

##### *Agency designees for RSF representation*

Travis Linares-Hengen, Human Services Program Supervisor

[Travis.Linares-hengen@mil.wa.gov](mailto:Travis.Linares-hengen@mil.wa.gov); (253) 512-7028

Quinn Butler, Recovery Coordinator

[Quinn.Butler@mil.wa.gov](mailto:Quinn.Butler@mil.wa.gov); (253) 512-7459

EMD Program	Eligibility/Stipulations	Action	Contact Information
Individual and Households Program	Requires a Federal Disaster Declaration for Individual Assistance.	The Individual and Households Program is a FEMA program that provides assistance for individuals and families, including interim housing assistance, cash for necessities, and other benefits up to approximately \$33,000. The average award is much lower, \$5000. In Washington, IA Declarations are rare. EMD employs Disaster Reservists to support damage assessments and program delivery for IA Declarations.	Travis Linares-Hengen (253) 512-7028 <a href="mailto:Travis.Linares-hengen@mil.wa.gov">Travis.Linares-hengen@mil.wa.gov</a> ;
Disaster Case Management (DCM)	Requires a Federal Disaster Declaration for Individual Assistance.	DCM addresses human services needs following a disaster through partner integration, provider capacity building, and state level program development. The DCM program delivers personalized disaster case management services.	Travis Linares-Hengen (253) 512-7028 <a href="mailto:Travis.Linares-hengen@mil.wa.gov">Travis.Linares-hengen@mil.wa.gov</a> ;
Small Business Administration (SBA) Disaster Loans	Credit requirements; requires an SBA disaster declaration.	Upon reaching damage thresholds, which are based on uninsured damage to homes and businesses, the SBA can provide low-interest loans for home and business continuity and recovery.	Travis Linares-Hengen (253) 512-7028 <a href="mailto:Travis.Linares-hengen@mil.wa.gov">Travis.Linares-hengen@mil.wa.gov</a> ;
Disaster Recovery Technical Assistance	None	Emergency Management Division staff will support local jurisdictions in developing disaster recovery plans both pre-and-post disaster, as well as with organizing Community Organizations Active in Disasters (COADs) and local volunteer management training.	Travis Linares-Hengen (253) 512-7028 <a href="mailto:Travis.Linares-hengen@mil.wa.gov">Travis.Linares-hengen@mil.wa.gov</a> ;
Fire Management Assistance Grant Program (FMAG)	Requires a Federal Fire Management Assistance declaration. Cost share 75 percent Federal and 25 percent Applicant.	Provides financial assistance to state, local, and federally recognized tribal governments for the mitigation, management, and control of fires on publicly or privately-owned forests or grasslands. State must demonstrate that total eligible costs for the declared fire meet or exceed either the individual	<a href="https://mil.wa.gov/fire-management-assistance-grant-program-fmagp-for-public-agencies">https://mil.wa.gov/fire-management-assistance-grant-program-fmagp-for-public-agencies</a>



EMD Program	Eligibility/Stipulations	Action	Contact Information
		<p>fire cost threshold, or the cumulative fire cost threshold.</p> <p>Note: Eligible costs include temporary repair of damage caused by firefighting activities, among others. Ineligible costs include recovery and mitigation of possible future damage related to the burn area of the declared fire.</p>	
<p>Public Assistance (PA) Grant Program</p>	<p>Requires a Federal Disaster Declaration for Public Assistance.</p> <p>PA programs vary based on the needs determined by the Preliminary Damage Assessment.</p>	<p>After a natural or man-made event that causes extensive damage, FEMA coordinates with the state to implement the Public Assistance (PA) Grant Program.</p> <p>Through the PA Program, FEMA provides supplemental Federal disaster grant assistance for debris removal, emergency protective measures, and the repair, replacement or restoration of disaster-damaged, publicly owned facilities and the facilities of certain Private Non-Profit (PNP) organizations. The Public Assistance Program also encourages protection of these damaged facilities from future events by providing assistance for hazard mitigation measures during the recovery process.</p> <p>The Federal share of assistance is not less than 75 percent of the eligible cost for emergency measures and permanent restoration. The grantee (usually the state) determines how the non-federal share (up to 25 percent) is split with the subgrantees (eligible applicants).</p>	<p>Gary Urbas Deputy State Coordinating Officer Public Assistance Program Manager (253) 512-7402 <a href="mailto:Gary.urbas@mil.wa.gov">Gary.urbas@mil.wa.gov</a></p> <p><a href="#">Link to the PA Program overview</a></p>

EMD Program	Eligibility/Stipulations	Action	Contact Information
Hazard Mitigation Assistance (HMA)	Presidential Declaration of Major Disaster required.	Hazard Mitigation Assistance Grants are provided to Washington State jurisdictions, tribal governments, non-profits and other state agencies to reduce the effects of natural hazards and mitigate vulnerability to future disaster damage.	Tim Cook State Hazard Mitigation Officer (253) 512-7072 <a href="mailto:Tim.cook@mil.wa.gov">Tim.cook@mil.wa.gov</a>

## Washington State Department of Commerce (COM)

### *Summary of Agency Activities*

The Department of Commerce operates over 100 programs, including many housing programs. The Department of Commerce provides local governments, nonprofits and community action agencies with the tools they need in their communities. Our work ranges from capital programs for increasing affordable housing stock to programs that prevent families from becoming homeless. Visit <http://www.commerce.wa.gov/> for additional information.

### *Agency designees for RSF representation*

Tristan Allen, Emergency Management & Safety Administrator  
[tristan.allen@commerce.wa.gov](mailto:tristan.allen@commerce.wa.gov); (360) 725-2765

COM Program	Eligibility/Stipulations	Action	Contact Information
Strategic Reserve Fund	Availability of funds varies	Provide funding to promote and advertise for tourism and economic development of the impacted area.	Radi Simeonova Managing Director OEDC-BD, Business Development (206) 256-6114 (o) (206) 265-2921 (c) <a href="mailto:Radi.simeonova@commerce.wa.gov">Radi.simeonova@commerce.wa.gov</a>
Consolidated Homeless Grant	Funds can be used for up to two years of rental assistance	The Housing Assistance Unit monitors grantee spending throughout the state and may be able to provide additional funds to impacted individual.	Tedd Kelleher Senior Managing Director for Housing Assistance Unit (360) 725-2930 <a href="mailto:Tedd.kelleher@commerce.wa.gov">Tedd.kelleher@commerce.wa.gov</a>

COM Program	Eligibility/Stipulations	Action	Contact Information
Community Economic Revitalization Board (CERB)		<a href="http://www.commerce.wa.gov/building-infrastructure/community-economic-revitalization-board/">http://www.commerce.wa.gov/building-infrastructure/community-economic-revitalization-board/</a>	Janea Delk CERB Program Manager (360) 725-3151 <a href="mailto:Janea.Delk@commerce.wa.gov">Janea.Delk@commerce.wa.gov</a>
Housing Assistance Grants	Primarily <i>homeless</i> assistance grants, eligibility and income requirements apply.	Local organizations receiving state and federal homeless assistance grants can provide emergency shelter and rent assistance for people who are homeless or at risk of becoming homeless. Each grant has a set of eligible activities. Throughout the course of the grant cycles, COM staff closely monitor grant spending and unused funds may be made available for communities impacted by disasters. Funds are not always available, contact COM for more information.	(COM) Kathy Kinard Operations Manager (360) 725-2939 <a href="mailto:kathy.kinard@commerce.wa.gov">kathy.kinard@commerce.wa.gov</a>
Community Services Block Grant (CSBG)	Funds must be used to assist low-income residents at or below 125% of the Federal Poverty Limit.	Discretionary funds are available to support activities that impact poverty. The funding stream's flexibility can be very useful in supporting various efforts in disaster situations but may not support infrastructure or real property. Funds are not always available, contact COM for more information.	Karen Dunn Program Manager (360) 725-2822 <a href="mailto:csbg@commerce.wa.gov">csbg@commerce.wa.gov</a>
Community Development Block Grant (CDBG)	Rural cities and counties serving residents with low- and moderate-income (80% and below of county median income).	The Community Development Block Grant (CDBG) program improves the economic, social and physical environment of rural cities and counties. The CDBG Program operates six competitive funds for which 'rural' 'non-entitlement' areas may apply. The Economic Opportunities Grant and the Imminent Threat Grant funds may be used to support disaster housing recovery activities.	(COM) Kaaren Roe CDBG Program Manager (360) 725-3018 <a href="mailto:Kaaren.roe@commerce.wa.gov">Kaaren.roe@commerce.wa.gov</a>

