



**STATE OF WASHINGTON  
MILITARY DEPARTMENT  
EMERGENCY MANAGEMENT DIVISION  
MS: TA-20 Building 20, Camp Murray, Washington 98430-5122  
Phone: (253)512-7000 FAX: (253) 512-7200**

August 7, 2020

TO: Local Governments, Tribal Governments and State Agencies

FROM: Dave Spicer, Hazard Mitigation Programs Manager

SUBJECT: Notice of Funding Opportunity for Annual Mitigation Grant Programs FY2020

The purpose of this memo is to share information regarding FEMA NOFOs and the WA State application process for the annual Hazard Mitigation Assistance grant programs for FY2020.

**FY2020 BRIC and FMA Grant Application Timeline**

The Federal Emergency Management Agency (FEMA) has announced that the application period for the FY2020 Building Resilient Infrastructure and Communities (BRIC) and Flood Mitigation Assistance (FMA) grant programs will run from September 30, 2020 to 12:00 noon PST on January 29, 2021. Per Washington State's plan for administering FEMA-funded mitigation grant programs, Emergency Management Division (EMD) has established a two-step process for sub-applicants that starts with a pre-application followed by a full application through the online FEMA GO (BRIC) and eGrants (FMA) platforms. The state's process is compressed to allow EMD time to adequately review applications and provide feedback to jurisdictions. For sub-applicants, the process and deadlines are as follows:

**STEP ONE: Pre-application and Eligibility Review**

- **No later than COB September 8, 2020:** EMD's Mitigation Section will accept pre-application forms, which are available on its [website](#) and submitted to EMD via email to [hma@mil.wa.gov](mailto:hma@mil.wa.gov). **This form applies to both BRIC and FMA grant programs.** EMD will review the pre-applications for eligibility and contact potential sub-applicants to discuss their proposals.
- EMD will invite eligible sub-applicants to submit full sub-applications in FEMA GO **only after** their pre-application has been submitted and EMD has contacted them to discuss the proposal's eligibility. **Sub-applicants who do not submit a pre-application form by COB September 8, 2020 will not be eligible to submit full applications.**

- Once invited to submit a full sub-application, jurisdictions are encouraged to submit early in order to receive technical assistance from EMD.

### **STEP TWO (by invitation): Development and Submission of a full FEMA GO Sub-Application**

- For sub-applicants who completed step one (above) and who are invited to submit full applications, the deadline to submit a complete FEMA GO sub-application for BRIC or FMA for EMD review is **12:00 pm midnight PST on November 15, 2020**. ***Applications submitted after 12:00 pm midnight PST on November 15, 2020 will not be reviewed or submitted to FEMA for consideration.***
- EMD will review sub-applications for eligibility, completeness and cost effectiveness. We will request additional information if required and will work with sub-applicants to make selected applications as competitive and complete as possible.
- **Jan. 29, 2021**: WA State EMD will complete its sub-application selection process and will submit its finalized state application package to FEMA for the FY2020 BRIC and FMA programs.

FEMA expects to announce applications which are Identified for further review and potential funding at a future date yet to be announced. Final award announcement dates will depend upon FEMA’s internal review process for specific mitigation activities, which varies from application to application.

On a case-by-case basis EMD may provide limited technical assistance for sub-application development on the Scope of Work, Benefit-Cost Analysis (BCA), Project Budget, and other sections if requested. EMD will also include several application tools in full application packages to assist local jurisdictions in the preparation and development of quality sub-applications. In addition, FEMA will offer webinars on the FY20 NOFOs for prospective applicants which will be offered three times in August 2020.

### **FY2020 Building Resilient Infrastructure and Communities (BRIC)**

The BRIC program makes federal funds available to states, U.S territories, tribes, and local communities for pre-disaster mitigation activities. It is a cost-shared grant, 75 percent federal funds and 25 percent local (non-federal) matching funds, which is distributed through the reimbursement of eligible expenses over a 3-year period of performance. Detailed program information is available at <https://www.fema.gov/bric> and described in [FEMA’s full BRIC 2020 NOFO](#).

**Eligible Sub-Applicants:** Local governments, including cities, townships, counties, special district governments, and tribes (including federally recognized tribes who choose to apply as sub-applicants) are eligible for grant consideration. All sub-applicants must have a FEMA-approved hazard mitigation plan by the grant application deadline and at the time of award, in accordance with Title 44 Code of Federal Regulations (CFR) Part 201.

**Funding:** The total, nationally available funding for FEMA’s 2020 BRIC grant round is \$500,000,000. FEMA has established specific state allocations and tribal set-asides, as described in their NOFO, leaving \$446,000,000 available for the national competition.

