

*****For Distribution*****

**FEMA-3429-EM-OREGON
Declared: March 13, 2020
COVID-19**

FEMA Public Assistance (PA) is available to state and eligible local, tribal governments and certain private nonprofit organizations in all counties in the State of Oregon. The Public Assistance Program provides Federal financial assistance at a cost-sharing basis for emergency protective measures taken to respond to the COVID-19 emergency at the direction of guidance of state, local, tribal and territorial public health officials. **The incident period is from January 20, 2020 and continuing.**

Eligible applicants include state, local governments, tribal governments, special districts, state agencies, and certain *private nonprofits (PNP). See attached PNP List for certain PNPs.

**PNPs are those entities that provide a governmental type service, and have a 501(c), (d) or (e) tax exception status (see attached PNP quick reference for PNP list).*

The Federal share of assistance is not less than 75% of the eligible cost for emergency measures taken to respond to the COVID-19 emergency at the direction of guidance of state, local, tribal and territorial public health officials.

Applying for FEMAs Public Assistance Program –

****Please submit your RPA application by email to Julie.slevin@state.or.us, and cc, dan.gwin@state.or.us or faxed to our office 503.373.7833****

To apply for assistance each potential applicant must complete a Request for Public Assistance (RPA) to be considered for FEMA Public Assistance. Also attached is the 3429 EM Damage-response Inventory OR, we ask that each applicant complete the inventory sheet (as best you can) with your entities current costs incurred and/or estimated cost to be incurred as a direct result of activities that fall under category B COVID 19 Response. This inventory will assist the State and FEMA with the preliminary scope of projects and costs incurred by the Applicant.

In addition, **Private Non Profits (PNPs)** must complete the **PNP questionnaire with their RPA submission.**

Once the Request from Public Assistance (RPA) is received -

- The State will set up an account for the Applicant in **FEMAs Grants Portal** using the RPA information provided
- Applicant's Primary Contact/Applicant Authorized Agent listed on the RPA will receive an invite email from Grant Portal (please check junk folder) with a user name and temporary password

- For the entities with existing Grant Portal profiles , you may submit your RPA through the system generated email

Upon acceptance of the invite, Applicants should update their profile in Grants Portal for those individuals that will be building recovery projects. If you did not receive an invite please contact the FEMA Grants Portal Hotline at (866)337-8448 or FEMA-Recovery-PA-Grants@fema.dhs.gov

Further guidance and training for Grants Portal is available in link below and is forth coming.

<https://www.fema.gov/how-apply-and-manage-grants>

Delivery Process

Due to the size of the event and to maintain social distancing, it is not possible for FEMA or Recipients (State) to proactively work with every Applicant to develop their subgrant project Worksheets, as would be the case in a traditional disaster. Applicants should be prepared to drive their own recovery through Grants Portal and adjust to the evolving delivery of the program.

FEMA is working to rapidly scale up the information, tools and technology necessary to provide assistance to all applicants. Eligibility guidance on what FEMA can fund will be updated on the Public Assistance Policy, Guidance and Factsheets page on <https://www.fema.gov/public-assistance-policy-and-guidance> and the COVID-19 page on <https://www.fema.gov/coronavirus> . Application support and tutorials are available on the resource tab in PA Grants Portal upon your entities registration.

As guidance is being developed we ask you submit your Request for Public Assistance (RPA) and relevant forms shown below to start the process.

****Please submit your RPA application by email to Julie.slevin@state.or.us, and cc, dan.gwin@state.or.us or faxed to our office 503.373.7833****

Attached Application Forms:

- FEMA Form - Request for Public Assistance (RPA)
- FEMA Form - Private Nonprofit (PNP) Questionnaire - PNP's only, submits/attaches with the RPA
- FEMA Form (Excel) – 3429 EM Damage-Response Inventory List of Projects- *Each entity should start completing to assist with the formulation of projects and priorities. This Inventory should be submit with Applicants RPA. Note – this is just a preliminary estimate.*
- OEM-FEMA Public Assistance PNP Quick Reference- Attached

More Information See the Following Websites:

COVID -19 Pandemic: Eligible Emergency Protective Measures Fact sheets:

<https://www.fema.gov/coronavirus>

Coronavirus (COVID-19) CDC

<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

FEMA Public Assistance Policy, Guidance and Factsheets

<https://www.fema.gov/public-assistance-policy-and-guidance>

As you are aware, the nature and scale of this national event are beyond anything the emergency management community has seen, with the most simultaneous FEMA Public Assistance applicants and project worksheets in the history of the program, therefore FEMA is working on making adjustments to streamline the process. As we work through this process with FEMA Region Ten we will send updates and/or further guidance when available. Please let Dan or I know of any PA immediate needs.

If you have any questions please contact myself or Dan Gwin, Deputy State Public Assistance Officer, 503-378-3254.

Stay healthy and safe,

Julie Slevin
State Public Assistance Officer
Oregon Office of Emergency Management
Tel. 503-378-2235