DEPARTMENT: Fire Protection  
BY: Blaine Shultz  
PHONE: 966-4330

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: YES ( )  NO (X))

Request that the Board of Supervisors approve FEMA/OES Hazard Mitigation Grant Program Application. Purpose of the grant will be to fund the Burns Creek Improvement as well as the Mariposa and Bear Creek Maintenance Projects.

This grant program is intended to provide funding to mitigate recognized flooding hazards. The budget for the program provides an opportunity to recover a portion of costs incurred on the Burns Creek Project and to provide maintenance program opportunities.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Board has authorized approval of grant applications in the past.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Not approve grant application and require the fire department forego flood mitigation funding.

COSTS: (X) Not Applicable
A. Budget current FY $ 0
B. Total anticipated costs $ 0
C. Required Additional funding $ ________
D. Internal transfers $ 0

SOURCE: ( ) 4/5ths Vote Required
A. Unanticipated revenues $ ________
B. Reserve for contingencies $ ________
C. Source Description: Contingency
D. Balance in reserve for contingencies if approved: $ ________

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively

CLERK'S USE ONLY:
Resolution No: 20  
Order No: ________

Vote - Ayes ________ Noes ________ Absent ________

Approved ________ Denied ________

( ) Minute Order Attached ( ) No action necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date: ________

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

By: ________ Deputy

A.O. Initials: ________

ADMINISTRATIVE OFFICERS RECOMMENDATIONS

This item on agenda as:

Recommended ________ For policy determination ________
Submitted with comment ________ Return for further action ________

Comments: ________
DATE: 1/2/98

EXECUTIVE SUMMARY

GRANT APPLICATION: HAZARD MITIGATION GRANT PROGRAM

PURPOSE:
To continue ongoing flood mitigation activities. Projects including Burns Creek, Bear and Mariposa Creeks require continual mitigation activities.

COST:
Cost for the Burns Creek Project was $3980, and estimates for Bear and Mariposa Creek for this winter are $2000. This will be a recurring cost.

FUNCTION:
Utilize Mt Bullion crews for two weeks this winter to complete the Mariposa Creek cleanup from downtown to Fornier Rd, and overgrown areas along Bear Creek.

In order to utilize these crews, we are required to compensate the crews for costs, provide a portable toilet, and provide a person to assist in watching the crews when they are working in residential areas.

COST TO COUNTY:
$ -0-

MATCHING FUNDS:
None required if project approved.

POTENTIAL:
Unknown.
Please read the following instructions prior to completing the Hazard Mitigation Grant Program (HMGP) application. Accurate and complete answers are necessary for determining eligibility and expediting the review of your application. If you have additional questions while completing the application, please call the HMGP Helpdesk at (916) 464-2611, Monday - Friday, 8:00am - 5:00pm. This application package is also available on the OES Web Site at http://www.oes.ca.gov.

Introduction

Hazard mitigation projects are aimed at reducing or eliminating future damages. The focus of hazard mitigation projects is on protecting, strengthening, elevating, relocating, or otherwise modifying buildings, infrastructure, or other facilities to enhance their ability to withstand the damaging impacts of future natural disasters.

State and local governments, special districts, and private, non-profit organizations are eligible to apply. Private, for-profit organizations and individuals are not eligible to apply directly to the HMGP; however, a local governmental agency may apply on their behalf. Funds are provided on a 75/25 cost share basis: 75 percent federal and 25 percent non-federal. The non-federal share must be provided by the applicant and can include “soft” matching funds, such as donated labor and materials.

Federal funding is provided under the Robert T. Stafford Emergency Assistance and Disaster Relief Act, by the Federal Emergency Management Agency (FEMA) and through the State of California Governor’s Office of Emergency Services (OES). OES is responsible for identifying program priorities, reviewing applications and forwarding recommendations for funding to FEMA. FEMA has final approval for project eligibility and funding.

Program Priorities

OES has established the following priorities for the statewide HMGP, to address the three most common types of natural hazards in California.

