

THE MINNESOTA RECOVERS TASK FORCE STATE DISASTER ASSISTANCE PROCESS

The Minnesota Recovers Task Force was formed in response to the Great Flood of 1993, when the Mississippi and Missouri Rivers and their tributaries overflowed, causing one of the most costly and devastating floods in the history of the United States. The purpose of the Task Force is to coordinate government resources toward long-term recovery efforts, address certain un-met needs and assist with identifying hazard mitigation opportunities and resources. It may serve as an advisory committee to local government officials responsible for recovery activities.

When state funds become available following a disaster, the Task Force will work together with other state agencies to assist the impacted communities in their recovery when their needs are not met by insurance or other assistance programs. Appropriated funds may be obligated independently by state agencies or collectively through projects identified by the Task Force. The application process is listed on the next page.

Eligibility (Applicants)

Following a major disaster, state disaster relief funds MAY be allocated to assist local units of government in their disaster recovery. These funds are appropriated to address those needs which are not met by other disaster assistance programs. In a presidentially declared disaster, this is typically grant assistance from the FEMA Public Assistance and Individual Assistance Programs, and loan assistance from the Small Business Administration.

Funds are typically allocated to the different state agencies, and their programs, to acquire and to better **publicly owned** land and buildings and for other public improvements of a capital nature.

In some instances, funds may become available to assist local homeowners, businesses, and non-profit organizations. In these cases, the impact on the community will be weighed when funding decisions are made. The local unit of government should apply on behalf of these groups when a significant impact exists.

Applicants must be local units of governments or local units of governments applying on behalf of individuals, businesses, or certain non-profits. In order for these applicants to be eligible for state assistance, they must meet the following criteria:

- The damages or costs must be a result of the disaster,
- Applicant is located in the declared disaster area,
- Applicants must have filed a claim with their insurance provider,
- Registered with FEMA (Presidentially declared disasters only),
- Registered with SBA, if their assistance is available,
- Applied to FSA (Agriculture only), and
- Exhausted all other disaster assistance opportunities.

Application Process

Eligible applicants who wish to obtain assistance through the Minnesota Recovers Task Force must complete the **Request for Assistance** form and **Preliminary Questionnaire**. These forms will identify the applicant, applicant's primary contact information, a brief description of the assistance requested and a more in-depth form on how you plan to manage your recovery . All supporting documents (Photos, receipts, invoices, etc.) should be attached to the request. Denial letters from FEMA and SBA may also be needed and should be included with the submitted documents. Below is the application process:

- Request an application form from the Minnesota Recovers Task Force Chair, or online at www.minnesotarecovers.org or www.hsem.state.mn.us.
- Complete the **Request for Assistance** form, **Preliminary Questionnaire** and attach all supporting documents to create your request packet.
- Submit all your original documents to the Minnesota Recovers Task Force, Attn: John Moore, Chair, Minnesota Homeland Security and Emergency Management, 444 Cedar Street, Suite 223, St. Paul, MN 55101
- The MRTF Chair will acknowledge receipt of your request to the primary contact you listed on the form.
- Eligible requests will be assigned to the appropriate task force sub-committee for review and recommendation to the full Task Force.
- Applications will be ranked according to their community impact and priority of need.
- Available funds will be committed to the request.
- Applicants will be notified by the Task Force Chair of the disposition of the application.
- Applications must be submitted within **30 days** of the FEMA Individual Assistance application deadline.

Things to Keep in Mind

The Task Force will make preliminary funding commitments to eligible applicants for recovery costs, and make funding awards for planning and technical assistance when funds are available for these activities. It is important that applicants have in place, or develop, detailed recovery plans, programs, budgets, an implementation work program and submit them with their application. This information will be used to identify opportunities to coordinate with appropriate state and federal agencies to best address particular community and regional needs. This will also assist the Task Force in prioritizing requests based on need and the applicant's ownership in their recovery.

Agencies will determine funding commitments based on completed recovery plans.

When completing the supporting documents that you will submit with the Request for Assistance Form, use as many additional pages as necessary. Attach as much supplemental information as you have available, including damage assessments from FEMA and other sources, and the basis for those assessments.

John Moore, Chair
Minnesota Recovers Task Force
Minnesota Homeland Security and Emergency Management
444 Cedar Street, Suite 223
St. Paul, MN 55101
651-201-7453
john.moore@state.mn.us

MINNESOTA RECOVERS TASK FORCE

Request for Assistance

DR-

The purpose of this form is to request assistance from the Minnesota Recovers Task Force when all other means of assistance have been exhausted. Assistance from the Task Force is dependent on legislative allocations and funding may not be available for every disaster, whether it results in a federal disaster declaration or not. Once your application is received by the Task Force Chair, it will be routed to the appropriate sub-committee(s) for review. The sub-committee(s) will make their recommendation to the full Task Force, who will then act on the application. Approved applications will be ranked according to priority of need and available funds will be committed to the request.

