



Flood Mitigation Assistance (FMA) Swift Current Grant Application  
 Guidance and Instructions

**1) Purpose**

**Federal Fiscal Year  
 (FFY) 2024**

**Timelines**

Federal Application  
 Open 11/1/2024

Commonwealth  
 Letter of Intent (LOI)  
 Open 11/1/2024

Commonwealth  
 Letter of Intent (LOI)  
 Closes 12/6/2024

Commonwealth  
 Application Opens  
 12/9/2024

Commonwealth  
 Application Closes  
 1/31/2025

Federal Application  
 Closes 3/11/2025

- a) The purpose of FMA Swift Current is to reduce or eliminate the flood risk to NFIP-participating communities and repetitive flood damage to structures and buildings insured by the NFIP following a flood-related disaster event, and to enhance community flood resilience within NFIP-participating communities. It does so by providing funding for mitigation opportunities immediately after a flood disaster event with the aim of delivering timely mitigation outcomes.
- b) This differs from the existing FMA grant opportunity, which has an annual grant cycle that funds a broader range of flood mitigation activities, which includes Capability and Capacity Building Activities, Localized Flood Risk Reduction Projects, and Individual Flood Mitigation Projects, through a competitive selection process. FMA Swift Current aims to streamline funding through disaster declaration and flood insurance claims-based eligibility criteria, minimized application periods, and narrowed project type eligibility to Individual Flood Mitigation Projects that are Severe Repetitive Loss, Repetitive Loss, or Substantially Damaged.

**Eligible Projects**

Project Scoping  
 Individual Flood  
 Mitigation Projects

**2) Cost Share**

- a) Project Scoping cost share for this program is 75% federal cost share and 25% non-federal cost share.
- b) Individual Flood Mitigation Projects federal share options:
  - i) Up to 100% federal cost share funding for FMA-defined **Severe Repetitive Loss (SRL) properties**, as defined in 42 U.S.C. § 4104c(h)(3)(B)(i) or (B)(ii); or
  - ii) Up to 90% federal cost share funding for FMA-defined **Repetitive Loss (RL) properties**, as defined in 42 U.S.C. § 4121(a)(7); or
  - iii) Up to 90% federal cost share funding for each NFIP-insured property located within a census tract with a Centers for Disease Control and Prevention (CDC) Social Vulnerability Index (**SVI**) **score of not less than 0.5001, and the activity must be funded by the Bipartisan Infrastructure Law (BIL)**. FEMA will determine the CDC SVI score using the following

**Funding Amount**

\$300,000,000 for  
 Individual Flood  
 Mitigation Projects  
 and scoping efforts

three SVI themes: Socioeconomic Status, Household Characteristics, and Housing Type and Transportation; or  
**iv)** Up to 75% federal cost share funding if a higher federal cost share is not available.

**Reporting**

Sub-applicants' quarterly reports due to PEMA Mitigation by:

**1<sup>st</sup> Quarter:**

October 1 - December 31

January 10

**2<sup>nd</sup> Quarter:**

January 1 - March 31

April 10

**3<sup>rd</sup> Quarter:**

April 1 - June 30

July 10

**4<sup>th</sup> Quarter**

July 1 - September 30

October 10

Reporting eligible activities completed in quarter, planned activities for following quarter, explanation of delays, all drawdowns incurred.

**3) Application Information**

a) The following sub-application required components/sections must be completed in FEMA GO:

- (1) Sub-applicant Information (Community Contact & Profile)
- (2) Mitigation Plan (Hazard Mitigation Plan details)
- (3) Project Scope of Work
- (4) Project Schedule
- (5) Project Location, Benefitting & Impact Area(s)
- (6) Project Site Inventory (Acquisitions, elevations, etc)
- (7) Budget (Detailed budget breakdown)
- (8) Cost Share
  - (a) Funds Commitment for Cost Share
- (9) Cost Effectiveness
- (10) Environmental/Historic Preservation (EHP) Review Information
- (11) Maintenance requirements, and if applicable, training requirements
- (12) Assurances and Certifications Forms

**4) Eligibility Requirements**

**Period of Performance (PoP)**

36 months

Starting on the date of Recipient's federal award.

Extensions to the PoP are allowable.

**Build America Buy America Act (BABAA)**

All applicable FMA Swift Current sub-applications must comply with BABAA. More information can be found:

- a) Project must be cost effective
- b) Project must demonstrate how it will reduce and/or eliminate risk and damage from future natural hazards.
- c) Applicable project types must comply with the consensus codes (i.e. 2018 or 2021 International Building Code)
- d) Align with the County and State FEMA-approved Hazard Mitigation Plans.
- e) Mitigation activities must be identified in those plans prior to submittal to PEMA and FEMA. If a planning amendment is needed, it must be cleared by **February 15, 2025**.
- f) Meet all Federal/State Environmental and Historic Preservation Requirements.
- g) Must include corresponding Technical and Qualitative Score Sheets (new)
- h) Must use and include specific FEMA Job Aids for the project type and the Benefit Cost Analysis (BCA). Job Aids can be found at <https://www.fema.gov/grants/mitigation/training-resources-tools-aids/jobs-aids>

## 5) Sub-applicant eligibility

- a) All sub-applicants must be participating in the NFIP, and not be withdrawn, on probation, or suspended. NFIP community status can be verified at [Community Status Book](#).
- b) Sub-applicants are required to have a FEMA-approved Local or Tribal Hazard Mitigation Plan in accordance with 44 C.F.R. Part 201 at the time of application and at the time of obligation of grant funds.

## 6) Submission/Application Execution

- a) The FFY 2024 FMA application is available for submission as follows:
  - (1) Pennsylvania Eligible applicants that have a PEMA accepted LOI and have been approved for access in FEMA GO, can open an application on Friday November 1, 2024.
  - (2) Prior to entry in FEMA GO, applicants must have submitted an LOI by December 6, 2024.
  - (3) FEMA/PEMA Application Period opens Monday December 9, 2024.
  - (4) PEMA sub-application period closes Friday, January 31, 2025.
  - (5) PEMA Hazard Mitigation Staff will review the completed FFY 2024 FMA applications and will work to have completed electronic documents ready for the Commonwealth review team by Friday, February 14, 2025.
  - (6) Pennsylvania State Hazard Mitigation Application Team will meet Monday, February 17, 2025 - Friday, February 28, 2025, to conduct application review, scoring, prioritization, and submittal recommendations to PEMA Director based on State and Federal Priorities and scoring criteria.
  - (7) PEMA will submit eligible applications according to the state rankings into the FEMA GO system by Thursday March 6, 2025.
  - (8) PEMA will not accept applications after 4:00 p.m. on **Friday, January 31, 2025.**
  - (9) FEMA deadline for the state application is Friday, March 11, 2025.

## 7) Grant Award

- a) Official notice of grant award will be made by PEMA to eligible applicants by the FMA Swift Current HM Project Officer and/or State Hazard Mitigation Officer.
- b) Upon receipt of the FEMA 2024 FMA Swift Current award, PEMA will provide the following:

- i) Programmatic Brief detailing next steps
- ii) Grant Agreement for review and execution