

Project Application Development

Building Resilient Infrastructure and Communities (BRIC)



FEMA

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BRIC Tribal Webinar Schedule

Topic	Date	Time (Pacific)
Introduction to BRIC	September 16	10:00 a.m. - 11:30 a.m.
<i>Capability and Capacity Building: Planning</i> Application Development	September 23	10:00 a.m. - 11:30 a.m.
<i>Capability and Capacity Building: Project Scoping</i> Application Development	September 30	10:00 a.m. - 11:30 a.m.
Project Application Development	October 7	10:00 a.m. - 12:00 p.m.
Benefit Cost Analysis (BCA) Basics for Projects	October 14	10:00 a.m. - 12:00 p.m.
FEMA GO Introduction and Basics	October 21	10:00 a.m. - 11:30 a.m.
FEMA Grants Management	October 28	10:00 a.m. - 12:00 p.m.



<http://j.mp/starronlinetraining>

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House Keeping

- **Questions**
 - Everyone will be on mute but welcome questions!
 - Please ask questions in chat box
- **Interactive Knowledge Checks**
 - Anonymous
- **Technical Issues**
 - Please send a direct chat to the host
- **Participant Panel**



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Agenda

- BRIC Overview
- Project Eligibility
- Project Development
- Elements for Developing Quality Project Applications
- Incorporating Nature-Based Solutions into a Project Application
- Considerations for Application Completeness
- Resources
- Q&A



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BRIC Overview

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BRIC Fundamentals

- **Nationally Competitive Grant program**
 - Notice of Funding Opportunity (NOFO) releases to [grants.gov](https://www.grants.gov); outlines funding, deadlines, etc.
 - New program authorized under the Disaster Reform Recovery Act of 2018, Section 1234
 - Replaces the Pre-Disaster Mitigation (PDM) program

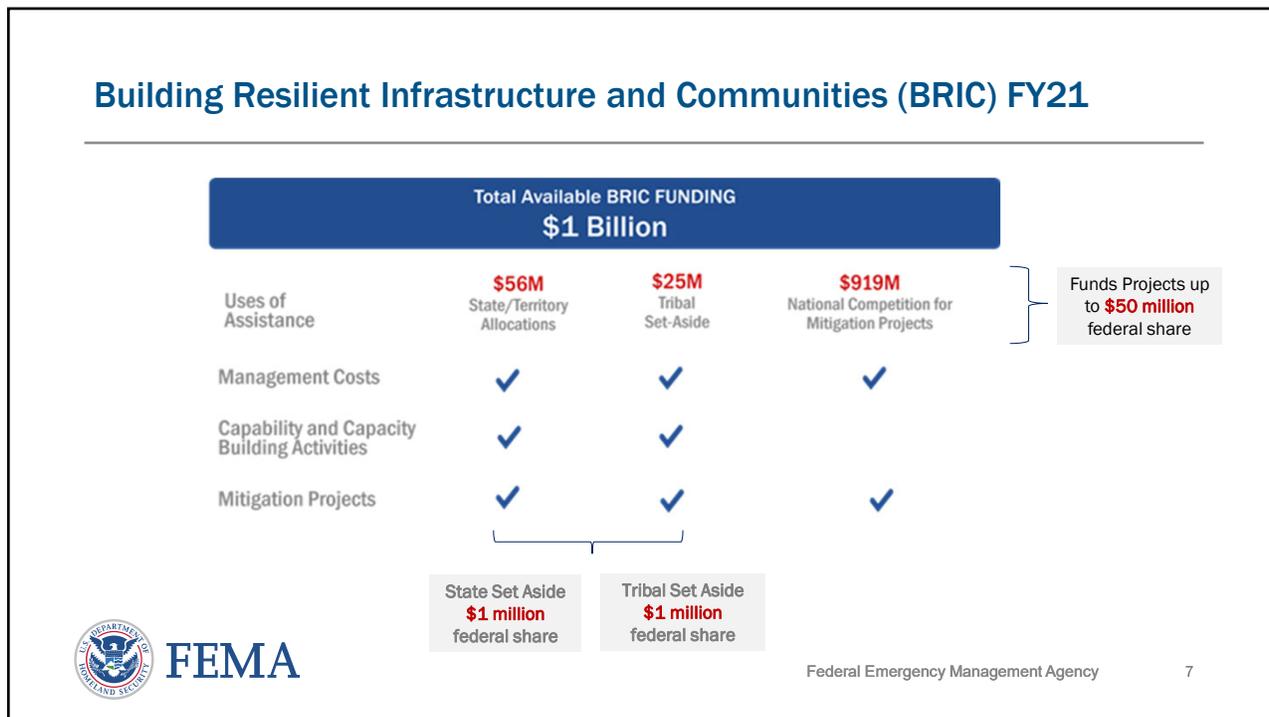
- **Eligibility**
 - **A federally recognized tribe can apply directly to FEMA as the grant applicant**
 - Tribe/Village (or the state located in) must have received a major disaster declaration in the past seven years. Can be fully or partially located in state that has had one in past seven years.
 - As of Spring 2020, all states, federally-recognized tribes, and territories satisfy this criteria.