Flood Hazards

- **Elevations**: This is the elevation of a structure so that the first floor elevation is at least one foot above the 100-year flood level.
- **Acquisitions**: This consists of the purchase and removal of structures from the floodway and/or floodplain. Title to the acquired property is transferred to a public entity.
- **Relocation**: This is the removal and relocation of structures from the floodway or floodplain.
- **Restoration and/or Improvement of Culverts**: This may include the implementation of small scale mitigation measures or additional structural elements such as installation of culverts modified in size or type, or adjoining elements such as water conveyance devices (aprons, headwalls, and downspouts).
- **Drainage Improvements**: This includes those measures which improve drainage, redirect drainage, or retain or detain flood flows.
Seismic Hazards
- Structural Mitigation. Fire Stations, Police Stations, Emergency Operations Centers, and City Halls. Priority will be given to the following construction types:
  Unreinforced Masonry Buildings
  Concrete Frame with Masonry Infill Walls
  Steel Frame with Masonry Infill Walls
- Seismic Retrofit of Pendant Lighting and Suspended Ceiling Systems in K-14 Public Schools
- Seismic Bracing of Emergency Power or Communications Systems in State Regulated Medical Facilities
- Seismic Capital Outlay projects for State Colleges and Universities
- Proposition 122 Projects approved by the Legislature

Fire Hazards
- Vegetation Management: This includes projects which establish sustainable fuel breaks adjacent to developed areas, through prescribed fire, grazing, and mechanical or manual clearing.

General Program Requirements
To be considered for funding, the project must:
- solve a problem independently or contribute to a solution where there is assurance the project as a whole will be completed
- meet all applicable codes and standards
- demonstrate cost-effectiveness
- comply with federal requirements and regulations

Important Eligibility Considerations
- Completed projects and projects under construction are not eligible for funding.
- Applications that are incomplete or that do not conform to pre-established priorities will be considered last.
- HMGF funds cannot be used as a substitute or replacement to fund projects or programs that are available under other federal authorities.
- HMGF funds cannot be used as matching funds for other federal funds.
- FEMA policy strongly discourages the use of HMGF funds for equipment purchases
- FEMA policy prohibits the use of HMGF funds for levee improvements.

Application Format
To expedite the review process, OES requests that the following format be used when for all application submissions.
- Please provide one original and one copy of the completed application
- Use 8 1/2" x 11" paper, with text on one side only
- Package the application in a standard letter-size, two-hole (on top) tabbed file folder (if possible). Please do not spiral bind applications
- For maps, plans, and documents of varying size, clearly label items and place inside file folder

Applications submitted in other formats will delay the review of your application. No electronic submissions please. Mail or deliver completed applications to:
The application period is from December 1, 1997, to the close of business on January 31, 1998, at 5:00 p.m. Applications postmarked no later than January 31, 1998, will be accepted.

Organization of the Application

The application package is organized into five main sections as follows:

I. Notice Of Interest (Items 1-13)
II. Project Description (Items 14-18)
III. Supplemental Information (Items 19-23)
IV. Administrative Documents (Items 24-28)
V. Checklists (Items 29-30)

For each section, the instructions outlined below correspond to the five main application sections referenced above. Numbers within each section correspond to numbered items in the application forms.

Section I: Notice of Interest

The first two pages containing items 1-13 constitute the Notice of Interest (NOI). You are not required to submit the NOI separately prior to submission of the full application package. However, it should be noted that the NOI will be used as a screening mechanism to determine if the proposed project is consistent with the state established priorities and is consistent with federal eligibility criteria. If, based on the information provided in the NOI, the proposed project does not appear to meet these criteria, no further review will be conducted. Therefore, if you are not confident that your proposed project meets these criteria, you are encouraged to submit the NOI to OES for review as soon as possible. OES will review your proposed project, as described in the NOI, and provide a response within one working day of receipt of the NOI as to whether the project meets priority and eligibility criteria. The following information must be included:

1. Project Title: Provide a concise project title.

2. Project Type: Identify the project type (project type should be consistent with the categories of projects identified under "Program Priorities" above).

