

PLANNING & DEVELOPMENT

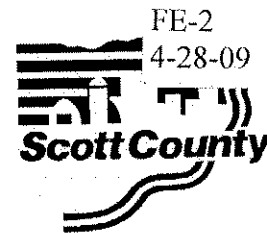
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Timothy Huey
Director

To: Dec F. Bruemmer, County Administrator

From: Timothy Huey, Planning Director

Date: April 16, 2009

Re: Approval of Agreement for Services with Bi-State Regional Commission for preparation of Local Hazard Mitigation Plan for Scott County.

The Iowa Department of Homeland Security and Emergency Management approved a planning grant for the preparation of a Scott County Multi Jurisdictional Hazard Mitigation Plan last month. Bi-State Regional Commission staff had recommended that the plan be a multi-jurisdictional and include all the local government jurisdictions in the grant application. Bi-State has contacted those jurisdictions to determine their interest in being included in the plan.

Bi-State has prepared the attached Agreement for Services for planning services to prepare this plan. Upon approval of the agreement, Bi-State will proceed with the preparation of the Hazard Mitigation Plan on behalf of Scott County and the other jurisdictions that want to be included. Funding for the plan requires a 15% local match which can be made up of in-kind staff time provided by both Scott County staff and other local government staff time. Bi-State Regional Commission listed the breakdowns of costs in the approved grant application as:

Federal	(75%)	\$71,250
State	(10%)	\$ 9,500
Local	(15%)	<u>\$14,250</u>
Total	(100%)	\$95,000

The preparation and approval of a countywide Hazard Mitigation Plan will be a prerequisite to receiving any future funding for flood or other hazard mitigation projects.



Serving local governments in Muscatine and Scott Counties, Iowa;
Henry, Mercer and Rock Island Counties, Illinois.

OFFICERS:

CHAIR
Don Welvaert

VICE-CHAIR
Mike Freemire

SECRETARY
Larry Minard

TREASURER
Pat Ripperger

**AGREEMENT FOR SERVICES
BETWEEN
BI-STATE REGIONAL COMMISSION
AND
SCOTT COUNTY, IOWA**

MUNICIPAL REPRESENTATIVES:

City of Davenport

Bill Gluba, Mayor

Nathan Brown, Alderman

Gene Meeker, Alderman

Hap Volz, Citizen

City of Rock Island

Mark W. Schwiebert, Mayor

Chuck Austin, Councilman

City of Moline

Don Welvaert, Mayor

Kent Breecher, Alderman

City of Bettendorf

Mike Freemire, Mayor

City of East Moline

John Thodos, Mayor

City of Muscatine

Dick O'Brien, Mayor

City of Kewanee

Bruce Tossell, Mayor

City of Silvis; Villages of

Andalusia, Carbon Cliff,

Coal Valley, Cordova, Hampton,

Hillsdale, Milan, Oak Grove,

Port Byron, and Rapids City

Ken Williams, Mayor, Carbon Cliff

Cities of Aledo, Colona, Galva,

Geneseo; Villages of Alpha,

Andover, Atkinson, Cambridge,

New Boston, Orion, Sherrard,

Viola, Windsor, and Woodhull

Danny McDaniel, Mayor, Colona

Cities of Blue Grass, Buffalo,

Eldridge, LeClaire,

Long Grove, McCausland,

Princeton, Riverdale, Walcott,

West Liberty, and Willon

Paul Barnes, Mayor, Blue Grass

COUNTY REPRESENTATIVES:

Henry County

Tom Nicholson, Chairman

Jo Anne Hillman, Member

Pat Ripperger, Member

Mercer County

Tom Harris, Chairman

Muscatine County

Tom Furlong, Chair

Esther Dean, Member

Rock Island County

Jim Bohnsack, Chairman

John Malvik, Member

Tom Rockwell, Member

Elizabeth Sherwin, Citizen

Scott County

Tom Sunderbruch, Vice Chair

Chris Gallin, Member

Larry Minard, Member

Celia Rangel, Citizen

PROGRAM REPRESENTATIVES:

Carl Becker

Cheryl Goodwin

Ralph H. Heninger

Nathaniel Lawrence

Jim Tank

Rory Washburn

Tim Wilkinson

Executive Director

Denise Bulat

This Agreement is by and between the Bi-State Regional Commission, hereinafter called "Bi-State", and Scott County, hereinafter called the "County".

