

# Hurricane Loss Mitigation Program

1997 - 2014

**Disclaimer:** The information presented in this report contains the past seventeen fiscal years of the Hurricane Loss Mitigation Program. Information contained herein was derived from statutorily mandated annual reports provided to the Speaker of the House, President of the Senate, and Executive Office of the Governor. Data in these reports was accepted at face-value and considered to be reliable and valid. Verification of individual project file information outside of the statutory records retention period of five years was unable to be completed.



## Hurricane Loss Mitigation Program Total Allocations

Since the establishment of the Hurricane Loss Mitigation Program (the Program) in 1997, the Program has obligated an estimated total of **\$181,019,030**. The Program has issued a total of **340** grants, excluding statutory allocations to Florida International University, Tallahassee Community College Mobile Home Tie-Down Program, and the Public Shelter Retrofit Program. Program grants are divided into the following categories\*:

- Retrofit Projects = **138** grants
- Outreach and Training Activities = **89** grants
- Research and Studies = **40** grants
- Building Code Training and Development = **29** grants
- Total Grants in FY 2004-2005 and FY 2005-2006\* = **44** grants

## Mobile Home Tie-Down Program

The Mobile Home Tie-Down Program, managed by the Tallahassee Community College since 2001, is obligated **\$2,800,000** a year. Similar to the RCMP, several years have been obligated varying amounts of funding that exceed the obligated budget either due to rollover funds from the previous year (see FY 2001-2002 and FY 2003-2004) or a redirection of funding from other eligible activities (see FY 1999-2000 when funding from FIU Research and Outreach was redirected).

In total, the Mobile Home Tie-Down Program has obligated approximately **\$43,263,504** to eligible communities.

Approximately **30,496** mobile homes have been tied down using funding from this program since its inception. Additionally, a total of **194** mobile home communities have received tie-down funding within **30** municipalities. An estimated total of **3,103** mobile homes have been identified for the tie-down program in FY 2014.

## Public Shelter Retrofit Program

The Public Shelter Retrofit Program is provided **30%** of the Hurricane Loss Mitigation Program funding each Fiscal Year. This means that of the \$10 million obligated to the Program, the Public Shelter Retrofit Program is obligated \$3 million. In multiple Fiscal Years, the Program was allocated a significantly larger amount than the usual \$3 million due to Federal funds being allocated towards the effort.

Since the initiation of the Program, a total obligation amount of **\$83,872,243** has been designated to the Program. This funding has provided an estimated total of **503,766** usable shelter spaces.

Mobile Home Tie-Down Funding Obligations and Number of Homes Per Fiscal Year

Year	Amount Allocated	Number of Mobile Homes
2000-2001	\$3,183,779	2,135
2001-2002	\$3,087,099	2,137
2002-2003	\$2,800,000	1,929
2003-2004	\$3,215,489	2,220
2004-2005	\$2,800,000	1,927
2005-2006	\$2,800,001	1,931
2006-2007	\$2,800,000	2,039
2007-2008	\$2,800,000	2,038
2008-2009	\$2,800,000	1,990
2009-2010	\$2,800,000	1,969
2010-2011	\$2,800,000	1,955
2011-2012	\$2,800,000	2,143
2012-2013	\$2,832,137	2,960
2013-2014	\$2,800,000	3,123

Public Shelter Retrofit Funding Obligation and Number of Shelter Spaces Gained Per Fiscal Year

Year	Amount Allocated	Number of Shelter Spaces Gained
1999-2000	\$8,473,341	72,230
2000-2001	\$25,572,795	119,087
2001-2002	\$5,233,731	20,574
2002-2003	\$4,735,113	41,710
2003-2004	\$3,000,000	33,381
2004-2005	\$7,500,000	68,765
2005-2006	\$3,000,000	24,481
2006-2007	\$3,000,000	13,820
2007-2008	\$6,607,263	25,645
2008-2009	\$0	0
2009-2010	\$3,000,000	13,055
2010-2011	\$1,750,000	4,861
2011-2012	\$3,000,000	17,633
2012-2013	\$3,000,000	15,831
2013-2014	\$3,000,000	16,154
2014-2015	\$3,000,000	16,539

\*Grant totals by category do not include FY 2004-2005 and FY 2005-2006 due to insufficient report data. Audits report a total of 44 grants were distributed but does not include grant distribution by category.

