COVID-19 Streamlined Application Process

For FEMA Grant Applicants

Presented by FEMA's Public Assistance Training Section

Updated 7.20.20





For Technical Assistance

For technical assistance, please contact: Grants Portal Hotline (866) 337-8448

Email: FEMA-Recovery-PA-Grants@fema.dhs.gov Hours: 8:00 AM – 8:00 PM EDT Mon-Fri



For Policy & Eligibility Questions

Contact your State, Local, Tribal or Territorial Emergency Management Agency.

Below is a link to find contact information for local emergency management agencies: https://www.fema.gov/emergency-managementagencies



Terms to Know					
Recipient	 States, tribes or territories that receive and administer Public Assistance Federal Awards 				
Applicant	 State, local, tribal, or territorial governments or private non-profit entities that may request and receive subawards under a Recipient's award 				
Projects & Subawards	 Projects are groupings of activities that become a subaward under the Recipient's award when approved. 				
Grants Portal	 FEMA System used by Recipients and Applicants to manage PA grant applications (unique platform from existing State/Tribal/Territorial systems) 				



COVID 19 Applicant Process

Streamlined application for COVID-19 allows applications to be processed and managed through the following steps:





Attend virtual applicant briefing

Attend virtual Applicant Briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities

- A Recipient led meeting
- Occurs after a declaration to discuss Public Assistance procedures with potential Applicants
- Organizations interested in applying for Public Assistance should contact their state, territorial, tribal or local emergency management representative for information



Grants Portal Account and Request for Public Assistance



- Requests for Public Assistance are submitted and approved through Grants Portal
- Applicants with an existing account may log in with username and password



Grants Portal Account and Request for Public Assistance



- Applicant will submit their Request for Public assistance through Grants Portal
- Recipient and FEMA will review RPA for eligibility
- If FEMA approves the application, the Applicant proceeds with submitting project application(s)



Grants Portal Account and Request for Public Assistance



- Applicant completes and submits project application(s) in Grants Portal
- Application includes:
 - Detailed information about the activities for which the Applicant is requesting funding
 - Lists supporting documentation the Applicant needs to justify the request





What are the Schedules:

- A- Large Projects that are Expedited
- **B** Large Projects that are work completed
- **C** Large Projects that are work-to-be-completed
- **D** Large projects that were reported in Schedules B and C, and Large Projects having purchased or pre-positioned supplies, equipment or provided emergency medical care, sheltering, operation of a temporary facility, etc.
- EZ- All small projects, regardless of work status
- F- EHP form that gets completed based off certain answers and activities





Streamlined Project Application

	Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities
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The project application has four sections and supplemental schedules. All Applicants must complete Sections I, II, and III and IV. The Applicant may have to complete one or more of the following schedule forms:

Cost	Funding Request Type	Work Status	Cost Basis	Schedule A	Schedule B	Schedule C	Schedule D	Schedule EZ	Schedule F*
Less than \$131,100	Small	Any	Any					х	х
	Expedited	Any	Applicant-Provided Estimates or Information	x					х
Equal to or	Regular	Complete	Actual Costs		Х		Х		Х
Greater than \$131,100	Regular	In-progress	Actual Costs & Applicant- Provided Estimates			х	х		х
	Regular	Not Started	Applicant-Provided Estimates or Information			х	х		х





Locate the Application

Grants Portal Dashboard A Your organization has been assigned as the primary Grantee for one or more disasters and you have not yet submitted a Request for Public Assistance (RPA) to FEMA **m** My Organization for each of those disasters. You may also submit a RPA to FEMA on behalf of any of your subrecipients. Click here to submit a RPA for your organization. **Organization Profile** Click here to submit a RP **Organization Personnel** Click Task Bell and/or **Applicant Event Profiles Applicant Event Profile Exploratory Calls** Your dashboard has no tiles! **Recovery Scoping** Meetings **Events** The **Dashboard** is a great place to put the Grants Portal data that you care about the most. Projects The Dashboard is made up of tiles that display the most important info about a particular item or set of items in Damages the system. Work Order Requests Any time you find data that you want to keep track of, click "A" at the top of the page or section - a tile will be created for that particular data. Work Orders My Tasks Calenda Subrecipients



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Locat	e the Appli	Cation Virtual applicant briefing Attend Log on or create account in PA Grants Portal Submit	Submit COVID-19 project and documents FEMA and Recipient review documents Sign final grant Post Award Activities
Grants	s Portal		€ ⁷ ≜ 19 ≛
Dashboard My Organization State of Oklahoma (OEM) (000-00641-00) Organization Profile	Streamlined Project	0-00641-00) / Create Streamlined Project Application	S CANCEL
Grganization Personnel Applicant Event Profiles Exploratory Calls Recovery Scoping	EMERGENCY PROTECTIVE MEASURES	measures (Category B) conducted to address immediate threats to life, public health, or safety.	Click Emergency Protective Measures
Meetings Events Projects	MANAGEMENT COSTS	Projects to request reimbursement of Management Costs (Category Z) incurred in the administration of the Public Assistance program.	
 Damages Work Order Requests Work Orders 			
☑ My Tasks ✓ ☐ Calendar ↓ Subrecipients ✓			



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Review the Application



Grants Portal Dashboard **1** Streamlined Project Application **O** CANCEL **My Organization** 4480DR-NY (4480DR) / Oyster Bay, **Create Streamlined Project Application** My Tasks Help Section I - Project Application Information 🛱 Calen<u>dar</u> Submitting the Streamlined Project Application At a Glance Subrecipients You must complete this application to receive reimbursement from FEMA's Public Assistance program. **Time to Complete Organization Profiles** 1-2 hours depending on the types of activities conducted and amount of funding requested. Please have your documents ready to upload. **Organization Personnel Key Considerations Applicant Event Profiles** • Incorrect or incomplete information will delay funding. (More Info) FEMA funds 75% of activity cost. (More Info) Exploratory Calls FEMA cannot duplicate other grant funding. (More Info) **Recovery Scoping** • FEMA cannot duplicate medical payments. (More Info) Scroll down to review Meetings • This application is only for financial assistance. (More Info) **Application Process** Projects About this Application Damages This application will autosave as you fill it out. You may fill out this application in one sitting or over time. Work Order Requests FEMA developed the streamlined project application to simplify the application process for Public Assistance funding under the COVID-19 pandemic declarations. After you, the Applicant, complete this application, it will be submitted to the Recipient and FEMA for review and development of an eligible Public Assistance subgrant. Work Orders What is an Applicant, Recipient, Project / Subgrant? 🗹 Subrecipient Tasks 🗸 What Will FEMA Reimburse?



Streamlined A	Application
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Attend virtual applicant	Log on or create account in	Submit RPA	Submit COVID-19 project and	FEMA and Recipient review	Sign final grant	Post Award Activities
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 Exploratory Calls Recovery Scoping Meetings Events Projects 	Declaration # 4530DR-OK Organization State of Oklahoma (OEM) FEMA PA Code 000-00641-00 Applicant-Assigned Project Application # *	Step 1: Enter Project Application Number
 Damages Work Order Requests Work Orders My Tasks 	Project Application Title * Section II - Scope of Work	Step 2: Enter Project Application Title
 in Calendar in Subrecipient asks in Subrecipient Tasks in Utilities intelligence intelligence 	Section II Instructions Applicants must complete this section and describe the activities that the Applicant conducted or will conduct in response to COVID-19. For certain activities, Applicants must provide Description of Activities	additional information in Schedules D and F.
		Activities





Streamlined Application	Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit COVID-19 project and documents FEMA and Recipient grant grant	Post Award Activities
Crants Portal				€ * 19
Caleboard Cal			Select activities conducted or to be conducted	

Other Activity





Stream	lined	App	lication
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Grants Portal 😧 🔺 1 Dashboard **1** Streamlined Project Application 1 My Organization State of Oklahoma (OEM) (000-00641-00) 4530DR-OK (4530DR) / State of Oklahoma (OEM) (000-00641-00) / Create Streamlined Project Application Organization Profile Organization Personnel Please select all the activities the Applicant conducted or will conduct. * Applicant Event Profiles Management, control, and reduction of immediate threats to public health and safety Exploratory Calls Emergency operations center activities Training Meetings Facility disinfection Events Technical assistance on emergency management Projects Dissemination of information to the public to provide warnings and guidance Damages Pre-positioning or movement of supplies, equipment, or other resources Click any arrow for Purchase and distribution of food, water, or ice Work Order Requests Purchase and distribution of other commodities Work Orders additional information Security, law enforcement, barricading, and patrolling My Tasks Storage of human remains or mass mortuary services 🛱 Calendar Other Subrecipients Emergency Medical Care Subrecipient Tasks Purchase and distribution/use of medical supplies & equipment 🛩 In vitro diagnostic supplies (View External Resource 🚱) Personal protective equipment > (View External Resource @) Decontamination systems (View External Resource 🕅 Ventilators and products modified for use as ventilators (View External Resource 🗗 Therapeutics Other Provision of medical services > Enhanced medical facilities >



FEMA











Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities
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Dashboard My Organization Vy Division of Homeland Security & Emergency Services (000-	Streamlined Project Applicatio	N Section II – Scope of Work		? HELP B SAVE
Organization Profile Organization Personnel	Description of Activities	Locations	Documents	Summary
 Applicant Event Profiles Exploratory Calls 	Section II Instructions Applicants must complete this section and describe the	e activities that the Applicant conducted or will conduct in response to COVID-19. For	sertain activities, Applicants must provide additional information in Schedules D and F.	
 Recovery Scoping Meetings Events 	Locations	Enter add	ress	
··· Projects ··· Damages	Please select the locations where the activitie	es reported above were or will Of site		
··· Work Order Requests	Geographic area(s)	~~~		
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Organization Profile Organization Personnel Applicant Event Profiles Exploratory Calls Recovery Scoping Meetings Projects Damages Work Order Requests Work Orders Subrecipients Subrecipients Villities Intelligence	Description of Activities Section II Instructions Applicants must complete this section and describe the activitie Locations Please select the locations where the activities repor Jurisdiction-wide Geographic area(s) Sectific sites Is this an individual address or a list of latitudes and longitude Address List of latitudes and longitudes Please list the latitudes and longitudes Please list the latitudes and longitudes Please list the latitudes and longitudes Address Ad	e that the Applicant conducted or will conduct in response to COVID-19. For certain activitie rted above were or will be conducted. *	e, Applicants must provide additional information in Schedules D and F.	Summary





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BGrants Portal



My Organization State of Oklahoma (OEM) (000-00641-00)

··· Organization Profile

Organization Personnel

Applicant Event Profiles

Exploratory Calls

Recovery Scoping Meetings

Events

Projects

· Damages

Work Order Requests

··· Work Orders

🗹 My Tasks

Calendar

👬 Subrecipients

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Streamlined Project Application Create Emergency Protective Measures Application

4530DR-OK (4530DR) / State of Oklahoma (OEM) (000-00641-00) / Create Streamlined Project Application

Section III - Cost and Work Status Information

Section III Instructions

Applicants must complete this section and provide the costs of the activities reported in Section II. Applicants must also complete Schedule A, B, C, or EZ as instructed to estimate a project cost.

