
GOVERNMENT COORDINATION

FEMA is the lead federal agency, coordinating the national response for protect the health and safety of the public.

The President's declaration of a national emergency on March 13, 2020 (EM 3459) allows the following:

- The declaration has been back dated to January 20, 2020, and is still in progress.
- FEMA's Public Assistance Program (PA) funding in the form of a grant is now available in your state.
- Only Category B – Emergency Protective Measures is eligible for reimbursement under FEMA PA.

These FEMA grants will help cover the costs incurred to mitigate this public health emergency. Examples of these costs are:

- Emergency Operation Center.
- Disinfecting public facilities.
- Emergency Medical Care - Treatment, supplies, medical waste disposal, temporary facilities.
- Purchase and distribution of food, water, ice, medicine, and other consumable supplies, to include personal protective equipment and hazardous material suits.
- Movement of supplies and people.
- Law enforcement and security.

RECOMMENDATIONS

The following recommendations will assist in getting Covid-19-related emergency protective measures costs reimbursed by FEMA as well as other related costs.

Take the following measures:

- Create an independent disaster account for this COVID-19 disaster to ensure proper tracking of disaster-related expenditures, including employee timekeeping.
- Proper Procurement: Follow your procurement policies. Get three quotes for each service. Document these phone calls.
- Document management and retention: Compile and keep documents to support costs being claimed. Document control/ scan all information and keep in a centralized (electronic) file system that is backed up.
- Assign a Point of Contact: this is the person for communicating with state and federal agencies.
- Keep detailed records on all expenses related to the COVID-19 disaster response and recovery. Track the equipment used during the response phase (what, who, how, and duration of use). Track the time personnel have been working. If contractors are hired keep all procurement records, invoices, expenses.

HOW IS THE PROCESS STARTED AND HOW DO WE DO THIS?

- 1 The process is started by calling or visiting the website of your state's emergency management office, division, or agency and find the Request for Public Assistance (RPA) form.
- 2 Complete the Request for Public Assistance and submit the form.
- 3 Congratulations! You have begun the process for reimbursement!
- 4 Currently there is a deadline of April 13, 2020 to complete this registration.
- 5 Once registered and approved you are then designated by your state as an applicant or sub-grantee.
- 6 The next step is participating in an applicant briefing with your state so you can learn how this process works and to ask questions. These are being done remotely at this time to maintain social distancing.

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EXPERIENCE.
PROVEN
PERFORMANCE.**



OUR RESPONSE

Everyone is following the COVID-19 Pandemic as it develops. Information is coming at us from many directions. It is overwhelming.

E. L. Robinson has been following this breaking story and how it is affecting our nation at the federal, state, and local levels.

We are reaching out to in hopes of providing useful, succinct information that can help you navigate this ordeal.

E.L. ROBINSON ENGINEERING IS READY TO ASSIST.

We're continuously monitoring this evolving situation. For more information, contact ELR's disaster recovery expert.

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COVID-19 PANDEMIC

Available Federal Funding & Your Firm



800.856.6485

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