

Readiness and Emergency Management for Schools (REMS) Technical Assistance (TA) Center

FEMA Public Assistance Webinar FAQs

Frequently Asked Questions (FAQs)

How Schools and Higher Ed Institutions Can Access FEMA's Public Assistance Program Webinar

After several hurricanes and wildfires impacted schools, school districts, and institutions of higher education (IHEs) in the summer of 2017, the U.S. Department of Education's Office of Safe and Healthy Students (OSHS), Readiness and Emergency Management for Schools (REMS) Technical Assistance (TA) Center, and the Federal Emergency Management Agency's (FEMA) Public Assistance (PA) Division hosted a Webinar titled [How Schools and Higher Ed Institutions Can Access FEMA's Public Assistance Program](#) on September 19, 2017. During and following the Webinar, a variety of questions were posed from attendees regarding the PA program, which provides funds to help communities respond to and recover from major disasters or emergencies declared by the President. The most commonly asked questions have been assembled in this FAQ sheet, organized into the categories of:

- Application Process and Timeline;
- Applicant and Facility Eligibility;
- Eligibility of Expenses; and
- Miscellaneous.

While the information in this FAQ sheet is most applicable to schools, school districts, and IHEs interested in applying for PA funding to help with recovery efforts after the 2017 hurricanes and wildfires, the information also applies to PA Program assistance after other Presidential disaster declarations (as of November 2017).

If you have any additional questions about applying to receive funding under FEMA's PA program, please request technical assistance from the REMS TA Center by either emailing info@remstacenter.org or calling 1 (855) 781-REMS (7367).

Application Process and Timeline

Can prospective applicants seek Federal funds right away, or must they check with their state first to determine whether the state has assistance available?

- All prospective applicants must contact their state, tribe or territorial emergency management agency to apply for PA.

How do I apply for FEMA's Public Assistance program? Where can I find the relevant form?

- All prospective applicants must complete the [Request for Public Assistance \(RPA\) FEMA Form 009-0-49](#). A private non-profit (PNP) entity must provide, in addition to the RPA, the following information:
 - [PNP Facility Questionnaire \(FEMA Form 90-121\)](#)
 - A current ruling letter from the Internal Revenue Service (IRS) granting tax exemption under sections 501(c), (d), or (e) of the Internal Revenue Code of 1954; OR documentation from the State substantiating it is a non-revenue producing, non-profit entity organized or doing business under State law;
 - If the applicant owns the facility, proof of ownership; if the applicant leases the facility, proof of legal responsibility to repair the incident-related damage;
 - List of services provided in the facility and when and to whom.

Figure 1 in the Appendix of this document provides a visual representation of the PA application process.

Once complete, where do we submit the form?

- Prospective applicants should submit the [Request for Public Assistance \(RPA\) FEMA Form 009-0-49](#), and any other required information, to their State, Tribal, or Territorial emergency management agency. The State, Tribal or Territorial emergency management agency will submit the request to FEMA.

How do I find my State/Territorial/Tribal Representative?

- The identity of the State/Territorial/Tribal Representative depends on the applicant's location. FEMA recommends doing a Web search for emergency management within your jurisdiction. Review their Website for any guiding information or contacts to apply for PA. Typically, using the following key words will help locate your emergency management agency: your state's name, emergency management, and PA.

What is the deadline for applying for FEMA assistance? What must be completed by that deadline?

- Typically, the deadline for application (submission of the RPA form) is 30 days from the date of the declared disaster. In some counties, the deadline has been extended beyond 30 days; check with the state/territory for any extensions.

If we have already submitted the initial application, what are the next steps, and the estimated timeline for those steps?

- FEMA will begin reviewing applicant eligibility after receiving the RPA. If determined to be an eligible applicant, FEMA will assign a representative who will contact you within a week or two of RPA approval.

Does FEMA provide live support to guide applicants through the process?

