



# Disaster Recovery Assistance Program Guidance

April 2015

**Purpose:** This document provides detailed guidance for implementation of the Disaster Recovery Assistance Program (DRAP) when state and/or federal assistance is needed in the event of a natural disaster.

**Disasters:** This guidance is activated in the event of a natural disaster. It will most frequently be used for events with widespread severe flooding or runoff, usually associated with exceedingly high rainfall and/or rapid snowmelt events, and prolonged drought. This guidance may also be activated for a blizzard, cyclone, earthquake, tornado, severe hail, ice and/or high wind, an electrical storm, severe weather patterns sustained over a period of time, including low or high temperatures, and related pests, epidemics, fires, or other extreme environmental impacts.

## Important

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*This document is presented in a general sequence of disaster recovery activities. It is not meant to present the order in which events or activities will or must occur. Some activities may be skipped altogether. Others may be repeated or occur simultaneously. Indeed, your actual experience in disaster recovery will be different than shown.*

## Implementation Steps

### 1. The Disaster Happens

The Minnesota Department of Public Safety, Homeland Security and Emergency Management (HSEM) Division is the lead state agency designated to oversee the state’s response to a disaster. In the event of a disaster, the Governor may declare a State of Emergency and direct HSEM to activate the State Emergency Operations Center (SEOC). The SEOC is an advanced systems facility in charge of coordinating all state agency responses to the disaster.

The Minnesota Recovers Task Force (MRTF) will also be convened. Led by HSEM, the MRTF is a group of federal, state and local agencies working together to prioritize and coordinate the disaster recovery efforts of its member agencies. It was created to provide a one-stop-shop for local governments to seek recovery assistance following a disaster. The MRTF may meet regularly, or periodically, during the disaster and recovery, to assess and respond to disaster recovery needs identification and coordination efforts.

Role of	Action
All	Monitor HSEM website for status updates at: <a href="#">Disaster Status Updates</a>
Central Office (CO)	The BWSR DRAP Coordinator will act as a liaison between the MRTF and LGUs.

### 2. LGU Damage Surveys Begin

Local Government Units (LGUs) should begin local damage surveys as soon as conditions allow. The focus should be on damage to private lands and infrastructure, because other county, state and federal governments focus on public damage. Damage Surveys should be documented on the [Disaster Damage Survey](#) form. Although these surveys should be as accurate as reasonably possible, precise determinations during this survey are not necessary. In many cases rough estimates are all you will be able to initially provide. We strongly recommend that surveys also include digital photos. These help support the damage surveys, reimbursement requests when repairs are made, and funding requests during the MRTF Application. At this time, the County Emergency Manager should be engaged in survey process coordination. County Emergency Managers provide local coordination of HSEM disaster recovery efforts, including consolidation of damage estimates for both public and private property. Contact information for all County Emergency Managers can be found at: [County Emergency Managers](#).

Role of	Action
CO	Ensure LGU access to Damage Survey Form
Board Conservationists (BCs)	Provide LGU Damage Survey training as needed

LGUs	Begin damage surveys  Coordinate with County Emergency Managers regarding damage surveys and updates
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### 3. Federal Declaration

If recovery is deemed beyond the state's capabilities, the governor may request federal assistance from the President of the United States. The governor will request that the Federal Emergency Management Agency (FEMA) conduct Preliminary Damage Assessments (PDAs) jointly with HSEM and the emergency managers from impacted counties. Officials tour the impacted area and view and assess damaged property. The preliminary damage assessment is the first step in determining if the Governor will make a request for a presidential declaration of disaster. Additional information on the recovery process is available at the link below:

- [A Guide To The Disaster Declaration Process](#)

Once the PDAs are complete, the governor may make a formal request to the president for federal assistance. The state is required to meet a minimum damage threshold to be eligible for a presidential disaster declaration. Each county also has a specific damage assessment threshold.