COM Program	Eligibility/Stipulations	Action	Contact Information
		When funding is available, application and deadlines are posted on the CDBG COM website or contact COM staff for more information.	
Low Income Home Energy Assistance Program (LIHEAP)	Low-Income as defined by various State and Federal definitions.	Low-Income Housing Energy Assistance Program (LIHEAP), Other Emergency Services (OES) grant can be used to repair or replace heating systems that are inoperable or unsafe in fire damaged housing. For more information about the organizations in your area delivering LIHEAP, see the LIHEAP Public Map.	LIHEAP Program (360) 725-2857 <a href="mailto:LIHEAP@commerce.wa.gov">LIHEAP@commerce.wa.gov</a>

## Washington State Employment Security Department (ESD)

### *Summary of Agency Activities*

ESD coordinates setting up activities during the disaster with DOL and FEMA. ESD helps provide support for Disaster Unemployment Assistance (DUA) at disaster recovery sites. ESD also determines initial and ongoing eligibility for DUA, processes DUA payments and reports out to DOL on DUA activities.

### *Agency designees for RSF representation*

Steve Ruggles, DUA Supervisor

(509) 893-7001 [sruggles@esd.wa.gov](mailto:sruggles@esd.wa.gov)

Phil Diehl, DUA Coordinator

(360) 890-3457 [pdiehl@esd.wa.gov](mailto:pdiehl@esd.wa.gov)

John Trierweiler, Back-up DUA Coordinator

(360) 890-3464 [jtrierweiler@esd.wa.gov](mailto:jtrierweiler@esd.wa.gov)

ESD Program	Eligibility/Stipulations	Action	Contact Information
Disaster Unemployment Assistance (DUA)	Requires Presidential Disaster Declaration. The individual must: -No longer have a job or a place to work; or -Cannot reach the place of work; or	Provides financial assistance to individuals whose employment or self-employment has been lost or interrupted as a result of a major disaster and who are not eligible for regular unemployment insurance benefits.  DUA benefits are payable to individuals (whose unemployment continues to be a result of the major disaster) only for weeks of	Steve Ruggles DUA Supervisor (509) 893-7001 <a href="mailto:sruggles@esd.wa.gov">sruggles@esd.wa.gov</a>

	<p>-Cannot work due to damage to the place of work; or</p> <p>-Cannot work because of an injury caused by the disaster</p>	<p>unemployment in the Disaster Assistance Period (DAP). The DAP begins with the first day of the week following the date the major disaster began and continues for up to 26 weeks after the date the disaster was declared by the President.</p>	
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## Washington State Department of Social and Health Services (DSHS) – Community Services Division (CSD)

### *Summary of Agency Activities*

The Department of Social and Health Services serves millions of Washington citizens each month and supports programs including Temporary Assistance for Needy Families and housing for disabled adults. DSHS is also a support agency for Emergency Support Function 6, Mass Care, and is a critical partner in the transition of displaced survivors from sheltering to housing.

The Community Services Division’s mission is to transform lives by empowering individuals and families to thrive. CSD plays a vital role in helping individuals and families weather life’s storms by ensuring they can meet their foundational needs during times of crisis. In doing so, CSD’s major cash and food assistance programs alone inject over \$120M each month into local economies across the state.

CSD also helps recipients of public assistance access retraining programs and employment supports in collaboration with partner agencies, individual employers, community-based organizations, and Workforce Development Councils across the state. These efforts help ensure individuals have the resources and training they need to achieve a living wage job, while at the same time ensure communities have access to a well-trained workforce.

In addition to assistance programs that are regularly offered, CSD can also activate the following cash and food programs in the event of a disaster:

- Disaster Supplemental Nutrition Assistance Program (requires Federal Declaration of Disaster with Individual Assistance and approval by USDA Food and Nutrition Services)
- Disaster Cash Assistance Program (requires an Emergency Proclamation by Governor, subject to available funding)

CSD has two Mobile CSO vehicles that have each been designed to be a fully functional Community Services Office. The vehicles are completely self-contained with electricity generators and satellite internet uplinks that can be quickly deployed to disaster areas to deliver critical services. These vehicles can be utilized by partner agencies in a disaster.

*Agency designees for RSF representation*

Kim Chea, Executive Assistant to the CSD Director

ESA/CSD

[Kimberly.chea@dshs.wa.gov](mailto:Kimberly.chea@dshs.wa.gov); (360) 725-4598

DSHS CSD Program	Eligibility/Stipulations	Action	Contact Information
Additional Requirements for Emergent Needs (AREN)	<p>Families must:</p> <ul style="list-style-type: none"> <li>• Receive Temporary Assistance to Needy Families (TANF); State Family Assistance (SFA), or Refugee Cash Assistance (RCA);</li> <li>• Have an emergency housing or utility need</li> <li>• Have a good reason for not having enough money to pay for housing or utility costs; and</li> <li>• Have not previously received the AREN maximum limit of \$750 in a 12-month period</li> </ul>	<p>Provides a cash payment in addition to a cash grant to meet emergent housing or utility needs. Benefits may be authorized multiple times in the recipient’s lifetime, if they meet the eligibility requirements. Payments are issued directly to housing and utility vendors. Payments may be used to:</p> <ul style="list-style-type: none"> <li>• Prevent eviction or foreclosure;</li> <li>• Secure housing if homeless or domestic violence victim;</li> <li>• Secure or prevent shut-off of utilities related to health and safety; or</li> <li>• Repair damage to a home if it poses a health or safety risk.</li> </ul>	<p>Kim Chea  <a href="mailto:Kimberley.Chea@dshs.gov">Kimberley.Chea@dshs.gov</a>                      (360) 725-4598</p>
Temporary Assistance for Needy Families (TANF)	<p>Please see DSHS program manual for full requirements. Requirements include children, income, residency, citizenship, and lifetime benefits limits.</p>	<p>Provides benefits for low-income families. TANF provides cash assistance and the WorkFirst program provides services to families who need to work, look for work, prepare for work or get a better job.</p>	<p>Kim Chea  <a href="mailto:Kimberley.Chea@dshs.gov">Kimberley.Chea@dshs.gov</a>                      (360) 725-4598</p>

