

Generators: Overview

*The following information is intended for guidance only and is not a request for information. The following template is only intended to help the reader understand the FEMA Hazard Mitigation Grant Program (HMGP) application process.

Purpose: Application templates have been developed to provide step-by-step instructions for specific project types. This application can be used for projects that involve generators for providing emergency backup power to facilities in the event of a loss of utility power. Generator projects are a long-term effort and require multiple steps. **Figure 1** shows the general process flow and decision points from a Major Presidential Disaster Declaration to grant award.

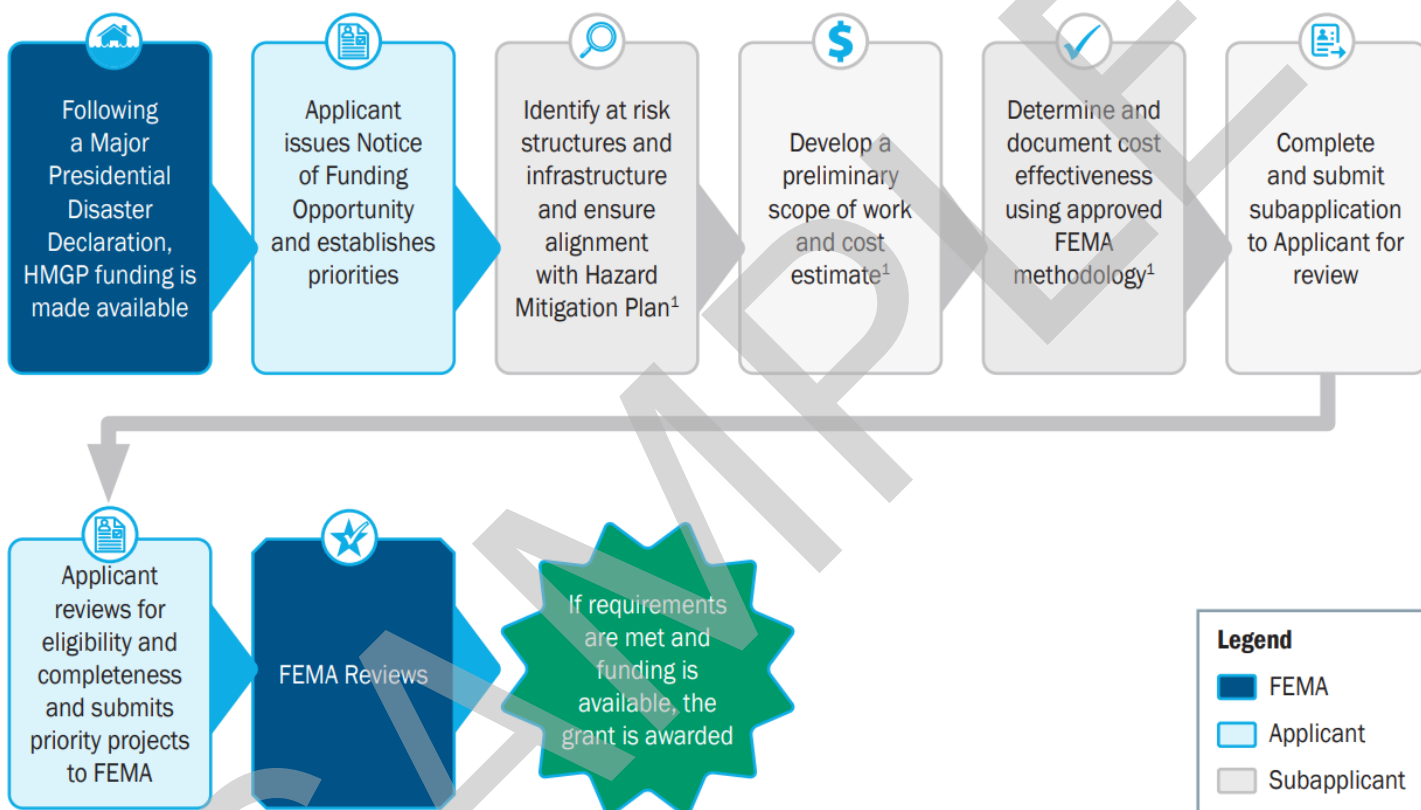


Figure 1: Generator Project Process Overview

Notes:

- (1) These activities may also occur prior to the Disaster Declarations and/or the Notice of Funding Opportunity.

