



Grants Management Overview

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.
Capability and Capacity Building: Planning Application Development	September 23	10:00 a.m. - 11:30 a.m.
Capability and Capacity Building: Project Scoping 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.



FEMA

<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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Intro to BRIC Agenda

- BRIC Fundamentals
- FEMA BRIC Grants: How they work
- BRIC Review Phase
- The Life of a BRIC Grant: Post-Award Phase
- The Life of a BRIC Grant: Closeout Phase
- Resources
- Q&A
- AmeriCorps and FEMA Corps opportunities



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BRIC Fundamentals

BRIC Fundamentals

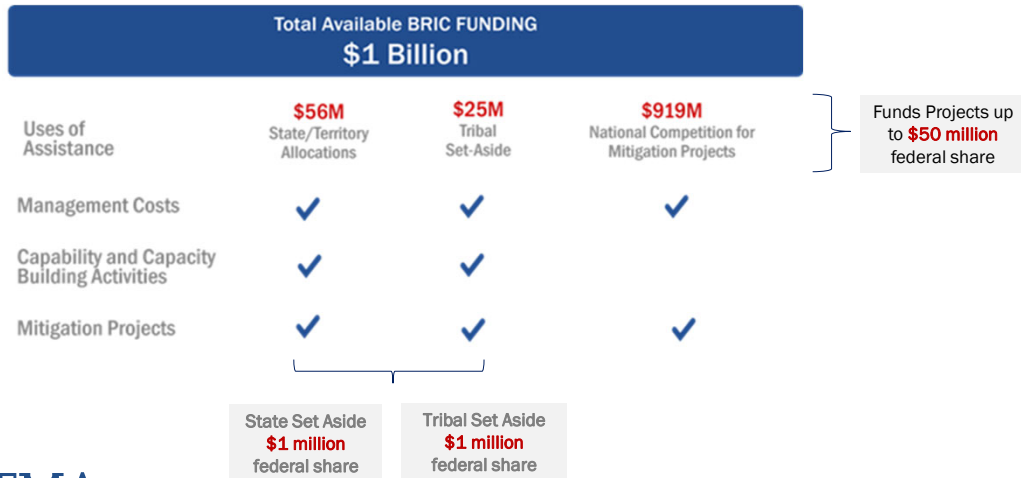
- **Nationally Competitive Grant program**
 - Notice of Funding Opportunity (NOFO) releases to [grants.gov](https://www.grants.gov); outlines funding, deadlines, etc.
 - New program authorized under the Disaster Reform Recovery Act of 2018, Section 1234
 - Replaces the Pre-Disaster Mitigation (PDM) program
 - BRIC is a pass-through grant 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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Building Resilient Infrastructure and Communities (BRIC) FY21



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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

Best Available Data!



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.
- Can submit for management costs/indirect costs through the following 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.*