- Yes. FEMA and State/Territorial/Tribal Representatives will be assigned to the applicant to assist with the entire process until all items identified on the inventory of damages are addressed and grants have been prepared.

At what point in time does the applicant meet with FEMA to go over inventory damage and losses and determine eligibility?

- The FEMA and State/Territorial/Tribal Representatives will contact the applicant to set-up an in-person meeting to review the inventory of damage and losses within a week or two of RPA approval.

After the application has been accepted, how many days does an organization have to complete their worksheets?

- The applicant has up to 60 days to complete its inventory of damages after the first meeting with the FEMA and State/Territorial/Tribal Representatives. The length of time needed to complete the worksheets varies depending on the complexity of the projects and the number of projects.

Does FEMA visit our site to assess the damage?

- Yes. FEMA will set up site inspections based on the inventory of damage information.

Is there a typical timeframe to receive funding from FEMA?

- The timeframe to receive funding varies depending on several factors such as: how much of the work has already been completed, the size of the project, and the complexity of the project. The applicant can request to its State/Territorial/Tribal Representative an expedited funding project, which is addressed on a case-by-case basis.

When assistance is offered, is it dollar for dollar or a percentage of the damage incurred? Or is it a loan?

- FEMA PA is a grant program. The reimbursements are not a loan and do not require repayment. FEMA will pay not less than 75%, called the federal share, of the cost to return all eligible damaged facilities to pre-disaster condition. It is not a loan.

In the past, FEMA funds went directly to the state, and not to the applicants. Is this still the case?

- Yes. FEMA funding goes to the State/Tribe/Territory (the Recipient) and the State/Tribe/Territory distributes the funds to the eligible applicants (the subrecipients).

Florida-Specific Questions

Where do I submit the form in Florida?

- Florida prefers its applicants submit their RPAs to: <http://floridapa.org>.

If I filled out the form through FloridaPA.org, is this the same as the FEMA form, or do I have to fill out both?

- The RPA on FloridaPA.org is the same as the FEMA Form 009-0-49.

I already registered for assistance on FloridaPA.org. When can I expect to hear back? I filled out the form last week, and have yet to receive a response.

- Once the application is submitted to the State of Florida, the State will forward the application to FEMA for further review and approval. Once FEMA receives the application, it will determine applicant eligibility, and assign a FEMA representative to the applicant within a week or two after the applicant is determined to be eligible. FEMA cannot comment on further contact from the State of Florida; please refer to the [application instructions](#) for additional information

Applicant and Facility Eligibility

Is FEMA assistance available for pre-schools as well as K-12 schools?

- Yes, as long as the school is part of the primary or secondary education system.

Would FEMA assistance be available for a privately-owned preschool that serves ages 0-5 (and after-care for children up to age 11)?

- Yes. Private non-profit entities that provide child care services are eligible and should apply for FEMA PA funding.

Are for-profit day care centers eligible for FEMA assistance?

- No - unfortunately, these are not eligible.

We are a for-profit private school. Do we qualify for FEMA assistance?

- No - unfortunately, these are not eligible.

Are higher education research labs eligible for PA assistance?

- Yes, they may be eligible and should apply for FEMA PA funding.

Are private, non-profit, religious schools eligible for public assistance?

- Private, non-profit, religious schools may be eligible for FEMA assistance, if the education is not limited to religious education. Any entity that is unsure whether it is eligible should apply to ensure a formal determination can be made.

Do "higher education schools" include technical programs that are not a two-year program?

- To be eligible for PA, higher education institutions must meet all of the following criteria:
 - Admit students or persons having a high school diploma or equivalent;
 - Are legally authorized to provide education beyond a secondary level;
 - Award a bachelor's degree or a 2-year degree that is acceptable as full credit toward a bachelor's degree or provides at least a 1-year training program to prepare students for gainful employment in a recognized occupation; and
 - Are accredited by a nationally recognized agency or association (as determined by the Secretary of Education).