The maximum federal share available to any single project sub-application is \$50,000,000. These funds are competitively available for eligible mitigation activities that fall into in two main categories:

1. Capability- and Capacity-Building (C&CB): activities which enhance the knowledge, skills, expertise, etc., of the current workforce to expand or improve the administration of mitigation assistance. This includes activities in the following sub-categories: building codes activities, partnerships, project scoping (previously known as advance assistance), mitigation planning and planning-related activities (e.g., writing or updating hazard mitigation plans), and other activities.
2. Mitigation Projects: cost-effective projects designed to increase resilience and public safety, reduce injuries and loss of life, and reduce damage and destruction to property, critical services, facilities, and infrastructure.

The following funding details apply to all sub-applications, regardless of category:

- up to 10 percent of any single sub-application can be used for information dissemination activities, including public awareness and education (brochures, workshops, videos, etc.) related to a proposed C&CB activity or mitigation project.
- up to 5 percent of any single sub-application can be used for eligible and reasonable indirect costs, direct administrative costs, and other administrative expenses associated with the specific mitigation measure or project. Unlike all other sub-application budget categories, these *Management Costs* funds are not subject to the local cost share requirement; they do not require local matching funds.

For general, programmatic guidance on mitigation grant eligibility categories and requirements, see the [FY2015 Hazard Mitigation Assistance Unified Guidance & Addendum](#).

FEMA Priorities and Evaluation Criteria: FEMA’s priorities for the program, as stated in their NOFO, are to incentivize public infrastructure projects; incentivize projects that mitigate risk to one or more lifelines; incentivize projects that incorporate nature-based solutions; and increase funding to applicants that facilitate the adoption and enforcement of the latest published editions of building codes. FEMA’s NOFO also provides their evaluation criteria (see pages 20-21 of NOFO document), which they will apply to score each nationally competitive sub-application submitted by the state.

Washington State EMD will further assess and prioritize sub-applications based on its own qualitative criteria, which are described in Table 1 below.

*Table 1. EMD Project Evaluation Criteria and scoring rubric for FY2020 BRIC and FMA.*

<b>Project Evaluation Criteria</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
The proposed project anticipates impacts on vulnerable populations, especially regarding equitable risk-reduction outcomes and whole-community approaches to disaster resilience.					
The proposed project addresses community lifelines and critical infrastructure vulnerability.					

The proposed project has multiple benefits beyond hazard risk reduction, including climate change, regional growth and development, and social vulnerabilities.					
The proposed project is collaborative and promotes shared responsibility, partnerships, and is supported by multiple jurisdictions or agencies.					
The proposed project includes innovative solutions to mitigate natural hazards, including nature-based solutions when feasible.					
<b>Total Score</b>					

In addition, EMD encourages mitigation proposals for the following project types and methods:

- **Flood Mitigation:** projects that address root causes of hydrologic flow problems and expand drainage/storage capacity, such as improving stream/river connectivity with floodplains, reducing channelization, reducing impervious surfaces, and removing hydrologic barriers.
- **Critical Infrastructure and Facilities:** projects that correct or eliminate seismic structural deficiency, severe wildfire vulnerability, or repetitive flooding for community lifeline infrastructure such as water, wastewater, powerlines, roadways, public safety facilities (fire, police, hospitals, 911, etc.), and schools.
- **Coastal Erosion and Tsunamis:** projects that address root causes of coastal erosion, incorporate green infrastructure methods to reduce or eliminate vulnerability to erosive events, and inhibit development in high-risk coastal areas (especially V Zones). Projects within mapped tsunami inundation zones that develop, design and/or construct tsunami vertical evacuation structures or evacuation routes, as well as projects designed to improve evacuation efficiency and access to vertical evacuation structures post-earthquake (e.g., landslide mitigation along evacuation routes).

**FY2020 Flood Mitigation Assistance (FMA)**

The Flood Mitigation Assistance (FMA) program makes federal funds available to states, U.S. territories, tribal governments, and local communities to reduce or eliminate the risk of repetitive flood damage to buildings and structures insured under the National Flood Insurance Program (NFIP).

FMA grants are dispersed through the reimbursement of eligible expenses and are based upon an established federal-local cost share of the given award. For mitigation activities not involving severe repetitive loss (SRL) or repetitive loss (RL) properties, the cost share will be 75 percent federal funds and 25 percent local (non-federal) funds. For mitigation activities involving eligible SRL or RL properties, the cost shares are as follows:

- SRL properties: 100 percent federal funds. No match requirement.
- RL properties: 90 percent federal funds and 10 percent local (non-federal) funds.