DSHS CSD Program	Eligibility/Stipulations	Action	Contact Information
Diversion Cash Assistance	<ul style="list-style-type: none"> <li>• Must meet TANF eligibility criteria but not receiving TANF</li> <li>• Cannot have received DCA within the last 12 months</li> <li>• Cannot have an adult in the family who is ineligible for cash assistance for any reason other than one adult receiving SSI in a two-adult family</li> <li>• If the families go on TANF within 12 months of receiving DCA, a prorated amount of the DCA payment must be repaid to the state by monthly deductions equal to 5% of the cash grant</li> <li>• Benefits may be authorized for only 30 days in a 12-consecutive month period</li> </ul>	Provides an emergency cash benefit of \$1,250, limited to 30-day period every 12 months to families that meet eligibility criteria for TANF or SFA but do not need ongoing monthly cash assistance.	Kim Chea <a href="mailto:Kimberley.Chea@dshs.gov">Kimberley.Chea@dshs.gov</a> (360) 725-4598
Disaster Cash Assistance (DCAP)	<ul style="list-style-type: none"> <li>• Must be residents of Washington</li> <li>• Must be in emergent need and have no resources to meet that need</li> <li>• Family income must be less than 90% of the TANF payment standard for a household with shelter cost</li> <li>• Payment is limited to payment maximums for individual</li> </ul>	Provides program benefits to alleviate emergent conditions resulting from insufficient income and resources to provide for food, shelter, clothing, medical care, or other necessary items.  Disaster Cash Assistance Program (DCAP) is a cash program made available when a disaster is proclaimed by the Governor. It is paid through the Consolidated Emergency Assistance Program (CEAP) and is designed to provide cash assistance to individuals and families who face	Kim Chea <a href="mailto:Kimberley.Chea@dshs.gov">Kimberley.Chea@dshs.gov</a> (360) 725-4598

DSHS CSD Program	Eligibility/Stipulations	Action	Contact Information
	<p>emergent need items or the TANF payment standard for a household with shelter cost, whichever is lower</p> <ul style="list-style-type: none"> <li>• Benefits may be authorized for 30 consecutive days only in any consecutive 12-month period</li> <li>• Emergency Declaration is required</li> </ul>	<p>an emergency and do not have the money to meet their basic needs.</p>	
<p>Consolidated Emergency Assistance Program</p>	<ul style="list-style-type: none"> <li>• Must be a resident of Washington</li> <li>• Must have an emergent need and have no resources to meet that need</li> <li>• Family income must be less than 90% of the TANF payment standard for a household with shelter cost</li> <li>• Payment is limited to payment maximums for individual emergent need items or the TANF payment standard for a household with shelter, whichever is lower</li> </ul>	<p>Provides cash grants to needy families who are ineligible for any other program, including families who have stopped receiving TANF or SFA grant due to WorkFirst sanction, to alleviate emergent conditions resulting from insufficient income and resources to provide food, shelter, clothing, medical care, or other necessary items. Benefits may be authorized for 30 consecutive days only in any consecutive 12-month period, as funding allows.</p>	<p>Kim Chea  <a href="mailto:Kimberley.Chea@dshs.gov">Kimberley.Chea@dshs.gov</a>  (360) 725-4598</p>
<p>Supplemental Nutritional Assistance Program (referred to as Basic Food in WA) / Food Assistance</p>	<p>Please see DSHS program manual for full requirements. Requirements include income, residency, and citizenship / immigration status.</p>	<p>Basic Food / FAP provides food benefits to eligible individuals and families.</p>	<p>Kim Chea  <a href="mailto:Kimberley.Chea@dshs.gov">Kimberley.Chea@dshs.gov</a>  (360) 725-4598</p>



DSHS CSD Program	Eligibility/Stipulations	Action	Contact Information
Program for Legal Immigrants (FAP)	In Washington State, the federally funded food program is called Basic Food and the state funded program is called Food Assistance Program for Legal Immigrants (FAP).		
Disaster Supplemental Nutrition Assistance Program (D-SNAP)	<ul style="list-style-type: none"> <li>• Requires Presidential disaster declaration of Individual Assistance from FEMA</li> <li>• Must reside or work in affected area</li> <li>• Limited to one month's worth of assistance</li> <li>• Program approved to operate for a limited time, typically seven (7) days</li> </ul>	Provides short-term food benefits to individuals and families suffering in the wake of a disaster. Households use a simplified version of the Basic Food application and benefits are issued to eligible households within 72 hours. Households normally ineligible for assistance may qualify because of their disaster related expenses such as loss of income, property damage, relocation expenses, or loss of food due to power outages. Ongoing SNAP recipient households can also receive DSNAP during a disaster.	Kim Chea <a href="mailto:Kimberley.Chea@dshs.gov">Kimberley.Chea@dshs.gov</a> (360) 725-4598

## Washington State Department of Labor and Industries (LNI)

### *Summary of Agency Activities*

The Department of Labor and Industries regulates contractors and workplace safety. LNI also helps homeowners avoid unregistered contractors. Finally, as resources permit, LNI may assist local building inspectors in conducting occupancy inspections and damage assessments.

### *Agency designees for RSF representation*

Annette Taylor, Deputy Assistant Director for Field Services & Public Safety

[taya235@LNI.WA.GOV](mailto:taya235@LNI.WA.GOV)

LNI Program	Eligibility/Stipulations	Action	Contact Information
Contractor Compliance	In response to complaints and through random stops or scheduled compliance sweeps of impacted areas.	Inspectors determine, enforce, and promote compliance through onsite visits by issuing infractions/citations, making referrals to worker's compensation and other program areas, and by participating in industry and community outreach.	Dean Simpson Desk: (360) 902-5571 Cell: (360) 584-7954 <a href="mailto:Dean.simpson@lni.wa.gov">Dean.simpson@lni.wa.gov</a>
Electrical	Structures that have electrical system damage must have repairs performed by a licensed electrical contractor.	The electrical contractor is responsible for obtaining an electrical permit, making the repairs, and calling for an electrical inspection per the department's routine electrical permit/inspection process.	Steve Thornton Desk: (360) 9026234 Cell: (360) 480-5673 <a href="mailto:ElectricalProgram@Lni.wa.gov">ElectricalProgram@Lni.wa.gov</a>
Factory Assembled Structures (FAS)	Upon request for disaster assistance from the authority having local jurisdiction, FEMA, or other competent authority.	LNI may direct FAS inspectors to assist local building officials with damage assessments/inspections for structural damage of manufactured homes/ factory-assembled structures.	Craig Sedlacek Desk: (360) 902-5218 Cell: (360) 480-6481 <a href="mailto:Craig.Sedlacek@Lni.wa.gov">Craig.Sedlacek@Lni.wa.gov</a>
Elevators/Conveyances	Building owners are responsible to have a licensed elevator contractor assess a conveyance for damages and to have necessary repairs made.	If the repairs result in an alteration to the conveyance, an alteration permit and inspection will be required per normal LNI conveyance inspection procedures.	David Puente, JR. Desk: (360) 902-6348 Cell: (360) 507-0007 <a href="mailto:David.Puente@Lni.wa.gov">David.Puente@Lni.wa.gov</a>
Pressure Vessels	Owners are responsible to have pressure vessels checked for damages and repaired by a licensed pressure vessel contractor.	If the owner would like to have a safety inspection of their pressure vessel, they can request one from the department.	Tony Oda Desk: (360) 902-5270 Cell: (360) 561-8441 <a href="mailto:Anthony.Oda@Lni.wa.gov">Anthony.Oda@Lni.wa.gov</a>

Division of Occupational Safety and Health	Upon receipt of a request from local or state authorities in support of disaster recovery efforts.	Training for hazardous areas and hygiene monitoring for contaminants associated with disasters.	Craig Blackwood Desk: (360) 902-5828 Cell: (360) 772-4504 <a href="mailto:Craig.Blackwood@Lni.wa.gov">Craig.Blackwood@Lni.wa.gov</a>  Alan Lundeen Desk: (360) 902-4758 Cell: (360) 628-1187 <a href="mailto:Lund235@Lni.wa.gov">Lund235@Lni.wa.gov</a>
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## Washington State Conservation Commission (SCC) Program Matrix

### *Summary of Agency Activities*

The Washington State Conservation Commission has broad authority (RCW 89.08.070) to support all 45 conservation districts across the state. Support is provided to private landowners, land managers, ranchers, and farmers through voluntary, incentive-based financial and technical assistance programs focused on the preservation and conservation of natural resources. During a disaster, the SCC works directly with the conservation districts to support their recovery and assistance efforts. The SCC leverages various federal, state and local programs to meet recovery needs and provide support for gaps in recovery program delivery.