#### Presidential Disaster Declaration

If a Presidential disaster declaration is made, three types of FEMA assistance may be included:

- **Public Assistance (PA)** – PA provides federal grants to local and state governments for repair and reconstruction of damaged public infrastructure like roads, bridges, culverts, and may include other water conveyances, stormwater, conservation, or water quality improvement structures operated and maintained by public entities. The Federal Highway Administration (FHWA) may also play a role. LGUs should notify County Emergency Managers about public infrastructure damages within their jurisdiction.
- **Individual Assistance (IA)** – IA provides federal grants to individual citizens who have suffered damages or losses not covered by insurance. IA and PA are not authorized together; PA is more common.
- **Hazard Mitigation Assistance** – This type of assistance is for measures to reduce future losses to public or private property. This type of federal assistance is provided through the FEMA Hazard Mitigation Grant Program (HMGP) administered by the Minnesota HSEM.

The BWSR CO will immediately notify LGUs and BCs of county declaration status and the type of federal assistance approved.

**NOTE:** FEMA Individual Assistance grant programs are not designed to restore damages to pre-disaster condition. They are only intended to meet minimal safety standards as further recovery continues. Other state and federal disaster recovery funds, long-term loans, or other resources may also be used to complete the recovery process.

FEMA Disaster Recovery Centers (DRCs) may be opened in the impacted areas to assist in registering disaster victims for Individual Assistance and coordinating additional local, state, and federal recovery resources, such as U.S. Small Business Administration (SBA) loans, state of Minnesota Quickstart Loans, and nonprofit group assistance. BWSR and LGU personnel may be requested to provide staff assistance at the DRCs.

LGUs should inform individuals, as appropriate, to apply for FEMA IA, if available. PA and IA application periods are open for a designated period of time only. Damage assessments should note projects that are eligible for IA

or PA so that these projects are not included in another state or federal program funding request, or adjust associated state funding requests for only the non-federal share, as appropriate.

The U.S. Secretary of Agriculture may make an independent disaster declaration for farmers following a storm or sustained weather event like a drought. As a result, certain federal assistance and recovery programs are made available to affected farmers and agribusinesses, as appropriate.

### Other Assistance

Whether a presidential disaster declaration is granted or not, other types of disaster assistance may still be made available. Federal, state, or local agencies and organizations may provide assistance through existing programs. Information about specific programs available following a disaster will be posted on the [MN Recovers Task Force Website](#).

Role of	Action
CO	Inform BWSR staff and LGUs of presidential declaration status
BWSR	Notify LGUs of FEMA funding opportunities Provide staff assistance at DRCs as needed
LGUs	Engage County Emergency Managers, other LGUs, and individuals, as appropriate, for FEMA IA and PA funding opportunities Provide staff assistance at DRCs as needed Update Damage Assessments to reflect FEMA and other funding potentials

## 4. NRCS, FSA and other Federal Funding Determinations

After insurance and FEMA funding determinations are made, non-FEMA federal funding assistance is the next source of project funding. The principal federal agencies involved in this step are the Natural Resources Conservation Service (NRCS) and Farm Service Agency (FSA). LGUs should **immediately** engage the NRCS District Conservationist and FSA County Executive Director responsible for their respective county programs to facilitate access to these programs and continue to coordinate with them, as appropriate.

NRCS county contact information can be found at:

[NRCS Local Service Center](#)

FSA county contact information can be found at:

[USDA Farm Services Agency](#)

The applicable federal programs these agencies administer include:

### NRCS: Emergency Watershed Protection Program (EWPP)

The purpose of the EWPP is to undertake emergency measures to safeguard lives and property from floods, drought, and the products of erosion on any watershed whenever fire, flood or any other natural occurrence is causing or has caused a sudden impairment of the watershed. Some of these measures include the purchase of flood plain easements, for runoff retardation and soil erosion prevention. These projects are typically of a larger scale and increased complexity than EQIP projects. Solutions must be cost-effective (e.g., slope stabilization must be less than the cost of the infrastructure above it). EWPP projects require a non-federal government sponsor.