EMD strongly encourages project sub-applicants to include a minimum of one SRL and/or RL property in their FMA mitigation proposal(s).

Available 2020 FMA funds will be distributed to eligible sub-applicants as follows:

1. Project Scoping (previously Advance Assistance): Project Scoping to develop community flood mitigation projects and/or individual flood mitigation projects that will subsequently reduce flood claims against the NFIP. FEMA will select up to \$4 million of Project Scoping sub-applications (nationally).
2. Community Flood Mitigation Projects: FEMA will select up to \$70 million of projects (nationally) that address community flood risk for the purpose of reducing NFIP flood claim payments.
3. Flood Hazard Mitigation Planning: Planning sub-applications for the flood hazard component of State, Local, Territory, and Tribal (SLTT) Hazard Mitigation Plans and plan updates. Maximum proposed federal share for this activity is \$25,000.
4. Individual Flood Mitigation Projects: Projects that mitigate the risk of flooding to individual NFIP insured structures.

Additional details regarding current FMA funding priorities and eligible activities are provided in [FEMA's 2020 FMA NOFO](#).

All properties participating in an FMA grant must have NFIP flood insurance policies in place at the time of application, which must be maintained for the duration of the activity. Please refer to the [FY2015 HMA Unified Guidance and Addendum](#) for more details regarding this and other important eligibility requirements.

A Benefit-Cost Analysis (BCA) is required for all project sub-applications, with the exception of two project types, which fall under FEMA's "Pre-Calculated Benefits" waiver: property acquisitions that cost \$276,000 or less, or home elevations that cost \$175,000 or less. FEMA considers these to be cost effective and requires no further BCA work. Please see Part V, Section I.7 of [FEMA's FY2015 HMA Unified Guidance](#) for further information.

#### **Additional Sub-Application Information**

- The State does not provide any portion of the non-federal cost share for the BRIC and FMA programs (as it typically does for the Hazard Mitigation Grant Program). Also, special conditions apply to FMA grants when Increased Cost of Compliance payments (Coverage D of NFIP insurance policies) are used to cover a local match requirement. See the [FY2015 HMA Unified Guidance and Addendum](#) for more information.
- In order to be eligible for grant award, sub-applicants must have a FEMA-approved hazard mitigation plan by the sub-application deadline AND when funds are awarded. If a plan is still under

FEMA review on January 29, 2020, then EMD will coordinate with FEMA to see about the approval timeline.

- Private non-profit organizations are not eligible to directly apply for assistance from the BRIC and FMA programs. Another eligible applicant (e.g., local government or state agency) must act as Applicant Agent and apply on the organization's behalf.
- All sub-applications must be made to the State through FEMA's online FEMA GO (BRIC) or eGrants (FMA) systems. FEMA GO and eGrants account and login information will be provided to sub-applicants when they're invited to apply (after pre-application evaluation).
- Sub-applicants may be reimbursed for eligible **pre-award costs** incurred prior to the date of grant award for non-construction activities directly related to developing (*not implementing*) the project proposal. Activities may include, but are not limited to, development of the application, benefit-cost analysis, environmental/historic preservation data, project documentation, and engineering design. These costs can only be reimbursed after award, and in accordance with the approved cost share terms, if they are included in the proposed budget—and only with proper documentation.
- A sub-application cannot be submitted for both FMA and BRIC programs. If a proposal is eligible for FMA then it will not be considered for BRIC.
- All project sub-applications must determine cost effectiveness using [FEMA's benefit-cost analysis \(BCA\) software](#), Version 6.0 (except for proposals covered under the Pre-calculated Benefits waiver). This software is available for free download on the linked FEMA site. EMD staff cannot provide technical assistance for BCA software download issues, so please use the [BCA helpline](#).

This grant round will be competitive and EMD cannot guarantee grant awards to any sub-applicant. Washington State has a history of success with these grant programs, thanks to our focus on submitting high-quality proposals, and we will work closely with every invited sub-applicant this year to continue that tradition. Sub-applicants should only consider submitting high-quality risk-reduction proposals to EMD for consideration.

Please feel free to contact me or any HMA staff member ([hma@mil.wa.gov](mailto:hma@mil.wa.gov)) with questions.

Sincerely,

**David N. Spicer**

**Mitigation Program Manager**

Washington State Emergency Management Division

Washington Military Department

Office: (253) 512-7082 | Mobile: (253) 344-3771

[David.Spicer@mil.wa.gov](mailto:David.Spicer@mil.wa.gov) | [www.mil.wa.gov](http://www.mil.wa.gov)