General Cost & Work Status Questions

An Applicant may request approval for expedited funding from the Recipient and FEMA if they have an immediate need for funding to continue life-saving emergency protective measu If approved, the Applicant will be awarded 50% of the FEMA-confirmed project cost based on initial documentation. However, the Applicant will then be required to provide all informati including all documentation to support actual incurred costs, to support the initial 50% of funding before receiving any additional funding. Applicants will be required to return any fund that were not spent in compliance with the program's terms and conditions. In general, Applicants who have never received FEMA Public Assistance funding and do not have significar experience with federal grant requirements should avoid expedited funding or, at a minimum, discuss expedited funding with their Recipient emergency management office prior to requesting expedited funding. Expedited funding is only available for activities completed during specific time periods.

Does the Applicant want to request expedited funding? *

Yes

() No









Grants Portal Dashboard The Streamlined Project Application Create Emergency Protective Measures Application My Organization O CANC m State of Oklahoma (OEM) (000-00641-00) Does the Applicant want to request expedited funding? * **Organization Profile** Yes Step 1: Select Yes Organization Personne or No **Applicant Event Profiles** Exploratory Calls Certification Recovery Scoping It is important to know that upon submittal your project application becomes a legal document. FEMA may use external sources to verify the accuracy of the information you enter. It is a Meetings violation of Federal law to intentionally make false statements or hide information when applying for Public Assistance. This can carry severe criminal and civil penalties including a fine of Events up to \$250,000, imprisonment, or both. (18 U.S.C. §§ 287, 1001, 1040, and 3571). Projects I have read the statements above and understand that I will be required to certify these statements upon completion of my project application. Damages Work Order Requests A Based upon your answers in Section III, you will be required to complete the following Schedules upon creation of this Streamlined Project Application. Work Orders You are required to complete a Schedule A form because the Applicant is requesting expedited funding. My Tasks brecipient Step 2: Click Create Streamlined CREATE STREAMLINED PROJECT APPLICATION < BACK **Project Application**



FEMA









Sign final Post Award Activities

B Gran	ts Portal
Dashboard Dashboard My Organization State of Oklahoma (CEM) (000-00641-00)	Streamlined Project Application Create Emergency Protective Measures Application
 Organization Profile Organization Personn Applicant Event Profile Exploratory Calls Recovery Scoping Meetings Events Projects Damages 	el es What is the status of the activities reported in Section II? * An Applicant may not request funding for activities conducted prior to 01/20/2020, the beginning of the COVID-19 incident period. This question should be answered once to describe all the activities reported in Section II (i.e. the earliest start date and the latest end date). If FEMA's eligibility criteria for certain activities are limited to specific time periods, FEMA will ask for the time period that a particular activity was or will be conducted. Activities started and completed Date Started * Date Completed * Activities started with projected end date Activities started with no predictable end date Activities have not started
Work Orders ☑ My Tasks 苗 Calendar	 A Based upon your answers in Section III, you will be required to complete the following Schedules upon creation of this Streamlined Project Application. You are required to complete a Schedule B form because activities are completed. You are required to complete a Schedule D form because the Applicant's estimated cost for activities reported in Section II is greater than \$131,100.00.
 Subrecipients Subrecipient Tasks Utilities Intelligence 	✓ CREATE STREAMLINED PROJECT APPLICATION
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rtual	create	RPA	COVID-19	Recipient	grant	Activities
iefing	PA Grants Portal	>	documents	documents		

Grants Portal Dashboard **1** Streamlined Project Application Create Emergency Protective Measures Application My Organization State of Oklahoma (OEM) 4530DR-OK (4530DR) / State of Oklahoma (OEM) (000-00641-00) / Create Streamlined Project Application (000-00641-00) **Organization Profile** the activities reported in Section II (i.e. the earliest start date and the latest end date). If FEMA's eligibility criteria for certain activities are limited to specific time periods, FEMA will ask for the time period that a particular activity was or will be conducted. Organization Personnel Activities started and completed Applicant Event Profiles Activities started with projected end date Exploratory Calls Date Started * 曲 Activities started with Recovery Scoping projected end date % Complete * % Meetings Events Projected Completion End Date * 曲 Projects Activities started with no predictable end date Damages Activities have not started Work Order Requests A Based upon your answers in Section III, you will be required to complete the following Schedules upon creation of this Streamlined Project Application. Work Orders · You are required to complete a Schedule C form because activities are not completed. You are required to complete a Schedule D form because the Applicant's estimated cost for activities reported in Section II is greater than \$131,100.00. My Tasks Calendar Schedule C & D forms 🕂 Subrecipients required < BACK 🗹 🛛 Subrecipient Tasks 🗸



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··· Organization Profile	What is the status of the activities reported in Section II? *
Organization Personnel	An Applicant may not request funding for activities conducted prior to 01/20/2020, the beginning of the COVID-19 incident period. This question should be answered once to describe all the activities reported in Section II (i.e. the earliest start date and the latest end date). If FEMA's eligibility criteria for certain activities are limited to specific time periods, FEMA will ask for
Applicant Event Profiles	the time period that a particular activity was or will be conducted.
··· Exploratory Calls	Activities started and completed
Recovery Scoping Meetings	 Activities started with projected end date Activities started with no predictable end date
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··· Damages	O Activities have not started
Work Order Requests	A Based upon your answers in Section III, you will be required to complete the following Schedules upon creation of this Streamlined Project Application.
···· Work Orders	You are required to complete a Schedule C form because activities are not completed.
: 🗹 My Tasks 🗸 🗸	 You are required to complete a Schedule D form because the Applicant's estimated cost for activities reported in Section II is greater than \$131,100.00.
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🕂 Subrecipients 🗸 🗸	
🗹 Subrecipient Tasks 🗸	✓ BACK Schedule C & D forms
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Grants Portal

Dashboard **1** Streamlined Project Application Create Emergency Protective Measures Application My Organization State of Oklahoma (OEM) (000-00641-00) What is the status of the activities reported in Section II? * **Organization Profile** An Applicant may not request funding for activities conducted prior to 01/20/2020, the beginning of the COVID-19 incident period. This guestion should be answered once to describe all the activities reported in Section II (i.e. the earliest start date and the latest end date). If FEMA's eligibility criteria for certain activities are limited to specific time periods, FEMA will ask for Organization Personnel the time period that a particular activity was or will be conducted. Applicant Event Profiles \bigcirc Activities started and completed Exploratory Calls Activities started with projected end date Step 1: Activities have not Activities started with no predictable end date **Recovery Scoping** started? Meetings Activities have not started Certification Events Projects It is important to know that upon submittal your project application becomes a legal document. FEMA may use external sources to verify the accuracy of the information you enter. It is a Damages violation of Federal law to intentionally make false statements or hide information when applying for Public Assistance. This can carry severe criminal and civil penalties including a fine of Work Order Requests up to \$250,000, imprisonment, or both. (18 U.S.C. §§ 287, 1001, 1040, and 3571). Work Orders I have read the statements above and understand that I will be required to certify these statements upon completion of my project application. My Tasks Step 2: Applicant will certify statements 🕂 Subrecipients Step 3: Click Create Streamlined Project Application CREATE STREAMLINED PROJECT APPLICATION 🗹 Subrecipient Tasks 🗙





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Post Award

Activities



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Streamlined Application Attend virtual applicant briefing Vortal Submit Covin-19 project and documents Sign final grant Sign final grant Stream of the second stream of the secon								
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My Organization State of Oklahoma (OEM) (000-00641-00)	Stre	(4530DR) / State of Oklahoma (OEM) (000-00641-00) / Sta	lication treamlined Project Application		×		v	
 Organization Profile Organization Personnel 		Se	ection I - Project	Application Informa	ation			
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··· Exploratory Calls		Project Application Title	TEst8	Applicant	State of Oklahoma (OEM)	(000-00641-00)		
··· Recovery Scoping Meetings		Project Net Cost	\$0.00	FEMA PA Code	000-00641-00			
··· Events		Status	In Progress Pending Submission	Project	[143253] TEST8			
" Projects " Damages		Sections & Schedules			Review Sectior	ns I, II, & III	J	
···· Work Order Requests ···· Work Orders		In order for your Application to be completed, you m	nust complete the following Se	ections and Schedules.		$\mathbf{\nabla}$		
🗹 My Tasks 🗸 🗸		Section II – Scope of Work			✓ Completed	VIEW/EDIT		
🛱 Calendar 👬 Subrecipients 🗸 🗸		Section III – Cost and Work Status I	Information		✓ Completed	🖋 VIEW/EDIT		
 ✓ Subrecipient Tasks ✓ ✓ Utilities ✓ 		C Schedule C – In Progress Work Esti	imate		Not Started	• START		





What are the Schedules:

A- Large Projects that are Expedited

- B- Large Projects that are work completed
- C- Large Projects that are work-to-be-completed
- **D** Large projects that were reported in Schedules B and C, and Large Projects having purchased or pre-positioned supplies, equipment or provided emergency medical care, sheltering, operation of a temporary facility, etc.
- EZ- All small projects, regardless of work status
- F- EHP form that gets completed based off certain answers and activities





Sche	edule A	Attend virtual applicant briefing PA Grants Portal	Submit RPA COVID-19 project and documents	FEMA and Recipient review documents	Post Award Activities
Dashboard My Organization Wy Splivision of Homeland Security Bernergery Services (0002 U8QEH-00)	S Portal Streamlined Project Application 4480DR-NY (4480DR) / Oyster Bay, Town of (059-56000-00) / Streamlined Project Application		? HELP	▲ 1 ▲ × CANCEL APPLICATION	S GO BACK
 Organization Profile Organization Personnel Applicant Event Profiles Exploratory Calls Recovery Scoping 	Status In Progress	ons and Schedules.			,
Meetings - Events - Projects - Damages	Section II – Scope of Work Section III – Cost and Work Status Information	Clic	Completed	VIEW/EDIT	
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Subrecipients	✓ REVI	IEW AND SUBMIT			





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Grants Dashboard	Portal					*0 ±	
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 Organization Profile Organization Personnel 	General Eligibility	Project Cost & Cost Eligibili	ty Deductions	3	Documents	Summary	^
Applicant Event Profiles Exploratory Calls Because: Section	Schedule A Ir The Applicant must greater than or equa	nstructions complete this section if requesting ex I to \$131,100.00.	pedited funding in Section III of the pro	ject application. Expedited fun	ding is only available if the total net	cost for the request is	
Meetings	General Eli	gibility			Inform	Enter nation then	
— Projects — Damages	Please explain wh	y there is an immediate nee	ed for funding *		P	roceed	
 Work Order Requests Work Orders 							
✓ My Tasks✓✓✓	Please select the	time-period for which the Aj	pplicant is requesting exped	ted funding for the ac	tivities reported in Section	II * (More Info)	
Subrecipients V	Start Date *	04/30/2020	#				~