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BRIC Project Funding

- Fundable through national competition for mitigation projects and tribal set-aside
 - Under the tribal set-aside, the federal share cannot exceed \$1,000,000;
 - Under the national competition, the federal share cannot exceed \$50,000,000

- Up to 10% of project subapplication budget can be for information dissemination activities (i.e. hazard fliers, handouts, etc);

- Can submit more than one subgrant.



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Cost Share

Standard Cost Share

75% Federal / 25% Local

Fed Share cannot exceed 75% of the total

Economically Disadvantaged Rural Communities Cost Share

90% Federal / 10% Local

Must be requested in application and meet criteria.

EDRC Criteria

- Be a community of 3,000 or fewer individuals
- Be economically disadvantaged, (www.bea.gov).

Best Available Data!



Match Sources

- **Match Commitment letter is required from the Tribal Board or Executive.**
- Potential Match Sources:
 - Staff time for Project Management and Financial Management
 - Staff and Volunteer time to conduct Community Outreach to develop the project
 - In-kind donations
 - Personnel time is “in-kind” donation, (other examples include services, materials)
 - Careful documentation is required
 - Track the number of hours and Track the hourly rate of donated time by individual
- Hazard Mitigation Assistance Cost Share Guide



BRIC can fund Management Costs

- Management costs are any indirect costs and administrative expenses in administering an award or subaward.
- Per FEMA's HMA guidance and BRIC FY20 NOFO, indirect costs are only available as management costs.
- Submit for management costs/indirect costs through two options.
- If you are requesting indirect costs, you must include the tribe's negotiated indirect cost rate agreement in the application.

10% of total grant application budget.

*This must be a separate management costs subapplication.
Recommended by Region 10.*

AND

5% of project subapplication budget



Project Eligibility

Hazard Mitigation Plan Refresh

- **FEMA-approved Hazard Mitigation Plans (HMP) are required to apply for projects.**
- Applicants must have a FEMA-approved hazard mitigation plan:
 - by the application deadline
 - at time of Grant Award
- If you do not have a FEMA-approved HMP, recommend checking out the recent Planning Application webinar (posted on BRIC Tribal Webinar website).



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Mitigation Projects

Eligible Activities	
Generators	Wildfire Mitigation (three available types)
Property Acquisition and Structure Relocation / Demolition	Dry Floodproofing of Historic Residential / Non-residential Structures
Localized and Non-localized Flood Risk Reduction Projects	Structural / Non-structural Retrofitting of Existing Buildings and Facilities
Structure Elevation	Safe Room Construction
Infrastructure Retrofits	Soil Stabilization
Mitigation Reconstruction	

**This is not an exhaustive list.*



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Ineligible Project Examples

- Projects that do not reduce the risk to people, structures, or infrastructure. *A project must increase the level of protection.*
- Projects where physical work has occurred prior to award. *No Exceptions!*
- Projects that are dependent on another phase of a project in order to be effective or to meet a BCA ratio over 1.0.
- Studies not directly related to design and implementation of a proposed project .
- Preparedness measures and response equipment.
- Projects constructing new buildings/facilities that do not exist already. *Exception: Projects as culvert-to-bridge upgrades, or Code+ projects for which HMA funding applies only to the extra costs to meet higher standards than required by Building Code*
- Projects that involve land that is contaminated with hazardous waste (unless the site is cleaned up at non-Grant expense and certified clean).



