

Subrecipient Certification for Small Projects with Completed Work

Category B – Emergency Protective Measures

Massachusetts Emergency Management Agency DR 4496

This certification is required for all small projects with 100% completed work (costs less than \$131,100.00). Applicants must complete the form and upload it to their project application.

Applicant Name:

Total Costs Claimed:

Project Title:

Project Number:

I certify that the facility, work and costs claimed in this project are eligible in accordance with FEMA regulations and the *Public Assistance Program and Policy Guide*.

Specifically, I certify:

- As required by 44 C.F.R. §206.223 and in accordance with the terms laid out in the *Public Assistance Program and Policy Guide*, the costs described in this project was:
 1. A direct result of the declared event;
 2. Located within the designated disaster area; and
 3. Not a result of negligence.
- As required by 44 C.F.R. §§206.223 and 206.225 and in accordance with the terms laid out in the *Public Assistance Program and Policy Guide*, the emergency protective measures described in this project were:
 1. The Subrecipient’s legal responsibility;
 2. Undertaken in response to a specific threat caused by the declared event; and
 3. Undertaken because they were
 - necessary to eliminate threats to life, public health, and safety; or
 - necessary to eliminate threats of significant damage to improved public.
- As required by 44 C.F.R. §206.228 and 2 C.F.R. Part 200 and in accordance with the terms laid out in the *Public Assistance Program and Policy Guide*, the costs for which the Subrecipient is claiming reimbursement were:
 1. Of a type generally recognized as ordinary and necessary for the type of facility or work;
 2. If contracted costs claimed on this project, incurred in compliance with federal, state, and local requirements for competitive procurement;
 3. Reduced by applicable credits, such as insurance proceeds and salvage values; and
 4. Reasonable as demonstrated by [***Check the method(s) by which the Subrecipient evaluated cost reasonableness***]:
 - a competitive procurement process,
 - the use of historical documentation for similar work,
 - average costs for similar work in the area,
 - published unit costs from national cost estimating databases, or
 - FEMA cost codes, equipment rates.

- As required by Stafford Act § 312, 42 U.S.C. § 5155, and 2 CFR §200.406 and in accordance with the terms laid out in the Public Assistance Program and Policy Guide, the Subrecipient has either:
 - Provide FEMA with insurance documentation; or
 - Did not have insurance coverage cover in place for the facility at the time of the declared disaster.
- In order to demonstrate compliance with environmental and historic preservation (EHP) laws, regulations, and executive orders, the Subrecipient acknowledges that it may be required to submit documentation, such as a permit, a permit number, or proof of coordination with appropriate agencies.
- The Subrecipient acknowledges that final responsibility for ensuring compliance with EHP laws, regulations, and executive orders remains with FEMA. Failure to obtain and provide all requested federal, state and local documentation could make the project ineligible for funding.

Further, even though documentation is not required for project development I certify the Subrecipient will maintain all documentation that supports this project and the costs claimed in its own files in accordance with 2 C.F.R §200.333 as well as state and local record retention requirements. I understand that all documentation is subject to review/ audit by MEMA/FEMA to ensure programmatic compliance.

Applicant Representative Signature

Applicant Representative Name

Date