### *Agency designees for RSF representation*

Bill Eller, WSCC Voluntary Stewardship Program Coordinator  
[beller@scc.wa.gov](mailto:beller@scc.wa.gov); (509) 385-7512

SCC Program	Eligibility/Stipulations	Action	Contact Information
Voluntary Stewardship Program	Available only in counties where the program has been accepted (currently 27). Administered at the county level.	The VSP provides counties a watershed-based stewardship planning process to use incentives to protect critical areas and promote viable agriculture. Each county administers the funds for the program, though the program targets individuals.	Bill Eller WSCC Voluntary Stewardship Program Coordinator (509) 385-7512 <a href="mailto:beller@scc.wa.gov">beller@scc.wa.gov</a>  <a href="http://scc.wa.gov/vsp/">http://scc.wa.gov/vsp/</a>
Shellfish Program	Shellfish growing areas only. Costs focused on capital improvements. Education and goods/services are ineligible. Must be entered into Conservation Data Practice System. Max cost share of \$50,000 per landowner per year.	This is a grant program that funds livestock exclusion, manure storage, and riparian restoration to improve water quality in shellfish growing areas.	Contact local conservation district. <a href="#">Program Guidelines</a>
Wildfire Recovery	Landowner, farmer or rancher; cost-share requirement. IF funded through state appropriation.	This is a cost-share program that funds a wide variety of wildfire recovery projects, including livestock fencing, critical area grass seeding, tree and shrub establishment, woody debris management, and livestock and irrigation system repair. Coordination between Conservation Districts, Federal NRCS, and Federal FSA, regarding disaster recovery programs.	Mike Baden, WSCC North Central & Northeastern Washington Regional Manager (509) 385-7510 <a href="mailto:mbaden@scc.wa.gov">mbaden@scc.wa.gov</a>  <a href="https://scc.wa.gov/conservation-district-map/">https://scc.wa.gov/conservation-district-map/</a>

## Washington State Recreation and Conservation Office (RCO)

### *Summary of Agency Activities*

The Washington State Recreation and Conservation Office manages grant programs that create outdoor recreation opportunities, protect wildlife habitat and farm and forest land, including restoring crucial endangered salmon habitat. The RCO supports the work of 4 state boards and councils and provides statewide leadership, funding, and technical assistance. In a disaster, the RCO may be asked to manage some state and/or federal funding and ensure proper accountability for recreation and habitat restoration projects assigned to local and tribal governments.

Agency designees for RSF representation

Scott Robinson, Deputy Director

[Scott.Robinson@rco.wa.gov](mailto:Scott.Robinson@rco.wa.gov) ; (360) 902-0207

RCO Program	Eligibility/Stipulations	Action	Contact Information
<p>Washington Wildlife and Recreation Program (WWRP)</p> <p>Categories Include:</p> <ul style="list-style-type: none"> <li>• Critical Habitat</li> <li>• Farmland Preservation</li> <li>• Forestland Preservation</li> <li>• Local Parks</li> <li>• Natural Areas</li> <li>• Riparian Protection</li> <li>• State Lands Development and Renovation</li> <li>• State Lands Restoration and Enhancement</li> <li>• State Parks</li> <li>• Urban Wildlife Habitat</li> <li>• Trails</li> </ul>	<p>Applications accepted even years only. The following may apply for this program: Local governments, nonprofit nature conservancy organizations, salmon recovery lead entities, special purpose districts, state agencies, tribes.</p> <p>Grant recipients, except state agencies, must provide at least 50% in matching resources.</p> <p>Award caps generally between \$500K-\$1M</p>	<p>This is a grant program to preserve and develop outdoor recreation resources, including parks, trails, athletic facilities, water access, critical habitat, farmland preservation, forestland preservation, natural areas, riparian protection, urban wildlife habitat, state lands development and renovation, and state lands restoration and enhancement.</p> <p>Grant evaluation process takes 18 months. Applicants must first submit an online application and make an in-person presentation or submit written materials, depending on the grant category. Applications are reviewed and scored by staff and a panel of experts before heading to the Recreation and Conservation Funding Board for consideration. The Board submits the list of projects to</p>	<p>Recreation and Conservation Office</p> <p>Telephone: (360) 902-3000</p> <p>TTY: (360) 902-1996</p> <p>Marguerite Austin Recreation and Conservation Grants Section Manager (360) 902-3016 <a href="mailto:marguerite.austin@rco.wa.gov">marguerite.austin@rco.wa.gov</a> <a href="https://www.rco.wa.gov/grants/wwrp.shtml">https://www.rco.wa.gov/grants/wwrp.shtml</a></p>

RCO Program	Eligibility/Stipulations	Action	Contact Information
<ul style="list-style-type: none"> <li>Water Access</li> </ul>		<p>the Governor and Legislature for final approval and funding.</p> <p>The State Lands Restoration and Enhancement Category provides funding to state agencies including DNR, WDFW, SCC, DES and PARKS to repair damaged plant and animal habitat. Other eligible applicants include certain local agencies and nonprofits, salmon recovery lead entities, and tribes.</p>	
Aquatic Lands Enhancement Account (ALEA)	Applicants must match 50% for each project. This INCLUDES work done by volunteers. Grant cap between \$500k and \$1m. Applicants include state and local agencies and Tribes.	Provides funding to buy, protect, and restore aquatic lands habitat and to provide public access to the waterfront. Projects must be associated with navigable waters of the state.	Marguerite Austin Recreation and Conservation Grants Section Manager (360) 902-3016 <a href="mailto:marguerite.austin@rco.wa.gov">marguerite.austin@rco.wa.gov</a> <a href="http://www.rco.wa.gov/grants/alea.shtml">http://www.rco.wa.gov/grants/alea.shtml</a>
Estuary and Salmon Restoration Program (ESRP)	30% match required, including some non-state funds. Volunteer work accepted. Eligible projects include outreach, restoration, design, acquisition, and feasibility work.	Provides funding to protect and restore Puget Sound near-shore. Projects must within Puget Sound (east of Cape Flattery), identified by a salmon recovery lead entity or Marine Resource Committee, and identified in a current salmon	Tara Galuska Salmon Section Manager (360) 902-3016 <a href="mailto:tara.galuska@rco.wa.gov">tara.galuska@rco.wa.gov</a> <a href="https://www.rco.wa.gov/grants/esrp.shtml">https://www.rco.wa.gov/grants/esrp.shtml</a>

RCO Program	Eligibility/Stipulations	Action	Contact Information
		recovery, watershed, or near-shore habitat restoration or protection plan.	
Salmon Recovery Grants	15% match required for most projects. Projects should be capital or design in nature.	Grants available for the restoration of streams, removal of fish-barriers, and purchase of habitat.	<a href="http://www.rco.wa.gov/grants/salmon.shtml">http://www.rco.wa.gov/grants/salmon.shtml</a>
Land and Water Conservation Fund (LWCP)	50% match requirement, 10% from non-state, non-federal sources. Donations count toward match. Local and state agencies eligible.	Provides funding to buy or develop public outdoor recreation areas and facilities. Grants support both acquisitions.	Marguerite Austin Recreation and Conservation Grants Section Manager (360) 902-3016 <a href="mailto:marguerite.austin@rco.wa.gov">marguerite.austin@rco.wa.gov</a>  <a href="https://www.rco.wa.gov/grants/lwcf.shtml">https://www.rco.wa.gov/grants/lwcf.shtml</a>
Nonhighway and Off-Road Vehicle Activities Program	Local agencies State agencies Federal agencies Tribes Nonprofits (off-road vehicle organizations)	Provides funding to buy, develop, or maintain backcountry recreational areas or off-road vehicle parks. Projects are for motorized and non-motorized trail recreation that is accessed by a non-highway road. These grants also may be used to fund education and enforcement officers patrolling areas eligible for these grants. Snowmobile projects are not eligible.	Marguerite Austin Recreation and Conservation Grants Section Manager (360) 902-3016 <a href="mailto:marguerite.austin@rco.wa.gov">marguerite.austin@rco.wa.gov</a>