Schedule A	
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	eamlined Project Appl Y (4480DR) / Oyster Bay, Town of (059-56000-00) / Streamlii	iCation Schedule A – Expedited F	unding Estimate ? HELP BA	VE 5 GO TO SUMMARY
Organization Profile Organization Personnel Applicant Event Profiles	Time-Period * 30 Days Please describe how the activities report	• ted in Section II address an immediate threat to I	ife, public health, or safety * (More Info)	
Recovery Scoping Mer Eve Step 2: Select	Add Info	Step 1. Enter Information		.i.
Dar Work Orders	 Please select the reason why the activitie The Applicant is a government organization A statute, order, contract, articles of incorpor For other reasons. 	es reported in Section II are the legal responsibili and the state's, tribe's, or territory's constitution or laws do pration, charter, or other legal document makes the Applica	ty of the Applicant * (More Info) elegate jurisdictional powers to the Applicant. ant responsible to conduct the activities for the gen	eral public.
✓ My Tasks ✓ ➡ Calendar ♣ Subrecipients ✓		l	Proceed	OCEED >


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Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities
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Grants Portal

🕐 Dashboard						
Image: My Organization Image: State St	Ireamlined Projec	-00) / Streamlined Project Application	chedule A – Expedite	d Funding Estimate ? HELP	GO TO SUMMAR	2Y
Organization Profile	Conoral Elizibility Project	Cost & Cost Eligibility	Deductions	Decuments	Summary	^
Organization Personnel		Cost & Cost Englointy	Deductions	Documents	Summary	
Applicant Event Profiles	Schedule A Instructions	;				
Exploratory Calls	The Applicant must complete this se	ection if requesting expedited funding	in Section III of the project application.	Expedited funding is only available if the total net co	ost for the request is	
 Recovery Scoping Meetings 	greater than or equal to \$131,100.00	Ι.				
Events	Project Cost & C	ost Eligibility				
Projects	Please select the resources n	ecessary to complete the a	ctivities reported in Section I	I (More Info)		
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Work Order Requests	Contracts (More Info			\$		
Work Orders			Select all	Cos	ts	
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Grants Portal

Dashboard

1 My Organization

NYS Division of Homeland Security & Emergency Services (000-U8QEH-00)

Organization Profile

Exploratory Calls

Recovery Scoping Meetings

Events Projects

Damages

Work Orders

My Tasks

🛱 Calendar

Subrecipients

Work Order Requests

Organization Personnel Applicant Event Profiles



Schedule A Instructions

 \checkmark

General Eligibility

The Applicant must complete this section if requesting expedited funding in Section III of the project application. Expedited funding is only available if the total net cost for the request is greater than or equal to \$131,100.00.

Project Cost & Cost Eligibility

Please select the resources necessary to complete the activities reported in Section II (More Info)

Contracts (More Info)

Labor

(More Info)

Please enter the total cost of contracts and provide copies of the request for proposals, bid documents or signed contracts. If contracts are not available, please provide a unit price estimate and the basis for the unit prices (for example, historic price documentation, or vendor quotes).







Schedule A

Grants Portal

🕐 Dashboard

1 My Organization NYS Division of Homeland Security & Emergency Services (000-U8QEH-00)

Organization Profile

Exploratory Calls

Recovery Scoping Meetings

Events Projects

Damages

Work Orders

My Tasks

🖬 Calendar

Subrecipients

Work Order Requests

Organization Personnel Applicant Event Profiles



Deductions

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General Eligibility

Please select the credits available to offset costs of activities reported in Section II (More Info)







Sche	edule A	Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit COVID-19 Rec project and rev documents doc	MA and cipient riew cuments	st Award tivities
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NYS Division of Homeland Security & Emergency Services (000-U8QEH-00)



4480DR-NY (4480DR) / Oyster Bay, Town of (059-56000-00) / Streamlined Project Application

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Schedule A Complete







What are the Schedules:

A- Large Projects that are Expedited

B- Large Projects that are work completed

- **C** Large Projects that are work-to-be-completed
- **D** Large projects that were reported in Schedules B and C, and Large Projects having purchased or pre-positioned supplies, equipment or provided emergency medical care, sheltering, operation of a temporary facility, etc.
- EZ- All small projects, regardless of work status
- F- EHP form that gets completed based off certain answers and activities





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Schedule B		Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities
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Schedule B Complete





FEMA

Post Award

Activities

What are the Schedules:

- A- Large Projects that are Expedited
- **B** Large Projects that are work completed
- C- Large Projects that are work-to-be-completed
- D- Large projects that were reported in Schedules B and C, and Large Projects having purchased or pre-positioned supplies, equipment or provided emergency medical care, sheltering, operation of a temporary facility, etc.
- EZ- All small projects, regardless of work status
- **F** EHP form that gets completed based off certain answers and activities





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Schedule C-Contracts

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击 Subrecipients 🗸 🗸	I certify that the above contract information is accurate and was obtained from documents	that are available for audit.				
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上 Subrecipient <u>SDT</u> s 🗸						
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Sch	nedule C-(Contracts	Attend virtual applicant briefing PA Gra Portal	or Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities
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		Type of Contract *	 ○ Fixed price ○ Cost-reimbursement ○ Time and materials ○ Cost-plus % of cost ○ Other 					
		Scope of Contract *	For example, construction of temporary facility or en	ergency medical transport.	щ			
		Total Contract Award *	\$					
		Amount requested for funding on this project application *	\$					



Schedule C-0	Contracts	Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Activ	t Award ivities
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Schedule C-C	Contracts	Attend virtual applicant briefing Account in PA Grants Portal	nit Submit COVID-19 project and documents	FEMA and Recipient review documents
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Attend Log on or Submit Submit FEMA and Sign final Post Award **Schedule C-Contracts** COVID-19 virtual create RPA Recipient grant Activities applicant account in project and review briefing **PA Grants** documents documents Portal **Grants Portal** 0 . 孢 Dashboard Streamlined Project Application Schedule C - In Progress Work Estimate My Organization ? HELF 5 Burlington-Edison School District 4481DR-WA (4481DR) / Burlington-Edison School District (057-UOOFP-00) / Streamlined Project Application Organization Profile Cost or price analysis (for contracts above \$250,000, the federal simplified acquisition threshold) The Applicant's procurement policy Organization Personne . Other procurement documents that support the that the cost was reasonable (for example, requests for proposals, bids, Applicant Event Profile selection process, or justification for non-competitive procurement) O No Exploratory Calls Recovery Scoping **Total Costs Completed Costs Future Costs** Meetings Labor (More Info) Ś + \$ Projects Completed Costs Future Costs Total Costs Damages Equipment (More Info) \$ + \$ **Completed Costs** Future Costs Total Costs Work Order Requests \$ + \$ Materials And Supplies (More Info) Work Orders **Completed Costs** Future Costs Total Costs My Tasks Other Costs (More Info) Ś 📅 Calen Contract \$0.00 Project Cost information **Contract Information** added Contractor (11-111111) > VIFW Como Contract I certify that the above contract information is accurate and was obtained from documents that are available for audit. information Sandy Date Signed 06/01/2020 nature certified < BACK



Sche	edule C		Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities
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Utilities Villities Villities Resources Intelligence Villitie (¢ BACK	 No rate is available, and the Applicant would like FEMA to do other Materials And Supplies (More Info) Other Costs (More Info) 	calculate an Equipment Rate Completed Co: Completed Co: Completed Co: Completed Co:	sts Future Costs + \$ sts Future Costs + \$ Project Cost	Total Costs = Total Costs = Total Costs = \$0.00	Step 2: Click Proceed



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Schedul	e C		Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit COVID-19 project and documents	FEMA and Recipient review documents
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 Resources Intelligence C 		Please also provide: • Justification for any standby time claim • Labor pay policy (must cover each empl • National Guard pay policy (required for I • Mutual aid agreement (required for mut • Timesheets (please provide either (1) a request copies of a limited number of ti explanation of the sampling methodolo • Daily logs or activity reports (please pro FEMA will sample and request copies o or reports and a detailed explanation of sample) If the personnel were or will be provided throu Please describe any labor that was not Applicant's	ed loyee type used, for example part time, full time, and National Guard) ual aid labor) summary list of all your timesheets, which FEMA will me sheets; or (2) a sample set of timesheets and a d gy you used to select the representative sample) wide either (1) a summary list of all your logs or repo f a limited number of logs or reports; or (2) a sample 'the sampling methodology you used to select the re ugh mutual aid, please provide the written mutual aid own staff, mutual aid, prison labor, or National Guard	temporary) I sample and etailed rts, which set of logs presentative agreement.	Scroll down



Schedule C		Attend virtual applicant briefing PA Gra Portal	or Submit RPA nts	Submit F COVID-19 R project and r documents d	EMA and tecipient eview locuments
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Schedule C Complete



BGrants Portal . Dashboard Streamlined Project Application Schedule C - In Progress Work Estimate My Organization ? HELP VS Division of Homeland Security 2 Emergency Services (000-USCELLON 4480DR-NY (4480DR) / NYS Division of Homeland Security & Emergency Services (000-U8QEH-00) / Streamlined Project Application Applicant would normally use to create a budget estimate and provide the following imornation. · Labor pay policy (must cover each employee type used, for example part time, full time, and temporary) • National Guard pay policy (required for National Guard) • Mutual aid agreement (required for mutual aid labor) Project Cost \$160,000.00 Credits available to offset co No deductions have been added. Click Go to Documents **Summary** - 🖿 Budget Estimates 🧭 Repu Schedule C Completed! 🗕 🏨 Project Cost & Cost Eligibility My Tasks Labor Schedule C has been successfully completed. Calendar Force Account Labor 🖿 Standby Time Justifi Labor Pay Policies In National Guard Pay F 💼 Mutual Aid Agreeme Timesheets Logs / Activity Reports **Project Cost** \$160,000.00 Total Deductions \$0.00 Net Cost \$160,000.00 < BACK



FEMA

Post Award

Activities

What are the Schedules:

- A- Large Projects that are Expedited
- B- Large Projects that are work completed
- **C** Large Projects that are work-to-be-completed

D- Large projects that were reported in Schedules B and C, and Large Projects having purchased or pre-positioned supplies, equipment or provided emergency medical care, sheltering, operation of a temporary facility, etc.

