Public Assistance Program

DR-4520 (COVID-19) Overview

Disaster Event

1. Governor's Request
2. Declaration
3. RPA Submission
4. Applicant Briefing
5. Project Formulation
6. Project Review & Approval
7. Awarded / Obligated
8. Final Papers
9. Closeout

Payment $
Facility, Work, and Cost Eligibility

- Damage must be **disaster related**
- Facility must be the **legal responsibility** of eligible Subrecipient
- Be located in the **designated disaster area**
- Damage **not covered by insurance**
- **Can’t be funded** by another Federal Agency
- Comply with all Federal, State, and Local laws, rules, and regulations

Eligible Work

**Category B - Emergency Protective Measures**

**Category Z - Administrative Costs**
Emergency protective measures are those that are necessary to save lives or protect public health and safety.

The only eligible costs are those that are DOCUMENTED!

- Who did the work?
- When did they do it?
- Where did they do it?
- What did they do?
- What did they use?
- How long did they do it?
What Can/Should I be Tracking?

- At this time, I would recommend all eligible applicants begin to document all activities related to COVID-19 going back to January 20, 2020. This would include:
  - Labor:
    - Employee name
    - Date & Hours worked
    - Hourly wage
    - Fringe benefits
    - Regular time AND overtime (normally only OVERTIME is eligible under Category B. However, document everything in the event that all time is eligible)
  - Materials
  - Equipment
  - Contracts

FEMA Grants Portal
Submit RPA

My Organization Dashboard

Click hyperlink “Please click here to begin RPA submission process”

Cost Share

Federal Share = 75%
Non-Federal Share = 25%

State covers half the Non-Federal Share.
WEM Public Assistance Contact Info

Email: DMAWEMPublicAssistance@wisconsin.gov

Website: https://dma.wi.gov/DMA/wem/grants/recovery‐programs

Fax: (608) 223-6526