All LGU requests for assistance must be submitted *within 10 days* of the disaster for exigency situations (a situation demanding swift attention) and *within 60 days* of the disaster for non-exigency situations (high priority but not as urgent). Non-exigency projects are typically wait-listed until Congress appropriates EWPP funding for disasters nationwide, which can require a few to many months. The BWSR DRAP can provide the required 25% non-federal match if state funding is available.

*Prompt engagement of NRCS can be critical for funding.* Additional information on the EWPP can be found at: [NRCS Emergency Watershed Protection Program](#)

### **NRCS: Environmental Quality Incentives Program (EQIP)**

The Environmental Quality Incentives Program provides financial and technical assistance to agricultural producers to help plan and implement conservation practices that address natural resource concerns and for opportunities to improve soil, water, plant, animal, air and related resources on agricultural land and non-industrial private forestland. This program is ongoing and can be applied to erosion and other conservation needs related to disasters.

Applications for EQIP are accepted on a continuous basis but NRCS does establish application "cut-off" or submission deadline dates for evaluation and ranking of eligible applications. To obtain an EQIP application, landowners should contact their local NRCS field office.

Additional information about EQIP can be found at: [Environmental Quality Incentives Program](#)

Additional federal long-term set-aside programs such as the Wetlands Reserve Easement Program and Conservation Reserve Program may be available and should be considered where applicable and appropriate on flood prone and highly erodible croplands.

### **FSA: Emergency Conservation Program (ECP)**

The ECP provides emergency funding and technical assistance for farmers and ranchers to rehabilitate farmland damaged by natural disasters and for carrying out emergency water conservation measures in periods of severe drought. The program focuses on debris removal, restoring fences and conservation structures, and providing water for livestock in drought situations. Additional information about ECP can be found at: [Emergency Conservation Program](#).

Other conservation measures may be authorized by county FSA committees, with approval from state FSA committees and FSA's national office.

### **MN HSEM: Hazard Mitigation Grant Program (HMGP)**

FEMA provides HMGP grants through the HSEM to state and local governments to implement long-term hazard mitigation measures after a major disaster declaration. The purpose of the HMGP is to reduce the loss of life and property due to natural disasters and to enable implementation of mitigation measures during the immediate recovery from a disaster. State and local government must have an approved Hazard Mitigation Plan to be eligible. Individual homeowners and businesses may not apply directly to the program; however, an eligible applicant or sub applicant may apply on their behalf.

Additional information on the HMGP can be found at: [Hazard Mitigation Grant Program](#).

Other federal agencies such as the Army Corps of Engineers may be able to provide assistance when problems occur along navigable waters.

*Projects that are eligible for non-FEMA federal funding should be correspondingly tracked on LGU Damage Survey forms to track disaster response for all projects for which the LGU are or might be involved.*

Role of	Action
BCs	Notify LGUs to engage appropriate non-FEMA federal agencies for assistance
LGUs	Engage appropriate non-FEMA federal agencies for assistance Track projects that are eligible for non-FEMA federal funding on LGU Damage Survey forms and coordinate DRAP funding for non-federal share, as available and applicable

## 5. Non-Federal Funding Determinations

After initial federal funding determinations have started, LGUs should focus on non-federal assistance. This phase focuses on projects that are not eligible for federal funding, but *are* eligible for state funding assistance. The CO will notify LGUs that regular damage survey updates should be forwarded to BCs. BCs will then forward these updates to the DRAP Coordinator. These updates are very important in formulating a legislative request for state funding assistance. Surveys should include project funds needed for non-FEMA federally funded project match. For example, the non-federal match requirement for an EQIP or EWP funded project should be included in this survey.