If unsure, submit an RPA to receive a formal determination.

For planning purposes, is there a way for a private non-profit institution of higher education to determine its eligibility outside of a declared disaster?

- FEMA only determines an applicant's eligibility in active disasters. However, the "2017 PA Program and Policy Guide (PAPPG) [V2.0]" provides the criteria that FEMA uses to evaluate eligibility. Generally, private non-profit institutions of higher education are eligible. The criteria can be found on page 13 of the [PAPPG](#).

Is funding only available after a facility has been impacted by a disaster?

- Yes, PA funding may be available to eligible applicants only after they have been impacted by a presidentially declared disaster, such as Hurricane Harvey in Texas and Louisiana, and Hurricane Irma in Florida and the U.S. Virgin Islands.

To be eligible for funding, must a facility be compliant with the ADA and with Section 504 of the Rehabilitation Act prior to the disaster? Is there a requirement for compliance after reimbursement?

- FEMA reimburses costs, including those necessary to upgrade to current codes and standards. FEMA recently released a minimum codes and standards policy; if a facility is in a hazard zone, the repairs must be done in accordance with any applicable codes or standards that are based on international building codes. Please see an example on pages 93-94 of the [PAPPG](#).

Our school has two locations. Is it necessary to submit two forms, or is it possible to submit one?

- One RPA form is all that is required. FEMA will develop project grants for all various facilities based on a single RPA.

Does a private non-profit school submit its FEMA public assistance application to the State in which the private school is located?

- Yes.

Leased Properties and Donated Spaces

If our property is leased, are we eligible for PA assistance?

- Yes, provided that the applicant is legally responsible for the damaged facility. For leased facilities, FEMA will determine eligibility for assistance in accordance with the terms of the lease agreement. Some lease agreements reserve responsibility to the Lessor, while others assign it to the Lessee. Any loss of equipment or materials will be determined based on who purchased and owns them.

If we as a lessee have legal responsibility for maintenance of the building and grounds, should we submit the application or should the owner of the building submit it?

- The eligible applicant is determined by how the lease designates legal responsibility for the damaged facility, provided that all other eligibility requirements are met. An RPA should be submitted to the State, Tribal or Territorial emergency management agency for eligibility review.

We are a K-12 school that operates in a donated space. We have damage to equipment and supplies. Does the FEMA PA program cover these types of expenses?

- Yes. If the school is a public school, then the repairs would be covered. If it is a private non-profit school, then the applicant needs to own or operate a facility that provides eligible services.

If we are a Lessee, is FEMA PA available for facility, equipment and materials related costs?

- If facilities are leased, FEMA will determine the eligibility for assistance to repair the facility in accordance with the terms of the lease agreement. Some lease agreements reserve responsibility to the Lessor, while others assign it to the Lessee. Any loss experiences for equipment and materials will be determined by who has purchased and owns that equipment and materials.

Eligibility of Expenses

Can FEMA reimburse work that has already been completed, or is there a pre-approval requirement? For expenses that have already been incurred, are photos and invoices sufficient to receive FEMA assistance, or are quotes or other more detailed records of the damage necessary?

- FEMA encourages proactive emergency protective measures to protect eligible improved property, if the work is conducted expeditiously for the purpose of addressing an immediate threat. Proceeding with Permanent Work before FEMA completes federally required environment and historic preservation compliance jeopardizes PA funding. FEMA is required to consult with Federal, State, Territorial, and Tribal government resource agencies before the applicant begins work. FEMA does not have any requirement that work be "pre-approved" by FEMA prior to the start of the work; however, not meeting federal compliance requirements can result in loss of potential grant funding. Applicants with completed work should provide FEMA with as much information as possible. A detailed damage description, a scope of work and invoices are generally sufficient.

Does the PA program provide assistance for individual student support?

- No - unfortunately, the PA Program does not provide assistance for individual student support.

