

City of New Orleans DR-1786
Increased Federal Share Incentive Checklist
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Does the applicant have documentation demonstrating how the list was obtained?	Appendix K	Debris Removal and Management Contracts (includes bid documents)

Appendix E – Increased Federal Share Incentive Checklist

Applicant _____ PA ID _____ DR- _____

Point of Contact _____ Phone Number _____

Yes No

Debris Management Plan

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Does the plan outline the roles and responsibilities of the various functions identified (Public Works, Finance, and Solid Waste Departments, etc.)? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the plan address health and safety procedures in accordance with State/Local health and safety standards/requirements? |
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| <input type="checkbox"/> | <input type="checkbox"/> | Does the plan address contracting/procurement procedures? |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the plan address the authority and processes for private property debris removal? |

es No

 Does the plan address the dissemination of information to the general public and media?

List of Pre-qualified contractors

 Does the applicant have a list of pre-qualified contractors?

 Does the applicant have documentation demonstrating how the list was obtained?

Approved _____

Disapproved _____

Signature _____

Date _____

City of New Orleans, Louisiana Disaster Debris Management Plan

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Acronyms and Definitions

ACRONYMS

44 CFR	Title 44 of the Code of Federal Regulations
LDEQ	Louisiana Department of Environmental Management
GOHSEP	The Governor's Office of Homeland Security and Emergency Preparedness
BDR	Beck Disaster Recovery, Inc.
C&D Debris	Construction and Demolition Debris
City	City of New Orleans
DSG	Disaster Specific Guidance
EOC	Emergency Operations Center
ER Program	Emergency Relief Program
FCO	Federal Coordinating Officer
ALDOT	Louisiana Department of Transportation
FEMA	Federal Emergency Management Agency
FEMA 325	Debris Management Guide – FEMA Publication 325
FHWA	Federal Highway Administration
GIS	Geographic Information Systems
GPS	Global Positioning System
Handbook	Applicant Handbook
HHA	Hold Harmless Agreement
HHW	Household Hazardous Waste
MOU	Memorandum of Understanding
NRCS	National Resource Conservation Service
NOAA	National Oceanic and Atmospheric Agency
OSHA	Occupational Safety and Health Administration
PA	Public Assistance
PAO	Public Assistance Officer
PPE	Personal Protective Equipment
PIO	Public Information Officer
Plan	Disaster Debris Management Plan

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PO	Purchase Orders
PW	Project Worksheets
QA/QC	Quality Assurance/Quality Control
RFB	Request for Bids
RFP	Request for Proposals
ROE	Right-of-Entry
ROW	Right-of-Way
Stafford Act	Robert T. Stafford Disaster Relief and Emergency Assistance Act
State	The State of Louisiana
TDSRS	Temporary Debris Staging and Reduction Site
USACE	United States Army Corps of Engineers

DEFINITIONS

Applicant – State agency, local government or eligible private nonprofit organization that intends on applying for Federal Emergency Management Agency (FEMA) Public Assistance (PA) grants.

Code of Federal Regulations: Title 44 – Emergency Management and Assistance – The Code of Federal Regulations – Title 44 Emergency Management and Assistance (44 CFR) provide procedural requirements for the PA Program operations. These regulations are designed to implement a statute based upon FEMA’s interpretation of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act). They govern the PA Program and outline program procedures, eligibility, and funding

Construction and Demolition Debris – FEMA Publication 325 defines construction and demolition (C&D) debris as damaged components of buildings and structures such as lumber and wood, gypsum wallboard, glass, metal, roofing material, tile, carpeting and floor coverings, window coverings, plastic pipe, concrete, fully cured asphalt, heating, ventilation and air conditioning systems and their components, light fixtures, small consumer appliances, equipment, furnishings and fixtures. Current eligibility criteria include:

- Debris must be located within a designated disaster area and be removed from an eligible applicant’s improved property or right-of-way.
- Debris removal must be the legal responsibility of the applicant.
- Debris must be a result of the major disaster event.

Debris Removal Contractor – The debris removal contractor is contracted by the City of New Orleans (City) to remove and dispose of debris that is a result of a severe debris-generating event.

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Disaster Specific Guidance – Disaster Specific Guidance (DSG) is a policy statement issued in response to a specific post-event situation or need in a state or region. Each DSG is issued a number and is generally referred to along with their numerical identification.

FEMA Publication 322 – Public Assistance Guide – Provides a general overview of the FEMA PA Program protocol immediately following a disaster. The PA Program provides the basis for the federal/local cost sharing program. This document specifically describes the entities eligible for reimbursement under the PA Program, the documentation necessary to ensure reimbursement and any special considerations that local governments should be aware of to maximize eligible activities.