Role of	Action
CO	Notify LGUs to continue survey updates and to forward to BCs
LGUs	Continue pursuing non-FEMA federal funding assistance
BCs	Forward damage survey updates to DRAP Coordinator
DRAP Coordinator	Compile LGU damage surveys
BWSR Exec. Team	Provide damage survey information and BWSR DRAP needs to Governor

## 6. Governor’s Request and Legislative Appropriation

LGU damage surveys will collectively serve as the basis for BWSR Executive Team input to the Governor and the Governor’s legislative request(s) for state disaster recovery appropriations. Legislative appropriations to BWSR for disaster recovery are for erosion and sediment control, water quality and watershed protection projects; and acquisition of Reinvest in Minnesota (RIM) Conservation Easements, in accordance with M.S. Section 12A.05.

Role of	Action
BWSR Exec. Team	Submit funding request input to the Governor Support information to the Governor and testify at legislative hearings

## 7. Activation of BWSR DRAP Policy

Following legislative appropriation for disaster recovery, BWSR will activate the [Disaster Recovery Assistance Program \(DRAP\) Policy](#). BWSR activation of the DRAP Policy is done by BWSR Board resolution or by authority granted to the Executive Director. This activation includes staff authorization for the allocation of erosion and sediment control, water quality and watershed protection project funds; and acquisition of Reinvest in Minnesota

(RIM) Conservation Easements. It may include additional policy to address concerns unique to a particular disaster. BWSR may also approve the immediate allocation of grants (Phase 1) to LGUs to fund critical needs and begin recovery efforts.

Role of	Action
BWSR	Activate DRAP Policy Allocate Phase 1 grants
DRAP Coordinator	Announce DRAP Policy Activation

## 8. MRTF Application Opens

The MRTF Application is the primary vehicle used by LGUs to access federal and state funds for disaster recovery. In the event of legislative appropriations for disaster recovery, the HSEM will announce the opening of the MRTF Application period on the [MN Recovers Task Force Website](#). The DRAP Coordinator will notify field staff and LGUs and the application will also be posted on the BWSR website.

Federal sources of funding may still be available - or become available - and LGUs should continue to pursue those opportunities.

Role of	Action
MRTF	Announce MRTF Application Period Open
DRAP Coordinator	Notify LGUs that the MRTF Application Period is open Post the MRTF Application on the BWSR website

## 9. LGU MRTF Application

LGUs should continue refining their damage surveys during the MRTF application period, engaging their County Emergency Managers to ensure their surveys are as thorough as possible. LGUs should also continue any application processes as needed with federal partners. BCs will check with their LGUs on progress with their surveys and application.

A well-prepared damage survey will facilitate an easy MRTF application. Summary data from damage surveys are transferred to the MRTF Application in three primary categories related to the BWSR DRAP: sedimentation and erosion, land acquisition (easements), and technical/engineering. Photos and other supporting documentation should also be attached if available.

Role of	Action
LGUs	Continue damage surveys Continue to engage their County Emergency Managers to coordinate
BCs	Monitor LGUs' progress with their surveys and MRTF Application

*Note: BWSR may conduct a separate application sign-up period for RIM Reserve Easements. This application period may have different opening and closing dates than the MRTF Application.*

## 10. MRTF Application Closes

LGUs should submit their MRTF Application by the application deadline. The MRTF will sort, summarize, and prepare Applications for Subcommittee review.

Role of	Action
LGUs	Submit MRTF Application
MRTF	Prepare Applications for Subcommittee review

## 11. MRTF Natural Resources Subcommittee Actions

The MRTF acts as a “clearing house” for disaster recovery assistance. The MRTF does not award funding itself because it is not appropriated funds directly and does not have granting authority. The MRTF typically utilizes 6 subcommittees, depending on the type of disaster. Applications that contain requests relevant to applicable NRCS, FSA, DNR, HSEM and BWSR programs are forwarded to the Natural Resources (NR) Subcommittee, of which BWSR is a member. LGU requests for funding are assigned to the state or federal agency(s) of this subcommittee that have funding programs that match the LGU’s needs. These state and federal agencies then further investigate and review a request to determine funding eligibility and priority.