Does FEMA cover the expenses for vendors to assess damage to schools?

- FEMA will reimburse certain types of damage assessments and site evaluations depending upon the reason for the inspection and the entity performing the work. The assigned FEMA representative will assist with specific situations.

Insurance Claims

Does FEMA assistance cover insurance deductibles?

- Although FEMA does not specifically cover the insurance deductible, the assistance generally covers them indirectly. FEMA reduces the total eligible damage amount less the insurance proceeds and typically, provides reimbursement for the remainder. This may, in effect, provide a portion of reimbursement for the deductible. However, if the facility was previously damaged and received FEMA funding, FEMA will review for compliance any "obtain and maintain" insurance requirement placed on the facility; this can impact the eligible federal funding amount.

How can an applicant know what their insurance does and does not cover, so that the applicant can apply for FEMA's public assistance program?

- The applicant should contact their insurance provider and file a claim. Once the insurance company completes the assessment, it will notify the applicant of any approved insurance contribution. Simultaneously, however, the applicant should also submit an RPA to the State, Tribal, or territorial government. FEMA may provide assistance prior to receipt of insurance awards, based on anticipated insurance proceeds. The final FEMA assistance amount will be adjusted once the insurance proceeds are finalized.

Will FEMA pay the deductible for insurance claims submitted by public school districts?

- FEMA does not provide assistance specifically to cover an insurance deductible. Typically, FEMA will fund the eligible uninsured loss. However, if the facility is damaged in a subsequent disaster, FEMA will reduce assistance in the subsequent disaster by the amount of the previous requirement, regardless of the amount of retained risk (deductible). Refer to FEMA's [Public Assistance Policy on Insurance, FP 206-086-1](#).

Do schools have to wait to receive FEMA public assistance until insurance awards are determined?

- No. FEMA can provide financial assistance to eligible applicants, including schools, based on a projected insurance contribution. This is calculated by a FEMA insurance specialist after a review of the full insurance policy. Once the final insurance award is received, submit it to your State, Tribal or Territorial PA staff, who will work with FEMA to adjust eligible funding accordingly.

Employees and Human Resources

Does FEMA provide assistance for loss of pay for employees (For instance, if the school was closed and employees were not able to work, but were still paid wages for those days)?

- FEMA's PA grant does not provide reimbursement for employee loss of pay.

Will FEMA cover wages for public school employees who worked during the event because of the emergency (For example, employees that worked in shelters or emergency evacuations, or employees involved in cleanup)?

- There are a number of force account eligibility rules that apply to disaster related work by the applicant's employees; most instances result with some level of reimbursement. Permanent employees are eligible for overtime with fringe benefits when conducting emergency protective activities. FEMA will request time cards, payroll, and benefit information for each employee engaged in disaster related work, along with a description of the eligible work performed. The FEMA representative will assist you with these force account issues.

Does FEMA have specific forms for tracking employee time and eligible work?

- No specific forms are required. FEMA will review time cards, payroll, and benefit information for each employee engaged in disaster related work, along with a description of the eligible work performed. The FEMA representative will assist you with these force account issues.

Can FEMA assist with the cost of feeding employees during disaster-related work?

- Under limited circumstances, FEMA may reimburse some of the cost of feeding employees, provided that the effort occurred during the emergency period and where actions were taken to address threats to life, health and safety, and as long as the costs were reasonable.

Is reimbursement under the PA Program available for school districts to reimburse costs and expenses incurred while the school served as a shelter (including employee costs, food, etc.)? If not, is there another program available to cover these costs?

- The PA Program reimburses the entity legally responsible for the work. Generally, a school would not have primary legal responsibility of opening a shelter. FEMA understands that educational facilities incur costs related to shelters, and encourage using its established mutual aid agreement or formalize in writing any verbal agreement with state/county/local governments. When the government is reimbursed, it can in turn reimburse the educational facility based on the mutual aid arrangement.