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Is the replacement of an obsolete utility system or bridge an eligible project?

Select ✓ for yes and ✗ for no



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Project Development

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Project Development

- What type of project should I apply for?
 - Check your hazard mitigation plan.
 - Your plan should be a living document that helps inform your decisions.
- Project(s) **must be consistent** with your hazard mitigation plan.
 - Example: Your hazard mitigation plan focuses on earthquakes and doesn't mention floods. A flood related project would not be eligible.
 - Project ideas in plan may be broad to account for consistency in BRIC applications.



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Project Development

- Discuss and develop alternatives
 - What type of projects could be implemented?
 - What are the consequences of each alternative?

- Things to consider...

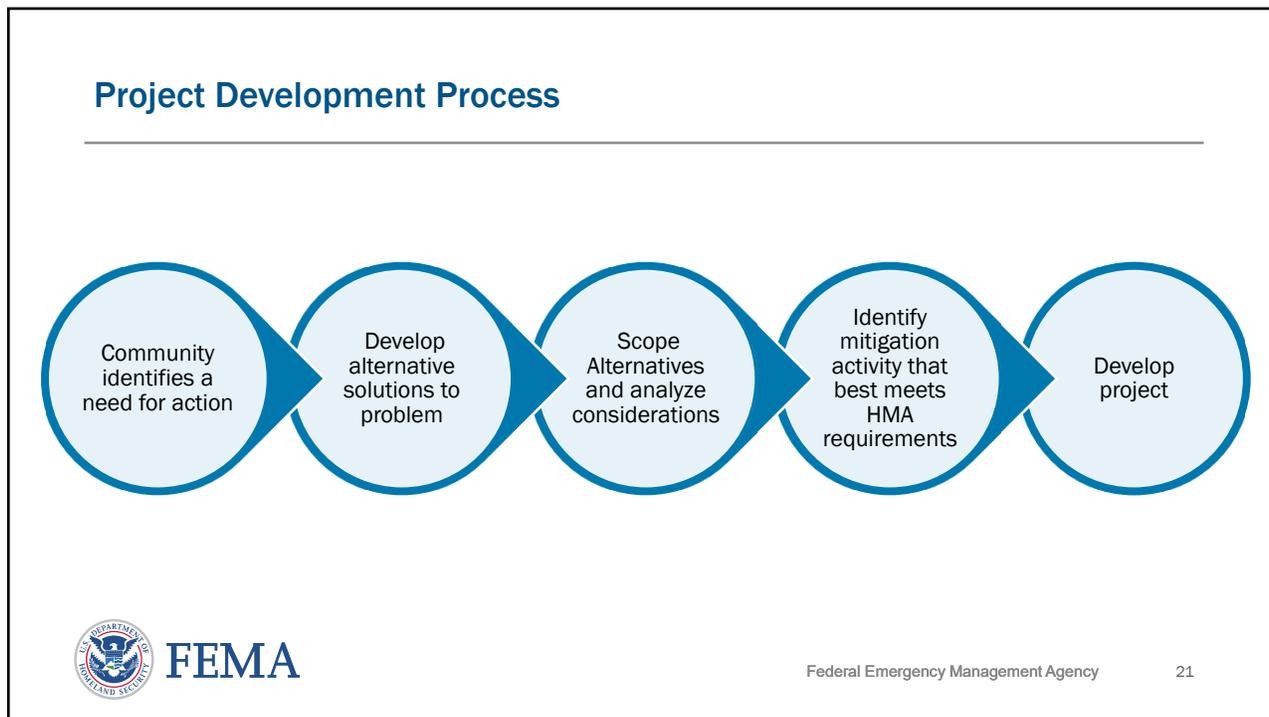
<ul style="list-style-type: none"> □ Project Type Eligibility □ Reduce Vulnerability □ Consistent with the Mitigation Plan □ Technical Feasibility □ Cost Estimate 	<ul style="list-style-type: none"> □ Cost Effectiveness □ Environmental and Historical Preservation □ Public / Community Support
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Project Development

