



HAZARD MITIGATION GRANT PROGRAM

DR-4584/4593 Announcement

Washington State Military Department

Emergency Management Division

Camp Murray, WA 98430

Hazard Mitigation Grant Program: DR-4584/4593 Unified HMGP Application Round

Pre-Application Form submission deadline: September 01, 2021

A new Hazard Mitigation Grant Program (HMGP) round is now available in Washington State due to two recent Major Disaster Declarations: DR-4584-WA, federally declared on March 04, 2021 (*Severe Storms, Flooding, Landslides, and Mudslides*), and DR-4593-WA, federally declared on April 08, 2021 (*Winter Storm, Straight-Line Winds, Flooding, Landslides, and Mudslides*). To administer these HMGP grant application rounds EMD will use a single, unified timeline and submission process.

HMGP provides cost-share grants to eligible entities for cost-effective mitigation projects, new Hazard Mitigation Plans or Plan updates. Local jurisdictions, special-purpose districts, qualified non-profit organizations, and federally recognized tribes are encouraged to submit Pre-Application Forms to EMD expressing their interest in applying for grant funding under this unified round.

In addition to the below information, the following linked documents provide essential HMGP details:

- [HMGP Pre-Application Form \(Word\)- attached](#)
- [FEMA's HMGP website](#)
- [FEMA's Unified Hazard Mitigation Assistance Guidance](#) and [Addendum](#)

Eligibility Criteria for Sub-Applicants

Eligible sub-applicants for HMGP include local governments, special purpose districts, state agencies, private non-profits providing essential government services, and Tribal Nations.

There are two main types of HMGP grants: mitigation project grants and mitigation planning grants. To be eligible for a project grant, sub-applicants (other than private non-profits) must have, or be formally annexed to, a FEMA-approved Hazard Mitigation Plan. Sub-applicants that do not have FEMA-approved Hazard Mitigation Plans are only eligible for mitigation planning grants to create new Hazard Mitigation Plans or update expired Plans.

In some cases, entities already in the process of updating an expired (or expiring) Hazard Mitigation Plan may be able to submit an HMGP application for funding consideration prior to final Plan approval. WA EMD will provide further guidance on this topic on a case-by-case basis.

Funding and Priority Considerations

Washington's HMGP funding is equal to 20% of the federal disaster assistance dollars provided by FEMA for DR-4584 and 4593. FEMA determines a thirty-day estimate, a six-month estimate, and a final twelve-month "lock-in" amount for HMGP funds. HMGP application review, ranking and submission to FEMA for funding is managed by EMD.

HMGP is competitive and open to all eligible entities in Washington, regardless of whether they were specifically named in the Disaster Declarations. However, priority funding status will be given to grant applications submitted by counties and tribes (and/or the entities within them) named in FEMA's Declaration documents for DR-4584 and DR-4593. Specifically, those counties and tribes are as follows:

- **DR-4584:** Douglas, Ferry, Franklin, Kittitas, Lincoln, Okanogan, Pend Oreille, Skamania, Whitman, Yakima Counties; Colville Indian Reservation, Yakama Nation.
- **DR-4593:** Clallam, Columbia, Cowlitz, Grays Harbor, Island, Jefferson, Klickitat, Lewis, Mason, Okanogan, Pacific, Pend Oreille, Skagit, Skamania, Snohomish, Spokane, and Wahkiakum Counties; Puyallup Tribe of Indians.

EMD will review previously submitted but unfunded applications and determine their suitability for the DR-4584/4593 HMGP round. The same priority considerations will apply to those selected: previously submitted applications from entities within the declared counties under DR-4584/4593 will be prioritized for funding consideration.

Application Process and Deadlines

EMD administers the Hazard Mitigation Grant Program using a two-step application process: (1) submission of a Pre-application Form, and (2) submission of a full application package (upon invitation).