RCO Program	Eligibility/Stipulations	Action	Contact Information
Recreational Trails Program	Local agencies Nonprofits State agencies Federal agencies Tribes	Provides funding to rehabilitate and maintain recreational trails and facilities that support a backcountry experience. Emphasis is to perform annual, routine maintenance on backcountry trails. Snowmobile trails are eligible in this program.	Marguerite Austin Recreation and Conservation Grants Section Manager (360) 902-3016 <a href="mailto:marguerite.austin@rco.wa.gov">marguerite.austin@rco.wa.gov</a>

## Washington State Office of the Insurance Commissioner (OIC)

### *Summary of Agency Activities*

#### Consumer Advocacy

The Office of the Insurance Commissioner’s (OIC) Consumer Advocacy Program (CAP) offers assistance to consumers with general information about insurance (i.e. laws and rules regarding insurers, standard set processes for claims, etc.). CAP can also process complaints for consumers. Complaints are filed by consumers when they are dissatisfied, concerned, or just want to understand what is happening to them. Whenever CAP sends complaints to insurance companies, they have 15 working days to provide their response according to WAC 284-30-360(2).

The Commissioner may also be called upon to attempt to resolve insurance issues related to disasters. The Federal Emergency Management Agency (FEMA) may require insurance as a condition of issuing a recovery grant. The Commissioner may step in to resolve disputes as to the availability and reasonableness of insurance. (The Commissioner does not exercise authority over requirements for flood insurance). Visit <https://www.insurance.wa.gov/> for additional information.

#### Public Affairs

OIC’s Public Affairs Division tracks emerging insurance issues and posts information on social media and other formats. Public Affairs will also work with other state agency to deliver important consumer awareness, safety, and other messages. OIC also blogs and uses other social media to inform the public of insurance issues related to flooding, wildfires, and other disasters.



*Agency designees for RSF representation*

Matt Stoutenburg, Emergency Management Program Specialist

[Matts@oic.wa.gov](mailto:Matts@oic.wa.gov); (360) 725-7046

Josh Martinsen, Functional Program Analyst

[Joshm@oic.wa.gov](mailto:Joshm@oic.wa.gov); (360) 725-7239

OIC Program	Eligibility/Stipulations	Action	Contact Information
Consumer Advocacy Program (CAP)	N/A	<p>Assistance with General Insurance questions (Life, Health, Property).</p> <p>Consumers may file complaints by phoning in, filing online, or fax.</p> <p>CAP also has a live chat.</p> <p>Consumers can check references and licenses if they suspect fraud, and report fraud to the Commissioner.</p> <p>OIC will send representatives and information to resource fairs or other events in disaster-stricken areas to reach out to disaster victims and organizations providing services to them.</p>	<p>Consumer Hotline: 1-800-562-6900 1-360-725-7080</p> <p>Live Chat M-F 10:00 -12:00 and 2:00 to 4:00</p> <p><a href="#">Online Complaint Form</a></p> <p>Email: <a href="mailto:CAP@oic.wa.gov">CAP@oic.wa.gov</a></p> <p>Video Phone Interpreter: (866) 327-8877</p> <p>Walk in M-F (Tumwater): 8:00 a.m. to 5:00 p.m.</p>

OIC Program	Eligibility/Stipulations	Action	Contact Information
Emergency Powers	N/A	<p>(4) When the governor proclaims a state of emergency under RCW <a href="#">43.06.010(12)</a>, the commissioner may issue an order that addresses any or all of the following matters related to insurance policies issued in this state:</p> <ul style="list-style-type: none"> <li>(a) Reporting requirements for claims;</li> <li>(b) Grace periods for payment of insurance premiums and performance of other duties by insureds;</li> <li>(c) Temporary postponement of cancellations and non-renewals;</li> </ul> <p>and</p> <ul style="list-style-type: none"> <li>(d) Medical coverage to ensure access to care.</li> </ul> <p>(6) The commissioner may adopt rules that establish general criteria for orders issued under subsection (4) of this section and may adopt emergency rules applicable to a specific proclamation of a state of emergency by the governor.</p>	<p><a href="#">RCW 48.02.060</a></p> <p>(OIC has not adopted rules related to this RCW.)</p>

## Washington State Historical Society (WSHS)

### *Summary of Agency Activities*

The Washington State Historical Society is the primary agency for the preservation and interpretation of Washington State’s history. The agency supports care of material cultural including objects, sites, records, manuscripts, photographs, and other materials illustrative of the cultural, artistic, and natural history of this state. The agency does so through support services to statewide history organizations and by maintaining a state-owned collection of historic objects and records. The agency maintains relationships with local heritage organizations, consortiums, and cultural emergency responder networks, as well as national level cultural emergency response networks such as National Heritage Responders, and federal agencies such as the Institute of Museum and Library Services and the National Endowment for the Humanities. The agency maintains an inventory of heritage organizations within Washington and provides training and support for the activities of these organizations including cultural emergency preparedness, response, and recovery.

### *Agency designees for RSF representation*

Lissa Kramer, Heritage Capital Project Manager

[Lissa.kramer@wshs.wa.gov](mailto:Lissa.kramer@wshs.wa.gov); (253) 798-5909

WSHS Program	Eligibility/Stipulations	Action	Contact Information
Heritage organization inventory	Washington- based tribal and local governments, heritage nonprofits, public development authorities, ports, and other cultural material caretakers	Maintain database of statewide organizations that care for or interpret history. Map statewide heritage organizations for use in recovery efforts; used to determine areas of potential need and damage assessment Support communications network among inventoried heritage organizations. Conduct periodic needs assessments for history field.	(WSHS) Allison Campbell <a href="mailto:Allison.Campbell@wshs.wa.gov">Allison.Campbell@wshs.wa.gov</a> (253) 798-5919  (WSHS) Lissa Kramer <a href="mailto:Lissa.Kramer@wshs.wa.gov">Lissa.Kramer@wshs.wa.gov</a> (253) 798-5909
Heritage Outreach Program	Publicly available	Conduct workshops for skills building, organizational development, and other assessed needs related to provision of normal field services and recovery efforts.	(WSHS) Allison Campbell <a href="mailto:Allison.Campbell@wshs.wa.gov">Allison.Campbell@wshs.wa.gov</a> (253) 798-5919
Preservation Technical Assistance	Tribal governments, nonprofits, local governments, public development authorities, and individuals	Preservation advisement for stabilization and ongoing care regarding “objects, sites, records, manuscripts, photographs, and other materials illustrative of the cultural, artistic, and natural history of this state.” Peer review and assessment of field best practices application for history organizations.	(WSHS) Lynette Miller (objects, archives, special collections) <a href="mailto:Lynette.Miller@wshs.wa.gov">Lynette.Miller@wshs.wa.gov</a> (253) 798-5925  (WSHS) Nancy Jackson (objects) <a href="mailto:Nancy.Jackson@wshs.wa.gov">Nancy.Jackson@wshs.wa.gov</a> (253) 798-5912  (WSHS) Ed Nolan (archives and special collections) <a href="mailto:Ed.Nolan@wshs.wa.gov">Ed.Nolan@wshs.wa.gov</a> (253) 798-5925