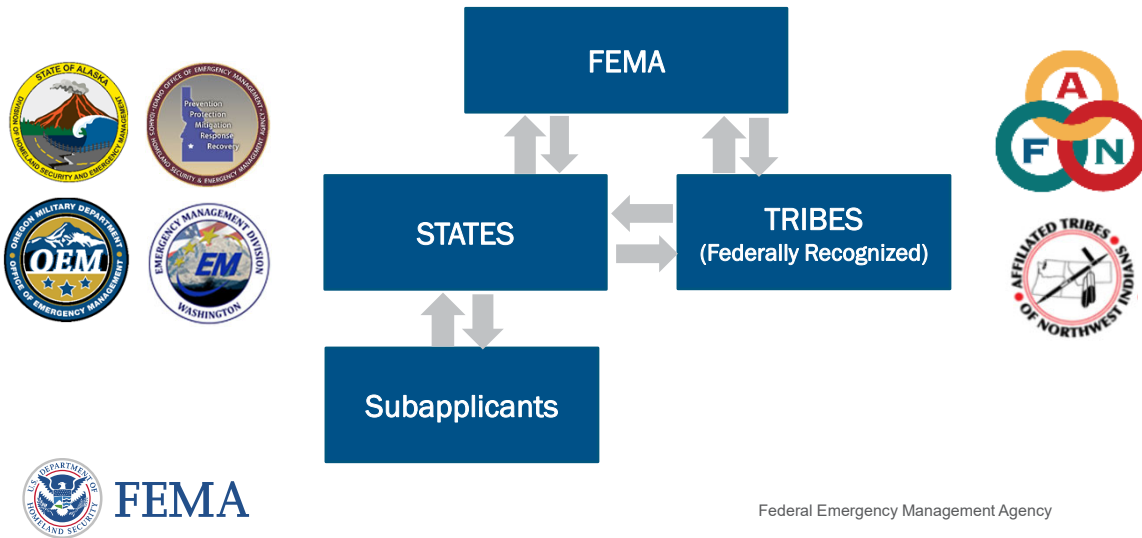
AND

5% of project subapplication budget



FEMA BRIC Grants: How they work...