\*\* RCMP Funds were redirected in FY 2008-2009 in addition to \$3,000,000 normally allocated for public shelter retrofits (approximately \$6,421,764) to the installation of emergency power generators in special-needs hurricane evacuation shelters.



### **MOBILE HOME TIE- DOWN PROGRAM**

The State of Florida has allocated grant money through a contract with Tallahassee Community College to implement the Manufactured Home Tie-Down Enhancement Program.

This program involves the enhancement of the tie-down and anchoring system of your home. **The program does not intend to bring existing mobile homes up to code but to make the home as wind resistant as funding, physical characteristics and condition of premises permit.** Please note: Each home worked on may receive differing quantities of new equipment depending on size, condition and physical characteristics.

This program is at **NO COST** to you. Skirting removal and re-installation on eligible homes is now being offered with the Program. All fees paid to the contractor are paid directly by Tallahassee Community College through a grant from the state. The additional tie-down and anchoring systems could help minimize damage to the mobile home arising from windstorms, tornadoes or hurricanes.

#### **Eligibility to receive inspections and tie-down services is limited to the following:**

1. A 60% mandatory participation rate is required and each manufactured home must be located within the boundaries of the mobile home community.
2. The manufactured home must be built and installed prior to September 1999.
3. The minimum height requirement for the manufactured home shall be at least 15" inches from the ground to the sidewall of the home.
4. The homeowner must properly complete and sign the ***AUTHORIZATION-TO-PROCEED FORM***.
5. Skirting removal and re-installation on eligible homes is included in the Program. All skirting must be easily removable and able to be re-installed with minimal effort. Repair or replacement of any skirting will be the sole responsibility of the homeowner. **Please note:** Windstorm Mitigation Inc. reserves the right not to remove and re-install any skirting which does not meet Program requirements. Tallahassee Community College and the State of Florida are not responsible for the removal and re-installation of the skirting.
6. The homeowner shall be responsible for the preparing and cleanup of the home site for the enhancement project. Preparation may include removal and replacement of shrubbery, furniture under carports and within screen rooms, etc.
7. To nominate your community for this program please send a letter of interest stating the name, address of your community along with contact information to:

**Tallahassee Community College**

**Attn: Darrell Miller**

**444 Appleyard Drive**

**Tallahassee, Florida 32304-2895**

**[millerda@tcc.fl.edu](mailto:millerda@tcc.fl.edu)**

# Florida International University (FIU)

FIU receives a 10% obligation of the \$7 million appropriation to the RCMP. This is used to fund research in the areas of state and local barriers to upgrading existing mobile homes and communities, program options for the recycling of existing older mobile homes, and hurricane loss reduction devices and techniques for site-built residences. Funding from the RCMP has generated research by highly qualified engineers and scientists including a total of 8 Doctorates, 54 Masters of Science, and 36 Undergraduate students within FIU.

The Program to date has used a reported \$11,186,806 towards funding the research performed by FIU.

## Florida International University Research Milestones

Wall of Wind project conducts destructive testing of house and low-rise buildings exposed to actual hurricane-force winds and rain. More than 20 peer-reviewed papers have been produced.