FEMA Publication 323 – Applicant Handbook – The Applicant Handbook (Handbook) is the official “how to” for local governments who are considering applying for reimbursement following a disaster through the PA Program. The Handbook provides the rules, procedures and sample documents that local governments need as the applicant to FEMA. The publication is formatted so that the applicant has a step-by-step guide for each phase of the reimbursement process including what information is critical to ensure reimbursement.

FEMA Publication 325 – Debris Management Guide – This publication is specifically dedicated to the rules, regulations and policies associated with the debris cleanup process. Familiarity with this publication and any revisions, can aid a local government to limit the amount of non-reimbursable expenses. The Debris Management Guide provides the framework for the debris removal process authorized by the Stafford Act including:

- Eliminating immediate threats to lives, public health and safety.
- Eliminating immediate threats of significant damage to improved public or private property.
- Ensuring the economic recovery of the affected community to the benefit of the community-at-large.

Hanger – A hanger is a hazardous limb that poses significant threat to the public. The current eligibility requirements for leaning trees according to FEMA Publication 325 are:

- The limb is greater than two inches in diameter.
- The limb is still hanging in a tree and threatening a public-use area.
- The limb is located on improved public property.

Hazardous Stump – A stump is defined as hazardous and eligible for reimbursement if all of the following criteria are met:

- The stump has 50 percent or more of the root-ball exposed.

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- The stump is greater than 24 inches in diameter when measured 24 inches from the ground.
- The stump is located on a public right-of-way.
- The stump poses an immediate threat to public health and safety.

Household Hazardous Waste – The Resource Conservation and Recovery Act defines hazardous wastes as materials that are ignitable, reactive, toxic or corrosive. Examples of household hazardous waste (HHW) include items such as paints, cleaners, pesticides, etc. Due to the nature of hazardous waste certified technicians must be used to handle, capture, recycle, reuse and dispose of hazardous waste. The eligibility criteria for HHW are as follows:

- HHW must be located within a designated disaster area and be removed from an eligible applicant's improved property or right-of-way.
- HHW removal must be the legal responsibility of the applicant.
- HHW must be a result of the major disaster event.

Leaner – A tree is considered hazardous and defined as a "leaner" when the tree's present state is caused by a disaster, the tree poses a significant threat to the public and the tree is six inches in diameter or greater, measured two feet from the ground or at chest height. The current eligibility requirements for leaning trees according to FEMA Publication 325 are:

- The tree has more than 50 percent of the crown damaged or destroyed (requires written documentation from an arborist).
- The tree has a split trunk or broken branches that expose the heartwood.
- The tree has fallen or been uprooted within a public use area.
- The tree is leaning at an angle greater than 30 degrees.

Monitoring Firm – The monitoring firm is an organization under contract with the City to monitor debris removal operations. The monitoring firm ensures the debris removal contractor is working within the scope-of-work contracted by the City and documents debris removal operations.

Robert T. Stafford Disaster Relief and Emergency Assistance Act – Provides the authorization of the PA Program. The fundamental provisions of this act are as follows:

- Assigns FEMA the authority to administer federal disaster assistance
- Defines the extent of coverage and eligibility criteria of the major disaster assistance programs
- Authorizes grants to the states
- Defines the minimum federal cost-sharing levels

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Vegetative Debris – As outlined in FEMA Publication 325, vegetative debris consists of whole trees, tree stumps, tree branches, tree trunks and other leafy material. Vegetative debris will largely consist of mounds of tree limbs and branches piled along the public right-of-way by residents and volunteers. Current eligibility criteria include:

- Debris must be located within a designated disaster area and be removed from an eligible applicant's improved property or right-of-way.
- Debris removal must be the legal responsibility of the applicant.
- Debris must be a result of the major disaster event.

White Goods – As outlined in FEMA Publication 325, white goods are defined as discarded household appliances such as refrigerators, freezers, air conditioners, heat pumps, ovens, ranges, washing machines, clothes dryers and water heaters. White goods can contain ozone-depleting refrigerants, mercury or compressor oils that the federal Clean Air Act prohibits from being released into the atmosphere. The Clean Air Act specifies that only certified technicians can extract refrigerants from white goods before they can be recycled. The eligibility criteria for white goods are as follows:

- White goods must be located within a designated disaster area and be removed from an eligible applicant's improved property or right-of-way.
- White goods removal must be the legal responsibility of the applicant.
- White goods must be a result of the major disaster event.