- Look into any special considerations...
 - Tribe, State, or community priorities
 - Community resources
 - Do you have an engineer in house? Will you need to hire or contract one?
 - Special cultural resources
 - Community-established conditions
 - Height restrictions
 - Environmental agreements
 - Homeowner association bylaws



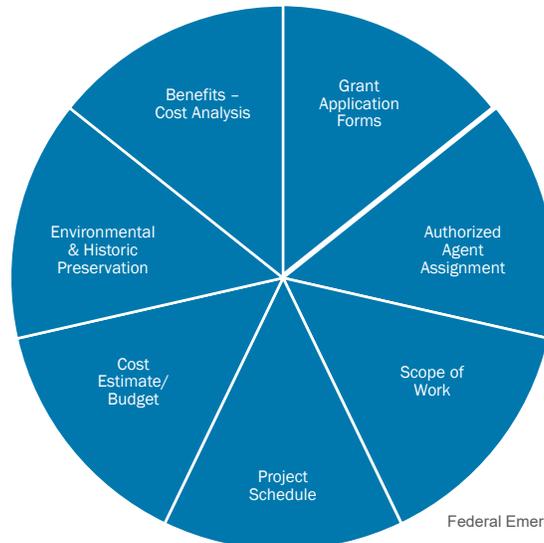


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Elements for Developing Quality Project Applications

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Application Elements



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Scope of Work

- Must provide a **detailed explanation of the proposed project activity**, expected milestones, and planned deliverables to demonstrate the effectiveness and ultimate benefit of the activity.
 - How will it solve the problem?
 - Who is affected?
 - Where is it located?
 - What is the proposed project?
 - Who is performing the work?
 - What is the problem to be mitigated?
 - How will it be implemented?
 - What are the timeline and milestones?



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Scope of Work

USGS Topographic Maps

Pertinent Studies

Street Maps

Photos

Provide supporting documentation for SOW.



Work Schedule and Tasks

- Includes all the milestones or measurable tasks identified in the SOW.
- Provide a realistic schedule for each task.
- Projected time must not exceed the grant period of performance - 36 months.
 - You can request longer in application (provide justification)
- For projects in national competition, schedules must include one or more Go/No Go Milestones
- Projects in the State/Territory Allocation or Tribal Set Aside do not require Go/No Go Milestones

ID	Task Name	Start	Finish	Duration	Mar 2012		Apr 2012		May 2012		Jun 2012		Jul 2012	
					01	02	03	04	05	06	07	08	09	10
1	31st Analysis	3/18/2012	4/7/2012	15d	█	█								
2	Site Visit	3/18/2012	3/24/2012	5d	█	█								
3	Prepare Site Analysis Report	3/25/2012	4/7/2012	10d			█	█						
4	31st Design	4/8/2012	5/25/2012	43d			█	█	█	█				
5	Develop Draft Design	4/8/2012	5/6/2012	20d			█	█						
6	Approve Draft Design	5/6/2012	5/6/2012	0d					█					
7	Develop Final Design	5/6/2012	5/25/2012	15d					█	█				
8	Approve Final Design	5/6/2012	6/6/2012	0d						█				
9	Construction	5/25/2012	7/25/2012	35d						█	█	█	█	█
10	Phase 1 Construction	5/25/2012	6/30/2012	30d						█	█	█	█	█
11	Phase 1 Inspection	7/18/2012	7/18/2012	0d									█	
12	Phase 2 Construction	6/27/2012	7/25/2012	20d								█	█	█
13	Phase 2 Inspection	7/25/2012	7/25/2012	0d										█
14	Final Inspection	7/31/2012	7/31/2012	0d										█