Role of	Action
MRTF	Assign applications to the applicable MRTF Subcommittee
NR Subcommittee	Review requests and determine applicable program(s)

*If a RIM Reserve Easement sign-up is also conducted, different implementation steps are used than those for Project Cost-Share. For steps for implementing the RIM Reserve Easement Program, please see page 11.*

## 12. Project Cost-Share Recommendations Preparations

The MRTF Natural Resources Subcommittee will continue the process of reviewing applications for eligibility and funding priority. This review may be an extended process depending on the scope and type of the disaster and federal funding determinations. The BWSR DRAP Coordinator, Chief Engineer, or BCs may request additional project information from LGUs in order to clarify project eligibility and funding priority for federal programs and the BWSR DRAP.

Role of	Action
NR Subcommittee	Continue reviewing requests to define applicable program(s)
BWSR Staff	Continue reviewing requests for project eligibility and funding priority for the DRAP and coordination with federal programs
LGUs	Provide additional project information to BWSR as requested

## 13. Project DRAP Cost-Share Recommendations Request to Executive Director

Eligible, approved, priority projects will be “batched” by the BWSR DRAP Coordinator and Chief Engineer and forwarded to the Executive Director for approval. In order to expedite the project granting process, recommended allocations do not need additional Board approval as it was already delegated to the Executive Director when the DRAP Policy was activated. Once the DRAP grant allocations are approved, BWSR will initiate the granting process.

Role of	Action
DRAP Coordinator and Chief Engineer	Prepare allocation recommendations for Executive Director approval
Executive Director	Approve allocations
Land & Water Section	Initiate granting process

## 14. Grant Agreements are Developed and Distributed

(Completed by BWSR Land & Water Section)

## 15. Funds are set up in eLINK, eLINK Reporting Guidance is Distributed

(Completed by BWSR Land & Water Section)

## 16. BC Roles in Practice Application and Reporting

The LGU has received a DRAP grant agreement/guidance document. In addition, the LGU has been notified of any separate application period for RIM Reserve Easements which may be different than opening and closing dates of the MRTF Application. Now what?

BCs provide technical/administrative assistance to SWCDs and oversight of Project Cost-Share and RIM Reserve implementation. This oversight and assistance will include how DRAP implementation may relate to or impact the LGU’s other on-going BWSR programs/grants. BCs may convene and conduct LGU implementation meetings in their area to help LGUs assess technical capacity and implementation workload of disaster recovery efforts, and associated planning. BCs will oversee the LGU reporting protocols/policies to document and measure outcomes of recovery efforts.

### BC Actions:

- Contact and meet with LGU staff to discuss next steps, program guidance and implementation strategies.
- Assist LGU staff and boards to establish local policies that are equal to or exceed minimum BWSR approved rule waivers (See [DRAP](#) policy).
- Convene and conduct LGU/Partner implementation meetings as needed to assess technical capacity, coordinate implementation workload/priorities and strategies, review project file documentation and review reporting protocols using eLINK.
- Provide implementation oversight of Cost-Share and RIM Reserve Easement project progress and relay local needs to BWSR DRAP Coordinator.
- Provide LGUs technical/administrative assistance as they implement their local disaster recovery program.
- Share information and experiences amongst LGUs/BWSR/NRCS/Partners using appropriate communication methods, when appropriate.

- Review Damage Survey Updates to determine status of disaster recovery efforts and provide follow-up as needed.
- Oversee LGU documentation and reporting protocols/policies to document and measure outcomes of recovery efforts. (Use [Grants Administration Manual](#) and [eLINK Reporting Guidance](#).)
- Provide BWSR oversight of all LGUs receiving grant funds as per BWSR grant monitoring policy.

## 17. LGU Roles in Practice Application and Reporting

The LGU has received a DRAP grant agreement. In addition, the LGU has been notified of any separate application period for RIM Reserve Easements which may be different than opening and closing dates of the MRTF Application. Now what?

The LGU is responsible for local coordination and implementation of the BWSR Disaster Recovery Assistance Program grant(s). Regular communication and coordination with other local, state, and federal programs and staff will be necessary to ensure local damage survey needs are addressed. Collaboration on tracking priorities and practice application at the field office level will lead to efficient and effective outcomes. The LGU staff should be in communication with the BC through all stages of this recovery work, as appropriate.