Prior to starting an application, it is recommended that you review the summary of data requirements (Table 1) needed to complete the application. Early submission of accurate and complete eligibility and pre-award information will facilitate FEMA’s review process and the release of Hazard Mitigation Grant Program (HMGP) funds.

Key Resources

GENERATOR PROJECT APPLICATION AND INSTRUCTIONS

This application form is designed specifically for projects that involve the purchase and installation of a generator for emergency power in the event of a loss of utility power. The accompanying instructions provide definitions, explanations, and clarification on the information requested in each section of the application. This step-by-step guidance references additional Job Aids and FEMA resources to help direct you to more detailed information, if needed.

HAZARD MITIGATION ASSISTANCE TECHNICAL REVIEW JOB AID SERIES, GENERATOR TECHNICAL REVIEW

This Job Aid describes the requirements for the technical review process for Hazard Mitigation Assistance-funded generator projects and provides a step-by-step approach to addressing each of the major components of a generator project application.

HAZARD MITIGATION ASSISTANCE ENVIRONMENTAL PLANNING AND HISTORIC PRESERVATION (EHP) REVIEW JOB AID SERIES, GENERATORS: INFORMATION REQUIRED FOR ENVIRONMENTAL REVIEW

This Job Aid provides detailed guidance regarding information that should be included for generator project applications, including recommended documentation and supplemental information needed to help FEMA conduct an EHP review. This Job Aid categorizes the components considered within FEMA’s EHP review process, describes the information needed under each component, identifies potential sources of documentation, and provides examples.

Table 1: Summary of Data Requirements

Location and Scope of Work Information	Required Eligibility Data ¹	Required Pre-Award Data ²	Application Section and Number
Applicant/subapplicant contact information	✓		A
List of properties and locations	✓		Generator Description Spreadsheet
Year built for each structure	✓		
Description of the existing conditions of the facility and critical services provided by each facility.	✓		B1
Description of the natural hazards and risks being mitigated	✓		B2
Detailed scope of work including details on site access, staging, and demolition activities	✓		B3
Proposed generator(s) size (kW) and justification for the size	✓		B3
Building code(s) and standard(s) that the project will comply with	✓		B3
Existing conditions of ground surface and description of ground disturbance	✓		Generator Description Spreadsheet
Map showing project location and site layout	✓		B3
Photograph that represents the appearance of each property site at the time of application from all sides of the structures	✓		B3
Define the level of protection the mitigation will provide.	✓		B4
Description of alternatives (no action, alternative action, proposed project)	✓		C

Hazard Mitigation Grant Program Application Template

Location and Scope of Work Information	Required Eligibility Data ¹	Required Pre-Award Data ²	Application Section and Number
Schedule (schedule must be for 3 years or less)	✓		F
Project cost estimate with line items and supporting documentation	✓		G
Cost-Effectiveness: <i>Note: This includes common data requirements to show cost-effectiveness; some projects may require additional documentation of damages to demonstrate a benefit-cost ratio over 1.0. The technical job aid provides step-by-step instructions and additional resources.</i>			
FEMA Benefit-Cost Analysis (BCA) Tool: Historical or Professional Expected Damages			
BCA Narrative	Recommended		I
Documented Historical or Estimated Damages	✓		
Documentation of the estimated value for the loss of function of the facility	✓		
Estimated recurrence intervals for one or more power outage event(s), or at least three historical power outage events from different years	✓		
Export of the BCA tool, PDF of the BCA Report from the toolkit, and supporting documentation	✓		
Additional EHP Documentation: Needs vary based on potential impacts considerations include:			
Description of public outreach that has occurred.		✓	E1
Description of any federal, state, or local agency coordination, and permitting		✓	E2
Provide any environmental and/or cultural studies that have been conducted in the area		✓	E3
Is the project in a known floodplain?	If yes, additional documentation and discussion of impacts and potential mitigation measures will be required		E4
Are there nearby surface waters or wetlands?			E5
Are there known hazardous or contaminated materials at the project site?			E6
Does the project involve the use of imported fill?			E7
Will the project remove vegetation?			E8
List any best management practices that will be used during construction	✓		E9
Other Required Documents			
Fund commitment letters	✓		J
Applicable signed SF-424 forms and Assurances	✓		
Designated authorized agent documentation	✓		

Notes:

¹ Eligibility: Items that must be included in the grant application to fully evaluate eligibility.

² Pre-Award: Information that FEMA will need to review prior to award.