3. Applicant Name: Provide name of organization/agency.

4. Applicant Type: Eligible applicants include state and local governments, special districts, and private non-profit organizations or institutions that provide governmental services. If your organization does not fall into one of these categories, you are not eligible to apply to the HMGP.

5. Applicant Address: Provide complete applicant mailing address.
   If known, provide a FIPS code. The FIPS code is an identification number used to track applicants in the Federal Disaster Assistance Programs. If you do not have a FIPS number previously assigned, OES will obtain one from FEMA for you.
6. **Applicant's Agent/Contact**: Applicant's agent is a point of contact for the proposal, and should be someone who is familiar with the details of the proposed project. Please provide all requested contact information.

7. **Alternate Contact**: If available, an alternate contact should be named who is also be familiar with the project. Please fill in all requested contact information for the alternate contact. If there is no alternate contact, please write in "none."

8. **Project Location**: Provide specific project location by the most appropriate of the following methods: address (full street address with no abbreviations), road intersections, latitude/longitude, Thomas Guide map, 7.5' U.S.G.S. Quadrangle map, mile marker, or other legal description.

9. **Public Assistance**: If the project has been submitted as a repair or mitigation project under Section 406 to Public Assistance, provide the federal disaster designation (i.e., DR-1044, DR-1155, etc.) and the Damage Survey Report (DSR) #.

10. **Total Project Cost**: FEMA may provide up to 75% of a project's total cost. The applicant must provide at least 25% of the cost as match. The total project cost should equal the sum of the federal and applicant shares.

11. **Legislative Districts**: Please provide the numbers of the political districts. If you only know the name of your political representatives, please call their office for the district number. If the project site is located in a different district than the applicant address, please provide both.

12. **Brief Summary of the Problem**: For the summary, we are seeking a concise description of the problem you are attempting to mitigate. The summary does not require every specific detail of the problem as this will be covered in the problem statement in Section II of the application. The description should not exceed the space provided on the application.

13. **Brief Summary of the Proposed Solution**: For the summary, we are seeking a concise description of the project. The description should generally describe what the project is and how it will solve the problem.

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**Section II: Project Description**

This section of the application includes a detailed discussion of the project description, alternatives considered, budget and work schedule. It includes items 14-18.

14. **Detailed Description of the Problem**: Please provide a thorough description of the problem to be addressed in the proposed mitigation project. For example, provide documentation of repetitive or recurring damage, life safety risks, past or future property damage (public and private) anticipated. Be specific as to the deficiencies of existing structures, threat posed by existing structures or lack of mitigation measures. This section is used to describe fully every aspect of the problem, including detailed and quantified information regarding all losses. Include a discussion of studies or reports that document technical (engineering, geotechnical, hydrological, etc.) analysis of the problem.

15. **Detailed Description of How the Proposed Project Will Eliminate or Reduce the Problem**: Please provide a thorough description of the proposed mitigation project, and how the project provides a solution to the problem(s), including the reduction or elimination of future risk of damage, hardship, loss and/or suffering; how your proposed project impacts on or is impacted by
adjoining jurisdictions and steps taken to resolve impact, (i.e., meetings, agreements, etc.); how the project conforms to your local flood hazard mitigation plan, other community plans; and how the project addresses the need for a long-term solution, future change and future maintenance. This section is used to describe fully every aspect of the project. Use very specific and quantified information such as exact sizes, lengths, duration, labor, engineering, etc. Include supporting engineering documents and other documents relating to the codes, standards, and ordinances which may affect your project.

16. Project Alternatives: Since the project is being considered for funding under a Federal program, it will be subject to review under the National Environmental Policy Act (NEPA). This review requires the consideration of alternatives to the project. Therefore, provide at least 3 alternatives to your project. Give a brief description of alternate projects, and how the alternate solutions would solve the problem. One project alternative will be to take no action. Be sure to include the consequences of each alternative, including taking no action. Use additional pages as necessary. What constitutes a reasonable range of alternatives depends on the nature of the proposal and the facts in each case. Reasonable alternatives include those that are practical or feasible from a technical and economic standpoint using common sense, rather than simply the desired alternatives of the applicant. “No Action” provides a benchmark for comparison; this alternative enables decision-makers to compare the magnitude of the environmental effects of the various alternatives. On a separate piece of paper you must provide the cost breakdowns for each solution for the benefit cost analysis.