A. SCOPE OF SERVICES

Bi-State shall guide preparation of a multi-jurisdictional Local Hazard Mitigation Plan for the County that meets the requirements of the Disaster Mitigation Act of 2000 under the Hazard Mitigation Grant Program (HMGP).

Attachment A is a part of this Agreement and more fully describes the specific elements of work, involved parties, and completion dates.

B. COUNTY RESPONSIBILITIES

The County will:

1. Designate a single staff member as project manager for the County who will serve as the principal contact person for Bi-State. The initially designated contact will be Tim Huey, Planning & Development Director.
2. Contact all participating jurisdictions, schedule a planning kick-off meeting, and appoint a planning team according to the Work Schedule.
3. Announce, advertise, and conduct necessary meetings including public hearings, if required, to expedite conclusion of this agreement.
4. Provide existing copies of document, data, and information which pertain to this project.
5. Provide timely attorney review, if required.
6. Provide documents in accessible format, as required by the Americans with Disabilities Act, when requested by the public.



C. PRODUCTS/SERVICES

Bi-State will perform such services and provide such deliverables as are more fully described in the Scope of Services, Attachment A.

Bi-State will keep project records and prepare information for reports as required by the County's grant agreement with Iowa Homeland Security and Emergency Management Division (HSEMD).

D. SCHEDULE

Work on this project will begin May 1, 2009. All work will be completed within a 34-month period to coincide with the end date of the grant agreement between the County and HSEMD through March 5, 2012.

E. AMENDMENT OR TERMINATION

This agreement may be amended or terminated by mutual written consent of Bi-State and the County. The County shall be liable for actual costs incurred by Bi-State up to the date of termination or additional costs incurred by Bi-State because of amendment(s), including a change in the scope of work.

F. HOLD HARMLESS

The County and its agents shall indemnify, save, and hold harmless Bi-State, its agents, and employees from and against all losses, claims, demands, suits, actions, payments, and judgments arising from personal injury or otherwise brought or recovered against Bi-State, its agents or employees, including any and all expenses, legal or otherwise, incurred by Bi-State, its agents and employees in the defense of any claims or suit as result from this Agreement.

G. RIGHT TO REPRODUCE

Bi-State retains the right to publish, at its cost, additional copies of any documents or maps prepared under this Agreement without prior permission of the County.

H. COMPENSATION

1. Bi-State shall be compensated for actual costs incurred, including employees' salaries, fringe benefits, indirect costs, supplies, meeting materials and public notices, and printing.

2. The County agrees to pay Bi-State a sum not to exceed for the total cost of Eighty Thousand Seven Hundred Fifty Dollars (\$80,750.00) for the project. Bi-State shall bill the County quarterly as the work progresses and shall report costs incurred in the project.

Donald Welvaert, Chair
Bi-State Regional Commission

Date

James V. Hancock, Chair
Scott County Board of Supervisors
Davenport, Iowa

Date

LB/sv
Contracts\Pre-Disaster Mitigation Plan\SC Hazard Mitigation Pln.docx

ATTACHMENT A

Scope of Services

Bi-State will assist the County in developing an all-hazard Local Mitigation Plan compliant with the Disaster Mitigation Act of 2000 (DMA2K) that is approved by FEMA. Because the plan is proposed as multi-jurisdictional, Bi-State will assist all participating Scott County jurisdictions in providing the local detail required for Multi-Jurisdictional Plans according to the Plan Review Crosswalk for Review of Local Mitigation Plans (Attachment B). All Scott County jurisdictions will be invited to join the County planning process. However, those that choose to participate for individual FEMA approval of their portion of the plan must meet the Crosswalk requirements and adopt the plan. This may include up to seventeen municipalities and the County. The Local Hazard Mitigation plan compliance with the Stafford Act shall be met through the following tasks as listed in the Work Schedule of the grant application:

Task	Months from Award		Responsible Party
	Start	Complete	
Planning Kick-off meeting	1	2	County in cooperation with Communities
Appoint a planning team	1	3	County in cooperation with Communities
Community Profile	3	6	Contract Planner, County, Planning Team
Hazard Analysis/Risk Assessment. Hazard Identification; Hazard Profile	3	8	Contract Planner, County, Planning Team
Hazard Analysis/Risk Assessment. Risk Assessment and Identification of Vulnerable Buildings.	5	16	Contract Planner, County, Planning Team
Develop Mitigation Strategies	8	20	Contract Planner, County, Planning Team
Write the Plan	4	29	Contract Planner
Plan to HSEMD for submittal to FEMA for review/approval	27	30	Contract Planner, HSEMD, FEMA
Review/revision of plan (if necessary)	30	34	HSEMD, FEMA, Contract Planner, County, Planning Team
Plan adoption by jurisdiction(s)	34	35	County and Cities
Project/Grant close-out activities	34	35	County/Contract Planner/HSEMD/FEMA
Total Duration	35 months		

INSTRUCTIONS FOR USING THE PLAN REVIEW CROSSWALK FOR REVIEW OF LOCAL MITIGATION PLANS

Attached is a Plan Review Crosswalk based on the **Local Multi-Hazard Mitigation Planning Guidance**, published by FEMA in July, 2008. This Plan Review Crosswalk is consistent with the **Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act)**, as amended by Section 322 of the **Disaster Mitigation Act of 2000 (P.L. 106-390)**, the **National Flood Insurance Act of 1968**, as amended by the **National Flood Insurance Reform Act of 2004 (P.L. 108-264)** and **44 Code of Federal Regulations (CFR) Part 201 – Mitigation Planning**, inclusive of all amendments through October 31, 2007.

SCORING SYSTEM

- N – Needs Improvement:** The plan does not meet the minimum for the requirement. Reviewer's comments must be provided.
- S – Satisfactory:** The plan meets the minimum for the requirement. Reviewer's comments are encouraged, but not required.

Each requirement includes separate elements. All elements of a requirement must be rated "Satisfactory" in order for the requirement to be fulfilled and receive a summary score of "Satisfactory." A "Needs Improvement" score on elements shaded in gray (recommended but not required) will not preclude the plan from passing.

When reviewing single jurisdiction plans, reviewers may want to put an N/A in the boxes for multi-jurisdictional plan requirements. When reviewing multi-jurisdictional plans, however, all elements apply. States that have additional requirements can add them in the appropriate sections of the *Local Multi-Hazard Mitigation Planning Guidance* or create a new section and modify this Plan Review Crosswalk to record the score for those requirements. Optional matrices for assisting in the review of sections on profiling hazards, assessing vulnerability, and identifying and analyzing mitigation actions are found at the end of the Plan Review Crosswalk.

The example below illustrates how to fill in the Plan Review Crosswalk:

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
Assessing Vulnerability: Overview				
<i>Requirement §201.6(c)(2)(ii): [The risk assessment shall include a] description of the jurisdiction's vulnerability to the hazards described in paragraph (c)(2)(i) of this section. This description shall include an overall summary of each hazard and its impact on the community.</i>				
A. Does the new or updated plan include an overall summary description of the jurisdiction's vulnerability to each hazard?				
B. Does the new or updated plan address the impact of each hazard on the jurisdiction?				
SUMMARY SCORE				

LOCAL MITIGATION PLAN REVIEW SUMMARY

The plan cannot be approved if the plan has not been formally adopted. Each requirement includes separate elements. All elements of the requirement must be rated "Satisfactory" in order for the requirement to be fulfilled and receive a score of "Satisfactory." Elements of each requirement are listed on the following pages of the Plan Review Crosswalk. A "Needs Improvement" score on elements shaded in gray (recommended but not required) will not preclude the plan from passing. Reviewer's comments must be provided for requirements receiving a "Needs Improvement" score.