Passthrough Grant Structure



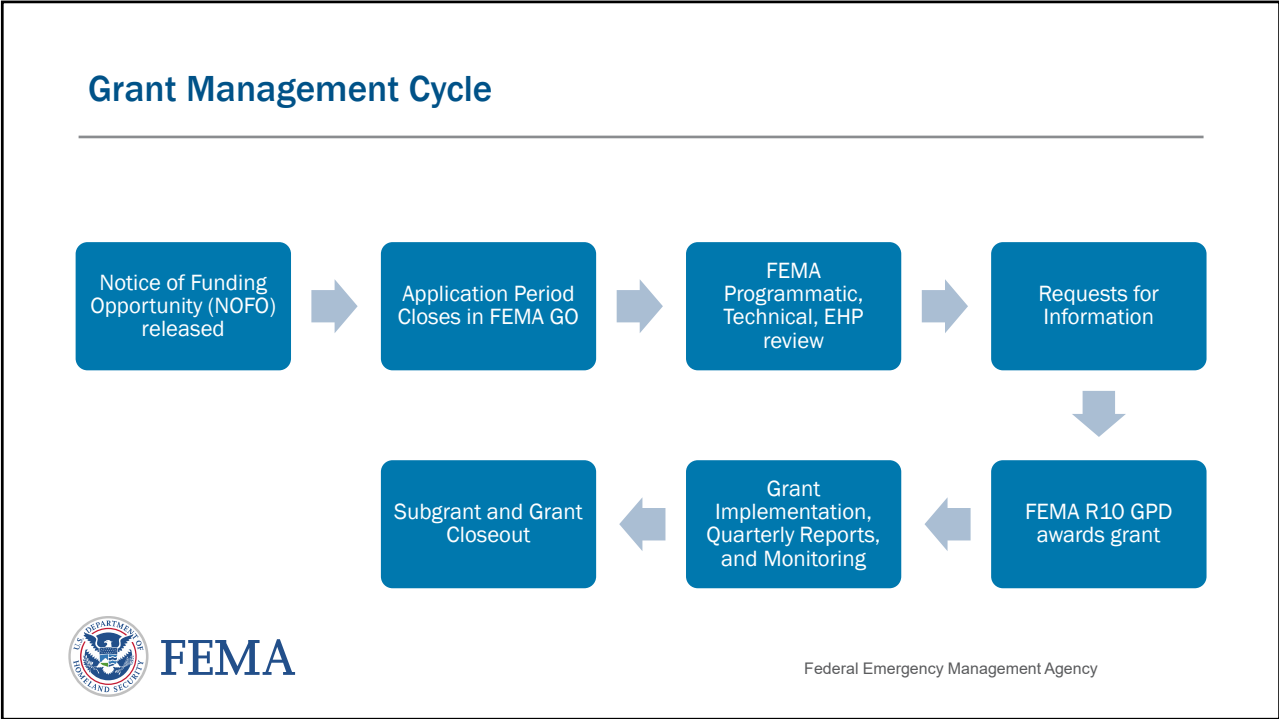
Applicant vs Subapplicant

- BRIC is a pass-through and reimbursement-based grant

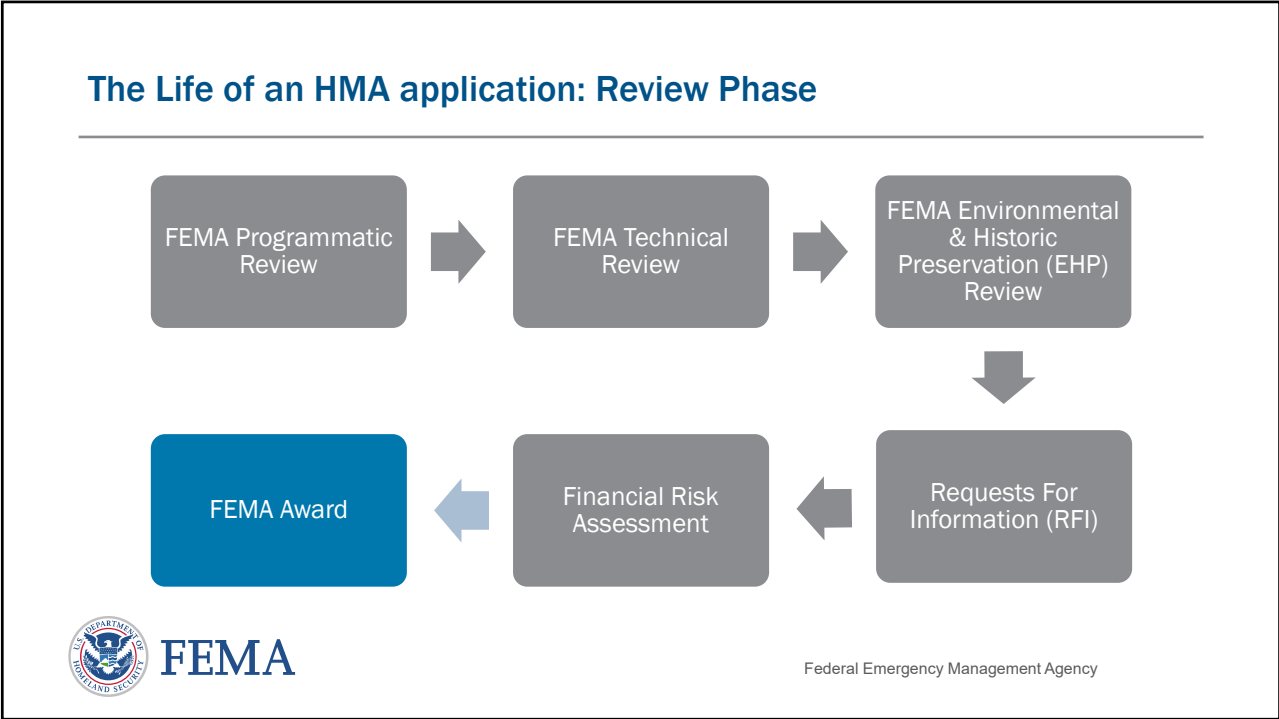
Applicants	Subapplicants
<ul style="list-style-type: none"> Apply directly to FEMA 	<ul style="list-style-type: none"> Apply through the State
<ul style="list-style-type: none"> Financial Risk Assessment prior to award 	<ul style="list-style-type: none"> Quarterly performance and financial reporting to State
<ul style="list-style-type: none"> Financial Desk Review during grant 	<ul style="list-style-type: none"> Submit reimbursement requests to State
<ul style="list-style-type: none"> Quarterly performance and financial reporting to FEMA 	<ul style="list-style-type: none"> Subapplications due earlier to State for their review
<ul style="list-style-type: none"> Submit reimbursement requests directly to FEMA payment system 	<ul style="list-style-type: none"> Any other State requirements
<ul style="list-style-type: none"> Applications due by the end of the application period listed in the NOFO 	



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BRIC Review Phase



FEMA Review

- For Non-Disaster Grant competitive programs, the review happens at both the FEMA regional and headquarters level.
 - REGIONAL Initial Eligibility and Completeness Review
 - NATIONAL Technical Review (NTR) – denied or sent on into Selection Process
 - SELECTIONS for Further Review are announced by FEMA HQ
 - REGIONAL Detailed Programmatic Review ←
 - REGIONAL Detailed Environmental & Historic Preservation (EHP) Review ←
- Request for Information (RFI) Process
 - FEMA will coordinate with applicant on any request for information needed to complete the eligibility and feasibility review. This can include RFIs from HMA, EHP, or NTR.
 - 30-day follow-up; 15-day follow up