Facilities Damage

We are a school that evacuated students, faculty, and staff from St. Croix. Would the costs of the evacuation and temporary housing in Florida be covered by FEMA's PA program?

- These costs may be eligible for FEMA assistance. FEMA has a policy on host-state sheltering. Generally, there is an agreement between the State/Territory and sometimes FEMA can reimburse directly. The best way to proceed would be to submit the application, and then discuss these expenses with the representative assigned to your case.

Would a school district be eligible for debris removal assistance if it removes its own debris?

- Yes, if the debris is located on maintained school property. The use of force account labor, equipment and materials is eligible if the underlying work is eligible.

Is there FEMA assistance for university administrative buildings, or is assistance only available for academic buildings?

- If the applicant is an accredited institution of higher education and is a governmental sponsored institution, then all facilities are eligible.
- If the applicant is an accredited institution of higher education, recognized by the U.S. Department of Education, and a PNP, then eligibility is determined based on each individual building's primary purpose. Facilities dedicated to non-religious education, and facilities supporting administrative and student services are eligible. Further information on PNP eligibility can be found in the [PAPPG](#), pages 11-18 and in Appendix B of the document.

We have buildings that belong to a foundation on our campus but they have been damaged. Can we include those buildings in our Public Assistance Category B (CAT B)?

- FEMA is uncertain that they have sufficient information to answer your question fully. However, in order to be eligible, a facility must be the legal responsibility of an eligible applicant. If the buildings are not yours, and are the legal responsibility of another party, then they cannot be included in your application; the other party could apply as an applicant and will be reviewed independently for eligibility.

Does FEMA provide reimbursement for damaged playground equipment?

- If the applicant is an accredited education institution and is a government sponsored institution, then all facilities including recreation are eligible.
- If the applicant is an accredited education institution recognized by the U.S. Department of Education and a PNP, then some facilities may not be eligible including those used for athletic (recreation), vocational, academic training, or political or religious education. Further information on PNP eligibility can be found in the [PAPPG](#), pages 11-18 and in Appendix B of the document.

Is funding available to repair a damaged fence or a leaky roof?

- Yes, these costs may be eligible under the PA program for eligible applicants.

Does FEMA cover expenses related to sinkholes and tree removal for trees damaged by a hurricane?

- If the sinkholes and damaged trees were directly caused by a federally declared disaster, the removal and/or repair may be eligible for FEMA assistance. However, FEMA will review the sinkhole to determine if there was a pre-existing condition that caused the damage. If so, funding may not be available.

Is funding available to remove large trees that pose a danger to the facility or potential injury risk to students?

- The PA Program may provide funding for the removal of trees, provided that they pose a threat to life, health and safety, and meet applicable eligible rules discussed in the [PAPPG](#), Chapter 2, Section VI.

Does FEMA replace damaged text books for students?

- Eligible applicants may receive reimbursement for damaged text books from its inventory. Text books that have been purchased and are owned by students are not eligible. FEMA encourages application for FEMA assistance to determine eligibility.

Our school district experienced theft of classroom materials and supplies. Would these be eligible for FEMA assistance?

- FEMA encourages you to submit the application for review, and a determination can be made at that time. FEMA requires that any damage be as a direct result of the declared disaster.

Would university pool vehicles (i.e., 12 passenger vans) be included for replacement?

- Equipment damaged by a declared event may be eligible for repair or replacement, including pool vehicles. Appropriate consideration will be given to all available offsets such as insurance and salvage value. If a replacement vehicle is determined eligible, the replacement will be limited to a similar vehicle of type, age, and condition.

We had damage to school furniture and the ceiling due to roof leaks caused by the hurricane. Are these damages covered by FEMA's assistance?

- Yes - damages caused by a declared event may be considered eligible for FEMA assistance, less coverage available by insurance.