17. Work Schedule: Attach a table, chart or graph depicting your proposed work schedule by major milestones (activities/measures) from time of initiation to completion of proposed project. Explain in detail if you will be performing your project(s) in several phases and why. Explain any project start dates beyond sixty (60) days from approval date, or completion dates beyond three (3) years.

18. Budget: Provide a detailed breakdown of project costs (project management, engineering and design, site acquisition, labor, materials and supplies, etc.) Include the value of any “soft” or “in kind” expenses. Include only those costs that are directly related to performing the mitigation aspects of the project. If additional work, such as remodeling, additions, improvements, etc., are being done concurrently with the mitigation work, please do not include these costs in your budget. Please note that “contingency” is not a FEMA-allowable cost item. Also, Subgrantee Administration fees are calculated separately, and provided in addition to the costs of approved mitigation projects.

Section III: Supplemental Information
In order to complete the review process for compliance with federal requirements, supplemental information, in addition to the basic information provided on the scope of work in Section II, is required. This includes information to support the historic, environmental, floodplain management and wetlands preservation reviews as well as the cost effectiveness review. This section covers items 19 - 23.

19. Historical Review Checklist: Historical Review was designed to ensure that historic properties are considered during Federal project planning and execution. The National Historic Preservation Act of 1966(NHPA) assures that Federal agencies "take into account" the effects of the project on historic properties. Historic Property means any prehistoric or historic district, site, building, structure, or object included in, or eligible for inclusion in, the National Register. This term includes, for the purposes of these regulations (36 CFR part 800), artifacts, records, and remains
that are related to and located within such properties. The term "eligible for inclusion in the National Register" includes both properties formally determined as such by the Secretary of the Interior and all other properties that meet National register listing criteria.
A. If a building is fifty years old, this indicates to FEMA that the building may be on or eligible for the National Register of Historic Places. Building construction dates can be found in Metro Scan, Multiple Listing Service (MLS), Title Searches, Building Permits and/or the County Appraiser.
B. Will the proposed project have an adverse influence or change to characteristics of the historic property's in the project area?
C. Is the proposed project going to adversely effect the historic district? Historic districts information can be found through local historic groups, societies, and/or the State Historic Preservation Office. Local historic districts could be on or eligible for the National Register of Historic Places; this information can be found by local historic groups, societies, and/or the State Historic Preservation Office.
D. Is the project breaking new ground or increasing the depth of excavation or beyond the original width?
E. Is the project outside previously disturbed soil?
F. Does the project area contain any prehistoric, historic, archeological or cultural resources? Local cultural or archeological resources can be researched by a licensed archeologist in Archeological Information Center(AIC). Additional information can also be found in local historic groups, societies and/or the State Historic Preservation Office.
G. For structures less than fifty years old, provide one color photograph from the front. For structures greater than fifty years old, provide four color photographs: two corner views showing two sides of the structure, one view each from up and down the street.
H. Please include any AIC searches or other documents related to historical properties in the project area.

20. Environmental Review: Your project is subject to all federal, state, and local laws. NEPA is the established environmental policy for the nation. This policy ensures that the environment is considered in all federal actions. NEPA requires that federal agencies consider the effects of their proposed actions and alternatives on the human environment before deciding to fund and implement the action. The law requires a decision making process and not a specific outcome. Almost all federal actions are subject to NEPA review.
A. Any environmental information related to the project area should be included as there is no reason for FEMA to duplicate efforts and delay funding.
B. Include any biological studies that have information on wildlife and native vegetation.
C. All projects must be evaluated to determine if any endangered or threatened species may be affected. If it is determined that an endangered species which could or are known to exist in the project area, further study and evaluation will be required. This additional effort may include formal consultation with the U.S. Fish and Wildlife Service and the preparation of a Biological Assessment. The level of involvement with the endangered species process can vary widely according to the project proposal. Identification of endangered species in the beginning of the environmental process will help expedite the review.
D. If the answer is yes, please indicate who supports and who opposes the project and the main reasons for support or opposition.
E. Please indicate if additional information is included and where. Information could be any CEQA, NEPA, USACE, NRCS, biological, consultation, permit application, or other environmental documents related to the project, site, or area.