Occur concurrently

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Financial Risk Assessment

- **Prior to making an award**, FEMA **evaluates all applicant's** level of risk regarding the ability to adequately manage funds for federally-funded activities.
- Applicants will need to complete and return the “Accounting System and Financial Capability Pre-Award Risk Assessment” form. This form collects information on:
 - The applicant's internal procedures to meet requirements of 2 CFR Part 200 (Financial Management) and,
 - The applicant's accounting system used to track federal and non-federal funds.
- FEMA Grants Program Division (GPD) will send this form once the HMA / EHP reviews are considered complete.



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FEMA Approval and Award

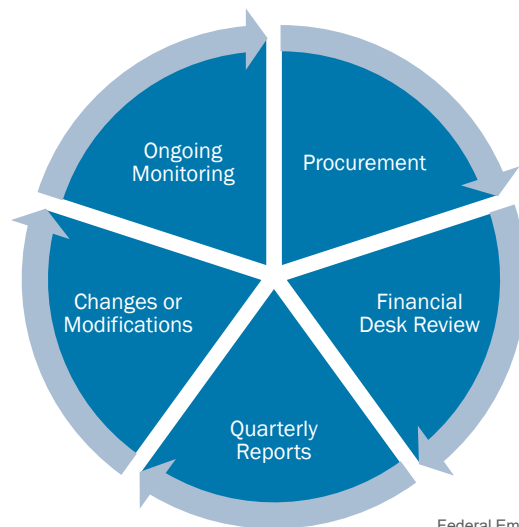
- After the “Accounting System and Financial Capability Pre-Award Risk Assessment” form is reviewed, the Assistance Officer from Region 10's Grants Program Division will issue the award.
 - The award paperwork will show the grant number, the subgrant numbers, the federal share, the local match and the overall total for each subgrant.
- The award paperwork will **require a signature accepting the award/terms** and conditions and will need to be returned.
- The award paperwork will also include instructions on how to register (if not already registered from previous grants) in the payment system.



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The Life of a BRIC Grant: Post-Award Phase

The Life of a BRIC application: Post-Award Phase



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Procurement

- All Applicants, sub-applicants, and non-Federal entities must follow the requirements under the procurement regulations at 2 CFR Part 200.
- Procurement includes the selection, award, and administration of contracts.
- Conflict of Interests Policy
- Methods of Procurement

See HMA Job Aid- HMA Procurement Standards
(image on right of screen)



FEMA
Job Aid

Federal Insurance and Mitigation Administration

Hazard Mitigation Assistance Procurement Standards

Purpose

This Job Aid describes the procurement standards for non-Federal entities that obtain property and services under a Hazard Mitigation Assistance (HMA) Federal award. Procurement includes the selection, award, and administration of contracts. A "non-Federal entity" is a State or local government, federally-recognized tribe, institution of higher education, or nonprofit organization that carries out a Federal award as a Recipient or subrecipient.

The procurement standards covered in this Job Aid are required by the Office of Management and Budget Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200). They apply to all Pre-Disaster Mitigation (PDM) and Flood Mitigation Assistance (FMA) awards made on or after December 26, 2014, and to all Hazard Mitigation Grant Program (HMGP) awards authorized by the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act) and made under Presidential major disaster declarations declared on or after December 26, 2014.

Grace Period: Non-Federal entities may continue to comply with the applicable procurement standards in 44 CFR Section 13.36 (for States, local, and federally-recognized tribes) or 2 CFR Section 215.40 to 48 (for institutions of higher education, hospitals, and other nonprofit organizations) for one additional fiscal year after December 26, 2014. If a non-Federal entity chooses to use the previous procurement standards for an additional fiscal year before adopting the procurement standards in 2 CFR Part 200, the non-Federal entity must document this decision in its internal procurement policies.

Procurement by States

When procuring property and services under a Federal award, a State (acting as either a Recipient or subrecipient) must comply with the requirements of 2 CFR Section 200.317. This regulation requires a State to follow the same policies and procedures as used for procurement issued from its non-Federal funds. Further, the State must comply with 2 CFR Section 200.322 (Procurement of Recycled Materials) and ensure that every purchase order or other contract includes any clauses required by 2 CFR Section 200.326 (Contract Provisions).