- **EZ** All small projects, regardless of work status
- **F** EHP form that gets completed based off certain answers and activities





Concent Portal C	che	Attend virtual applicant briefing Attend virtual applicant briefing Attend create account in PA Grants Portal Submit RPA Submit RPA Submit COVID-19 project and documents Submit COVID-19 project and documents Submit Recipient review documents Sign final grant
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A depice to depice the work of the section II only being performed by the Applicant as a result of COVID-19? (seconds)	Dashboard My Organization We Division of Homeland Security BEmergeon, Services (000- Generation Profile Organization Profile	Streamlined Project Application Schedule D – Large Project Eligibility Questions Ad800R-NY (44800R) / NYS Division of Homeland Security & Emergency Services (000-U80EH-00) / Streamlined Project Application Schedule D Instructions Applicants must complete part 1 of this schedule if the total net cost reported in Section III is greater than or equal to \$131,100.00. Applicants will need to complete additional questions depending on the activities reported in Section III.
 Subvecipient Tasks × Utilities × Utilities × Did or will any of the activities reported in Section II require access to residential private property? * (More info) Viss No Leasing a private facility is not considered accessing residential private property. For activities that involve the creation of a new program, describe or attach the internal control plan the Applicant executed or will execute to ensure costs incurred remain reaso FEMA Public Assistance Program and Policy Guide, and applicable Recipient and Applicant requirements: 	 Organization Personnel Applicant Event Profiles Exploratory Calls Recovery Scoping Meetings Events Projects Damages Work Order Requests Work Orders Work Orders My Tasks Calendar Subrecipients 	General Eligibility Are all activities reported in Section II only being performed by the Applicant as a result of COVID-19?* (More Info) Are No Is the Applicant legally responsible for performing the activities reported in Section II?* (More Info) Are, the Applicant is a government organization and the stativity to retritory's constitution or lave delegate juridictional powers to the Applicant. Are, for other reasons. No. Please describe how the activities reported in Section II address an immediate threat to life, public health, or safety * (More Info)
	Subtracipient Tasks Image: Comparison of the comparison	Did or will any of the activities reported in Section II require access to residential private property? * (More Info) Ves No Lessing a private facility is not considered accessing residential private property. For activities that involve the creation of a new program, describe or attach the internal control plan the Applicant executed or will execute to ensure costs incurred remain reaso FEMA Public Assistance Program and Policy Guide, and applicable Recipient and Applicant requirements:



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Sche	dule D		Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities
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Resources	 Acquiring distribution and storage space Delivery and distribution Other Did or will the Applicant distribute food, water, ice or other commodities Yes ♥ No 	to for-profit entities? *			Scroll down





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Work Orders ₩ Work Orders ₩ My Tasks ☆ Calendar	Did or will the Applicant enter into a formal agreement or contract for the provision of food, water, ice or other commodities through a private organization? *
 Subrecipients Subrecipient Tasks Utilities Resources Intelligence 	If the purchase and distribution involved food, how is food security negatively impacted, making food distribution necessary to protect public health and safety? * Reduced mobility of those in need due to government-imposed restrictions Disruptions to the typical food supply chain within the relevant jurisdiction Control of the relevant juri
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Sch	nedu	le D		Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities
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Schedule D

Attend Log on or Submit virtual create RPA applicant account in briefing PA Grants Portal	Submit FEMA and COVID-19 Recipient project and review documents documents	Sign final Post Award grant Activities
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Grants Portal

Dashboard Streamlined Project Application Schedule D - Large Project Eligibility Questions f My Organization State of Oklahoma (OEM) (000-00641-00) 4530DR-OK (4530DR) / State of Oklahoma (OEM) (000-00641-00) / Streamlined Project Application Organization Profile Emergency Medical Care - Medical Services 🗸 Organization Personne Applicant Event Profiles Is the Applicant requesting funding to expand existing medical care capacity (e.g., additional healthcare workers) due to COVID-19?* (More Info) Exploratory Calls Note: This does not include set-up costs for alternate care sites, other temporary medical facilities, or expansion of existing medical facilities, which are covered under "Establishment of Temporary Facilities." () Yes **Recovery Scoping** Step 1: Select Yes or No 🔘 No Meetings Events Sheltering ~ Projects Damages When did or will the sheltering activities start and end? Work Order Requests 6/9/2020 Activities Started * Step 2: Enter dates and Work Orders My Tasks 6/11/2020 additional information Activities Completed * Calenda Please describe how the sheltering was or is directly related to COVID-19 * COVID Please describe how sheltering was or is being conducted in accordance with standards and guidance approved by public health officials including social distancing measures * All met Was the sheltering conducted in a non-congregate environment? * () Yes 🔘 No

For more information on these requirements, see PAPPG at p. 67 and FEMA Fact Sheet: Coronavirus (COVID-19) Pandemic: Non-Congregate Sheltering- FAQ. 🥵





Sched	lule D	Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit COVID-19 project and documents	FEMA and Recipient review documents	Post Award Activities
Scrants Port	al					* 2
Y Organization Profile Organization Profile Organization Profile Applicant Event Profile Exploratory Calls Recovery Scoping Meetings Events	Image: Stress of Meals for Emergency Workers Purchase of Meals for Emergency workers being claimed? *	ligibility Questions			Step 1: Select and/o enter information	HELP B SAVE
 Projects Damages Work Order Requests Work Orders My Tasks Calendar Subrecipients Subrecipient Tasks 	 A labor policy or written agreement requires the provision or meals. Conditions constituted a level of severity that requires employees to work abnormal, extended workhours withe Please describe these conditions * Food or water was or is not reasonably available for employees to purchase. Please describe the lack of availability * 	out a reasonable amount of time to pr	rovide for their own meals.			
Vulities V Resources Image: state	Cother Please check here to confirm that meals were provided in accordance with the follo No meals claimed for reimbursement were provided: To individuals receiving a per diem At a restaurant For individual meals For more information on these requirements, see PAPPG at p. 63.	wing FEMA policy. *			Step 2: C Procee	lick d
	< BACK					PROCEED>







chec	lule D	Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Av Activiti
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··· Organization Profile	General Eligibility	Activity Details	Document	ts		5	Summary
 Organization Personnel Applicant Event Profiles Exploratory Calls 	Schedule D Instructions Applicanta must complete part 1 of this schedule if the total	al net cost reported in Section III is greater than or equal to \$131,100.00. Applicants will n	eed to complete additional questions depending on t	he activities reported in Section I	п.		
Recovery Scoping Meetings	Summary						
Events	General Eligibility				Re	eview	
Projects	Are all activities reported in Section II only bei	ing performed by the Applicant as a result of COVID-102 (Marcusc			Sch	edule D	
Work Order Requests	* Yes				Sur	nmary	J
· Work Orders	Is the Applicant legally responsible for perform	ming the activities reported in Section II? (More Info)					
My Tasks 🗸	 Yes, the Applicant is a government organization and the 	state's, tribe's, or territory's constitution or laws delegate jurisdictional powers to the Appl	licant.				
Subrecipients 🗸	How the activities reported in Section II addre	ess an immediate threat to life, public health, or safety: (More Info)					
Subrecipient Tasks 💙	Contagious						
Vutilities 🗸							
Intelligence V	Did or will one of the estivities reported in Sec	tion II require access to residential private preperty?					
	* No Leasing a private facility is not considered accessing residentia	al private property.					
	For activities that involve the creation of a new FEMA Public Assistance Program and Policy (w program, describe or attach the internal control plan the Applica Guide, and applicable Recipient and Applicant requirements	ant executed or will execute to ensure	costs incurred remain re	easonable in accor	dance with 2 C.F.R.	Part 200, 1
	Purchase and Distribution of Fc	ood, Water, Ice, or Other Commodities					





Schedule D Complete

Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities
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What are the Schedules:

- A- Large Projects that are Expedited
- **B** Large Projects that are work completed
- **C** Large Projects that are work-to-be-completed
- **D** Large projects that were reported in Schedules B and C, and Large Projects having purchased or pre-positioned supplies, equipment or provided emergency medical care, sheltering, operation of a temporary facility, etc.

EZ- All small projects, regardless of work status

F- EHP form that gets completed based off certain answers and activities





Sched	ule Ez	2	Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit Submit RPA COVID-19 project and documents	FEMA and Sign final Post A Recipient grant Activiti review documents	ward ies
Corporation Profile	amlined Project App 18008) / NYS Division of Homeland Security & Emergen	lication Schedule EZ – Small Project Es cy Services (000-U8QEH-00) / Streamlined Project Application	timate	tions	Document	P HELP	A 2 SAVE
 Organization Personnel Applicant Event Profiles Exploratory Calls Recovery Scoping Meetings Events Projects Damages Work Order Requests Work Orders My Tasks Calendar Subrecipient Tasks Subrecipient Tasks Resources Intelligence 	Schedule EZ Instructions Applicants must complete this ached Budget Estimate	 It is total project is less than \$131,100.00 and provide the costs of the activities is the total project is less than \$131,100.00 and provide the costs of the activities are complete, you will be reactivities are complete, you will be reactivities selected in the Project Cost step FEMA Form 009-0-123 Force Account Labor Summary \$ FEMA Form 009-0-123 Force Account Labor Summary \$ FEMA Form 009-0-123 Force Account Equipment Summary Record \$ 	ivities reported in Section II.	cedures the Applicant to s necessary to comple wing summary records	would use absent federal funding. Th ate the work (contracts, labor, equipm s based on the resources necessary t	e itemized ent, o complete	EED)



Schedule E	Z	Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities
Bashboard My Organization My Displayers My Conserver My Conserver	Application Schedule EZ – Small Project Estimat ty & Emergency Services (000-UBQEH-00) / Streamlined Project Application TUCLIONS e this schedule if the total project is less than \$131,100.00 and provide the costs of the activities rep	C orted in Section II.					? HELP	A 2
Applicant Event Profiles Exploratory Calls Recovery Scoping Meetings Events Projects Damages Work Order Requests Work Order Scoping Work Order Scoping My Taaks My Taaks Calendar Subrecipient Taaks Vitilities Vitilities	Please select the resources necessary to complete the refer each resource selected, please provide the cost. C Contracts (More Info) Please enter the total cost of contracts from your estin Labor (More Info) Including the Applicant's own staff, Mutual Aid, prison laboc, or National Please enter the total cost of labor from your estimate Equipment (More Info) Including the applicant evende purchased, or rented. Please enter the total cost of equipment from your esti- dent the total cost of materials and supplies for Other Costs (More Info)	e activities reported nate. <i>Guard.</i> imate.	l in Section II.	S S S Project Cost S	Costs Costs Costs Costs Costs Costs Costs Costs Costs	St	ep 2: Cl Procee	lick d



Sche	edule EZ	Attend virtual applicant briefing PA Por	g on or sate count in .Grants rtal	Submit COVID-19 project and documents	FEMA and Recipient review documents	gn final Ant Activities
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 Organization Personnel Applicant Event Profiles Exploratory Calla Recovery Scoping Meetings Events Projects Damages Work Order Requests Work Order Requests Work Orders Subrecipients Subrecipients Subrecipients Publicies Installigence Koll 	Deductions Select and/or enter information	 Please select the credits available to offset costs of activities reported in Section Insurance Proceeds (More Info) This does <u>not</u> include payment from patient insurance, for that, continue to medical Does the Applicant have insurance coverage that might cover any activities reported in Section No. Yes, the Applicant anticipates receiving a payment from its insurance carrier. Please enter the total amount of insurance proceeds and provide copy of insurance documentation Yes, the Applicant has actually received a payment from its insurance carrier. Disposition (More Info) Please enter the total salvage value of purchased equipment and supplies (if greated Medical Payments) Medical Payments (More Info) Please enter the total amount of medical payments received or expected from for puedicated, or a pre-existing private payment agreement. Other Deductions 	on II. al payments below. ion II? * ation. ter than \$5,000).	Deductions \$ Deductions \$ Deductions \$ Deductions \$		
			Project Cost Total Deductions — Net Cost	\$11,000.00 \$0.00 \$11,000.00		