Sample FEMA GO Project Schedule

Task Name Project Initiation	Start Month 1	Task Duration (in Months) 2 months
Task Description Sign and review grant award. Review plans in community meeting. Release contracting bid.		
Task Name Hire Contractors	Start Month 2	Task Duration (in Months) 2 months
Task Description Hire contractors for implementation and inspection via RFP.		
Task Name Purchase/Lease Equipment and Supplies	Start Month 3	Task Duration (in Months) 2 months
Task Description Lease front end loader, bulldozer, roller, dump truck, processed gravel, polypropylene geotextile, 6-inch jaw run gravel, 12-inch jaw run gravel.		
Task Name Construct Housing Pads	Start Month 4	Task Duration (in Months) 6 months
Task Description Construct 10 resilient gravel housing pads for houses to relocate		
Task Name Relocate Houses	Start Month 6	Task Duration (in Months) 3 months
Task Description Houses are relocated from current location to new resilient housing pads.		
Task Name Project Inspection	Start Month 7	Task Duration (in Months) 2 months
Task Description Final inspection of the completed project. <u>Ensure</u> it is built to scope of work standards. Building occupancy certificates signed.		
Task Name Closeout	Start Month 10	Task Duration (in Months) 2 months
Task Description Confirm that all funds are spent on allowable expenses. Prepare final project reports and closeout request letter. Send closeout package to FEMA.		

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Cost Estimate / Budget

- **Costs should reflect the Scope of Work; align with the milestones / tasks.**
- Requires submitting a cost line-item budget that aligns with the OMB Cost Categories (SF424C: *Budget Information for Construction Programs Form*)
- Provide any supporting budget documentation! This includes budget narrative and documenting sources for estimated costs.
- Include management costs; if including in the project subapplication budget and not doing a separate MC application.



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Cost Estimate / Budget

- The Cost Estimate / Budget should break down the costs for the activity.
- Project costs could include:
 - Project Manager
 - Contractor (Identify any contractor costs)
 - Engineering/architectural designs
 - Construction costs
 - Equipment
 - Permits/surveys
 - Site preparation/restoration
 - Pre-Award Costs



Pre-Award Costs

- Pre-award costs are:
 - Costs directly related to developing the BRIC grant Application or subapplication that are incurred prior to the date of the grant award.
 - Examples: Development of BCA, Collection of EHP data, Preparing for design specifications, Community outreach & meetings related to the development of the application
 - Must be requested in your application as a cost line item.
 - **Cannot be any actual implementation work.**
 - **Not guaranteed.** Only funded if grant is selected and funded.



Sample FEMA GO Cost Estimate / Budget

Budget Type: Construction

Grand Total: \$301,149.50

➤ **Cost Type: Cost Estimate** **\$293,475.71**

Cost estimate is the line item(s) budget to support the scope of work for the execution and completion of the project. Click anywhere within each row or the arrow to edit or delete the line item(s).

Cost Items

➤ Item: Design and Engineering	\$62,530.00
➤ Item: Construction	\$216,010.61
➤ Item: Equipment	\$6,000.00
➤ Item: Contingency Costs	\$8,935.10

➤ **Cost Type: Management Costs** **\$14,673.79**



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Sample FEMA GO Cost Estimate / Budget

- Click on each Cost Item to input more detailed information...

Item: Equipment				\$6,000.00
Quantity	Unit of Measure	Unit Price	Unit Total	
2	Each	300	\$6,000	
Select a Budget Class:		Pre-Award:		
Equipment		<input type="checkbox"/>		

- **Reminders:**
 - The cost estimate should include a line-item breakdown of all anticipated costs.
 - Mark if it is a Pre-Award Cost (if applicable).



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Budget Narrative

- The budget narrative supports the FEMA GO line-item budget and any supporting Cost Estimate documentation by:
 - Describing how the budget relates to implementing the scope of work.
 - Giving background on **how** your budget was put together and **what** each line item means and consists of.
 - Explaining each cost line-item in more detail (i.e., the Who, What, and How) and why it is needed.
 - Breaking down any lump sum costs.