### LGU Actions:

- Meet or communicate with BC to discuss next steps, program guidance and implementation strategies.
- Establish local policies that are equal to or exceed minimum BWSR approved policies and rule waivers, as applicable.
- Review MRTF application and damage surveys and determine strategies for disaster recovery efforts.
- Meet with local/state/federal partners to review and determine roles in disaster recovery workload, funding levels, and assess technical and administrative workload strategies.
- Participate in LGU/partner implementation meetings to coordinate and collaborate with other LGUs and agency staff to facilitate disaster recovery.
- Administer local implementation of BWSR-funded programs and coordinate with other local resource staff to leverage federal funds targeted to this disaster event or funded through the MRTF.
- Administer local implementation of BWSR RIM Reserve Program opportunities that may be targeted to the disaster event area including developing local application priorities for funding opportunities.
- Regularly review technical capacity and practice application workload to determine progress and additional needs. Damage Assessment Spreadsheet Updates are submitted to BWSR staff as requested.
- LGU will regularly track progress using BWSR reporting protocols and policies to monitor progress and measure outcomes of recovery efforts. (Use Grants Administration Manual and Reporting in eLINK Guidance Document.)
- Share information and experiences with partners during implementation and participate in an active communication plan for informing the public and decision makers of local disaster recovery efforts and outcomes.

## 18. Grant Closed Out

The BWSR Grants Administration Manual will direct LGUs for this process. DRAP Grants are closed out in the same manner as any other BWSR grant.

## RIM Reserve Easement Program Implementation Steps

### 1. RIM Reserve Program Activation

In response to disasters, RIM will only hold a sign-up for landowners if the RIM Reserve Program has received an appropriation for this purpose from the state legislature. BWSR easement staff will develop specific sign-up criteria and procedures based on appropriation language requirements, BWSR DRAP Policy (Sections 13.0 thru 16.0), and local disaster needs that are suited for the RIM Reserve Program (MS 103F.501). Soil and Water Conservation Districts (SWCDs) and BCs in the disaster areas will be consulted to help assess these needs.

### 2. Sign-up announced

BWSR easement staff announce the RIM Reserve sign-up period and provide specific application materials.

Role of	Action
CO Easement Staff	Post on BWSR website and conduct necessary training

### 3. SWCD conducts RIM Reserve sign-up with landowners

Role of	Action
SWCD	Promote sign-up, review sites and take applications from landowners
BC	Assist SWCD staff with site eligibility determinations and preparation of application materials

### 4. Applications submitted

Potential RIM Reserve projects identified by the Damage Survey and MRTF application process will submit required RIM applications during the RIM sign-up.

Role of	Action
RIM Coordinator	Notify SWCDs to submit project applications for RIM Reserve
SWCD	Work with landowners to submit RIM Reserve application materials

### 4. Application period ends

Role of	Action
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SWCD	Prioritize applications and submit list and applications to your BC
BC	Rank and prioritize applications received, and check application materials for completeness  Forward applications to CO Easement Staff

## 5. Application review

Applications are received by CO easement staff. If the number of applications received exceeds funding available, BCs from the disaster area will be consulted for help with final funding decisions.

Role of	Action
CO Easement Staff	Review applications and notify SWCDs of funding decisions
CO Engineering Staff	Review all applications where wetlands will be restored

## 6. Notification of approval

SWCDs and BCs receive notification of approved applicants from BWSR Easement Section Manager.

Role of	Action
SWCD	Notify landowners

## 7. Easements conveyed and conservation practices implemented

BWSR CO Easement Staff and SWCDs secure RIM Reserve conservation easements and establish required conservation practices with approved landowners. Staff will use procedures contained in the [RIM Reserve Conservation Easement Handbook](#) found on the BWSR website.

## Acronyms and Definitions

**BC** – BWSR Board Conservationist

**CO** – BWSR Central Office

**County Emergency Managers** – County staff designated to coordinate local disaster planning and recovery efforts and function as a liaison with the **HSEM**.

