PURPOSE OF THIS PUBLICATION
To raise awareness of the assistance available through the Federal Emergency Management Agency (FEMA) Public Assistance (PA) program authorized under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act).

INTENDED AUDIENCE
This publication is intended for local and State officials, Federally recognized Tribal governments, certain non-profit entities, those applying for and/or receiving recovery grants through the FEMA PA program and other recovery and mitigation stakeholders.
The Public Assistance (PA) Grant Program provides supplemental Federal assistance to States and local communities to return an area impacted by a Presidentialy Declared disaster to its pre-disaster condition and function. PA supports initiatives that protect against immediate threats to life, public safety and improved property, the removal of debris as a result of a disaster and the restoration – through repair or replacement – of disaster-damaged structures and facilities.

**WHO CAN PARTICIPATE IN THE PA PROGRAM?**

There are four (4) eligibility requirements that must be met to participate in the PA program. The Applicant must be eligible for the facility to be eligible. The facility must be eligible for the work to be eligible. The work must be eligible for the cost to be eligible.

**ELIGIBLE APPLICANTS**

- State and Territorial Governments
- Local Governments
- Private Nonprofit Organizations
- Federally recognized Tribal Governments can apply on their own directly to FEMA or through the State

**COST SHARE**

The funding for eligible work is typically a shared cost. The Federal share of assistance is generally not less than 75% of the eligible cost for emergency work and permanent work. There are EXCEPTIONS. Under certain circumstances, the Federal share may be 90% or even 100%.

**PA AWARD PROCESS**

- Applicant-Driven Operational Planning
- Attend Applicant Briefing
- Submit Request for Public Assistance
- Have an Exploratory Call with FEMA
- Have a Recovery Scoping Meeting with FEMA and Recipient
- Develop and submit Damage Inventory within 60 Days
- Conduct a Site Inspection with FEMA and Recipient
- Approve Damage Description and Dimensions
- FEMA Staff or Applicant formulate Scope of Work and Cost Estimate
- FEMA Start and Recipient Validate Documents and Conduct Compliance Reviews
- Approve Final Grant and Agree to Terms
- Complete for each project according to project requirements
### Eligibility Requirements

#### Applicant

There are **three (3)** types of **eligible** Applicants for PA. If an entity meets the requirements of **one (1)** of these types, the Applicant may be **eligible** to receive **Federal disaster assistance**:  
- State and Territorial Governments;  
- Local governments and special districts – for example, school districts, irrigation districts, fire districts and utility districts; and  
- Private nonprofit (PNP) organizations. PNPs must own or operate facilities that are open to the **general public** and that provide certain **essential** and **critical services** otherwise performed by a government agency.  
  - Houses of Worship (HOW)  
  - Co-Op Utilities

Federally recognized Native American Indian Tribes or authorized Tribal organizations can apply on their own directly to FEMA or through the State.

#### Work

To be **eligible** for PA funding, disaster recovery work performed on an **eligible facility** must be:

- Necessary as a direct result of a **declared incident**;  
- Located within a **designated disaster area**; and  
- The **legal responsibility** of an **eligible** Applicant.

#### Facility

The facility must be:

- Located in the **designated disaster area**;  
- **Damaged** by the **declared incident**; and  
- In active use and **open** to the **general public** at the start of the incident period.

#### Cost

Generally, costs that can be directly tied to the performance of **eligible work** are **eligible**. Costs must be:

- **Reasonable** and **necessary** to accomplish the work;  
- Compliant with **Federal**, **State** and **local requirements** for procurement;  
- **Reduced** by all applicable credits, such as **insurance proceeds** and **salvage values**;  
- Directly tied to the performance of **eligible work**; and  
- **Adequately** documented.
There are two (2) broad categories of eligible work – emergency work and permanent work. Each category is further subdivided as shown in the graphic to the right (not directly listed, but administrative costs will be eligible costs for administering the Public Assistance grant program).

- **Emergency work** must be performed to reduce or eliminate an immediate threat to life, protect public health and safety, or to protect improved property that is threatened in a significant way as a result of a disaster.

- **Permanent work** is work required to restore a damaged facility to its pre-disaster design, function and capacity – in accordance with applicable codes or standards.