Schedule	EZ	Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit FEMA and COVID-19 Recipient project and review documents documents	Sign final grant Post Award Activities
	t Application Schedule EZ – Small Project	Estimate			? HELP
Organization Profile Organization Personnel Applicant Event Profiles Exploratory Calls Recovery Scoping Meetings Events Projects Damages Work Order Requests Work Orders Subrecipients Subrecipients Utilities Resources Intelligence Itelligence	Project Cost Froject Cost tructions te this schedule if the total project is less than \$131,100.00 and provide the costs of the Project Cost Project Cost Proje	Add Document) ()	¹³ Step r dc	o 1: Upload equired ocuments Step 2: C Procee	Summary



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Grants P	ortal					
Dashboard The Way Organization Visit Exceeded Sectors Visit Exceeded Sectors Organization Profile Organization Profile Organization Profile Organization Profile Applicant Event Profile Exploratory Calls Recovery Scoping Meetings Events Projects Damages Work Order Requests Work Order Requests Subrecipient Tasks Subrecipient Tasks Visitrice Intelligence Ke	Streamlined Project Applic ARRING ALADOR IN A NYS Division of Homeland Security & Emergency Serve Scriedule E.Z. INSTRUCTORS Applicants must complete this schedule if the Summary	Control Schedule EZ – Small Project Estimative (000-U80EH-00) / Streamlined Project Application The total project is less than \$131,100.00 and provide the costs of the activities of Budget Estimate Please attach an itemized budget estimate created of estimate needs to be broken down by the type and n materials & supplies, and other costs). Because activities are complete, you will be required the activities selected in the Project Cost step. FEMA Public Assistance COVID-19 Contracts Report FEMA Form 009-0-123 Force Account Labor Summary @ FEMA Form 009-0-123 Force Account Labor Summary @ FEMA Form 009-0-124 Materials Summary Record @ FEMA Form 009-0-124 Materials Summary Record @ FEMA Form 009-0-124 Materials Summary Record @ Labor (More Info) Including the Applicant's on staff, Murual Ald, prison labor or Nation Total cost of labor from your estimate. C Equipment (More Info) Including the applicant's one staff, Murual Ald, prison labor or Nation Total cost of labor from your estimate.	eported in Section II. using standard procedures the <i>A</i> umber of resources necessary t I to attach the following summa t to attach the following summa to attach the following summa	Applicant would use absent to complete the work (contr ing records based on the res	federal funding. Traces and the second secon	Step 1: Review chedule EZ Summary





Schedule EZ Complete

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What are the Schedules:

- A- Large Projects that are Expedited
- **B** Large Projects that are work completed
- **C** Large Projects that are work-to-be-completed
- **D** Large projects that were reported in Schedules B and C, and Large Projects having purchased or pre-positioned supplies, equipment or provided emergency medical care, sheltering, operation of a temporary facility, etc.
- EZ- All small projects, regardless of work status

F- EHP form that gets completed based off certain answers and activities





Scł	nedule F	Attend virtual applicant briefing PA Grant Portal	Submit Submi RPA COVID projec docum	t FEMA and -19 Recipient t and review documents	Post Awarc Activities
Granization Organization Organization Organization Organization Profile Organization Personnel Applicant Event Profile Exploratory Calls Recovery Scoping	Portal Streamlined Project Application Schedule F – Environmental and 4451DR-WA (4451DR) / Burlington-Edison Sched District (057-000FP-00) / Streamlined Project Application Activity Details Schedule F Instructions Applicants must complete this schedule due to specific activities reported in Section II. For additional information on	d Historic Preservation Questions Documents EHP requirementa, see the Environmental and Historic Preservat	on (EHP) and Emergency Protective Measures fo	? HELP Summary	
Meetings Projects Damages Work-Order Requests Work-Ordera Work-O	Activity Details Establishment of Temporary Facilities ~ Temporary Facilities No Temporary Facilities have been added. Because you selected Establishment of Temporary Facilities as a method of work in Section II you must comple	ete a Temporary Facilities form for each temporary facility.	Step 1: Cli Temporary	ck Add Facility	
			Ste P	ep 2: Click Proceed	SED>
	FEMA				

Sche	edule F	Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit FEMA and COVID-19 Recipient project and review documents documents	Sign final grant	Post Award Activities
Contraction Contr	tal Streamlined Project Application Schedule F – Environr	mental and Historic Preservation Q	uestions		? HELP	E SAVE
(05%005Poo) (25%005Poo) (25\%005Poo) (25\%005Po	(#10R-WA (4431DR)) / Burlington-Edison School District (057-U00FP-00) / Streamlined Project Application Activity Details Schedule F Instructions Applicants must complete this schedule due to specific activities reported in Section II. For addition	Documents	nd Historic Preservation (EHP) and Emergency	Protective Measures for COVID - 19 Fact Sheet. 🔗	Summary	
Mectorery occpring Mectorery occpring Projects Damages Work Order Requests Work Order Requests Work Ordera My Tasks Calendar Utilities Intelligence	Activity Details Establishment of Temporary Facilities Temporary Facilities New Temporary Facility Facility Information What is the name of this temporary facility? *			In Progress	+ ADD TEMPORARY FACILIT	
	What dates were or will the temporary facility used? * Start Date * End Date * What services did or will the temporary facility provide? * Emergency medical care Sheltering Other Please describe the temporary facility *			Enter Temp Facility infor	oorary mation	



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Sched	ule F	Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities
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Sch	edule F		Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities
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Image: Constraint of the second o	Catalogue (datator) / Burlington-Edison School District (057-U00EP-00) / Streamlined F Activity Details • Catalogue (datator) / Burlington-Edison School District (057-U00EP-00) / Streamlined F • Cativity Details • Cativity Details • Documents • Temporary Facilities • Temporary Facility 1 • Cost Analysis Justifications († Add Document) • BACK	nt Schedule F – Environmental and Histori Project Application	Documents Into, see the Environmental and Uppload documer	Historic Preservation (EHP)	and Emergency Prote	ctive Measures for COVID - 19	Sur Fact Sheet. & Click ceed	PHELP Image: Second s	D>
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organization Profile	Dashboard My Organization Texas Division of Emergency Management (000-U0070-00)	Streamlined Project Application Schedule F - 3458EM-TX (3458EM) / Deer Park, City of (201-19624-00) / Streamlined Project Application	Environmental and Histori	c Preservatio	n Questions	? HELF	P SAVE	C
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Darninges Work Order Requests Work Order Requests Work Order Requests Work Order Requests Wy Tasks My Tasks My Tasks My Stars Subrecipient Tasks Subrecipient Tasks Subrecipient Stars Vitilities Vitilities Mutinistration	Organization Personnel Applicant Event Profiles Exploratory Calls Recovery Scoping Meetings Events Projects	Schedule F Instructions Applicants must complete this schedule due to specific activities reported in Section II. For for COVID - 19 Fact Sheet. ピ Activity Details	Step 1: Ente Temporary Fac Information	er cility 1	d Historic Preservation	(EHP) and Emergenc	y Protective Measure	5
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Schedule F Complete

Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities
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Secti	Attend virtual applicant briefingLog on or create account in PA Grants PortalSubmit COVID-19 project and documents	FEMA and Recipient review documents
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Dashboard My Organization State of Oklahoma (OEM) (000-00641-00) Organization Profile	Streamlined Project Application 4530DR-OK (4530DR) / State of Oklahoma (OEM) (000-00641-00) / Streamlined Project Application I Emergency Protective Measures	× WITHDRAW APPLICATION
Organization Personnel Applicant Event Profiles Evaluratory Calls	Sections & Schedules In order for your Application to be completed, you must complete the following Sections and Schedules.	
··· Recovery Scoping Meetings	Section II – Scope of Work	✓ Completed VIEW/EDIT
Events Projects	Section III – Cost and Work Status Information	✓ Completed VIEW/EDIT
···· Damages ···· Work Order Requests	EZ Schedule EZ – Small Project Estimate	✓ Completed VIEW/EDIT
Work Orders	Document Repository	1 of 1 Provided VIEW/EDIT
 ➡ Calendar ♣ Subrecipients ✓ Subrecipient Tasks 	✓ REVIEW AND SUBMIT	Click Review and Submit


Secti	on IV	Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit S RPA C p d	Submit COVID-19 project and locuments	FEMA and Recipient review documents	Sign final grant	Post Award Activities
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 Organization Profile Organization Personnel 	Review Application					Cert	ifications	
 Applicant Event Profiles Exploratory Calls Recovery Scoping Meetings 	Section IV Instructions Applicants must complete this section to certify that the and local laws and regulations.	he activities and cr	osts reported in	this project applica	tion comply w	rith applicable	federal, state,	tribal, territorial,
··· Events	Review Application				Re appli	view cation		
··· Damages	Section I - Project Application Information							
··· Work Order Requests	Applicant-Assigned Project Application # Test	19		Event	4530DF	R-OK (4530	DR)	
··· Work Orders	Project Application Title Test	19		Applicant	State o	f Oklahoma	(OEM)	
🗹 My Tasks 🗸 🗸	Project Net Cost \$50,4	,000.00		FEMA PA Code	000-00	641-00		
🛱 Calendar	Status In Pr	rogress						
🗹 Subrecipient Tasks 💙	Section II - Scope of Work					Sor		
🖌 Utilities 🗸						Sur		
▼ Intelligence ▼	Description of Activities	licant conduct	ted or will o	onduct				

Section IV	/		Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities	
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 Applicant Event Profiles Exploratory Calls Recovery Scoping Meetings 	Section IV Instruction Applicants must complete this a local laws and regulations.	NS section to certify that th	e activities and cost	s reported in this project	application comply v	vith applicable fe	ederal, state, tr	ibal, territorial, and	1
··· Events	Certifications	(Certificatio	on Question	J				
··· Damages ··· Work Order Requests	Preparer Certificatio Did the Applicant Authorized Rep employed by the Applicapt	N Mative receive cons	sultant support or t	technical assistance ir	preparing this proj	ect application	from anyone	not directly	
☑ My Tasks ✔ ()	Yes No No	Applicant Direct Em Contractor/Consult reviewed and signe	nployees cannot sign tant Preparer. The Pre ed by the Contractor/I	on behalf of the eparer Certification mus Consultant Preparer, bef	t first be ore the				
👬 Subrecipients 🗸		Applicant Authorize Benefits Will Not Be	ed Representative sig e Duplicated and the	ns the Certification Tha General Certification.	t				



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Dashboard My Organization NYS Division of Homeland Security & Emergency Services (000- W3CEH-00) W3CEH-00	Streamlined Project Application Section IV - Project Certifications ? HELP D GO TO SUMMARY 4480DR-NY (4480DR) / Oyster Bay, Town of (059-56000-00) / Streamlined Project Application Streamlined Project Application Project Certifications
 Organization Profile Organization Personnel Applicant Event Profiles Exploratory Calls Recovery Scoping Meetings 	Certification That Benefits Will Not Be Duplicated Has the Applicant applied for any funding for COVID-19 from any other federal program? Ves No Please list other programs * Add Info If you select Yes, scroll down and enter the list of other programs
 Events Projects Damages Work Order Requests Work Orders 	 Has the Applicant applied for any funding from any other federal program for the activities reported in Section II? No Yes, but the other federal program has not yet approved the funding. Yes, but the other federal program has conclusively denied the funding.
✓ My Tasks ✓ ➡ Calendar ♣ Subrecipients ✓	Certifications, Assurances, and Signature I certify that the specific activities and costs in this project application were not requested from another funding source or, if they were requested, that other source has not yet approved the funding. Further, I certify that if the Applicant does receive funding for the specific activities and costs in this project application, I must notify the Recipient and FEMA, and funding will be reconciled to eliminate duplication.