21. Environmental Checklist: Please circle the appropriate letters; answers must take into account the construction and operational impacts.
22. Floodplain Management and Protection of Wetlands: Hazard mitigation projects must be evaluated for their potential impact on floodplains or wetlands. If your project has an impact, use the following eight-step decision-making process as a guide (see 44 CFR 9.6 for specific information). As you prepare your application, keep these steps in mind:

- Determine whether the proposed action is in the 100- or 500-year floodplain.
- Notify and involve the public.
- Identify and evaluate alternatives.
- Identify the impacts resulting from the proposed action.
- Minimize potential adverse impacts to and restore the natural and beneficial value of floodplains and wetlands.
- Reevaluate to determine if the proposed action is practical in light of other alternatives.
- Provide the public with the finding(s).
- Review implementation criteria to ensure that the requirements of the Executive Orders are met.

EO 11988, Floodplain Management, (May 24, 1977) directs all federal agencies to avoid the long- and short-term adverse impacts associated with the modifications of floodplains and to avoid direct and indirect support of floodplain development wherever there is a practicable alternative. EO 11990, Protection of Wetlands, (May 24, 1977) directs all federal agencies to refrain from assisting in or giving financial support to projects which encroach upon public or private wetlands unless the agency determines that there are no practicable alternatives to such construction and that the proposed action includes all practicable measures to minimize harm to wetlands which may result from such use.

21. Benefit Cost Analysis: Complete the appropriate Benefit Cost Supplement (Flood, Seismic, or Fire) for your project. Worksheets and instructions are located in the supplements.

Section IV: Administrative Documents
This section includes all documents which are required to meet administrative requirements. OES understands that, due to the relatively short application timeframe, that it may not be possible to have all forms signed by the appropriate governing body prior to submission of your application to OES. In those cases where the governing body will not meet during the open application period, please complete the forms as fully as possible, and indicate the date that you expect to have signatures provided. This section includes items 24 - 28.

24. Private Nonprofit Status: If applicable, please attach the IRS ruling letter granting tax exemption under sections 501 (c), (d) or (e) of the IRS code. If you do not have such a ruling letter, you must provide satisfactory evidence (certification from the Secretary of State) that your organization or entity is organized or doing business under state law as a nonprofit entity or organization.

25. Grant Funding: Please provide all information as indicated in this item.

A. Matching Funds: Identify all amounts and sources of matching funds. Please note if any matching funds are being provided as "soft" or "in-kind" match.

B. Funding Advances: Cash advances are the exception, not the rule. Under extreme and very rare circumstances, OES will consider a 10% cash advance for project costs, if the project is obligated. Applicants have the burden of proof to show the extreme hardship a lack of cash advance would cause. Applicants requiring a cash advance must indicate the need and justification for the advance with the application submittal.
C. Maintenance: The lifetime maintenance of a project after federal funds have been used becomes a mandatory eligibility requirement of the project, for both WHO physically maintain the project, and WHERE the maintenance funds will come from. If any other parties to this application are to accept the responsibility for the long term maintenance, a written agreement must be submitted with the application.

26. Designation of Applicant's Agent Resolution and Certification: Determine an appropriate designated agent or agents to represent your organization. Provide all requested information and certify as appropriate.

27. Subgrantee Assurance: The application cannot be approved for funding until all required signatures are present.

28. Authorization: Authorized representative or officer must sign and verify the accuracy of the completed application.

Section V: Checklists (Items 29 - 30)

29. Document Checklist: Please review this checklist and provide all relevant, available documents. Attach any maps or other reference material you may have which could expedite the review of your project.

30. Application Checklist: Indicate page numbers where application items may be found in your submittal.