Prerequisite(s) (Check Applicable Box)	NOT MET	MET
1. Adoption by the Local Governing Body: §201.6(c)(5) OR		
2. Multi-Jurisdictional Plan Adoption: §201.6(c)(5)		
AND		
3. Multi-Jurisdictional Planning Participation: §201.6(a)(3)		
Planning Process	N	S
4. Documentation of the Planning Process: §201.6(b) and §201.6(c)(1)		
Risk Assessment	N	S
5. Identifying Hazards: §201.6(c)(2)(i)		
6. Profiling Hazards: §201.6(c)(2)(f)		
7. Assessing Vulnerability: Overview: §201.6(c)(2)(ii)		
8. Assessing Vulnerability: Addressing Repetitive Loss Properties. §201.6(c)(2)(ii)		
9. Assessing Vulnerability: Identifying Structures, Infrastructure and Critical Facilities: §201.6(c)(2)(ii)(B)		
10. Assessing Vulnerability: Estimating Potential Losses: §201.6(c)(2)(ii)(B)		
11. Assessing Vulnerability: Analyzing Development Trends: §201.6(c)(2)(ii)(C)		
12. Multi-Jurisdictional Risk Assessment: §201.6(c)(2)(iii)		

SCORING SYSTEM

Please check one of the following for each requirement.

N – Needs Improvement: The plan does not meet the minimum for the requirement. Reviewer's comments must be provided.

S – Satisfactory: The plan meets the minimum for the requirement. Reviewer's comments are encouraged, but not required.

Mitigation Strategy	N	S
13. Local Hazard Mitigation Goals: §201.6(c)(3)(i)		
14. Identification and Analysis of Mitigation Actions: §201.6(c)(3)(ii)		
15. Identification and Analysis of Mitigation Actions: NFIP Compliance. §201.6(c)(3)(ii)		
16. Implementation of Mitigation Actions: §201.6(c)(3)(iii)		
17. Multi-Jurisdictional Mitigation Actions: §201.6(c)(3)(iv)		
Plan Maintenance Process	N	S
18. Monitoring, Evaluating, and Updating the Plan: §201.6(c)(4)(ii)		
19. Incorporation into Existing Planning Mechanisms: §201.6(c)(4)(ii)		
20. Continued Public Involvement: §201.6(c)(4)(iii)		
Additional State Requirements*	N	S
Insert State Requirement		
Insert State Requirement		
Insert State Requirement		

LOCAL MITIGATION PLAN APPROVAL STATUS

PLAN NOT APPROVED

See Reviewer's Comments

PLAN APPROVED

*States that have additional requirements can add them in the appropriate sections of the *Local Multi-Hazard Mitigation Planning Guidance* or create a new section and modify this Plan Review Crosswalk to record the score for those requirements.

Local Mitigation Plan Review and Approval Status

Jurisdiction:	Title of Plan:	Date of Plan:
Local Point of Contact:	Address:	
Title:		
Agency:		
Phone Number:	E-Mail:	

State Reviewer:	Title:	Date:
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FEMA Reviewer:	Title:	Date:
Date Received in FEMA Region [Insert #]		
Plan Not Approved		
Plan Approved		
Date Approved		

Jurisdiction:	NFIP Status*				CRS Class
	Y	N	N/A		
1.					
2.					
3.					
4.					
5. [ATTACH PAGE(S) WITH ADDITIONAL JURISDICTIONS]					

* Notes: Y = Participating N = Not Participating N/A = Not Mapped

PREREQUISITE(S)

1. Adoption by the Local Governing Body

Requirement §201.6(c)(5): [The local hazard mitigation plan shall include] documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval of the plan (e.g., City Council, County Commissioner, Tribal Council).