- **Temporary facilities** may also be eligible for PA when they are needed to ensure a continuity of services provided by eligible applicants that have been disrupted due to the disaster event.
An Applicant Briefing is conducted by the Montana Disaster and Emergency Services (DES) as soon as feasible following a Presidential Declaration (PD). At the briefing, DES staff will address application procedures, administrative requirements, funding, and program eligibility criteria for potential Applicants.

Local communities, State and Territorial Governments, and private nonprofits (PNPs) apply for assistance from FEMA by completing a Request for Public Assistance (RPA). The RPA is FEMA’s official application. The application must be submitted to FEMA through FEMA’s grants management portal: grantee.fema.gov

An RPA must be submitted to FEMA within 30 days after Presidential-declaration designation of the area where the damage occurred, unless extended.

PA projects must meet environmental and historic regulations. To learn more, download the EHP environmental + historic preservation brochure and visit Environmental and Historic Preservation Guidance for FEMA Grant Applicants at fema.gov/office-enviromental-planning-and-historic-preservation, as well as other codes, standards and regulations.
EXAMPLES OF ELIGIBLE PA WORK

Eligibility rules are sometimes complex and can be confusing. To learn more, visit [https://www.fema.gov/public-assistance-frequently-asked-questions](https://www.fema.gov/public-assistance-frequently-asked-questions) OR contact Montana Disaster and Emergency Services at mtdes@mt.gov or 406-324-4777

### CATEGORY A: DEBRIS REMOVAL

- Trees + woody debris
- Derelict Vessels
- Building components or contents
- Sand + mud + silt + gravel
- Wreckage produced during conduct of emergency protective measures (for example, drywall)

### CATEGORY B: EMERGENCY PROTECTIVE MEASURES

- Alerts + warning of risks + hazards
- Building stabilization
- Emergency communications

<table>
<thead>
<tr>
<th>EMERGENCY WORK</th>
<th>Yes</th>
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<tbody>
<tr>
<td>Emergency evacuations of medical and custodial care facilities</td>
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<tr>
<td>Emergency mass care and shelter operations</td>
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<tr>
<td>Emergency medical facilities</td>
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<td>Food + water + ice + other essential needs</td>
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<tr>
<td>Nursing homes/Assisted living facilities</td>
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<tr>
<td>PNP facility emergency protective measures IF the facilities are otherwise eligible</td>
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<tr>
<td>Rescue + care + shelter + essential needs for household pets and service animals</td>
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<tr>
<td>Search + rescue</td>
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<td>Security in the declared disaster area</td>
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<td>Transportation of disaster victims</td>
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<td>Emergency tarping</td>
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<td>Generator run time for facilities that provide health and safety services</td>
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<td>Removal of dead animals</td>
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<td>Vector control when serious pests/mosquitoes threat</td>
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<td>Under certain conditions, ice removal</td>
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### PERMANENT WORK

#### CATEGORY C: ROADS + BRIDGES (Non-FHWA)
- Road surfaces + bases + shoulders
- Road ditches
- Road drainage structure + low-water crossings
- Bridge approaches
- Bridge decking + pavement
- Bridge piers + girders + abutments
- Bridge slope protection

#### CATEGORY D: WATER CONTROL FACILITIES
- Canals + aqueducts + sediment basins
- Certain irrigation facilities
- Dams + reservoirs + levees
- Engineered drainage channels
- Pumping facilities
- Shore protective devices

#### CATEGORY E: BUILDING + EQUIPMENT
- Lift station repair
- Codes + standards upgrades or a portion of that work
- Contents
- Equipment
- Mold remediation
- Restoration through repair or replacement of damaged facilities to pre-disaster design + function
- Routine or delayed maintenance
- Temporary or permanent relocation
- Under certain circumstances, ADA compliance work or a portion of that work

#### CATEGORY F: UTILITIES
- Communications
- Power generation + distribution

#### CATEGORY G: PARKS + RECREATION + OTHER
- Sewage collection systems
- Water treatment plants + distribution
- Fish hatcheries
- Golf courses
- Mass transit facilities
- Picnic tables
- Piers + boat docks
- Playground equipment
- Swimming pools + bath houses
- Tennis courts
- Trees + ground cover + landscaping
- Other facilities that do not fit in Categories C – F
- Beach renourishment
"Creating a Disaster Resilient Montana"

NEED HELP?

If you need assistance with a PA application, want to know more about PA funding opportunities, or be updated on current guidance or announcements, please contact mtdes@mt.gov or 406-324-4777.

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