WSHS Program	Eligibility/Stipulations	Action	Contact Information
Heritage Capital Projects	Tribal governments, nonprofits, local governments, ports, and public development authorities	<p>Grant funds between \$7,500 and \$1,000,000 to assist in:</p> <ul style="list-style-type: none"> <li>(1) Construction of new facilities or improvements to existing facilities.</li> <li>(2) Purchase, restoration and/or preservation of such fixed assets as historic buildings and structures, historic ships, locomotives, airplanes and other transportation conveyances.</li> <li>(3) Acquisition of unimproved property for the purpose of construction of a new facility that will have a heritage mission.</li> <li>(4) Acquisition, protection, stabilization, and/or development of historic or archaeological sites that are culturally or historically significance [significant].</li> <li>(5) Physical improvement of interior facility spaces for exhibitions, programs, and/or preservation activities. The program does not provide funds for any part of an exhibition or education program.</li> <li>(6) Construction-related design, architectural, and engineering expenses.</li> <li>(7) Purchase of equipment when necessary to accomplish the project. Documentation will be required.</li> <li>(8) Bridge loans, or financing, but only if the loan is obtained after the application is approved for funding by the legislature.</li> </ul>	<p>(WSHS) Lissa Kramer  <a href="mailto:Lissa.Kramer@wshs.wa.gov">Lissa.Kramer@wshs.wa.gov</a>  (253) 798-5909</p>

WSHS Program	Eligibility/Stipulations	Action	Contact Information
Cultural Emergency Responders	Tribal governments, nonprofits, local governments, public development authorities, and individuals	<p>Provide advisement of disaster preparedness affecting cultural organizations and materials.</p> <p>Provide advisement for care of cultural materials during disaster response and recovery.</p> <p>Assess needs for increased recovery success related to cultural organizations and materials.</p> <p>Post-disaster assessment team members for affected cultural organizations and cultural materials</p>	<p>(WSHS) Lissa Kramer  <a href="mailto:Lissa.Kramer@wshs.wa.gov">Lissa.Kramer@wshs.wa.gov</a>  (253)798-5909</p> <p>(WSHS) Mackensie Holtz  <a href="mailto:Mackensie.Holtz@wshs.wa.gov">Mackensie.Holtz@wshs.wa.gov</a>  (253) 798-5910</p> <p>(WSHS) Lynette Miller  <a href="mailto:Lynette.Miller@wshs.wa.gov">Lynette.Miller@wshs.wa.gov</a>  (253) 798-5925</p> <p>(WSHS) Nancy Jackson  <a href="mailto:Nancy.Jackson@wshs.wa.gov">Nancy.Jackson@wshs.wa.gov</a>  (253) 798-5912</p>

## Washington State Department of Archaeology and Historic Preservation (DAHP)

### *Summary of Agency Activities*

The Department of Archaeology and Historic Preservation is one of the primary cultural and historic resources agencies in the state of Washington. They maintain relationships with a range of response agencies such as FEMA and EMD for work during incidents as well as with local and Tribal historic preservation programs. DAHP also administers historic preservation grants and tax incentives plus the Washington Main Street program (WMSP). The agency also maintains a GIS-based interactive databased called WISAARD that tracks historic and cultural sites throughout the state.

### *Agency designees for RSF representation*

Greg Griffith, Deputy State Historic Preservation Officer  
[Greg.Griffith@dahp.wa.gov](mailto:Greg.Griffith@dahp.wa.gov); (360) 586-3073

DAHP Program	Eligibility/Stipulations	Action	Contact Information
Environmental Review (incl. 106, 0505, SEPA, Archeological permits)	FEMA/federal agency action; State capital grant funding; locally permitted proposals	Review and comment on federal, state, or locally authorized actions affecting cultural/historic resources; activation of the FEMA Programmatic Agreement for 106 reviews.	Allyson Brooks (360) 586-3066 <a href="mailto:Allyson.Brooks@dahp.wa.gov">Allyson.Brooks@dahp.wa.gov</a> <a href="mailto:Holly.Borth@dahp.wa.gov">Holly.Borth@dahp.wa.gov</a> <a href="mailto:Stephanie.Jollivette@dahp.wa.gov">Stephanie.Jollivette@dahp.wa.gov</a> <a href="mailto:Rob.Whitlam@dahp.wa.gov">Rob.Whitlam@dahp.wa.gov</a>
Certified Local Government (CLG) program	City or county must establish a local historic preservation program meeting SHPO & NPS requirements	Establish and administer local historic preservation program and commission to fulfill local historic preservation statutes, programs, and incentives.	Kim Gant (360) 586-3074 <a href="mailto:Kim.Gant@dahp.wa.gov">Kim.Gant@dahp.wa.gov</a>
Tax incentives	Income producing NR listed/eligible buildings	Technical assistance, review, and comment on NR listed building rehabilitation projects seeking 20% income tax credit program. Potential tool to retrofit designated properties or repair damage; work must meet recommended preservation rehab standards.	Nicholas Vann (360) 586-3079 <a href="mailto:Nicholas.Vann@dahp.wa.gov">Nicholas.Vann@dahp.wa.gov</a>
Historic County Courthouses/Heritage Barn/Heritage Cemetery rehabilitation grant programs	NR listed or eligible county courthouses or WA Heritage Barn Register listed barns	Matching grants to counties and WA Heritage Barn Register owners to rehabilitate designated barns meeting preservation rehab standards.	Allyson Brooks (360) 586-3066 <a href="mailto:Allyson.Brooks@dahp.wa.gov">Allyson.Brooks@dahp.wa.gov</a> Chris Moore (WTHP) <a href="mailto:cmoore@preserve-wa.org">cmoore@preserve-wa.org</a>
State Historic Preservation Plan	N/A	Document mandated by National Historic Preservation Act to develop and implement a statewide planning document including vision, goals, and objectives; includes objectives on disaster planning and preparedness.	Greg Griffith (360) 586-3073 <a href="mailto:Greg.Griffith@dahp.wa.gov">Greg.Griffith@dahp.wa.gov</a>

DAHP Program	Eligibility/Stipulations	Action	Contact Information
Anthropology Unit (incl. repatriation of non-forensic human remains; burial funding assistance)	Non-forensic human remains from non-federal lands; historic cemeteries	Repatriation services for non-forensic human remains; funding assistance for re-burials of human remains with demonstrated need	Guy Tasa (360) 586-3534 <a href="mailto:Guy.Tasa@dahp.wa.gov">Guy.Tasa@dahp.wa.gov</a> Juliette Vogel (360) 586-3075 <a href="mailto:Juliette.Vogel@dahp.wa.gov">Juliette.Vogel@dahp.wa.gov</a>
Training	N/A	Provision of training to the public and selected audiences on DAHP programs and historic preservation in general; trainings can be custom designed for various formats, settings, and audiences.	Holly Borth (360) 586-3533 <a href="mailto:Holly.Borth@dahp.wa.gov">Holly.Borth@dahp.wa.gov</a>

## Washington State Housing Finance Commission (WSHFC)

### *Summary of Agency Activities*

The Washington State Housing Finance Commission oversees several community and housing development programs including acting as a conduit financier for multifamily rental housing funded with Low Income Housing Tax Credits and Tax-Exempt Bonds. Visit <http://www.wshfc.org> for additional information.

### *Agency designees for RSF representation*

Melissa Donahue, Manager, Asset Management & Compliance Division  
[Melissa.Donahue@wshfc.org](mailto:Melissa.Donahue@wshfc.org); (206) 767-4663 x444

WSHFC Program	Eligibility/Stipulations	Action	Contact Information
Multifamily Housing Program	Multi-Family Housing Projects Funded with Tax Credits and/or Bonds that serve 80% AMI or below.	Multifamily projects may seek approval to temporarily suspend income eligibility determination processes and allow waivers of income limits (up to 60% AMI) to assist people affected by federally declared disasters. The Commission works with other public funders, such as the State Department of Commerce, to	(WSHFC) Valeri "Val" Pate Director (206) 767-4663 x419 <a href="mailto:valeri.pate@wshfc.org">valeri.pate@wshfc.org</a>

WSHFC Program	Eligibility/Stipulations	Action	Contact Information
	Requires a federally declared disaster.	make waivers of income eligibility requirements available in co-funded properties as well.	

