

Health Resources and Services Administration
Office of Special Health Affairs
Office of Emergency Preparedness and Continuity of Operations

Federal Disaster Assistance

FEMA Guidance For HRSA Community-Based Service Delivery Grantees



INTRODUCTION

HRSA community-based service delivery grantees located in presidentially declared disaster areas may be eligible for federal financial assistance. HRSA's Office of Emergency Preparedness and Continuity of Operations (EPCO) has compiled essential information on these grant programs from public websites for use by HRSA Bureaus and Offices as they assist their grantees following a disaster.

EPCO recommends that HRSA community-based service delivery grantees take advantage of local and state disaster assistance programs and assistance available through nongovernmental organizations. EPCO also recommends application to federal disaster assistance programs and notes that eligibility is determined by administering agencies in compliance with federal laws and regulations. HRSA may have flexibility with regard to certain policies. HRSA's ability to provide financial assistance to grantees during disasters varies by program and may be limited. Therefore, grantees are advised to check with their project officer to determine any availability or flexibility in funding during emergencies.

While FEMA offers disaster assistance programs for individuals and governments as well, this resource guide is focused on the resources made available to nonprofit organizations like HRSA community-based service delivery grantees following a major disaster declaration.

Response and Recovery

First response to a disaster is the job of local government's emergency services with help from nearby municipalities, the state and volunteer agencies. In a catastrophic disaster, and if the governor requests, federal resources can be mobilized through FEMA for search and rescue, electrical power, food, water, shelter and other basic human needs. **HRSA community-based service delivery grantees should always look to local emergency management for assistance first before, during, and following a disaster.** It is the long-term recovery phase of disaster which places the most severe financial strain on grantees. Damage to these facilities can overwhelm these small organizations.

A governor's request for a major disaster declaration could mean an infusion of federal funds, but the governor must also commit significant state funds and resources for recovery efforts.

A major disaster could result from a hurricane, earthquake, flood, tornado or major fire which the president determines warrants supplemental federal aid. The event must be clearly more than state or local governments can handle alone. If declared, funding comes from the president's Disaster Relief Fund, which is managed by FEMA, and disaster aid programs of other participating federal agencies.

A presidential Major Disaster Declaration puts into motion long-term federal recovery programs, some of which are matched by state programs, and designed to help disaster victims, businesses and public entities.

The Major Disaster Process

A Major Disaster Declaration usually follows these steps:

- Local government responds, supplemented by neighboring communities and volunteer agencies. If overwhelmed, turn to the state for assistance;
- The state responds with state resources, such as the National Guard and state agencies;
- Damage Assessment by local, state, federal, and volunteer organizations determines losses and recovery needs;
- A Major Disaster Declaration is requested by the governor, based on the damage assessment, and an agreement to commit state funds and resources to the long-term recovery;
- FEMA evaluates the request and recommends action to the White House based on the disaster, the local community and the state's ability to recover;
- The president approves the request or FEMA informs the governor it has been denied. This decision process could take a few hours or several weeks depending on the nature of the disaster. Declared disasters, affected counties, and types of disaster assistance available may be found at <http://www.fema.gov/news/disasters.fema>.

FEMA DISASTER AID PROGRAMS (<http://www.fema.gov/hazard/dproc.shtm>)

There are three major categories of disaster aid made available following a Major Disaster Declaration: Public Assistance (PA), Individual Assistance (IA), and Hazard Mitigation.

Public Assistance (<http://www.fema.gov/public-assistance-local-state-tribal-and-non-profit>)

The mission of the FEMA PA Grant Program is to provide assistance to state, tribal and local governments, and certain types of private nonprofit organizations so that communities can quickly respond to and recover from major disasters or emergencies declared by the president.

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 nonprofit (PNP) organizations. The Public Assistance Program promotes the inclusion of cost-effective hazard mitigation measures in the repair of damaged facilities. These hazard mitigation measures reduce the potential for damage to the facilities in future events.

After a disaster, FEMA coordinates with the state to implement the PA Program. The funding process consists of the following steps (hyperlinks to further information on each step are included):

- [Preliminary Damage Assessment \(PDA\)](#)
- [Presidential Disaster Declaration](#)
- [Applicants' Briefing by Grantee](#)
- [Submission of Request for Public Assistance by Applicant](#)
- [Kick-off Meeting with Public Assistance Coordinator \(PAC\)](#)
- [Project Formulation and Cost Estimating](#)
- [Project Review and Validation](#)
- [Obligation of Federal Funds and Disbursement to Subgrantees](#)
- [Appeals and Closeout](#)



Source: <http://www.fema.gov/public-assistance-grant-application-process>

HRSA community-based service delivery grantees and state primary care associations should become familiar with the PA process and attend the Applicants' Briefing when it is held. The Applicants' Briefing is held as soon as practicable following the president's declaration. This could occur some weeks following the declaration. During the briefing, the state will present the incident period and a description of the declared event. Applicant, work, and cost eligibility will be reviewed and the project formulation process will be introduced. Typically, applicants will prepare and submit their Requests for Public Assistance form during the briefing.