Pre-Application Form submission DEADLINE: September 01, 2021. All applicants, whether on the above prioritized lists or not, must submit their Pre-Application Forms to HMA@mil.wa.gov no later than September 01, 2021, to be considered for funding under this unified HMGP round. Applicants can submit more than one proposal (only one proposal per form).

No previously submitted pre-applications will be reviewed for these new grant application rounds. Any previously submitted pre-applications must be resubmitted using the current form and deadline for consideration.

STEP 1: Submit a Pre-Application Form. The first step is to complete and submit to EMD a Pre-Application Form by the above-noted deadline. Like a letter of intent, this short document provides EMD basic information about applicant eligibility, proposal eligibility, and overall suitability for HMGP. State EMD staff will review submitted pre-application forms and provide direct feedback to the applicant with guidance and, if deemed eligible, offer technical assistance to strengthen the preliminary proposal.

STEP 2: Submit a Full Application (by invitation only). Only eligible entities that submit Pre-Applications with suitable proposals will be invited to complete a full application for the DR-4584/4593 HMGP round. EMD will provide invitees a full application packet, guidance and supporting documents, and a specific deadline to submit their completed application package. Invitees typically receive about 12 weeks to develop and submit their final application packages.

Cost Shares and Match Requirements

All HMGP grants have a 25 percent (minimum) non-federal match requirement, which Washington State will split equally with the local grant recipient. The maximum available federal share is 75 percent of the total approved project expenses. The overall cost-share breakdown is as follows:

Federal share (max)	75 %
Non-federal share- State	12.5 %
Non-federal share- Local	12.5 %
Total Project Cost	100%

Eligible HMGP Mitigation Activities: Plans and Projects

Planning grants fund efforts to create new FEMA-approved Hazard Mitigation Plans or update existing FEMA-approved Hazard Mitigation Plans. Project grants, on the other hand, help put Mitigation Plans into action by funding site-specific

scopes of work that reduce or eliminate a community's risk from future natural hazards. Eligible project and planning activities include, but are not limited to, the following:

- Property acquisition and structure demolition/relocation projects (flood- or erosion-prone properties)
- Structure elevation or relocation projects (for flood-prone properties)
- Structural and non-structural seismic retrofits (especially essential facilities and critical infrastructure)
- Flood risk reduction projects (e.g., culvert upsizing, storm-drainage revisions, flood diversion & storage)
- Wildfire defensible space and home-hardening projects (only in Wildland-Urban Interface areas)
- Generators for essential facilities and critical infrastructure
- Soil stabilization projects
- Tsunami mitigation projects (vertical evacuation)
- Aquifer storage and recovery
- Creating or updating a FEMA-approved Hazard Mitigation Plan
- Hazard mitigation-specific trainings and targeted public outreach efforts (limited funding and eligibility)
- Hazard mitigation-related mapping and data collection (limited funding and eligibility)
- Advance Assistance (targeted funds to develop initial grant proposals for complex mitigation projects)

Mitigation Grant Program Guidance and Benefit-Cost Analysis Requirements

FEMA's [Hazard Mitigation Assistance Unified Guidance](#) (2015 edition) covers all requirements related to the DR-4584/4593 HMGP round (e.g., applicant and proposal eligibility, funding caps, cost shares, information on specific project types, and other programmatic details). It is available for free download on FEMA's Publications website.

Full HMGP project applications (*not pre-application forms*) require a complete and credible Benefit-Cost Analysis (BCA) to demonstrate a project cost-effectiveness ratio of at least 1.0 using [FEMA's BCA software](#), which is available on their BCA website. Some mitigation project types involve complex BCAs, such as seismic retrofits, and EMD has limited capacity to provide technical BCA assistance. Invitees will be encouraged to secure professional BCA and/or other application development assistance as needed from an engineer or other professional services contractors. EMD cannot suggest or recommend professional service contractors but may provide examples of previously submitted BCAs to invitees upon request during the full-application development phase.