FEMA

Sect	ion IV	Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit FE COVID-19 Re project and re documents do	MA and ecipient view pocuments				
Grants	Portal				*□ ▲				
Dashboard My Organization VYS Division of Homeland Security & Emergency Services (000- U8/QEF-00) U8/QEF-00)	4480DR-NY (4480DR) / Oyster Bay, Town of (059-56000-00) / Streamlined Project	ION Section IV – Pro	oject Certifications		? HELP 5 GO TO SUMMARY				
 Organization Profile Organization Personnel Applicant Event Profiles 	 Did not have insurance coverage in place for the claimed control of the Applicant complied with federal, Recipient, and Applicant complied with all FEMA policies regarding experience of the Applicant complied with all FEMA policies regarding lateral of the Applicant complied with all FEMA policies regarding lateral of the Applicant complied with all FEMA policies regarding lateral of the Applicant complied with all FEMA policies regarding lateral of the Applicant complied with all FEMA policies regarding lateral of the Applicant complied with all FEMA policies regarding lateral of the Applicant complied with all FEMA policies regarding lateral of the Applicant complied with all FEMA policies regarding lateral of the Applicant complied with all FEMA policies regarding lateral of the Applicant complied with all FEMA policies regarding lateral of the Applicant complied with all FEMA policies regarding lateral of the Applicant complied with all FEMA policies regarding lateral of the Applicant complied with all FEMA policies regarding lateral of the Applicant complied with all FEMA policies regarding lateral of the Applicant complied with all FEMA policies regarding lateral of the Applicant complied with all FEMA policies regarding lateral of the Applicant complete with all FEMA policies regarding lateral of the Applicant complete with all FEMA policies regarding lateral of the Applicant complete with all FEMA policies regarding lateral of the Applicant complete with all FEMA policies regarding lateral of the Applicant complete with all FEMA policies regarding lateral of the Applicant complete with all FEMA policies regarding lateral of the Applicant complete with all FEMA policies regarding lateral of the Applicant complete with all FEMA policies regarding lateral of the Applicant complete with all FEMA policies regarding lateral of the Applicant complete with all FEMA policies regarding lateral of the Applicant complete with all FEMA policies regarding lateral of the Applicant complete with all FEMA polic	osts at the time of the declaration. ant procurement requirements. quipment rates in accordance with the abor in accordance with the PAPPG.	e PAPPG.		^				
 Exploratory Calls Recovery Scoping Meetings 	Documentation Certifications In accordance with 2 C.F.R. §200.333 as well as state and local record retention requirements, the Applicant will maintain all documentation that supports this project application in its own files. This documentation will be required if the Applicant submits an appeal for additional funding, as well as in the case of any audits.								
 Events Projects Damages Work Order Requests 	Certifications, Assurances, and Signature It is important to know that upon submittal your project application becomes a legal document. The Recipient or FEMA may use external sources to verify the accuracy of the information you enter. It is a violation of Federal law to intentionally makes false statements or hide information when applying for Public Assistance. This can carry severe criminal and civil penalties including a fine of up to \$250,000, imprisonment, or both. (18 U.S.C. §§ 287, 1001, 1040, and 3571). I certify that all information I have provided regarding the project application is true and correct to the best of my knowledge. I understand that, if I intentionally make false statements or conceal any information in an attempt to obtain Public Assistance, it is a violation of foderal laws, which carry causes aritical and civil penalties								
Work Orders Wy Tasks Calendar	Authorized Representative *	CLICK TO SIGN	Date Sig	ned					
Subrecipients V	< BACK	Click to Sign		✓ SUBMIT PROJ					



Secti	Attend virtual applicant briefing Attend virtual applicant briefing Data	it Submit COVID-19 Recipient review documents documents
Grants	Portal	*0 ±
Dashboard My Organization Services (000- UBQEH-00)	Streamlined Project Application Section IV – Project Certific 4480DR-NY (4480DR) / Oyster Bay, Town of (059-56000-00) / Streamlined Project Application	Has Applicant applied for COVID-19 funding
Organization Profile Organization Personnel	Certification That Benefits Will Not Be Duplicated Has the Applicant applied for any funding for COVID-19 from any other federal program?	programs?
Applicant Event Profiles Exploratory Calls Recovery Scoping	Yes No	
Meetings Events	Add Info	
Projects Damages	Has the Applicant applied for any funding from any other federal program for the activities reported in Section II?	
 Work Order Requests Work Orders 	 Yes, but the other federal program has not yet approved the funding. Yes, but the other federal program has conclusively denied the funding. 	If you select Yes, and were denied, upload
 ✓ My Tasks ✓ ✓ ✓ 	Certifications, Assurances, and Signature	the Denial Letter then scroll down to sign
👬 Subrecipients 💙	the funding. Further, I certify that if the Applicant does receive funding for the specific activities and costs in this project application conciled to eliminate duplication.	, I must notify the Recipient and FEMA, and funding will





Sect	Attend virtual applicant briefingLog on or create account in PA Grants PortalSubmit RPASubmit COVID-19 project and documentsFEMA and Recipient review documentsSign final grant	Post Award Activities
Grants	Portal +0 ±	
Dashboard My Organization Services (000- U8QEH-00)	Streamlined Project Application Section IV – Project Certif 4480DR-NY (4480DR) / Oyster Bay, Town of (059-56000-00) / Streamlined Project Application Select appropriate responses) GO TO SUMMARY
 Organization Profile Organization Personnel Applicant Event Profiles Exploratory Calls Recovery Scoping Meetings 	Preparer Certification Did the Applicant Authorized Representative receive consultant support or technical assistance in preparing this project application from anyone not directly employed by the Applicant? O Yes O No	
 Events Projects Damages Work Order Requests Work Orders 	Certification That Benefits Will Not Be Duplicated Has the Applicant applied for any funding for COVID-19 from any other federal program? ? Ves No	
✓ My Tasks ✓ ★ Calendar ★ Subrecipients ✓ ✓ Subrecipient Taska ✓	Certifications, Assurances, and Signature I certify that the specific activities and costs in this project application were not requested from another funding source or, if they were requested, that other source has not yet approved the funding. Further, I certify that if the Applicant does receive funding for the specific activities and costs in this project application, I must notify the Recipient and FEMA, and funding will be reconciled to eliminate duplication.	





Section	IV		Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities
Contract Co	Record Certification That	Benefits Will Not Be Duplic	ated Signature	2		×		*•	
My Organization Stream NYS Division of Homeland Security & Emergency Services (000- WEDFL-HO) 4480DR-NY (448	Authorized Representative *	Select			·	_	?	HELP 5	O TO SUMMARY
Organization Profile	Date Signed *				 				^
Organization Personnel	Signed Document *	+ Upload Signed Document				Ste	ep 1: Er	nter the	
Applicant Event Profiles						- In	fo, uplo	ad the	
Exploratory Calls	Print Name *					Sig	ned Do	cument	
Recovery Scoping	Signature Style *	Allura			·				
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- Projects	n e Enter Password *					ent	and FEMA, and fu	inding will	
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Work Orders						_			
🗹 My Tasks 🗸 🗸	General Certification	Ste	ep 2: Clic	k 🖊					
🛗 Calendar	Activity Certifications		Sign						
Subrecipients V	As required by Title 44 Code of Federal Reg	ulations (C.F.R.) §§ 206.223 and 206.22	5 and in accordance	with the Public A	ssistance Program	and Policy Guide (I	PAPPG), the Emerg	gency	~

Attend



FEMA

Submit COVID-19

Submit

Log on or

Sign final

Post Award

FEMA and

B Grants	Portal	Record Certification That	Benefits Will Not Be Duplicated Signatu	Ire	×	*0 ±	I
Dashboard Dashboard My Organization NYS Division of Homeland Security A: Emergency Services (000-		Authorized Representative *	Graf, George	Ţ		? HELP	GO TO SUMMARY
U8QEH-00)	C	Date Signed *	04/30/2020	苗			^
 Organization Personnel 	H	Signed Document *	Signed Document.pdf (XRemove)				
 Applicant Event Profiles Exploratory Calls 	C	Print Name *	Stephanie Paul		Cli	ck Sian to ce	rtifv
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击 Subrecipients 🗸 🗸	Ac	required by Title 44 Code of Federal Reg	ulations (C.F.R.) §§ 206.223 and 206.225 and in accordanc	ce with the Public Assista	ance Program and Policy Guide (P/	APPG), the Emergency	

Attend

virtual

applicant briefing





Section IV

Sign final

grant

Post Award

Activities

FEMA and

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RPA

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COVID-19

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Log on or

account in

PA Grants

create

Portal

Secti	ion IV	Atte virtu appi brie	nd Ial icant fing Definition PA Grants Portal	Submit FEMA a COVID-19 Recipie project and review documents docume	and Sign final Post Award Activities
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Dashboard My Organization NYS Division of Homeland Security & Emergency Services (000- U8Q(EH-00)	4480DR-NY (4480DR) / Oyster Bay, Town of (059-56000-00) /	Application Section IN Streamlined Project Application	/ – Project Certifications		? HELP 5 GO TO SUMMARY
Organization Profile	Certification That Bene	fits Will Not Be Duplicate	d		
 Organization Personnel Applicant Event Profiles 	Has the Applicant applied for any funding Yes	g for COVID-19 from any other federal prog	ram? ʔ		
 Exploratory Calls Recovery Scoping Meetings 	No Certifications, Assurances, and S	Signature			Review certification
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Damages	Authorized Representative	Stephanie Paul	Date Sigr	ed 04/30/2020	proceed
Work Order Requests	Signed on Behalf By	PAUL, STEPHANIE	Signed on Behalf D	ate 04/30/2020	
Work Orders My Tasks	Signed Document	🛓 Signed Document.pdf			
	General Certification				V