Eligibility

Non-profit organizations that own or operate facilities that are open to the general public and that provide outpatient medical services are eligible to apply for federal disaster assistance under PA. Therefore, HRSA community-based service delivery grantees are eligible to apply. An eligible facility is any building, works, system, or equipment that is built or manufactured by an eligible nonprofit applicant with certain exceptions. To be eligible a facility must be the responsibility of an eligible applicant, be located in a designated disaster area, not be under the specific authority of another federal agency, and be in active use at the time of the disaster. Therefore, nonprofit medical facilities like health centers are eligible for Public Assistance.

Categories of Work

- Category A: Debris Removal (emergency work)
- Category B: Emergency Protective Measures (emergency work)
- Category C: Roads and Bridges
- Category D: Water Control Facilities
- Category E: Buildings and Equipment
- Category F: Utilities
- Category G: Parks, Recreational Facilities, and Other Facilities

Public Assistance to HRSA community-based service delivery grantees will most often be granted under Category E.

Individual Assistance

Immediately after the declaration, disaster workers arrive and set up a central field office to coordinate the recovery effort. Disaster Recovery Centers (DRC) also are opened where disaster victims can meet with program representatives and obtain information about available aid and the recovery process. FEMA's DRC locator may be accessed at <http://asd.fema.gov/inter/locator/home.htm>.

Before visiting a DRC, register with FEMA by calling 800-621-3362 or online at <http://www.disasterassistance.gov>. Help is available in most languages. Those with speech or hearing impairment can call (TTY) 800-462-7585.

SBA Loans

Under an IA declaration, HRSA community-based service delivery grantees may be eligible for low-interest physical disaster loans or economic injury disaster loans from the U.S. Small Business Administration (SBA).

Physical Disaster Loans (<http://www.sba.gov/content/business-physical-disaster-loans>)

Eligibility

Any business or private, nonprofit organization that is located in a declared disaster area and has incurred damage during the disaster may apply for a loan to help replace damaged property or restore it to the condition it was in before the disaster. If your business or private, nonprofit organization - large or small - has suffered physical damage as a result of a disaster, you may be eligible for financial assistance from the U.S. Small Business Administration. SBA makes physical disaster loans of up to \$2 million to qualified businesses or private, nonprofit organizations.

Proper Use of Physical Disaster Loan Proceeds

Physical Disaster Loan proceeds may be used for the repair or replacement of the following:

- Real property
- Machinery
- Equipment
- Fixtures
- Inventory
- Leasehold improvements

In addition, disaster loans to repair or replace real property or leasehold improvements may be increased by as much as 20 percent of the total amount of disaster damage to real estate and/or leasehold improvements as verified by SBA to protect the damaged real property against possible future disasters of the same type.

SBA loans cover uninsured and under-insured physical damage. If you are required to apply insurance proceeds to an outstanding mortgage on the damaged property, you can include that amount in your disaster loan application.

Application Information

Businesses may apply directly to the SBA for possible assistance. SBA will send an inspector to estimate the cost of your damage once you have completed and returned your loan application.

SBA now offers the option of filing business disaster loan applications electronically.

Downloadable application forms are available at <http://www.sba.gov/content/applying-disaster-loan>.

For additional information, please contact the SBA Customer Service Center. Call 1-800-659-2955 (TTY: 1-800-877-8339) or e-mail disastercustomerservice@sba.gov.

Economic Injury Disaster Loans (<http://www.sba.gov/content/economic-injury-disaster-loans>) - If your business is located in a declared disaster area and has suffered economic injury because of the disaster (regardless of physical damage), you may be eligible for an Economic Injury Disaster Loan (EIDL). Substantial economic injury is the inability of a business to meet its obligations as they mature and to pay its ordinary and necessary operating expenses. EIDLs provide the necessary working capital to help small businesses survive until normal operations resume after a disaster.

Eligibility

Those eligible for these loans are small businesses, small agricultural cooperatives and certain private nonprofit organizations of all sizes that have suffered substantial economic injury resulting from a physical disaster or an agricultural production disaster (as designated by the Secretary of Agriculture).

EIDL assistance is available only to businesses determined unable to obtain credit elsewhere. The SBA can provide up to \$2 million in disaster assistance; this includes both economic injury and physical damage assistance. Your loan amount will be based on your actual economic injury and your company's financial needs.

Proper Use of Economic Injury Disaster Loan Proceeds

An EIDL can help you meet the normal financial obligations that your business or private nonprofit organization could have met had the disaster not occurred. It permits you to maintain a reasonable working capital position during the period affected by the disaster.

Application Information

Businesses may apply directly to the SBA for possible assistance. The SBA will send an inspector to estimate the cost of your damage once you have completed and returned your loan application.

SBA now offers the option of filing business disaster loan applications electronically. Downloadable application forms are available at <http://www.sba.gov/content/applying-disaster-loan>.

For additional information, please contact the SBA Customer Service Center. Call 1-800-659-2955 (TTY: 1-800-877-8339) or e-mail disastercustomerservice@sba.gov.

Hazard Mitigation

Disaster survivors and public entities are encouraged to avoid the life and property risks of future disasters. Examples include the elevation or relocation of chronically flood-damaged homes away from flood hazard areas, retrofitting buildings to make them resistant to earthquakes or strong winds, and adoption and enforcement of adequate codes and standards by local, state and federal government. FEMA helps fund damage mitigation measures when repairing disaster-damaged structures and through the Hazard Mitigation. More about the Hazard Mitigation Grant Program may be found here: <http://www.fema.gov/government/grant/hmgp/index.shtm>.

Updated 16 November 2012