Procurement by Non-Federal Entities Other Than States

When procuring property and services under a Federal award, all non-Federal entities that are not States must follow 2 CFR Sections 200.318 through 200.326. Nonprofit organizations, institutions of higher education, and hospitals that were previously subject to the procurement standards set forth in 2 CFR Part 215 are now subject to the procurement standards set forth in 2 CFR Sections 200.318 through 200.326. These requirements differ from previous requirements, and the affected non-Federal entity should educate its employees on these new standards.

Conflict of Interest Policy

The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the performance of its employees engaged in the selection, award, and administration of contracts as required in 2 CFR Section 200.318. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest.

If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, federally-recognized tribe, or local government, then the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest occur when the non-Federal entity is unable, or appears to be unable, to be impartial in conducting a procurement action involving a related organization because of relationships with a

"FEMA's mission is to support our citizens and their responders to ensure that as a nation we work together to build, sustain, and improve our capability to prepare for, protect against, respond to, recover from, and mitigate all hazards." 1

Procurement

- Federally recognized tribes must follow 2 CFR Sections 200.318 through 200.326
(Procurement by Non-Federal Entities Other Than States)
- **Conflict of Interest (COI) Policy**
 - The recipient should have procedures in place to ensure there is no employee or organizational conflict of interest involving a procurement action (i.e. parent company/organization)
 - Contractors and "Unfair Competitive Advantage"
 - Contractors that develop or draft design plans and specifications, statements of work, and invitations for bids or requests for proposals must be excluded from competing once awarded the grant.



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Procurement

- **Methods of Procurement (refer to 2 CFR Section 200.320)**
 - (1) procurement by micro-purchases
 - (2) procurement by small purchase procedures
 - (3) procurement by sealed bids
 - (4) procurement by competitive proposals
 - (5) procurement by noncompetitive proposals.

- Specific questions for procurement or procurement training: [Procurement Under Grants Training](#) and [Contracting with Federal Funds for Goods and Services Before, During and After Disasters](#)



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Monitoring Desk Review

- **Financial Risk Assessment vs Monitoring Desk Review**
 - Risk assessment is pre-award
 - Monitoring desk review occurs during award

- **The purpose of the Monitoring Desk Review is to provide guidance and recommendations to enhance recipients' management of federal funding.**
 - For example, tests compliance of Property Standards (200.310 – 200.316), Procurement Standards (200.317 – 200.326)
 - Provides recommendation to strengthen compliance



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Ongoing Monitoring

- After a grant or subaward is awarded, a direct Tribal recipient are required to monitor and evaluate the progress of the mitigation activity.
- This monitoring should include...
 - Approved SOW and budget, monitoring programmatic and financial progress
 - Administrative requirements of 2 CFR Part 200
 - Grant terms and conditions
 - Follow up on any deficiencies discovered through any audits, on-site reviews, quarterly reporting and other monitoring activity



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Quarterly Reports

- Quarterly reporting helps facilitate effective project management and keep everyone informed!!
- Required to use the Federal Financial Report (SF-425) and the Standard Form Performance Progress Report (SF-PPR) forms. These should highlight:
 - Significant activities and developments that show progress
 - Any problems, concerns, or delays
 - Status of costs
 - See 2015 HMA Guidance for full quarterly reporting requirements
- FEMA will review Quarterly Reports and send any Request for Information (RFI) if needed



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Post Award: Changes and Modifications

- Based on ongoing monitoring, there may be a need to make a change or modification post-award.
- In some cases, the recipient is required to get written FEMA approval before making that change.
- **Examples of changes that require FEMA's approval for:**
 - a change in scope of work after the award has been made.
 - non-construction subaward adjustments of more than 10 percent in any direct cost categories where the awarding Agency's share exceeds \$100,000
- Information regarding prior approval for budget changes can be found in 2 CFR Section 200.308.



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Post Award: Changes and Modifications

- This could include examples such as:
 - Moving unexpended Personnel (Pre-Award) funds to be rebudgeted to the Personnel Post-Award cost category
 - Adding another community to your planning scope of work that was not in the original scope of work
- **Tip!** If you don't know if your potential budget change or scope of work change requires preapproval, ask the Hazard Mitigation Specialist for your grant!