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Sample Budget and Budget Narrative

- **Personnel / Staff:** This cost covers the City's management cost of the project and grant. The Utilities Director will oversee the project ($\$35.21/h \times 71 \text{ hours} = \$2,500$) and City staff (3 staff $\times \$22.22/h \times 30 \text{ hours} = \$2,000$) will provide inspection of the construction.
- **Engineering Fees:** These fees will cover the cost for the City contracted engineering firm to oversee the design and contract documents for the construction. This also covers the cost for the Engineering firm to bid the project and perform contract and grant administration (see attached quote).
- **Equipment purchase and installation:** These amounts are averages of 3 quotes from suppliers and installers (see attached quotes).
- **Construction:** This cost covers construction of the tasks outlined in the work schedule. This cost is based on the quote received (see attached).



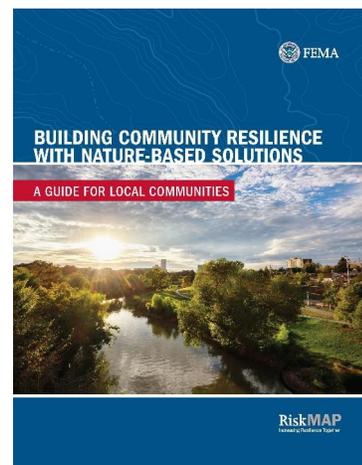
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Incorporating Nature-Based Solutions into a Project Application

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What are Nature-Based Solutions?

- Design and engineering practices that use nature to build more resilient communities and infrastructure
- Environmental solutions that also reduce risk
- Could also be known as Green Infrastructure, Natural Infrastructure, Engineering with Nature (USACE Program), etc.

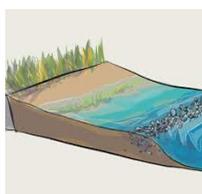


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Categories of Nature-Based Solutions

- **Watershed or Landscape Scale**
 - Floodplain Restoration, Land Conservation, Greenways, Stormwater Parks, Wetland Restoration & Protection
- **Neighborhood or Site Scale**
 - Green Roofs, Rain Gardens, Tree Canopies, Green Streets, Vegetated Swales
- **Coastal Areas**
 - Living Shorelines, Waterfront Parks, Coastal Wetlands, Dunes



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Why Would We Want or Need Them?

- In addition to addressing a targeted mitigation need, nature-based solutions would also yield benefits in environment, health and economy!
 - These benefits could improve a community's quality of life and make it more attractive to new residents and businesses.
 - Can be more visually appealing instead of gray infrastructure
 - Often (but not always) cheaper than gray infrastructure alternatives.
 - Can create new habitat for animals.
 - Nature-based solutions can be more long term and have smaller requirements for maintenance or future repair.



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Words to the Wise

- You **can count environmental and social benefits** from Nature-Based Solutions as secondary benefits in a **Benefit-Cost Analysis**.
 - FEMA removed the requirement of needing a .75 BCA before counting environmental benefits in 2020. They can now be counted before your project reaches a .75
 - Note not all project types are eligible for environmental benefits in the BCA
- Some Nature-Based Solutions could have large initial costs or require complex modeling, but they **often have greater long-term benefits**.
 - Sometimes they may have lower initial project costs, depending on the project.
- Can **apply for a Project Scoping** subgrants to further study and develop Nature-Based Solutions.



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Examples of Nature-Based Solutions: Riprap vs. Log Jam

- Riprap has been a common river flood control solution, but it can accelerate river flow and rocks can fall into water, harming fish
- Alternatively, Log Jams control river floods, slow down water flow and provide fish habitat



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Examples of Nature-Based Solutions: Lyon Creek Mitigation Project

- This project reduced flooding and improved its environment in such ways as
 - Protecting 20+ homes, a fire station and town center from recurring floods
 - Removing numerous barriers to fish passage
 - Re-establishing the floodplain in 2 public parks
- This had approximately the same cost-effectiveness and life expectancy as gray infrastructure alternatives plus the additional environmental benefits



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Knowledge Check



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Considerations for Application Completeness

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FEMA Review Process

- Mitigation projects funded by HMA must be both feasible and effective at mitigating the risks of the hazard(s).