Modification of Florida Building Code’s roof sheathing nailing standards for housing construction in the High Velocity Hurricane Zone

Post-disaster interviews after Hurricane Charley (2004) and Hurricane Wilma (2005)

An internet GIS system was developed to distribute statewide airborne LiDAR data collected by FLDEM. The LiDAR website can be found at <http://mapping.ihr.fiu.edu>

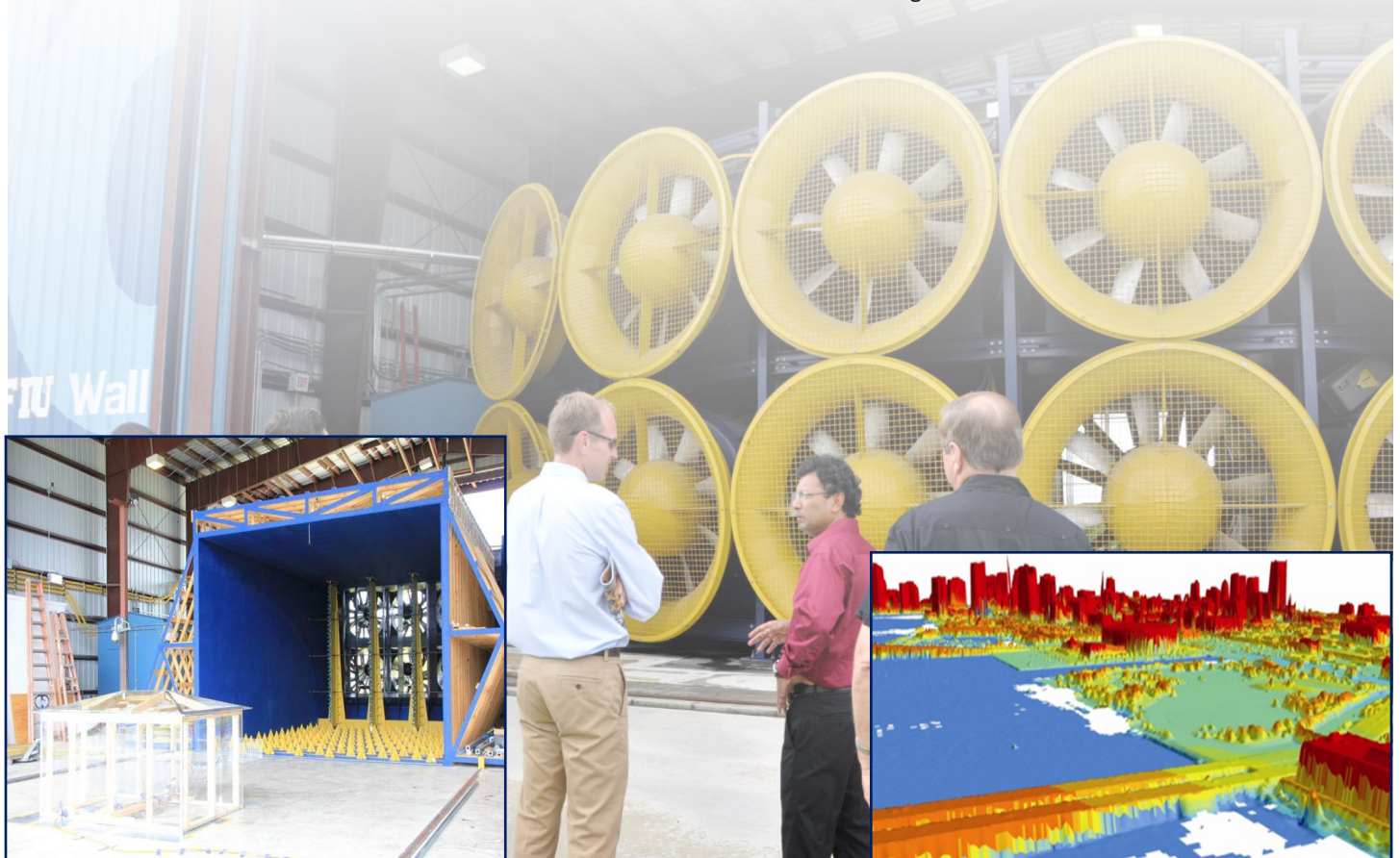
FIU Amount Obligated Per Fiscal Year

Year	Amount Obligated	Year	Amount Obligated
1997-1998	\$302,284	2006-2007	\$699,349
1998-1999	\$713,510	2007-2008	\$699,756
1999-2000	\$377,711	2008-2009	\$700,000
2000-2001	\$700,000	2009-2010	\$699,000
2001-2002	\$700,000	2010-2011	\$699,324
2002-2003	\$700,000	2011-2012	\$700,000
2003-2004	\$803,872	2012-2013	\$592,000
2005-2006	\$700,000	2013-2014	\$700,000
2005-2006	\$700,000		