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			NOT MET	MET
A. Has the local governing body adopted new or updated plan?				
B. Is supporting documentation, such as a resolution, included?				
SUMMARY SCORE				

2. Multi-Jurisdictional Plan Adoption

Requirement §201.6(c)(5): For multi-jurisdictional plans, each jurisdiction requesting approval of the plan must document that it has been formally adopted.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			NOT MET	MET
A. Does the new or updated plan indicate the specific jurisdictions represented in the plan?				
B. For each jurisdiction, has the local governing body adopted the new or updated plan?				
C. Is supporting documentation, such as a resolution, included for each participating jurisdiction?				
SUMMARY SCORE				

3. Multi-Jurisdictional Planning Participation

Requirement §201.6(a)(3): Multi-jurisdictional plans (e.g., watershed plans) may be accepted, as appropriate, as long as each jurisdiction has participated in the process ... Statewide plans will not be accepted as multi-jurisdictional plans.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			NOT MET	MET
A. Does the new or updated plan describe how each jurisdiction participated in the plan's development?				
B. Does the updated plan identify all participating jurisdictions, including new, continuing, and the jurisdictions that no longer participate in the plan?				
SUMMARY SCORE				

PLANNING PROCESS: §201.6(b): *An open public involvement process is essential to the development of an effective plan.*

4. Documentation of the Planning Process

Requirement §201.6(b): *In order to develop a more comprehensive approach to reducing the effects of natural disasters, the planning process shall include:*

- (1) *An opportunity for the public to comment on the plan during the drafting stage and prior to plan approval;*
- (2) *An opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development, as well as businesses, academia and other private and non-profit interests to be involved in the planning process; and*
- (3) *Review and incorporation, if appropriate, of existing plans, studies, reports, and technical information.*

Requirement §201.6(c)(1): *[The plan shall document] the planning process used to develop the plan, including how it was prepared, who was involved in the process, and how the public was involved.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the plan provide a narrative description of the process followed to prepare the new or updated plan?				
B. Does the new or updated plan indicate who was involved in the current planning process? (For example, who led the development at the staff level and were there any external contributors such as contractors? Who participated on the plan committee, provided information, reviewed drafts, etc.?)				
C. Does the new or updated plan indicate how the public was involved? (Was the public provided an opportunity to comment on the plan during the drafting stage and prior to the plan approval?)				
D. Does the new or updated plan discuss the opportunity for neighboring communities, agencies, businesses, academia, nonprofits, and other interested parties to be involved in the planning process?				
E. Does the planning process describe the review and incorporation, if appropriate, of existing plans, studies, reports, and technical information?				
F. Does the updated plan document how the planning team reviewed and analyzed each section of the plan and whether each section was revised as part of the update process?				
SUMMARY SCORE				

RISK ASSESSMENT: §201.6(c)(2): *The plan shall include a risk assessment that provides the factual basis for activities proposed in the strategy to reduce losses from identified hazards. Local risk assessments must provide sufficient information to enable the jurisdiction to identify and prioritize appropriate mitigation actions to reduce losses from identified hazards.*

5. Identifying Hazards

Requirement §201.6(c)(2)(i): *[The risk assessment shall include a] description of the type ... of all natural hazards that can affect the jurisdiction.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan include a description of the types of all natural hazards that affect the jurisdiction?				
SUMMARY SCORE				