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Period of Performance (POP) .

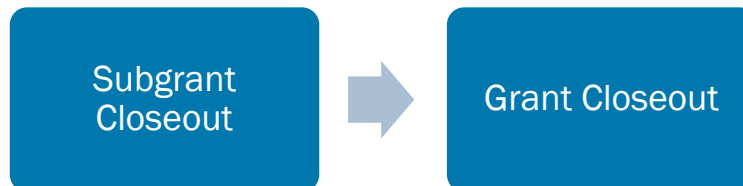
- The Period of Performance starts with the acceptance of the award and ends no later than 36 months
 - Applicant may submit a request for a longer POP in the Application for FEMA to review- make sure to request in your application and include justification
- Grant extensions:
 - Requests for POP extensions are not automatically approved.
 - All extension **requests must be submitted at least 90 days prior to the expiration** of the award POP and justifications must be submitted in writing.
 - Extends the whole grant and all subgrants within.



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The Life of a BRIC Grant: Closeout Phase

The Life of an HMA application: Closeout Phase



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Final Reports

- Must be submitted when it's determined that all administrative actions and required work have been completed
- May be submitted prior to end of Period of Performance (POP)
 - If the scope of work has been completed prior to award, closeout packages
- Recipient must submit a SF-425 and Performance Report no later than 90 days after the end date of the POP
 - Included with the closeout package for the grant or subgrant
 - per 2 CFR Section 200.343
- **For specific award and subaward closeout requirements, see HMA Guidance!**



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Subgrant Closeouts

- After each subgrant activities are completed, the Recipient must request closeout of all subgrants.
 - Recipient sends a subgrant closeout request letter and all closeout supporting documentation.
- FEMA will review all closeout documentation for compliance and may send request for information (RFI) if needed.
- The closeout package should document that:
 - The approved SOW was fully implemented
 - All obligated funds were liquidated and consistent with the approved SOW
 - All EHP compliance grant conditions were implemented and documented as required
 - Project implementation was consistent with the Federal award or subaward agreement
 - Submitted required FINAL quarterly financial and performance reports



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Grant Closeouts

- Once all subgrants are closed out, recipient submits a **grant** closeout request letter and supporting closeout documentation.
 - **Tip:** If a federally recognized Tribe is the direct applicant to FEMA, they will submit subgrant and grant closeout packages
- Due 90 days following the expiration of the award POP to submit all financial, performance, and other reports required by FEMA.
- Must liquidate all obligations incurred under the award no later than 90 days after the POP expiration.
 - This means all financial actions are completed, final reimbursement done, etc.



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Tips!

- Provide detailed documentation and title it clearly in the closeout package so it is easily identifiable for review
- Review the closeout section of the HMA Guidance and the HMA Guidance Addendum for specific project closeout requirements (i.e., for structural elevation, wildfire activities, acquisition projects)
- Articulate that all EHP requirements listed in the agreement letter have been met; this can be an attached word document
 - Cannot just be a blanket statement!
- Compare awarded line-item budgets to budget actuals, identifying any deobligations and what line item(s) was underrun
- Provide clear and labeled pictures of the project implementation



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Key Reminders!

Life of the BRIC Application: Overall Tips

- A federally recognized tribe can be the applicant and subapplicant, or can be a subapplicant to the respective state
- FEMA will conduct a Programmatic Review, a Technical Review and an Environmental and Historic Preservation Review concurrently
- Applicants will have to complete a “Accounting System and Financial Capability Pre-Award Risk Assessment”



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Life of the BRIC Application: Overall Tips

- If awarded a grant, all FEMA HMA programs are managed on a ‘reimbursement’ basis.
- Be familiar with the procurement regulations; see “HMA Procurement Job Aid”
- Most changes or modifications post-award will require FEMA approval
- **Detailed Quarterly Performance and Financial Reporting is required and important for good grant management!**