## Washington State Department of Veterans Affairs (WDVA)

### *Summary of Agency Activities*

The Washington State Department of Veterans Affairs (WDVA) serves the 593,350 Veterans, 44,397 Active Duty, 18,872 Guard and Reserve Members, and over 2,000,000 Family Members who live and work in Washington. Programs supported by the Department offer direct services to house and provide financial assistance to eligible individuals and connects veterans and their family members to benefits and services offered through other organizations. WDVA will assist displaced veterans and family members in affected areas, allowing housing recovery partners to focus on other populations in need. Visit <http://www.dva.wa.gov/> for additional information.

### *Agency designees for RSF representation*

Crystal Hauck, Emergency Preparedness & Safety Manager

[CrystalH@dva.wa.gov](mailto:CrystalH@dva.wa.gov); (360) 725-2234

WDVA Program	Eligibility/Stipulations	Action	Contact Information
Veterans Innovations Program	Eligibility requirements apply, see WDVA website for details.	Limited funding provides crisis and emergency relief to veterans and their families due to deployments in support of the wars in Iraq and Afghanistan.	Paul Cruz Desk: (360) 725-2232 Cell: (360) 972-0435 <a href="mailto:PaulCr@dva.wa.gov">PaulCr@dva.wa.gov</a>
Homeless Assistance Stewardship Fund	Eligibility requirements apply, see WDVA website for details.	WDVA can receive and administer funds from public or other veteran service organizations. Funds from license plate sales supplement this fund, too.	Paul Cruz Desk: (360) 725-2232 Cell: (360) 972-0435 <a href="mailto:PaulCr@dva.wa.gov">PaulCr@dva.wa.gov</a>



Call Center/Service Center	Eligibility requirements apply, see WDVA website for details.	Center staff connect veterans and family members to other resources at the state, regional, county, and local levels. Examples include: housing authorities, faith-based organizations, county veteran’s programs, USDA, VA.	Paul Cruz Desk: (360) 725-2232 Cell: (360) 972-0435 <a href="mailto:PaulCr@dva.wa.gov">PaulCr@dva.wa.gov</a>
Homeless Assistance Stewardship Fund	Eligibility requirements apply, see WDVA website for details.	WDVA can receive and administer funds from public or other veteran service organizations. Funds from license plate sales supplement this fund, too.	Paul Cruz Desk: (360) 725-2232 Cell: (360) 972-0435 <a href="mailto:PaulCr@dva.wa.gov">PaulCr@dva.wa.gov</a>

## Washington State Arts Commission (ArtsWA)

### Summary of Agency Activities

The Washington State Arts Commission is a catalyst for the arts, advancing the role of the arts in the lives of individuals and communities throughout the state. The agency was established by the Legislature in 1961 with the stated purpose: “The conservation and development of the state’s artistic resources is essential to the social, educational, and economic growth of the state of Washington. Artists, works of art, and artistic institutions contribute to the quality of life and the general welfare of the citizens of the state, and are an appropriate matter of concern to the government of the state of Washington.” (RCW 43.46.005)

### Agency designees for RSF representation

Janae Huber, Collections Manager, Art in Public Places program

[Janae.huber@arts.wa.gov](mailto:Janae.huber@arts.wa.gov); (360) 586-2420

ArtsWA Program	Eligibility/Stipulations	Action	Contact Information
Art in Public Places (AIPP)	K-12 public schools, colleges, universities, and state agencies	AIPP acquires and cares for the State Art Collection, which includes 4,600 artworks located at K-12 schools, colleges, universities, and state agencies.	(ArtsWA) Michael Sweney Program Manager (360) 586-2422 <a href="mailto:mike.sweney@arts.wa.gov">mike.sweney@arts.wa.gov</a>
Grants to Organizations (GO)	Nonprofit arts organizations, arts groups, community service groups, Local Arts Agencies,	GO directs funding and services to strengthen communities and provide arts opportunities for the public, with a	(ArtsWA) Miguel Guillén Program Manager (360) 586-0424

	nonprofit organizations, and tribal governments	particular interest in reaching diverse populations and achieving broad geographic representation.	<a href="mailto:miguel.guillen@arts.wa.gov">miguel.guillen@arts.wa.gov</a>
Arts in Education (AIE)	Nonprofit arts organizations, K-12 public schools, school districts / Educational Service Districts, or other public or non-profit institutions that provide K-12 education	First Step & Community Consortium grants support arts organizations, schools, nonprofits, and government agencies to build community partnerships that improve the quality and quantity of arts education for K-12 students in Washington’s public schools.	(ArtsWA) Lisa Jaret Program Manager (360) 586-2418 <a href="mailto:lisa.jaret@arts.wa.gov">lisa.jaret@arts.wa.gov</a>
Certified Creative Districts	Local governments, non-profit agencies or other agencies that meet criteria for Certified Creative Districts program	ArtsWA certifies creative districts to foster and promote economic and cultural development in defined areas of cultural, social, business and economic activity.	(ArtsWA) Annette Roth Program Manager (360) 586-8098 <a href="mailto:annette.roth@arts.wa.gov">annette.roth@arts.wa.gov</a>

## Washington State University (WSU) Extension

### *Summary of Agency Activities*

WSU Extension provides translational research, outreach and education to bring the resources of WSU to bear on improving the quality of life for Washington residents. Much of our engagement through 54 sites across the State has a direct impact on the State's economy. Our more than 700 employees work in Agriculture, Natural Resources, Nutrition and Prevention Education, Youth Leadership, and Community and Economic Development.

### *Agency designees for RSF representation*

Michael Gaffney

[mjgaffney@wsu.edu](mailto:mjgaffney@wsu.edu); (509) 335-4611

Christina Sanders, Director, Office of Emergency Management Division

[cmsanders@wsu.edu](mailto:cmsanders@wsu.edu); (509) 335-4811

## Washington State Department of Licensing (DOL)

### Summary of Agency Activities

The Washington State Department of Licensing (DOL) helps every Washington resident live, work, drive, and thrive by providing every person in Washington with equal access to all DOL services.

### Agency designees for RSF representation

Sudhir Oberoi, Emergency and Security Manager

[SOberoi@dol.wa.gov](mailto:SOberoi@dol.wa.gov); (360) 902-4022

## Additional Resources

The resources below are not from legislatively created or authorized state agencies of Washington State. However, they are listed below as *potential* sources of economic recovery support.

## Washington Economic Development Finance Authority (WEDFA)

### Summary of Activities

WEDFA's exclusive activity is issuing private activity bonds to promote various economic development objectives identified both in federal law and in WEDFA's statute, RCW 43.163.

### Point of Contact

Rodney Wendt, Executive Director

[wedfa@wshfc.org](mailto:wedfa@wshfc.org); (206) 587-5634

WEDFA Program	Eligibility/Stipulations	Action	Contact Information
Disaster Relief Bonds	Federal disaster relief packages <i>sometimes</i> include authorization to issue tax exempt private activity bonds, to be issued by state and local authorities, to rebuild damaged structures and infrastructure, including privately owned property.  If such bonds can be issued without recourse to WEDFA or the State, WEDFA would have the ability under state law to	Contact WEDFA's Executive Director or Program Administrator to evaluate or promote federal availability of such financing tools	Rodney Wendt, Executive Director  (206) 587-5634 <a href="mailto:wedfa@wshfc.org">wedfa@wshfc.org</a>

WEDFA Program	Eligibility/Stipulations	Action	Contact Information
	<p>issue them to repair or rebuild a wide variety of damaged structures, assuming the federal relief packages included such an authorization.</p> <p>WEDFA also would be useful lobbying partner at the federal level to promote this type provision with any Congressional emergency relief package.</p>		
<p>Small Manufacturing, Solid Waste Disposal, Private Airport and 501(c)(3) Bonds</p>	<p>WEDFA might be able to assist a variety of small manufacturing, solid waste disposal, private airport and 501(c)(3) enterprises with reduced cost financings in the event of damages and losses from disasters. Borrower's would need to meet existing federal tax-exempt guidelines and have decent credit quality.</p>	<p>Contact WEDFA's Executive Director or Program Administrator to evaluate eligibility; Apply for financing if appropriate</p>	<p>Rodney Wendt, Executive Director (206) 587-5634 <a href="mailto:wedfa@wshfc.org">wedfa@wshfc.org</a></p>

## Port of Seattle

### *Summary of Activities*

The Port of Seattle is a special-purpose municipal corporation serving the citizens of King County and the greater Puget Sound region via domestic and international aviation and maritime operations. The Port is a major economic engine in the region and provides critical infrastructure in support of recovery operations and regional resiliency.