6. Profiling Hazards

Requirement §201.6(c)(2)(i): *[The risk assessment shall include a] description of the ... location and extent of all natural hazards that can affect the jurisdiction. The plan shall include information on previous occurrences of hazard events and on the probability of future hazard events.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the risk assessment identify the location (i.e., geographic area affected) of each natural hazard addressed in the new or updated plan?				
B. Does the risk assessment identify the extent (i.e., magnitude or severity) of each hazard addressed in the new or updated plan?				
C. Does the plan provide information on previous occurrences of each hazard addressed in the new or updated plan?				
D. Does the plan include the probability of future events (i.e., chance of occurrence) for each hazard addressed in the new or updated plan?				
SUMMARY SCORE				

7. Assessing Vulnerability: Overview

Requirement §201.6(c)(2)(ii): [The risk assessment **shall** include a] description of the jurisdiction's vulnerability to the hazards described in paragraph (c)(2)(i) of this section. This description **shall** include an overall summary of each hazard and its impact on the community.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan include an overall summary description of the jurisdiction's vulnerability to each hazard?				
B. Does the new or updated plan address the impact of each hazard on the jurisdiction?				
SUMMARY SCORE				

8. Assessing Vulnerability: Addressing Repetitive Loss Properties

Requirement §201.6(c)(2)(ii): [The risk assessment] **must** also address National Flood Insurance Program (NFIP) insured structures that have been repetitively damaged floods.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan describe vulnerability in terms of the types and numbers of repetitive loss properties located in the identified hazard areas?		Note: This requirement becomes effective for all local plans approved after October 1, 2008.		
SUMMARY SCORE				

9. Assessing Vulnerability: Identifying Structures

Requirement §201.6(c)(2)(ii)(A): The plan **should** describe vulnerability in terms of the types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard area

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan describe vulnerability in terms of the types and numbers of existing buildings, infrastructure, and critical facilities located in the identified hazard areas?		Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
B. Does the new or updated plan describe vulnerability in terms of the types and numbers of future buildings, infrastructure, and critical facilities located in the identified hazard areas?		Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
SUMMARY SCORE				

10. Assessing Vulnerability: Estimating Potential Losses

Requirement §201.6(c)(2)(ii)(B): [The plan *should* describe vulnerability in terms of an] estimate of the potential dollar losses to vulnerable structures identified in paragraph (c)(2)(ii)(A) of this section and a description of the methodology used to prepare the estimate

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan estimate potential dollar losses to vulnerable structures?		Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
B. Does the new or updated plan describe the methodology used to prepare the estimate?		Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
SUMMARY SCORE				

11. Assessing Vulnerability: Analyzing Development Trends

Requirement §201.6(c)(2)(ii)(C): [The plan *should* describe vulnerability in terms of] providing a general description of land uses and development trends within the community so that mitigation options can be considered in future land use decisions.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan describe land uses and development trends?		Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
SUMMARY SCORE				

12. Multi-Jurisdictional Risk Assessment

Requirement §201.6(c)(2)(iii): For multi-jurisdictional plans, the risk assessment *must* assess each jurisdiction's risks where they vary from the risks facing the entire planning area.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan include a risk assessment for each participating jurisdiction as needed to reflect unique or varied risks?				
SUMMARY SCORE				

MITIGATION STRATEGY: §201.6(c)(3): *The plan shall include a mitigation strategy that provides the jurisdiction's blueprint for reducing the potential losses identified in the risk assessment, based on existing authorities, policies, programs and resources, and its ability to expand on and improve these existing tools.*

13. Local Hazard Mitigation Goals

Requirement §201.6(c)(3)(i): *[The hazard mitigation strategy shall include a] description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A Does the new or updated plan include a description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards?				
SUMMARY SCORE				

14. Identification and Analysis of Mitigation Actions

Requirement §201.6(c)(3)(ii): *[The mitigation strategy shall include a] section that identifies and analyzes a comprehensive range of specific mitigation actions and projects being considered to reduce the effects of each hazard, with particular emphasis on new and existing buildings and infrastructure.*

