

Announcement and Guidance: FEMA's 2023 FMA Grant Round

The purpose of this announcement is to share key information regarding the release of FEMA's Notice of Funding Opportunity (NOFO) for the FY2023 FMA grant round, and to provide guidance to potential FMA sub-applicants about Washington Emergency Management Division's (EMD) required grant application process.

FY2023 FMA Grant Application Timeline

The Federal Emergency Management Agency (FEMA) has announced the opening of their application period for the FY2023 Flood Mitigation Assistance (FMA) grant programs. EMD is designated to administer and oversee these programs for the State, including the application process for all eligible entities with the State (Federally recognized Tribes may apply directly to FEMA).

EMD has established a two-step process for FMA sub-applicants that starts with a pre-application followed by a full application. EMD's process and timeline is designed to ensure we meet FEMA's Feb. 29, 2024 deadline for the State, as *applicant*, to submit its complete package of *sub-applications*. All entities seeking grant consideration must follow the State's submission process and deadlines, which are described below.

STEP ONE: Pre-application and Eligibility Review

- **No later than Wednesday, July 26, 2023:** EMD's Mitigation Section will accept pre-application forms, which are available on our [website](#) and submitted to EMD via email to hma@mil.wa.gov. 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 July 26, 2023, will not be eligible to submit full applications.**

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

- For sub-applicants who complete step one (pre-application) and who are invited to submit full applications, the deadline to submit a complete FEMA GO sub-application for EMD review will be Friday November 3rd. Sub-applications submitted after this date will not be reviewed or submitted to FEMA for consideration¹.
- 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. Sub-applications deemed mostly or substantially incomplete and/or lacking key required information may be omitted from further consideration.
- WA State EMD will complete its sub-application review and selection process and will submit its final state application package to FEMA for the FY2023 FMA program no later than **Feb. 29, 2024** (FEMA's established State submission deadline).

FEMA is forecasted to announce its selections for FY2023 FMA grants in Summer 2024. After selections, FEMA will conduct more in-depth reviews of the proposals (especially regarding environmental and historic preservation considerations)

¹ For additional information on FEMA's sub-application Considerations and Scoping (including sub-application development) view pages 41-51 of the Hazard Mitigation Assistance Program and Policy Guide: <https://www.fema.gov/grants/mitigation/hazard-mitigation-assistance-guidance>

before issuing final awards. Grant award dates will vary, depending upon project complexity and FEMA's internal review process for specific mitigation activities.

EMD will provide limited technical assistance to those invited to apply in the form of webinars focused on sub-application development topics, job aids, and application tools to assist local jurisdictions in the preparation and development of quality sub-applications.

FY2023 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). **Only projects that directly mitigate NFIP-insured properties qualify for FMA grant funding.**

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 targeting severe repetitive loss (SRL) or repetitive loss (RL) structures, 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.

FEMA is anticipated to distribute up to \$800 million (nationally) through the FY2023 FMA grant program in the following manner:

1. Up to \$60 million for 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 the program. These activities may be used to develop future Localized Flood Risk Reduction Projects and/or Individual Flood Mitigation Projects that will subsequently reduce flood insurance claims submitted to the NFIP. The funding order and funding caps C&CB Activities are as follows:
 - \$100,000 for Mitigation Plans under [Title 42 United States Code Section 4104c\(c\)\(3\)\(F\)](#) per applicant with maximums of:
 - \$50,000 for state mitigation plan
 - \$25,000 for local mitigation plan
 - \$50,000 for Technical Assistance by States to Communities ([Title 42 United States Code 4104c\(c\)\(3\)\(J\)](#))
 - \$900,000 for Project Scoping
 - \$300,000 for Additional C&CB Activities (Partnership Development to Conduct Eligible Mitigation Activities, Enhancing Local Floodplain Management, Severe Repetitive Loss (SRL)/Repetitive Loss (RL) Strategy Development, and other eligible C&CB activities under 42 U.S.C. 4104c(c)(3)(G)

2. Up to \$520 million for Localized Flood Risk Reduction Projects to address community flood risk for the purpose of reducing National Flood Insurance Program flood claim payments.
 - \$50 million activity cap per Localized Flood Risk Reduction Project sub-application.
3. At least \$220 million for Individual Flood Mitigation Projects that mitigate the risk of flooding to individual NFIP-insured structures.
 - Individual Flood Mitigation Projects do not have a federal activity cap.
 - A maximum of 10% of the total application budget can be submitted for applicant management costs, and a maximum of 5% of the total sub-application budget can be submitted for sub-applicant management costs, per the [2023 Hazard Mitigation Assistance Program and Policy Guide](#).

Additional details regarding these categories, FMA funding priorities, and eligible activities are provided. Detailed program information is available at <https://www.fema.gov/grants/mitigation/floods>.

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 [2023 Hazard Mitigation Assistance Program and Policy Guide](#) 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 located within the Special Flood Hazard Area (SFHA) that cost \$323,000 or less, or home elevations within the SFHA that cost \$205,000 or less. FEMA considers these to be cost effective and requires no further BCA work. FEMA allows sub-applicants to apply locality multipliers to these amounts where appropriate. Additionally, acquisition projects of RL and SRL properties *outside* the SFHA with a project cost of \$323,000 or less are also considered cost effective; no BCA is required. More detailed information is available on [FEMA's BCA website](#).

Additional Sub-Application Information

- State contributions to the non-federal cost share requirements are subject to Legislature approval and cannot be guaranteed at the time of this Announcement. 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 [2023 Hazard Mitigation Assistance Program and Policy Guide](#) for more information.
- 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 in **February 2024**, then EMD will coordinate with FEMA regarding the approval timeline.
- Private non-profit organizations are not eligible to directly apply for assistance from the FMA program. Another eligible applicant (e.g., local government or state agency) can, however, act as Applicant Agent and apply on the organization's behalf. The Applicant Agent is responsible for meeting award terms and conditions.
- All sub-applications for FMA must be made to the State through [FEMA's online FEMA GO system](#)². FEMA GO access information will be provided to sub-applicants when they are invited to apply.

² FEMA Go Startup Guide can be found at: <https://www.fema.gov/grants/guidance-tools/fema-go>

- FEMA will notify applicants whose sub-applications are **identified for further review**. We anticipate that these notifications will be sent out in Spring of 2024. However, this notification and the applicant's compliance with FEMA-requested pre-award activities **are not considered notification or guarantee of an award.**
- 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 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 design/engineering. These costs can only be reimbursed after award with proper documentation, and in accordance with the approved cost share terms, if they are included in the proposed budget.
- Except for the above-noted pre-award costs, FMA grant funds are only available for work performed after FEMA issues an award. For this reason, FMA grants are suitable for projects with extended implementation schedules rather than short-term, time-sensitive projects. WA EMD staff will review timelines with potential sub-applicants and discuss these considerations during pre-application reviews.
- 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 and Community & Capacity-Building proposals³. The BCA software is available for free on the linked FEMA site. WA EMD staff cannot provide technical assistance for BCA software download issues, so please contact the BCA helpline with any issues⁴.
- The FY2023 FMA grant rounds are nationally competitive and WA EMD cannot guarantee grant awards to any sub-applicant.

³ For additional resources (e.g., pre-calculated benefits, BCA Guidance, ecosystem services, and other supporting documents) visit: <https://www.fema.gov/grants/tools/benefit-cost-analysis#resources>

⁴ For training on conducting a BCA visit: <https://www.fema.gov/grants/guidance-tools/benefit-cost-analysis/training>