

VLCT
2023 Flood Major Disaster

Public Assistance Forms & Guidance - Current Versions	NOTES
Application and Project Worksheet forms	
Guide to Getting a Unique Entity Identifier (UEI)	
FEMA Equipment Rates	
FEMA Grants Portal	
FEMA - Completing and Submitting Streamlined Project Applications	This document provides step-by-step guidance for Applicants and Recipients on completing, submitting, and tracking streamlined Project Applications.
Forms:	
Request for Public Assistance - FEMA Form FF-104-FY-21-131	
Project Worksheet FEMA Form FF-104-FY-21-133	
Damage Description and Scope of Work Continuation Sheet FEMA Form FF-104-FY-21-133-A	
Special Consideration Questions - FEMA Form FF-104-FY-21-134	
Applicant's Benefits Calculation Worksheet - FEMA Form FF-104-FY-21-135	
PNP Facility Questionnaire - FEMA Form FF-104-FY-21-136	
Force Account Labor Summary - FEMA Form FF-104-FY-21-137	
Materials Summary Record - FEMA Form FF-104-FY-21-138	
Rented Equipment Summary Record - FEMA Form FF-104-FY-21-139	
Contract Work Summary Record - FEMA Form FF-104-FY-21-140	
Force Account Equipment Summary Record - FEMA Form FF-104-FY-21-141	
Cost Estimate Continuation Sheet FEMA Form FF-104-FY-21-142	
Maps and Sketches Sheet - FEMA Form FF-104-FY-21-143	
Photo Sheet FEMA Form FF-104-FY-21-144	
Guidance Documents	
Top 10 Procurement under Grants Mistakes - Infographic	
FEMA Fact Sheet: Purchasing Under a FEMA Award: Common Mistakes to Avoid by Non-State Entities	
FEMA Contract Provisions Guide (June 2021)	

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FEMA Fact Sheet Purchasing Under a FEMA Award: Exigency or Emergency Circumstances	
FEMA Public Assistance Program and Policy Guide (V4, eff. 6/1/2020)	
Vermont Department of Public Safety Procurement Job Aid for complying with FEMA Glossary	
FEMA Fact Sheet Public Assistance Contracting Requirements Checklist	The purpose of this Fact Sheet is to provide Public Assistance applicants with key information they need to consider when using contracted resources.
FEMA Fact Sheet Purchasing Under A FEMA Award: Informal Methods of Procurement by NonState Entities	This fact sheet provides key information for non-state entities using informal methods of procurement for purchasing goods or services under a FEMA grant award or declaration issued on or after November 12, 2020. It also provides checklists specific to non-state entities to assist complying with the federal procurement standards at 2 C.F.R. § 200.320(a).
Public Assistance Reasonable Cost Evaluation Job Aid	Cost eligibility is a basic component of PA Program eligibility, and in order for a cost to be considered allowable, it must be necessary and reasonable to accomplish the work properly and efficiently. ¹ FEMA evaluates cost reasonableness for all projects
Simplifying the Public Assistance Program - Management Costs	In March 2023, FEMA released a Memo “Simplifying the Public Assistance Program - Management Costs” to further streamline Public Assistance as it relates to Management Costs documentation for force account labor.
Section 1228 Public Assistance Guidance on Inundated and Submerged Roads (FP 104-009-13)	The purpose of this policy is to clarify the eligibility of funding for public roads inundated by flood waters directly related to a major disaster declared under the Stafford Act. It was developed in coordination with FHWA.
FEMA Fact Sheet Audit-Related Guidance for Entities Receiving FEMA Public Assistance Funds	This audit-related guidance is provided to assist recipients and subrecipients of COVID-19-related Public Assistance (PA) to document and account for disaster costs, minimize the loss of FEMA funding, maximize financial recovery, and prevent fraud, waste, and abuse of disaster funds.
FEMA Fact Sheet Purchasing Under a FEMA Award: Managing Fraud Risks	This fact sheet is intended to inform FEMA award recipients and subrecipients on common findings of procurement fraud, recipient responsibilities, and how fraud and suspicious activities can be reported.
FEMA Suspension & Debarment Frequently Asked Questions	This brochure covers frequently asked questions related to the suspension and debarment of contractors.

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Public Assistance Applicant Procurement Compliance Checklist	This checklist is for reviewing procurement under grants by states, local and tribal governments, institutions of higher education, hospitals, and private non-profit organizations.
FEMA Fact Sheet - Public Assistance Overview	
FEMA Policy: Public Assistance Simplified Procedures	This policy streamlines application procedure for Small Project funding under the PA program to simplify implementation of the PA program and support rapid recovery for Applicants. The use of simplified procedures, such as submitting self-certified estimates and summary reports, may allow applicants to receive funding early and promotes rapid recovery of the affected community. This policy defines FEMA's simplified procedures and requirements for Small Projects funded under
Public Assistance Debris Monitoring Guide	This Debris Monitoring Guide provides guidance on monitoring debris removal operations and eligibility requirements associated with necessary work and reasonable costs to carry out a debris monitoring program.
Public Assistance Policy on Insurance	This policy guides decision making and interprets statutes and regulations related to insurance requirements under FEMA's Public Assistance program.