A university owns and operates a sports arena that was damaged due to a disaster. The sports arena is used for athletic events and classes, but is also leased out (for less than 50% of the year) for commercial use. Will building repairs be covered under FEMA's PA program?

- If the sports arena is owned and operated by a state sponsored university, it may be eligible. FEMA may want to receive credit for some level of anticipated leased income. If the sports arena is owned and operated by a PNP university, then probably not; however, FEMA encourages the university to submit an application to confirm.

Loss of Goods

Is loss of food eligible for reimbursement under the PA program? What if the food is lost due to a power outage?

- The PA program includes reimbursement to replace food that was lost as a result of a disaster (including as a result of a power outage). In order to be reimbursed, the applicant needs to provide an inventory of the food that existed and was lost. All insurance proceeds must first be applied.

How do we file for loss of food? Is this done through the RPA (FEMA Form 009-0-49), or through a different process?

- To begin the process, submit the [Request for Public Assistance \(RPA\) FEMA Form 009-0-49](#), with the State, Tribal, or Territorial emergency management agency. Maintain and document a list of damages (or damage inventory), to include lost food and inventory; submit this to the FEMA representative assigned as your point of contact.

Do we need to include an inventory of the lost food with the initial application?

- No - the [Request for Public Assistance \(RPA\) FEMA Form 009-0-49](#) is all that is required to start the process. All other documentation should be provided to your FEMA representative.

How do we apply for loss of goods? Where are the relevant forms located?

- There are no forms specifically for damaged goods. To begin the application process, file the [Request for Public Assistance \(RPA\) FEMA form 009-0-49](#). Once the RPA has been completed, it should be filed with the State, Tribal, or Territorial emergency management agency.

Miscellaneous

Where can the 2017 Public Assistance Program and Policy Guide [V2.0] be accessed? (This document is often referenced as the PAPPG.)

- The links to the PAPPG V2 2017 are <https://www.fema.gov/public-assistance-policy-and-guidance> or <https://www.fema.gov/media-library/assets/documents/111781>.

Can you explain the pre-disaster "function" of a facility?

- When a facility was being used for purposes other than those for which it was designed, restoration will only be eligible to the extent necessary to restore to the use immediately prior to the disaster. For example, if an applicant designed and constructed an administrative building, but later altered it in accordance with applicable construction codes or standards to use as a school, the pre-disaster function would be as a school.

Would utilizing state contracts such as competitive solicitations awarded by the Department of Management Services in the State of Florida be an acceptable method of purchasing?

- All contracts must meet Federal procurement and contracting requirements. Per 2 C.F.R. § 200.317 Procurements by states, a state must follow the same policies and procedures it uses for procurements from its non-Federal funds. The state will comply with 2 C.F.R. § 200.322 Procurement of recovered materials and ensure that every purchase order or other contract includes any clauses required by section 2 C.F.R. § 200.326 Contract provisions. All other non-Federal entities, including subrecipients of a state, will follow 2 C.F.R. §§ 200.318 General procurement standards through 200.326 Contract provisions. It is likely that state contracts do not meet some of the non-Federal entity requirements. You should discuss this with your assigned FEMA representative who can arrange a more thorough review.

Would a PNP become subject to additional regulation if they receive FEMA funding for rebuilding? If so, what are examples of this?

- All applicants are subject to reporting and regulatory requirements associated with the FEMA grant, including, but not limited to, those found in the 44 C.F.R and 2 C.F.R part 200. The PNP entity should consult with its servicing attorney to determine other regulatory responsibilities that it may be subject to.

Will there be any funding from FEMA directed at researching how leaders are engaging with the effects of Harvey?

- FEMA cannot provide an answer because this type of activity is outside of the scope of the PA.

If the site that was donated for our use is not usable now, are we able to get help getting a site?

- The answer is very fact specific. Information about the use of the donated property is needed to answer this question. To insure the right answer, please reach out to your local emergency management office or your State emergency management agency.