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan identify and analyze a comprehensive range of specific mitigation actions and projects for each hazard?				
B. Do the identified actions and projects address reducing the effects of hazards on new buildings and infrastructure?				
C. Do the identified actions and projects address reducing the effects of hazards on existing buildings and infrastructure?				
SUMMARY SCORE				

15. Identification and Analysis of Mitigation Actions: National Flood Insurance Program (NFIP) Compliance

Requirement: §201.6(c)(3)(ii): [The mitigation strategy] must also address the jurisdiction's participation in the National Flood Insurance Program (NFIP), and continued compliance with NFIP requirements, as appropriate.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan describe the jurisdiction (s) participation in the NFIP?		Note: This requirement becomes effective for all local mitigation plans approved after October 1, 2008.		
B. Does the mitigation strategy identify, analyze and prioritize actions related to continued compliance with the NFIP?		Note: This requirement becomes effective for all local mitigation plans approved after October 1, 2008.		
SUMMARY SCORE				

16. Implementation of Mitigation Actions

Requirement: §201.6(c)(3)(iii): [The mitigation strategy section shall include] an action plan describing how the actions identified in section (c)(3)(ii) will be prioritized, implemented, and administered by the local jurisdiction. Prioritization shall include a special emphasis on the extent to which benefits are maximized according to a cost benefit review of the proposed projects and their associated costs.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated mitigation strategy include how the actions are prioritized? (For example, is there a discussion of the process and criteria used?)				
B. Does the new or updated mitigation strategy address how the actions will be implemented and administered, including the responsible department, existing and potential resources and the timeframe to complete each action?				
C. Does the new or updated prioritization process include an emphasis on the use of a cost-benefit review to maximize benefits?				
D. Does the updated plan identify the completed, deleted or deferred mitigation actions as a benchmark for progress, and if activities are unchanged (i.e., deferred), does the updated plan describe why no changes occurred?				
SUMMARY SCORE				

17. Multi-Jurisdictional Mitigation Actions

Requirement §201.6(c)(3)(iv): For multi-jurisdictional plans, there **must** be identifiable action items specific to the jurisdiction requesting FEMA approval or credit of the plan.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan include identifiable action items for each jurisdiction requesting FEMA approval of the plan?				
B. Does the updated plan identify the completed, deleted or deferred mitigation actions as a benchmark for progress, and if activities are unchanged (i.e., deferred), does the updated plan describe why no changes occurred?				
SUMMARY SCORE				

PLAN MAINTENANCE PROCESS

18. Monitoring, Evaluating, and Updating the Plan

Requirement §201.6(c)(4)(i): [The plan maintenance process **shall** include a] section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan describe the method and schedule for monitoring the plan, including the responsible department?				
B. Does the new or updated plan describe the method and schedule for evaluating the plan, including how, when and by whom (i.e. the responsible department)?				
C. Does the new or updated plan describe the method and schedule for updating the plan within the five-year cycle?				
SUMMARY SCORE				

19. Incorporation into Existing Planning Mechanisms

Requirement §201.6(c)(4)(ii): [The plan shall include a] process by which local governments incorporate the requirements of the mitigation plan into other planning mechanisms such as comprehensive or capital improvement plans, when appropriate.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan identify other local planning mechanisms available for incorporating the mitigation requirements of the mitigation plan?				
B. Does the new or updated plan include a process by which the local government will incorporate the mitigation strategy and other information contained in the plan (e.g., risk assessment) into other planning mechanisms, when appropriate?				
C. Does the updated plan explain how the local government incorporated the mitigation strategy and other information contained in the plan (e.g., risk assessment) into other planning mechanisms, when appropriate?				
SUMMARY SCORE				

Continued Public Involvement

Requirement §201.6(c)(4)(iii): [The plan maintenance process shall include a] discussion on how the community will continue public participation in the plan maintenance process.

Element	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the new or updated plan explain how continued public participation will be obtained? (For example, will there be public notices, an on-going mitigation plan committee, or annual review meetings with stakeholders?)				
SUMMARY SCORE				