The Port of Seattle is a leader in moving people and cargo across the country and around the world with facilities and property ranging in scope from a half-acre park to one of the largest airports and container terminals on the West Coast. Seattle Tacoma International Airport and Port maritime facilities in Elliott Bay will play key roles in disaster recovery as air and sea logistical hubs. Both will be heavily dependent on neighboring infrastructure and whole community coordination to support logistical efforts and overall recovery needs.

For more information visit [www.portseattle.org](http://www.portseattle.org).

### *Point of Contact*

Randy Hansen, Senior Manager  
Port of Seattle Emergency Preparedness  
[EmergencyPreparedness@portseattle.org](mailto:EmergencyPreparedness@portseattle.org)

Port of Seattle Locations			
City	Principal Locations	Staff	Contact
Seattle Headquarters	2711 Alaskan Way Seattle, WA 98121	Emergency Preparedness Senior Manager Randy Hansen	Phone: (206) 787-7871 <a href="mailto:hansen.r@portseattle.org">hansen.r@portseattle.org</a>
Seattle Tacoma International Airport	17801 International Blvd. Seattle, WA 98158	Emergency Preparedness Planning & Program Manager Kati Davich	Phone: (206) 787-6099 <a href="mailto:davich.k@portseattle.org">davich.k@portseattle.org</a>

## Washington State Procurement Technical Assistance Center (PTAC)

### *Summary of Activities*

The Washington State Procurement Technical Assistance Center (PTAC) works to give businesses the opportunity to thrive in the government-contracting marketplace. Washington PTAC's mission is to increase the number of government contracts awarded to Washington firms so that those firms can grow. Washington PTAC provides no cost, confidential, one-on-one technical assistance in all aspects of selling to federal, state, and local governments. PTAC advises businesses on bid reviews, marketing assistance, contract performance, small business designations, and more. PTAC hosts procurement training classes and seminars, and helps businesses register with the correct databases in order to compete for government contracts. PTAC is funded in part through a cooperative agreement with Defense Logistics Agency.

The Washington Procurement Technical Centers operate regional resource centers across the state. These centers are staffed by procurement experts who assist businesses in their operation. They are in contact with hundreds of small operators and major primes. PTAC helps these businesses interact on a regular basis. These are the facilitators, and the mentors that get the most out our state's business resource. They can assist in tapping into local and regional enterprises to expedite recovery. Host sites could act as local recovery headquarters.

Funding comes from local economic development councils and non-profit organizations that house PTAC locations. PTAC counseling services are offered at no cost to Washington businesses. For more information visit [www.washingtonptac.org](http://www.washingtonptac.org) or call (360) 464-6043.

### *Point of Contact*

Tiffany Scroggs, Program Manager  
[programmanager@washingtonptac.org](mailto:programmanager@washingtonptac.org); (360) 464-6041

<b>Washington PTAC Locations</b>			
<b>City</b>	<b>Host and Location</b>	<b>Staff</b>	<b>Contact</b>
Olympia/Lacey	South Puget Sound Community College 4220 6th Ave Lacey, WA 98503	Director Tiffany Scroggs	Phone: (360) 754-6320 <a href="mailto:thurston@washingtonptac.org">thurston@washingtonptac.org</a>
Tacoma	Bates Technical College 1101 South Yakima Ave, Room M123B Tacoma, WA 98405	Tom Westerlund	Phone: (253) 680-7054 <a href="mailto:pierce@washingtonptac.org">pierce@washingtonptac.org</a>
Everett	Snohomish Economic Alliance 808 134th St. SW, Suite 101 Everett, WA 98204	Lisa Lagerstrom	Phone: (425) 248-4223 <a href="mailto:Snohomish@washingtonptac.org">Snohomish@washingtonptac.org</a>
Spokane	Greater Spokane Inc 801 West Riverside Avenue, Suite 10 Spokane, WA 99201	Aleesha Roedel	Phone: 509-321-3646 <a href="mailto:Spokane@washingtonptac.org">Spokane@washingtonptac.org</a>
Vancouver	Southwest Washington Contractors Association 7017 NE Highway 99 Ste. 214, Vancouver, WA 98665	Jeannet Santiago	Phone: (503) 694-9403 <a href="mailto:swwa@washingtonptac.org">swwa@washingtonptac.org</a>
Auburn	Green River College 1221 D St NE Suite 210 C Auburn, WA 98002	Darrell Sundell	Phone: (253) 520-6267 <a href="mailto:king@washingtonptac.org">king@washingtonptac.org</a>
Silverdale	Kitsap Economic Development Alliance 2021 NW Myhre Rd, Suite 100 Silverdale WA 98383	Kathy Cocus	Phone: (360)377.9499 <a href="mailto:kitsap@washingtonptac.org">kitsap@washingtonptac.org</a>
Lacey	Thurston County Economic Development Council South Puget Sound Community College 4220 6th Ave Lacey, WA 98503	Kate Hoy	Phone: (360) 754-6320 <a href="mailto:khoy@thurstonedc.com">khoy@thurstonedc.com</a>
Tri-Cities	Tri Cities Chamber of Commerce	Jody O'Connor	Phone: 509-491-3231

Washington PTAC Locations			
City	Host and Location	Staff	Contact
	7130 W Grandridge Blvd, Suite C Kennewick, WA. 99336		<a href="mailto:jody.oconnor@tricityregionalchamber.com">jody.oconnor@tricityregionalchamber.com</a>

## United States Department of Agriculture Rural Development (USDA RD)

### *Summary of Activities*

USDA Rural Development offers a variety of programs to help rural communities, businesses and individuals impacted by a disaster. USDA offers loans, grants and loan guarantees for single- and multi-family housing, providing funding for single family homes, apartments for very-low and low-income persons or the elderly, and housing for farm laborers. Loans are only available for most rural areas with a population of 35,000 or less. See USDA Income and Property eligibility for more details.

Note: Not all of USDA RD's programs are listed below. For a comprehensive list of USDA RD programs and additional program information visit: <https://www.rd.usda.gov/programs-services/all-programs>

USDA RD can:

- Assess single- and multi-family housing units that may potentially be available in the area.
- Provide Letters of Priority Entitlement (LOPE) for qualifying displaced individuals and families under a presidential disaster declaration.
- Determine applicability of 502/504 Home Repair programs for repair/rebuilding activities. Programs can be provided directly to applicants and are available before, during, and after disasters.
- Provide a claims package, payment assistance package and moratorium package to assist eligible impacted individuals in their recovery.
- Provide technical assistance at disaster recovery centers to individuals and families applying for USDA RD assistance.

### *Point of Contact*

Peter McMillin, Community Program Director & Acting Associate Director, USDA RD  
[Peter.McMillin@wa.usda.gov](mailto:Peter.McMillin@wa.usda.gov); (360) 704-7702