	Sect	ion IV	Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities		
	Grants	Portal						Ø	4 19 🛓		
€£	Dashboard My Organization ate of Oklahoma (OEM) (000-00641-00)	Streamlined Project Appl 4530DR-OK (4530DR) / State of Oklahoma (OEM) (000-00641-00) / State	treamlined Project Application	IV – Projec	t Certific	ations		1	HELP		
c	organization Profile Organization Personnel Applicant Event Profiles	Environmental and Historic Preservatio In accordance with the PAPPG, the Applicant will comp applications comply with federal Environmental and H conditions placed on the grant.	on Compliance Certificatio nply with applicable federal, state, ar Historic Preservation (EHP) laws, im	ns Id local laws; will pro Dlementing regulatio	ovide all docume	entation requested	d to allow FEMA I comply with ar	to ensure projec ny EHP compliant	t ce		
E F N	xploratory Calls Recovery Scoping Aeetings	Documentation Certifications In accordance with 2 C.F.R. §200.333 as well as state files. This documentation will be required if the Applica	Documentation Certifications In accordance with 2 C.F.R. §200.333 as well as state and local record retention requirements, the Applicant will maintain all documentation that supports this project application in its own files. This documentation will be required if the Applicant submits an appeal for additional funding, as well as in the case of any audits.								
E	ivents Projects	Certifications, Assurances, and Signatu	ure								
C V V	Damages Vork Order Requests Vork Orders	It is important to know that upon submittal your project application becomes a legal document. The Recipient or FEMA may use external sources to verify the accuracy of the information you enter. It is a violation of Federal law to intentionally make false statements or hide information when applying for Public Assistance. This can carry severe criminal and civil penalties including a fine of up to \$250,000, imprisonment, or both. (18 U.S.C. §§ 287, 1001, 1040, and 3571). I certify that all information I have provided regarding the project application is true and correct to the best of my knowledge. I understand that, if I intentionally make false statements or conceal any information in an attempt to obtain Public Assistance, it is a violation of federal laws, which carry severe criminal and civil penalties.									
	My Tasks 🗸 🗸	Authorized Representative *	& CLICI			Date Signed					
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Sect	ion IV		Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit COVID-19 project and documents	FEMA and Recipient review documents	Post Award Activities		
Grants	Portal						€ ≜19 ≛		
Dashboard My Organization State of Oklahoma (OEM) (000-00641-00)	Streamlined Pro	Dject Applicat	Tion Section IN Project Application	V – Project Certi	fications		? HELP		
Organization Profile Organization Personnel Applicant Event Profiles Exploratory Calls Pacavery Scoping	Documentation Certifications In accordance with 2 C.F.R. §200.333 as well as state and local record retention requirements, the Applicant will maintain all documentation that supports this project application in its own files. This documentation will be required if the Applicant submits an appeal for additional funding, as well as in the case of any audits.								
Meetings — Events — Projects — Damages — Work Order Requests	Certifications, Assurances, and Signature It is important to know that upon submittal your project application becomes a legal document. The Recipient or FEMA may use external sources to verify the accuracy of the information you enter. It is a violation of Federal law to intentionally make false statements or hide information when applying for Public Assistance. This can carry severe criminal and civil penalties including a fine of up to \$250,000, imprisonment, or both. (18 U.S.C. §§ 287, 1001, 1040, and 3571). I certify that all information I have provided regarding the project application is true and correct to the best of my knowledge. I understand that, if I intentionally make false statements or conceal any information in an attempt to obtain Public Assistance, it is a violation of federal laws, which carry severe criminal and civil penalties.								
Work Orders ✓ My Tasks ✓ ➡ Calendar ✓ ➡ Subrecipients ✓ ✓ Subrecipient Tasks ✓	Authorized Representative	Sandy C	Click Submit Applicat	Project ion	Date Signed	07/07/2020	ECT APPLICATION		
I (Single Participation of the second	EMA	~							

Section IV Complete









Review Documents



- FEMA and Recipient review and validate the project application to ensure:
 - Completeness
 - Eligibility
- Compliance with Federal laws and regulations on items such as
 - Contracting
 - Environmental and historic preservation
- Applicant may be asked to provide additional information during the reviews



Document Repository







Document Repository

Attend virtual applicant briefing	Log on or create account in PA Grants Portal	Submit RPA	Submit COVID-19 project and documents	FEMA and Recipient review documents	Sign final grant	Post Award Activities

	Portal					* 2
Dashboard My Organization My Organization Security Emergency Services (000- US(EH-40)	Streamlin 4480DR-NY (4480DR) / N	ned Project Application YS Division of Homeland Security & Emergency Services (000-U8QEH-00) / Streamlined Project J	Application			? HELP × CANCEL APPLICATION
 Organization Profile Organization Personnel 			Section I	Project Application Information		
Applicant Event Profiles		Applicant-Assigned Project Application #	1111	Event	4480DR-NY (4480DR)	
··· Exploratory Calls		Project Application Title	Project Application Titale	Applicant	NYS Division of Homeland Security & Emergency Serv	ices
Meetings		Project Net Cost	\$10,100.00	FEMA PA Code	000-U8QEH-00	
··· Events		Status	In Progress			
··· Projects						
··· Damages	I	Sections & Schedules	a and Sabadulas			
··· Work Orders		In order for your Application to be completed, you must complete the following Section	s and Schedules.	Click Vie		
🗹 My Tasks 🗸 🗸		Section II – Scope of Work		Click Vie		d VIEW/EDIT
🛱 Calendar		Section III – Cost and Work Status Information			Complete	d VIEW/EDIT
 ✓ Subrecipient Tasks ✓ ✓ Utilities ✓ 		EZ Schedule EZ – Small Project Estimate			Complete	d VIEW/EDIT
Resources		Schedule F – Environmental and Historic Preservation Questions	S			d VIEW/EDIT
Intelligence ▼		Document Repository			6 of 6 Pro	vided Q VIEW/EDIT
				✓ REVIEW AND SUBMIT		







Documentation Requirements

Actual cost documentation must include information necessary to demonstrate eligibility of costs and activities claimed including but not limited to payroll data, procurement procedures, contracts, invoices, and an explanation of the activities performed.

FEMA makes the final decision regarding all eligibility determinations under the PA Program including whether costs are reasonable

- Explanation of each specific task
- Number of hours
- Rate
- Title or Position
- Specific activities which required Materials, Equipment, or Space
- Number and purpose of meetings/site inspections
- Purpose for travel, and travel policy
- Location, course offered for training costs





Applicant's Benefits Calculation

FEMA reimburses force account labor based on actual hourly rates plus the cost of the employee's actual fringe benefits

Worksheet can be completed 3 ways:

- The whole Organization (All Employees Averaged), each fringe benefit total cost will be divided by the overall Annual Salary
- For a Department each fringe benefit total cost of that department will be divided by the overall Annual Salary of that Department
- Individually the benefit cost is divided by the employees annual base salary





Applicant's Benefits Calculation

APPLICANT'S BENEFITS CALCULATION WORKSHEET

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this data collection is estimated to average .5 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. This collection of information is not required to obtain or retain benefits. You are not required to respond to this collection of information unless a valid OMB control number is displayed in the upper right corner of this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW., Washington, DC 20472, Paperwork Reduction Project (1660-0017) **NOTE: Do not send your completed form to this address**.

APPLICANT			PA ID #	
		1		
DISASTER				
FRINGE BENEFITS (by %)	REGULAR TIME		OVERTIME	
HOLIDAYS				
VACATION LEAVE				
SICK LEAVE				
SOCIAL SECURITY				
MEDICARE				
UNEMPLOYMENT				
WORKER'S COMP.				
RETIREMENT				
HEALTH BENEFITS				
LIFE INS. BENEFITS				
OTHER				
TOTAL IN % ANNUAL SALARY				

Form has 3 main sections:

- Header
- Percentage areas
- Comments and signature area

FEMA



Force Account Labor Summary Record

FORCE ACCOUNT LABOR SUMMARY

O.M.B. Control Number: 1660-0017 Expires: December 31, 2019

Public reporting burden for this data collection is estiin maintaining the data needed, and completing and sul regarding the accuracy of the burden estimate and an 500 C Street, SW, Washington, DC 20472-3100, Pap	mated to average bmitting this form ny suggestions fo perwork Reduction	.5 hours p . You are r r reducing n Project (*	PAPER per respon not require the burde 1660-001	WORK BU nse. The b ed to resp en to: Info 7). NOTE	JRDEN ourden es ond to th rmation (: Do no	DISCLO stimates his collec Collectio ot send y	SURE I include tion of i ns Man our co	NOTICE s time for reviewin nformation unless agement, Departr mpleted questio	ng instructions, se a valid OMB cor nent of Homeland nnaire to this ad	earching existing da trol number is disp I Security, Federal Idress.	ata sources, gathe layed on this form Emergency Mana	ring and . Send comments gement Agency,
APPLICANT				PA ID # PROJECT #			DISASTER					
LOCATION/SITE								CATEGORY		PERIOD COVER	RING	
DESCRIPTION OF WORK PERFORMED										1		
NAME	D	ATES ANI	DHOURS	WORKE	D EACH	WEEK				COSTS		
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	то	TAL COST	FOR FC	RCE AC	COUNT	LABOR	OVER					\$



Force Account Equipment Summary

Cost Codes come from FEMA's Schedule of Equipment Rates

FEMA's SCHEDULE OF EQUIPMENT RATES

DEPARTMENT OF HOMELAND SECURITY FEDERAL EMERGENCY MANAGEMENT AGENCY RECOVERY DIRECTORATE PUBLIC ASSISTANCE DIVISION WASHINGTON, DC 20472

The rates on this Schedule of Equipment Rates are for applicant owned equipment in good mechanical condition, complete with all required attachments. Each rate covers all costs eligible under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. § 5121, et seq., for ownership and operation of equipment, including depreciation, overhead, all maintenance, field repairs, fuel, lubricants, tires, OSHA equipment and other costs incidental to operation. Standby equipment costs are not eligible.

Equipment must be in actual operation performing eligible work in order for reimbursement to be eligible. LABOR COSTS OF OPERATOR ARE NOT INCLUDED in the rates and should be approved separately from equipment costs.

Information regarding the use of the Schedule is contained in 44 CFR § 206.228 Allowable Costs. Rates for equipment not listed will be furnished by FEMA upon request. Any appeals shall be in accordance with 44 CFR § 206.206 Appeals.

THESE RATES ARE APPLICABLE TO MAJOR DISASTERS AND EMERGENCIES DECLARED BY THE PRESIDENT ON OR AFTER August 15, 2019.