The FEMA application asks "Did you participate in the Federal/State Preliminary Damage Assessment (PDA)"? What is this, and is it a requirement to receive FEMA funds?

- No, it is not a requirement. PDAs are assessments that FEMA and the State conduct to determine the level of damage, generally in advance of a declaration. The answer to this question helps FEMA determine whether they already have some information on file about the entity's reported damages.

If we are a PNP school, must the application be under an individual name and social security number?

- An application should be submitted where the applicant is the name of the private non-profit school to include its corresponding Federal I.D. Number (FIN). Do not provide personal information such as social security numbers. Please refer to page 132 of the [PAPPG](#). There are several forms private non-profit applicants need to complete and submit to the State, Territory, or Tribal emergency management officials including FEMA Forms 90-121 and 90-49. Please see the Application Process and Timeline section of this FAQ sheet for more information on these forms.

Is funding available to train staff on how to apply for reimbursements?

- The State, Tribal, or Territorial emergency management agency may have training available. If determined an eligible applicant, a FEMA representative will be able to assist with the grant procedures.

What type of documentation does FEMA require for recreational beaches?

- FEMA may provide funding to replenish engineered beaches that were designed to a specific profile, and when a number of conditions are met. FEMA may require all design studies, plans, construction documents, and as-built drawings for the original engineered beach project; all studies, plans, construction documents and as-builts for every subsequent renourishment; documentation and details of the maintenance plan, including how the need

for renourishment is determined and funded; and pre- and post-storm profiles that extend at least to the seaward edge of the sub-aqueous nearshore zone. Additional detail can be found in the [PAPPG](#) on pages 127 and 128.

Does the school (K-12 or higher ed) have to have a NIMS-compliant emergency plan to receive funding following a disaster? Who determines if the school plan conforms to NIMS/ICS?

- Subrecipients' eligibility under the FEMA PA Program is not tied to elements of NIMS.

Who can we contact if we have questions after this Webinar?

- If you have questions related to the PA Program, contact your State, Tribal, or Territorial emergency management agency's office.

How are universities' populations and damages/losses considered with regards to FEMA's county-level per capita impact indicators (<https://www.fema.gov/public-assistance-indicator-and-project-thresholds>)?

- If the university participated in the Joint FEMA/State Preliminary Damage Assessment (PDA), your initial estimated damages/losses are incorporated in both the county per capita and state per capita calculations for consideration of disaster assistance under the Stafford Act. After an area has been declared assistance, the per capita indicators are not used in developing the project worksheets.

Appendix A: Key Resources

1. [Request for Public Assistance \(RPA\) FEMA Form 009-0-49](#)

This Form is used to request PA from FEMA and is submitted to the applicant's State, Tribal, or Territorial emergency management agency. The State, Tribal or Territorial emergency management agency will submit the request to FEMA. If you are in Florida, you will submit the form via www.floridapa.org.

2. [PNP Facility Questionnaire \(FEMA Form 90-121\)](#)

This Form is used by private non-profit (PNP) entities and must be submitted with an RPA if your organization meets the criteria of a PNP.

3. [2017 PA Program and Policy Guide \(PAPPG\) \[V2.0\]](#)

The PAPPG is a comprehensive, consolidated program and policy document for the PA Program. Version 2.0 of the PAPPG is applicable for disasters declared on or after April 1, 2017. The Guide provides an overview of all PA program policies and the process for applying and receiving PA funds. You may send questions and feedback on this document to FEMA-PAPolicy@fema.dhs.gov.

4. [Public Assistance Policy on Insurance, FP 206-086-1](#)

This policy guide interprets statutes and regulations related to insurance requirements under FEMA's PA Program.

5. [Public Assistance Per Capita Impact Indicator and Project Thresholds](#)

This table provides the statewide and countywide PA per capita impact indicators and the minimum and maximum project cost thresholds for small and large projects.

Appendix B: Public Assistance Application Process