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Resources

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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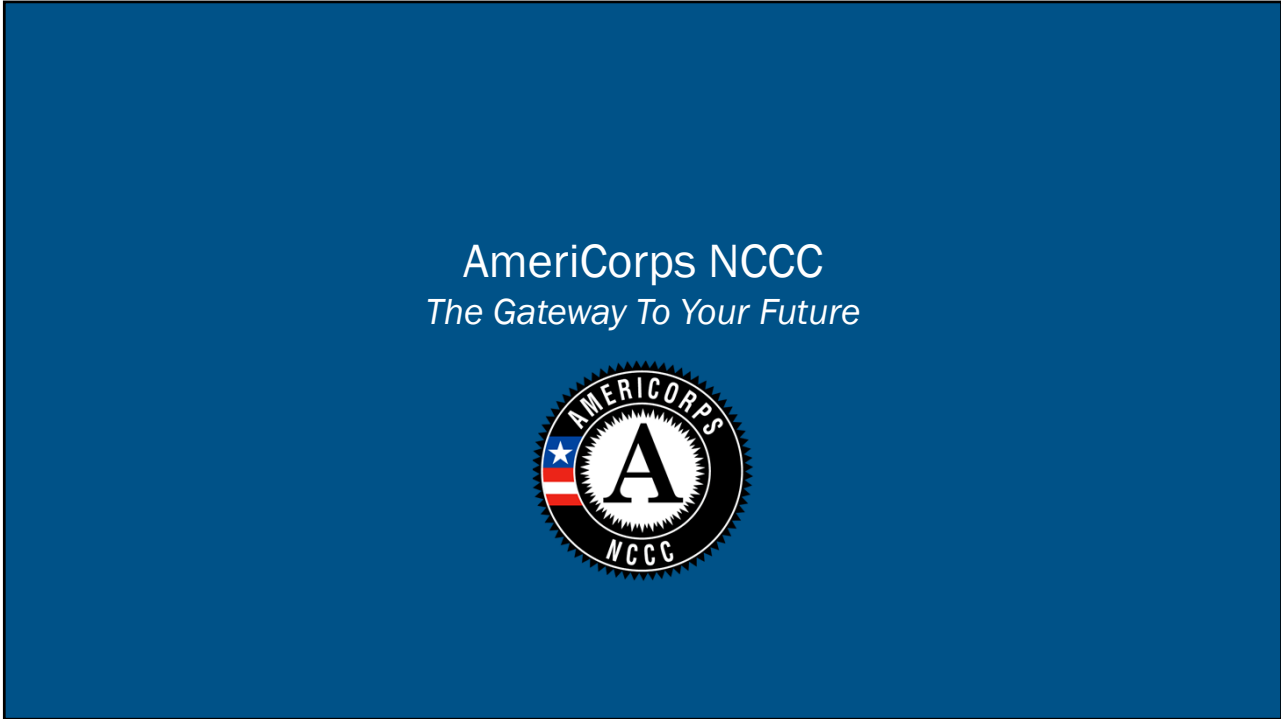
BRIC Tribal Webinar Schedule

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Introduction to BRIC
<i>Capability and Capacity Building: Planning</i> Application Development
<i>Capability and Capacity Building: Project Scoping</i> Application Development
Project Application Development
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AmeriCorps NCCC