**DRAP – Disaster Recovery Assistance Program** – A BWSR Program specifically designed to aid **LGUs** in disaster recovery. The Program includes policy and guidance. Authorized by Minnesota Statutes §12A.05 to address critical conservation problems resulting from a natural disaster.

**DRC – Disaster Recovery Center** – A temporary office usually located in the disaster area that provides consultation on federal, state, and local disaster assistance, and **FEMA** program sign-up assistance.

**ECP - Emergency Conservation Program** – A **FSA** program that provides emergency funding and technical assistance for farmers and ranchers to rehabilitate farmland damaged by natural disasters and for carrying out emergency water conservation measures in periods of severe drought. The program is focused on debris removal, restoring fences and conservation structures, and providing water for livestock in drought situations.

**EQIP - Environmental Quality Incentives Program** – A **NRCS** program that provides financial and technical assistance to agricultural producers to help plan and implement conservation practices on agricultural land and non-industrial private forestland. This program is on-going and is applicable for eligible conservation practices related to disasters.

**EWPP or EWP - Emergency Watershed Protection Program** – A **NRCS** program to implement emergency measures for runoff retardation and soil erosion prevention to safeguard lives and property in any watershed whenever a natural occurrence is causing or has caused a sudden impairment of the watershed. These are typically projects of a larger scale and increased complexity than **EQIP** projects.

**FEMA – Federal Emergency Management Agency** – A federal agency designated to provide various types of assistance in the event of a disaster and to mitigate future hazards.

**FSA – Farm Service Agency** – A federal agency that administers farm commodity, crop insurance, credit, environmental, conservation, and emergency assistance programs for farmers and ranchers.

**HMGP - Hazard Mitigation Grant Program** – A **FEMA** grant program for **LGUs** to implement long-term hazard mitigation measures after a disaster declaration to reduce the loss of life and property due to natural disasters, and to enable mitigation measures to be implemented during the immediate recovery from a disaster.

**HSEM – Homeland Security and Emergency Management** – A division of the Minnesota Department of Public Safety and state lead designated to oversee hazard mitigation planning, associated implementation, and the state’s response to a disaster.

**IA – Individual Assistance - FEMA** grants provided to individual citizens who have suffered damages or losses not covered by insurance.

**L&W Section** – BWSR Land and Water Section

**LGU – Local Governmental Unit** – A sub-state unit of government with a specific jurisdiction, usually a soil and water conservation district, county, city, watershed district, watershed management organization, township, etc.

**MRTF – Minnesota Recovers Task Force** - A group of federal, state, and local agencies, organized by the **HSEM**, working together to prioritize and coordinate the disaster recovery efforts of its member agencies.

**NRCS – Natural Resources Conservation Service** – A federal agency offering financial and technical assistance to landowners for conservation and water quality practices through on-going and emergency programs.

**PA – Public Assistance** – A **FEMA** grant program that provides federal grants to local governments for repairs and reconstruction of damaged infrastructure such as roads, bridges, culverts, and may include other public water conveyances, stormwater, conservation, or water quality improvement structures.

**PDA - Preliminary Damage Assessment** – A rough survey/inventory conducted by **HSEM** and **FEMA**, in cooperation with **County Emergency Managers** to determine the extent of damages in a county.

**Presidential Disaster Declaration** – A status granted to counties and states that meet minimum damage thresholds, which enables counties, associated LGUs and the state to be eligible for FEMA assistance and/or DRAP assistance.

**RIM Reserve – Reinvest In Minnesota Reserve** – A BWSR conservation easement program whereby landowners are compensated for placing critical riparian or highly erodible lands in a long-term set-aside.

**SEOC – State Emergency Operation Center** - An advanced systems facility in charge of coordinating all state agency responses to the disaster.

**State of Emergency** – Declared by the Governor, when an act of nature endangers life and property, and local government resources are inadequate to handle the situation.