

Expedited Funding for COVID-19



Public Assistance FEMA Job Aid

In response to COVID-19, an Applicant may have a need for immediate funding to conduct response activities that address a threat. This Job Aid describes **how an expedited project is funded**.

Overview

FEMA may provide expedited funding for Emergency Protective Measure projects that exceed the large project threshold. Project scopes of work and cost estimates are:

- ☐ Scoped in clear operational periods (30, 60, or 90 days);
- ☐ Scoped with clear authorized activity lists;
- ☐ Initially funded at 50% of the estimated cost;* and
- ☐ Funded at the incident's federal cost-share for the defined operational period.

Example

Emergency operation center activities for an Applicant for the first 90 days after a declaration is estimated to cost \$500,000 with a federal cost share of 75%. FEMA will fund at \$187,500

$(\$500,000 \times 50\% \times 75\%)$

Expedited Funding Considerations

Temporary Facilities and Other Construction Contracts:

Since funding is provided at 50 percent of estimated costs, expedited funding may not be appropriate for some projects (such as construction of temporary facilities) where costs are front-loaded. In lieu of expedited funding, FEMA will work with Recipients and Applicants to prioritize these projects for award.

Source of Cost Estimate: FEMA will estimate the cost based on information provided by the Applicant. If cost information is not available, FEMA will estimate the project cost based on limited information about the work activities the Applicant will perform.

Prerequisites

To apply for expedited project funding:

- ☐ The Recipient must have a signed FEMA-State/Tribe/Territory agreement for the incident;
- ☐ The Recipient must submit, and FEMA must approve, an application for federal assistance (Standard Form-424); and
- ☐ FEMA and the Recipient must have approved the Applicant's Request for Public Assistance.

Information Required

To apply expedited funding for COVID-19, Applicants must provide the following

* FEMA may provide additional funds through a project amendment. Amendment processing requires Applicants to provide documentation to support the expenditure of the originally expedited funding.

information on the activities the Applicant performed or plans to perform:

- ☐ Information about the activities the Applicant performed or plans to perform:
 - Operational period (30, 60, or 90-days, or to mirror the declaration's cost-share periods); and
 - List and high-level description of activities.
- ☐ Information about how the Applicant performed or plans to be performed the activities:
 - Description of threat to life or property that necessitate activities;[†] and
 - Location(s) where activities were performed.
 - Confirmation that the work is the legal responsibility of the Applicant.
- ☐ Confirmation that the Applicant has not and will not request funding for these activities from the [U.S. Department of Health and Human Services \(HHS\)](#), to include the [Centers for Disease Control and Prevention \(CDC\)](#), or other federal agencies.
- ☐ The total estimated cost, with the following information:
 - For labor costs:
 - Number of personnel; average hours per day; average days per week; and
 - Average pay rate. If not available, FEMA will estimate at \$20 per hour
 - For equipment:
 - If Applicant's own equipment: amount of equipment used, by type; average hours per day; and days per week; and hourly rate. If not available, FEMA will estimate based on FEMA equipment rates;
 - If rented equipment, rental agreement with pricing; or
 - Purchase price, if purchased.
 - For materials:
 - Amount of materials, by type; and
 - Purchase or stock replenishment cost.
 - For contract work: copy of request for proposals, bid documents or signed contracts, if available. If contracts are not available, provide unit price estimates with the basis for the unit prices (e.g., historical pricing, vendor quotes).
 - For other: high-level information which can substantiate costs
- ☐ Insurance documentation for activities, if applicable.

Sample Eligible Emergency Protective Measure (Category B) Work Activities

- Emergency Operation Centers
- Security & law enforcement overtime
- Emergency medical care
- Purchase of ventilators and personal protective equipment
- Temporary medical facilities
- Training
- Emergency medical transport
- Disinfection and decontamination
- Communications to the public

The *Job Aid* series is a set of documents that explain key steps in FEMA's Public Assistance Program delivery process for multiple organizations and roles, focused on providing detailed guidance for FEMA staff on how to complete the required steps. The Public Assistance Program provides Federal grant funding to help communities quickly respond to and recover from major disasters or emergencies declared by the president. Read more about Public Assistance Program delivery in other Job Aids, the [Public Assistance Program and Policy Guide](#), and resources available on [Grants Portal](#) and the [Coronavirus PA Toolbox](#).

[†] In accordance with the *FEMA Public Assistance Program and Policy Guide* and *FEMA Fact Sheet: Coronavirus (COVID-19) Pandemic: Eligible Emergency Protective Measures*, if it is not clear that a threat to life, public health or safety exists, or that the activity is necessary to cope with the threat, FEMA may request information to demonstrate the activity was performed at the direction or guidance of public health officials.