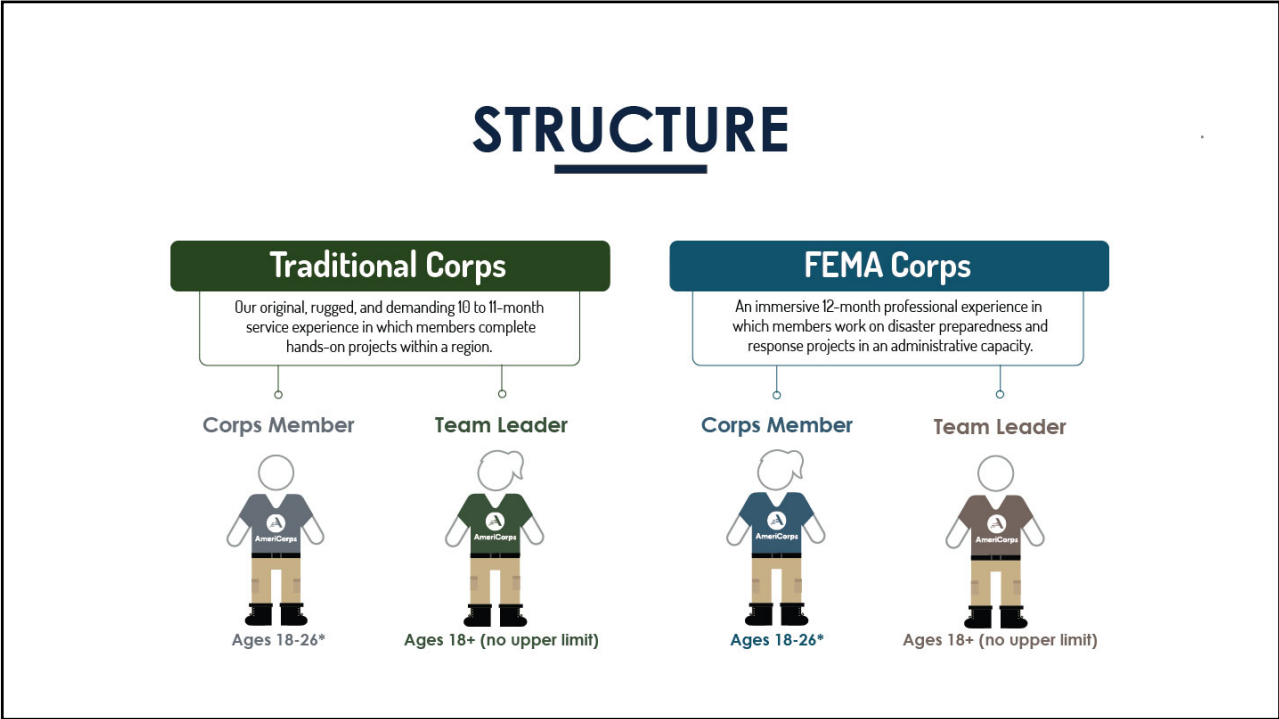
National Civilian Community Corps

MISSION

**“To strengthen communities and develop leaders
through team-based national and community
service”**






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AmeriCorps NCCC

- AmeriCorps NCCC is a 10 to 12-month, full-time, residential, national service program for 18- to 26-year-old young adults who travel across the country in teams, helping communities meet critical needs.
- **Team Leaders: 18+ (no upper age limit)**



AmeriCorps NCCC- Traditional Corps

- Respond to **disasters**, rebuild communities
- Construct affordable housing
- Help the environment – plant trees, build trails, remove invasive/unwanted plants
- Improve camps, city recreation facilities, schools



FEMA Corps

- Began in 2012 as a partnership between FEMA and CNCS (promotes efficiency)
- FEMA develops and assigns projects to our teams
- Matches teams to projects to enhance disaster resiliency
- Projects include disaster preparedness, mitigation, response, and recovery
- 12-month commitment
- Four Rounds of Service (8 to 12 weeks each)



Benefits and Advantages

Benefits Provided: lodging, meals, transportation, education award (\$6,495), living allowance (*up to* \$4,000 for CMs, \$12,500 for TLs), health benefits, loan forbearance, uniforms and gear, childcare (if applicable), and more!

- Resume and job interviewing assistance
 - Education and career counseling
 - Pathway to a Career
 - Employers of National Service: 500+
 - 6 to 9 college credits*
 - Certificate in Nonprofit Management*
 - Presidential and Congressional awards*
- * = some additional steps required



Application Cycle



Position	Apply:	Serve:	Train in:
TRAD Corps Member	Mar 1 – June 30	Oct – July	Denver, CO; or Sacramento, CA
	July 1 – Oct 31	Feb – Nov	Vinton, IA
	Dec 1 – Apr 30	June/July – Apr	Denver, CO; Vicksburg, MS; or Vinton, IA
TRAD Corps Team Leader	Feb 1 – May 31	Sep – July	Denver, CO; or Sacramento, CA
	June 1 – Sep 30	Jan – Nov	Vinton, IA
	Nov 1 – Feb 28/9	June – Apr	Denver, CO; Vicksburg, MS; or Vinton, IA
FEMA Corps Member & Team Leader	Aug 1 – Nov 30	Mar – Mar	Vicksburg, MS
	April 1 (TL) April 15 (CM)	July – July	Sacramento, CA