Application Eligibility Review	}	<ul style="list-style-type: none"> • Application package • Scope of Work
Technical Review	}	<ul style="list-style-type: none"> • Feasibility and effectiveness • Cost-effectiveness • EHP compliance



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Feasibility and effectiveness

- FEMA will review the following for feasibility and effectiveness:
 - Effectiveness in mitigating the risks of the hazard(s)
 - Reasonableness of the cost estimate
 - Conformance to accepted engineering practices, established codes, standards, modeling techniques, or best practices, as well as work schedule
- Provide information on your decision-making process:
 - What alternatives did you look at?
 - What type of technical documentation helped your decision?
 - Why is this the best option?



Feasibility and effectiveness

Damage History and Property/Facility Data:

- Damage figures and dates
 - Example: Road B- Cost to replace \$400,000; loss of function \$250,000
- **Event (if possible)**
 - Example: 25-year flood, Winter storm on 1/1/2018

<p>Properties:</p> <ul style="list-style-type: none"> Owner(s) Locations Building type Replacement values Displacement costs Demolition threshold 	<p>Facilities:</p> <ul style="list-style-type: none"> Facility type Customers served Physical damage estimates Loss-of-function impacts Value of service
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Feasibility and effectiveness

Engineering Feasibility Documentation

- Proposed schematic drawings or designs
- Applicable building code/edition or engineering standard used
- Engineering design from registered Professional Engineer
- Level of protection provided by the proposed project (i.e. 500-year flood or Life safety for earthquakes)
- Residual risk to the structure after project implementation
- Certify that design follows all applicable building codes or engineering standards
 - Safe room projects (FEMA P-320/P-361), Wind-retrofit projects (FEMA P-804), Certain flood mitigation projects (ASCE 24-14)



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Cost Effectiveness

- Cost effectiveness, benefits cost analysis (BCA), is required by OMB.
- BCA determines whether the cost of investing in a mitigation project today (the “cost”) will result in sufficiently reduced damage in the future (the “benefits”) to justify spending money on the project.
- A project is consider cost effective if its **greater than a 1.0** in the Benefit Cost Analysis Software.
 - Demonstrates that the overall mitigation project benefits will be greater than or equal to the project costs.
 - Required software to be used for projects is at: FEMA Benefit Cost Analysis Software 6.0



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Cost Effectiveness

- Sub-applications **must include the exported BCA with backup documentation** for the inputted data.
 - If you don't include the exported BCA, your project will not pass review.
 - If you don't include documentation for figures you input into the BCA, your project will not pass review.
- Your BCA must be accurate and sufficiently detailed to effectively review.
 - National Technical Review will rerun your BCA to confirm the benefit cost ratio.
 - No documentation is required if FEMA standard values are used.
- Make sure your information is from credible technical sources!



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Cost Effectiveness

- There are a few cases where BCAs are not needed; called BCA Pre-calculated Benefits.
 - Review the Pre-calculated Benefit Memo for your project type to determine if your project falls under the cost threshold.
 - Memos can be found on FEMA's Benefit-Cost Analysis webpage.
 - If your project is under the threshold in the project type memo, it is automatically considered cost effective and no Benefit Cost Analysis is needed

Examples:

- Non-residential wind retrofit projects
- Acquisitions and elevations in SFHA
- Residential wind retrofits



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EHP Compliance

- Begin your EHP documentation early!
- Depending on type of project, EHP laws have different documentation requirements.
- If your project application documentation is very thorough, it can move through the EHP review more efficiently/faster.
 - Detailed SOW
 - Property data for each property involved in project
 - Photos (homes- photos of each side)/ maps
 - Designs/Sketches/Site Plans

EHP Regulatory Requirements

- National Environmental Policy Act
- National Historic Preservation Act
- Endangered Species Act
- Executive Order 11988 (Floodplain Management)
- Executive Order 11990 (Protection of Wetlands)



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Knowledge Check



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Knowledge Check



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Key Reminders!