APPLICATIONS SHOULD BE SENT BY JULY 9, 2009, TO: JOHN MOORE

Minnesota Homeland Security and Emergency Mgt., 444 Cedar St., Ste. 223, St. Paul, MN 55101 or FAX 651-296-0459

APPLICANT (Eligible township, city, county)	DATE REQUESTED
---	----------------

COUNTY	
--------	--

APPLICANT PRIMARY CONTACT INFORMATION

NAME	STREET ADDRESS
------	----------------

TITLE	CITY
-------	------

OFFICE PHONE	FAX	ZIP CODE
--------------	-----	----------

CELL PHONE	ADDITIONAL CONTACT INFORMATION
EMAIL ADDRESS	

REASON FOR REQUEST:

SPECIFIC TYPE(S) OF ASSISTANCE REQUESTED:

ESTIMATED DOLLAR AMOUNT OF ASSISTANCE REQUESTED:

FOR COMMITTEE USE ONLY

DATE RECEIVED	RECEIVED BY:	DATE ROUTED TO SUB-COMMITTEE
---------------	--------------	------------------------------

SUB-COMMITTEE ROUTING HIGH PRIORITY NORMAL PROCESSING

Public Infrastructure
 Housing
 Business & Community Recovery
 Health & Human Services
 Natural Resources
 Agriculture

MINNESOTA RECOVERS TASK FORCE
PRELIMINARY APPLICANT QUESTIONNAIRE

DR-

This questionnaire is to assist you with communicating your recovery plans and needs to the Task Force. Complete all questions, where applicable. Please use additional pages if needed. Attach as much supplemental information as you have available. Include damage assessments from FEMA, and other sources, including the basis for those assessments. Include any assistance denial letters which you have received.

1. Provide a brief description of any additional recovery needs which were not addressed in your Request for Assistance. Include amounts expended or incurred for internal costs, consultants, etc., and the extent, if known, that these costs will be reimbursed by FEMA or other sources.

2. Do you have needs for additional technical and/or planning assistance to complete or implement plans? Yes No
If Yes, what type of assistance is required?

2A. Have you identified potential consultants? Yes No
If Yes, who are they?

2C. What are your estimated costs for consulting?

3. What organizations are your primary delivery partners? (Community Action Organizations, Housing Authorities, Economic Development Authorities, etc.)

3A. What recovery efforts will these partners assist you with?

3B. Provide primary contact information for the above listed organizations.

4. Are there areas of your community that you believe should not be rebuilt or rebuilt only with conditions? (e.g. elevated foundations, secured propane tanks, etc.) Yes No
If Yes, list those areas and identify the concern.

4A. Are there areas you have identified for any potential new construction? Yes No
If Yes, how many?

4B. Do you anticipate the need to "Buy out" any homes or businesses? Yes No
If Yes, how many of each?

**MINNESOTA RECOVERS TASK FORCE
PRELIMINARY QUESTIONNAIRE**

DR-

5. Are there any immediate short-term needs for which funding could be made available to assist in the recovery process? Yes No
If Yes, identify those immediate needs.

6. Have you identified any obstacles which need to be addressed immediately to facilitate the long-term recovery process? Yes No
If Yes, what are those obstacles and how do you think they can be overcome?

7. Are there communities with whom you can develop and implement joint plans and projects in one or more areas?
 Yes No If Yes, what are they?

7A. Are there ways in which state assistance could provide incentives to facilitate and support such planning/projects?
 Yes No If Yes, what are they?

ESTIMATE OF PROJECT COSTS FOR THIS REQUEST

1. Acquisition of Real Property \$	16. Technical Assistance/Planning \$
2. Debris Removal/Demolition \$	17. Architectural/Engineering Services \$
3. Floodproofing/Elevation \$	18. School Rehabilitation/Construction \$
4. Relocation \$	19. Medical Facilities Rehabilitation/Construction \$
5. Water Supply \$	20. Public Building Rehabilitation/Construction \$
6. Wastewater Treatment Facilities \$	21. Special Need Facilities (Rehab./Const.) \$
7. Septic Systems \$	22. Social Service Facilities \$
8. Storm Sewer \$	23. Levee/Floodwall Construction \$
9. Roads/Streets/Bridges \$	24. Sedimentation/Soil Erosion/Water Quality \$
10. Public Services \$	25. Hazardous Materials Cleanup \$
11. Owner-Occupied Housing (Rehabilitation/Construction) \$	26. Parks/Trails/Recreational \$
12. Rental Housing (Rehabilitation/Construction) \$	27. Other (Describe) \$
13. Commercial Rehabilitation/Construction \$	28. Agricultural Assistance \$
14. Assistance to For-Profit Business (es) \$	29. Other Assistance (Describe) \$
15. Assistance to Non-Profit Organization(s) \$	Total Assistance Requested \$