

## **FEMA Public Assistance Program PSAP information**

Since the onset of the COVID-19 public health crisis, the Commonwealth has received the necessary federal emergency and disaster declarations to activate the FEMA Public Assistance (PA) Program for all counties. The PA Program makes federal funding available to local governments, state agencies and eligible non-profit organizations for “eligible emergency protective measures” (FEMA Public Assistance Category B). Local governments are referred to as “sub-recipients” of the PA Program.

The MEMA website contains all the resources and links needed to better understand and complete this process. For the purposes of answering some FAQs from the PSAP community, we have drafted this high level reference document. Please refer to the website below for complete information on the FEMA Public Assistance Program:

<https://www.mass.gov/info-details/covid-19-federal-disaster-declaration>

### **FEMA Public Assistance Program FAQs for PSAPs:**

#### ***What does this mean for me?***

As a governmental entity, you may be eligible for partial cost reimbursement for certain, eligible expenses incurred during the declaration’s incident period.

#### ***PSAPs fall into several “governmental” categories in the Commonwealth. Is the process the same for all of us?***

No, based on the type of governmental category your PSAP fits into, your process may vary.

- For single community PSAPs, you should speak to your local emergency management director (EMD). Many cities and towns submit a single “sub-recipient” reimbursement package for all agencies in the community that have incurred eligible costs. If that is NOT how your community will handle this process, then you will apply yourself as an eligible “sub-recipient.”
- For Regional PSAPs under the legal authority of one town (but providing PSAP/Dispatch services to multiple towns), you should also speak to your local emergency management director (EMD) as in the scenario above.
- For Regional PSAPs that are their own governmental district, you will apply as your own “sub-recipient.”
- For County Sheriff and State run PSAPs, your agency will work with you on eligible expense submissions.

***What is “partial cost” reimbursement?***

The PA program only reimburses 75% of the eligible cost, the remaining 25% is the responsibility of the agency.

***What are “eligible expenses” under the program?***

The Program calls these expenses “eligible costs” and they are the costs associated with emergency protective measures during the incident period. These costs fall into five types:

- Force Account Labor (Permanent, Part-time, Seasonal, Re-assigned, Disaster Hires, Backfill Employees)
  - *Overtime costs **only** for regularly budgeted staff*
- Force Account Equipment and Leased Equipment
- Material (Purchased supplies and/or taken from stock)
- Contract Services
- Mutual Aid - mutual aid agreement must reference compensation

Please refer to the MEMA website for more details, but for the purposes of PSAPs, the most common eligible costs are goods and services associated with cleaning/disinfecting the PSAP. Certain staffing costs MAY be eligible. It is important that applicants track their costs for the duration of the response to be ready to submit for reimbursement once the crisis has passed.

If you have a specific question on cost tracking or eligibility, you can submit it to MEMA using the following link: (also located on the MEMA website)

[https://massgov.formstack.com/forms/em3438\\_declaration\\_fema\\_pa\\_questions](https://massgov.formstack.com/forms/em3438_declaration_fema_pa_questions)

***What is the “incident period”?***

The incident period associated with this event began on January 20, 2020 and is continuing.

***What if I need more information, or I have to apply as a sub-recipient and I don’t know what to do?***

Again, the MEMA website listed in the introduction section of this document contains lots of helpful information. There are also links to video training resources and recordings of a previous webinar available on the MEMA site.