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Takeaways

- **Quality applications lead to more successful applications, reviews, and projects.**
- Project development is very involved; takes time, dedication, and lots of documentation.
- Project Subapplications should have:
 - Detailed Scope of Work
 - Schedule
 - Detailed Cost Estimate
 - Feasibility & Effectiveness Documentation
 - Cost Effectiveness (BCA) Documentation
 - EHP Documentation



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Application Evaluation Criteria

- **FEMA will evaluate submitted applications based on:**
 - Programmatic Criteria (see NOFO and HMA guidance)
 - Technical Criteria (see NOFO)
 - Qualitative Criteria (see NOFO)
 - Financial Integrity Criteria (this occurs prior to award)
- **Review the Technical and Qualitative Criteria in the NOFO!**
 - Make sure your application and supporting narratives explain the strengths of the proposed project AND highlights any elements that are listed in the Technical and Qualitative criteria if included.



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Technical Criteria

- **Located in the NOFO. Technical Criteria- essentially yes or no scoring**
 - Infrastructure Project
 - Mitigation Risk to One or More Lifelines
 - Incorporation of Nature Based Solutions
 - Mandatory Building Code Adoption
 - BCEGS Rating on 1 to 5 points
 - Application from previous Advanced Assistance award
 - Increased non-federal cost share (30% or more/ 12% for EDRC)
 - Designation as a EDRC



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Qualitative Criteria

- **Qualitative Criteria**
 - Risk Reduction/Resiliency Effectiveness
 - Climate Change and Other Future Conditions
 - Implementation Measures
 - Population Impacted
 - Outreach Activities
 - Leveraging Partners



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Life Cycle of a BRIC Application

- Notice of Funding Opportunity is release: **Summer 2021**
- Application period opens: **September 30, 2021**
- Submission deadline for applications: **January 28, 2022**
- Selections / Pre-Award Selection Notice: **Summer 2022**
- Grant Award: **December 2022 and After**
 - *This could take longer if lengthy Environmental and Historic Preservation (EHP) review is required*
- Period of Performance:
 - **Start Date:** When the recipient accepts the Award
 - **End Date:** All projects are 36 months from the date of the Award
 - **Closeout:** Due 90 days after Period of Performance



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Resources

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FEMA GO Resources

- **FEMA GO Resources:** <https://www.fema.gov/grants/guidance-tools/fema-go/hazard-mitigation-assistance-grants>
 - If you need assistance in registering, please contact femago@fema.dhs.gov or call 1-877-611-4700



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Additional Resources

- **BRIC NOFO and Program Support Materials:**
 - [Building Resilient Infrastructure and Communities | FEMA.gov](#)
 - [Before You Apply for Building Resilient Infrastructure and Communities \(BRIC\) Funds | FEMA.gov](#)
 - [Resources for the Building Resilient Infrastructure Communities Program \(BRIC\) | FEMA.gov](#)
- **BRIC Webinars:**
 - [2021 Building Resilient Infrastructure and Communities and Flood Mitigation Assistance Webinar Series | FEMA.gov](#)
- **HMA Guidance and Resources:**
 - [Hazard Mitigation Assistance Guidance | FEMA.gov](#)
- **Region 10 Webinars and Resources:**
 - [Natural Hazards Community Planning - BRIC \(starr-team.com\)](#)



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Nature Based Solutions Resources

- [Building Community Resilience with Nature-Based Solutions | FEMA.gov](#)
- [Engineering With Nature Web.pdf | FEMA.gov](#)
- [Promoting Nature-Based Mitigation through FEMA Mitigation Grants | The Nature Conservancy \(nature.org\)](#)
- [Naturally Resilient Communities \(nrnsolutions.org\)](#)
- [Green Infrastructure | US EPA \(epa.gov\)](#)
- [Green Infrastructure Toolkit | Georgetown Climate Center \(georgetownclimate.org\)](#)
- [Green-Gray Infrastructure \(conservation.org\)](#)



BRIC Tribal Webinar Schedule

Topic	Date	Time (Pacific)
Introduction to BRIC	September 16	10:00 a.m. - 11:30 a.m.
<i>Capability and Capacity Building: Planning Application Development</i>	September 23	10:00 a.m. - 11:30 a.m.
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