	FEMA Code ID		Equipment Description	n			
Cost Code	Equipment	Specifications	Capacity or Size	HP	Notes	Unit	2019 Updated Rate
8010	Air Compressor	Air Delivery	41 CFM	to 10	Hoses included.	hour	\$ 1.62
8011	Air Compressor	Air Delivery	103 CFM	to 30	Hoses included.	hour	\$ 9.86
8012	Air Compressor	Air Delivery	130 CFM	to 50	Hoses included.	hour	\$ 12.49





Force Account Equipment Summary

Federal Emergency Management Agency

O.M.B. Control Number: 1660-0017 Expires: December 31, 2019

FORCE ACCOUNT EQUIPMENT SUMMARY RECORD

Public reporting burden for this data collection is estimated maintaining the data needed, and completing and submitti regarding the accuracy of the burden estimate and any sug 500 C Street, SW, Washington, DC 20472-3100, Paperwo	I to average .5 ho ng this form. You ggestions for redu rk Reduction Proj	urs per response. The bur are not required to respon cing the burden to: Inform ect (1660-0017). NOTE:	den estimates inclu d to this collection of ation Collections M Do not send your	des time of inform anagem comple	e for rev ation ur ent, De ted que	riewing i nless a partmer estionna	nstructio valid ON ht of Hon aire to t	ns, sea B contr neland nis add	arching rol numl Security Iress.	existing ber is di y, Feder	data source splayed on al Emerger	es, gathering and this form. Send o ncy Management	omments Agency,
APPLICANT		PA ID #	PROJ	ECT #				DISAS	STER				
LOCATION/SITE			CATE	GORY				PERIC	DD COV	/ERING			
DESCRIPTION OF WORK PERFORMED													
TYPE OF EQUIPMENT				DATE	S AND	HOURS	USED	EACH	DAY			COSTS	
INDICATE SIZE, CAPACITY, HOURSEPOWER, MAKE AND MODEL AS APPROPRIATE	EQUIPMENT CODE NUMBER	OPERATOR'S NAME	DATE								TOTAL HOURS	EQUIPMENT RATE	TOTAL COST
			HOURS										
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CENTILED											DATE		





Materials Summary Record

MATERIALS SUMMARY RECORD

Expires: December 31, 2019

PAPERWORK BURDEN DISCLOSURE NOTICE Public reporting burden for this data collection is estimated to average .5 hours per response. The burden estimates includes time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472-3100, Paperwork Reduction Project (1660-0017). NOTE: Do not send your completed questionnaire to this address. APPLICANT PA ID #. PROJECT # DISASTER LOCATION/SITE CATEGORY PERIOD COVERING DESCRIPTION OF WORK PERFORMED INFO FROM (CHECK ONE) TOTAL DATE UNIT DATE VENDOR DESCRIPTION QUAN. PRICE PRICE PURCHASED USED INVOICE STOCK **GRAND TOTAL**





Rented Equipment Summary Record

RENTED EQUIPMENT SUMMARY RECORD

O.M.B. Control Number: 1660-0017 Expires: December 31, 2019

Public reporting burden for this data collection is maintaining the data needed, and completing and regarding the accuracy of the burden estimate at 500 C Street, SW, Washington, DC 20472-3100,	estimated to average . d submitting this form. nd any suggestions for Paperwork Reduction	PA 5 hours per re You are not re reducing the l Project (1660	PERWORK BUR esponse. The burd equired to respond burden to: Informa I-0017). NOTE: I	DEN DISCLOSI den estimates in d to this collection ation Collections Do not send yo	JRE NOTICE cludes time for reviewing instruct on of information unless a valid O Management, Department of Ho ur completed questionnaire to	ions, searching existing MB control number is dis meland Security, Federa this address.	data sources, gatherin splayed on this form. S al Emergency Manage	g and end comments ment Agency,
APPLICANT			PA ID #.		PROJECT #.	DISASTER		
LOCATION/SITE					CATEGORY	PERIOD COVER	lING	
DESCRIPTION OF WORK PERFORMED								
TYPE OF EQUIPMENT Indicate size, Capacity, Horsepower Make and Model as Appropriate	DATES AND HOURS USED	RATE P W/OPR	ER HOUR	TOTAL COST	VENDOR	INVOICE NO.	DATE AND AMOUNT PAID	CHECK NO.
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		GRAM	ND TOTAL			<u> </u>		

I CERTIFY THAT THE ABOVE INFORMATION WAS OBTAINED FROM PAYROLL RECORDS, INVOICES, OR OTHER DOCUMENTS THAT ARE AVAILABLE FOR AUDIT.



Keep Documents for Reference

Grants Portal Dashboard Streamlined Project Application Change Organization Operation Winchester Freedom (OP-WIN-FREEDOM) / Caldwell County (111-1111-11) / Create Streamlined Project Application My Organization Caldwell County (111-11111-11) What type of Project do you want to create? Organization Profile Organization Personnel Projects to request reimbursement of emergency protective EMERGENCY PROTECTIVE MEASURES Applicant Event Profiles measures (Category B) conducted to address immediate threats to life, public health, or safety, Exploratory Calls Recovery Scoping Projects to request reimbursement of Management Costs Meetings (Category Z) incurred in the administration of the Public Assistance program. Projects Damages Work Order Requests Work Orders

You may submit a Management Costs project only AFTER your Emergency Protective Measures Project has been obligated



My Tasks



Applicant Signs Submit Submit FEMA and Sign final Post Award Attend Log on or virtual **RPA** COVID-19 Recipient Activities create grant applicant account in project and review briefing **PA Grants** documents documents Project Portal

- Applicant reviews all terms and conditions that FEMA or Recipient include in the project application
- Applicant signs in agreement to the funding terms
 - Includes agreeing to requirements for reporting on project work progress and completion



Support





Quick Actions







Quick Actions 0 单 🖬 × Use the quick actions below to quickly submit or access projects for your organization. Submit a Project Application Submit a Project Application Q View Projects In Progress Q View Obligated Projects Click View Projects in Progress to quickly find your application View Obligated Projects



View Projects in Progress

Grants Portal





Support Center **Grants Portal** 0 Click Help icon to **Grants Portal** 0 7 4 🚥 Dashboard get to the **3** Support Center Change Organization Support Center f My Organization Hi Lisa Demo. What can we help you with? Virtual Team Oity Organization Profile Organization Personnel Feedback? Contact Us FAQ Resources Your Account Applicant Event Profiles ⊕ Get answers to frequently asked ÷ Instructional tools and resources to Provide feedback on an issue or View your personnel profile and () Information to call or email the FEMA questions (FAQs) to assist in day-toassist in day-to-day activities. suggestion for the system to FEMA. manage your project subscriptions. Grants Portal Hotline. Exploratory Calls day activities. Recovery Scoping Meetings Projects Damages Work Order Requests Work Orders My Tasks 📅 Calend Click FAQ's Ittilities



FEMA

FAQ's

Grants Portal

		Search FAQs								
	Search FAQs		SEARCH							
Displaying Popular FAQs										
Why do scuba divers fall backwards out of the boat? Why do scuba divers fall backwards out of the boat?	What do you get when you cross a joke with a rhetorical question? What do you get when you cross a joke with a rhetorical question?	Whats Cole's Law Whats Cole's Law	What does a woodchuck chuck, if a woodchuck could chuck wood? Woodchuck guestion	How do you think the unthinkable?						
What is eligible?										
Public Assistance Eligiblity	N									



Click on a Question to Find More Info





Support Center - Resources

Grants Portal

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Grants Portal 0 7 4 11 Dashboard Support Center 🚖 Change Organiz My Organization Hi Lisa Demo. What can we help you with? Virtual Team City Organization Profile Organization Personne Feedback? Applicant Event Profiles FAQ Resources Your Account Contact Us **•** () Get answers to frequently asked ÷ Instructional tools and resources to Provide feedback on an issue or View your personnel profile and Information to call or email the FEMA Œ questions (FAQs) to assist in day-tosuggestion for the system to FEMA. Grants Portal Hotline. assist in day-to-day activities. manage your project subscriptions. Exploratory Calls day activities. Recovery Scoping Meetings Projects Damages Work Order Requests Work Orders 🗹 My Tasks 🗰 Calenda Click Resources



Resources

Grants Portal

Dashboard **E** Resources Change Organization **∃** TABLE OF CONTENTS **My Organization** Click Training Materials 123CITY-TEST TEST (123-45678-90) **General Resources** and **Tutorials Organization Profile** Subfolders ¥ Organization Personnel **Applicant Event Profiles** Training Materials and Tutorials 0 17 **Exploratory Calls** Webinar Schedule, PowerPoints, and Videos. Subfolders Resources **Recovery Scoping Position Assists** 0 13 Meetings Subfolders Resources Projects Job Aids / Guides / Checklists 0 20 Damages Subfolders Resources Work Order Requests Work Orders



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Support Center - Feedback **Grants Portal** ନ **Grants Portal** 0 7 A 🛄 🕢 Dashboard Support Center 🚖 Change Orga m My Organization Hi Lisa Demo. What can we help you with? Virtual Team City Organization Profile Organization Personne FAQ Feedback? Your Account Contact Us Applicant Event Profiles Resources ⊕ Get answers to frequently asked Instructional tools and resources to Provide feedback on an issue or **(**) Information to call or email the FEMA + View your personnel profile and Exploratory Calls questions (FAQs) to assist in day-toassist in day-to-day activities. suggestion for the system to FEMA. manage your project subscriptions. Grants Portal Hotline. day activities. Recovery Scoping Meetings Projects Damages Work Order Requests Work Orders My Tasks 🛱 Calenda Click Utilities Intellic **Feedback**



Email Suggestions for Improvement





FEMA

Support Center – Your Account



Support Center – Your Account

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	Portal			€ † 4 🖬
 Dashboard Change Organization 	Luser Profile			SEND PASSWORD RESET
1 My Organization	FIRST NAME Lisa Demo		USERNAME lisa.tsirikos	
Organization Profile	LAST NAME TSIRIKOS		SECURITY QUESTION City you met your spouse/significant other?	
··· Organization Personnel			SECURITY QUESTION ANSWER ********	
··· Applicant Event Profiles				
Exploratory Calls	Contact Info 🗸			MANAGE
 Recovery Scoping Meetings 	Associated Phone Numbers		Associated Email Addresses	
··· Projects	Phone Number	Phone Type	Email Address	Email Type
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Work Order Requests			Update	
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My Tasks Y				
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Support Center - Contact Us

Grants Portal



3 Support Center

Hi Lisa Demo. What can we help you with?





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Contact Us





For Policy & Eligibility Questions

Contact your State, Local, Tribal or Territorial Emergency Management Agency.

Below is a link to find contact information for local emergency management agencies:

https://www.fema.gov/emergency-managementagencies



Thank you for Attending

For technical assistance, please contact: Grants Portal Hotline (866) 337-8448

Email: FEMA-Recovery-PA-Grants@fema.dhs.gov

Hours: 8:00 AM – 8:00 PM EDT Mon-Fri