Hurricane wind impacts on buildings are not only determined by the magnitude and duration of high winds, but also by the interaction between features including terrain, vegetation, and buildings above the Earth’s surface and the wind within the boundary layer

FIU has assessed the total estimated cost and timelines associated with replacing all pre-1976 mobile home units currently located in mobile home parks in the State of Florida

RCMP funds also supported a new hurricane mitigation public museum exhibits featured at the Miami Science Museum and the National Building Museum, the latter of which is located in downtown Washington DC.



# Residential Construction Mitigation Program (RCMP)

The Residential Construction Mitigation Program (RCMP) is allocated \$7,000,000 a year. The Mobile Home Tie-Down Program is provided 40% of this funding and 10% is provided to Florida International University for Hurricane Research. The remaining \$3,500,000 is provided to eligible subgrantees for the performance of allowable activities. All projects are reviewed for eligibility and must meet cost-effectiveness requirements.

## Total RCMP Funds Obligated by Category (1997 - 2014)

- Retrofit Projects  
\$17,742,631
- Outreach and Training Activities  
\$10,576,617
- Research and Studies  
\$6,069,939
- Building Code Training and Development (Florida Building Code)  
\$4,806,013
- FY 2004-2005 and FY 2005-2006 (Grant Category Not Available)\*  
\$5,732,887

The *Florida Hurricane Loss Mitigation Program: Report to the Florida Legislature* format has varied significantly since the inception of the program in FY 1997-1998.

Obligations never exceeded the allocations set forth in Section 215.559 F.S. from FY 1997-1998 to FY 2008-2009 (unless a redirection of funding was mandated), it is important to see the total obligations compared to the total expenditures in order to gain a better understanding of the obligation rate of the funds. Below is a table presenting obligations vs. expenditures from FY 2009-2010 to FY 2013-2014. This table does not include required allocations to the Mobile Home Tie-Down Program, Florida International University, or the Public Shelters Retrofit, but can be found throughout the handout.

## RCMP Total Yearly Obligations

Year	Total Amount of Obligations Per Year
1997-1998	\$1,083,000
1998-1999	\$4,418,397
1999-2000	\$1,412,601
2000-2001	\$3,267,280
2001-2002	\$3,360,705
2002-2003	\$3,409,162
2003-2004	\$3,597,893
2004-2005	\$2,631,858
2005-2006	\$3,101,029
2006-2007	\$3,353,850
2007-2008	\$3,202,000
2008-2009**	\$0
2009-2010	\$2,154,555
2010-2011	\$1,394,992
2011-2012	\$3,414,940
2012-2013	\$2,809,889
2013-2014	\$2,231,610

## Fiscal Years 2009-2014 Total Obligations Versus Expenditures and Grant Recipients

		2009-2010		2010-2011		2011-2012		2012-2013		2013-2014	
		Obligated	Expended	Obligated	Expended	Obligated	Expended	Obligated	Expended	Obligated	Expended
Retrofit	Grant Recipients	10	10	9	9	14	14	10	10	12	12
	Funding	\$995,470	\$893,366	\$822,176	\$670,187	\$1,672,200	\$1,432,503	\$1,404,317	\$1,228,609	\$1,800,000	\$1,471,344
Outreach	Grant Recipients	2	2	2	2	8	7	4	4	4	4
	Funding	\$194,960	\$194,960	\$194,419	\$194,675	\$817,740	\$687,939	\$480,572	\$420,566	\$431,610	\$431,610
Research	Grant Recipients	6	6	5	5	0	0	0	0	0	0
	Funding	\$769,150	\$745,869	\$278,397	\$218,656	\$0	\$0	\$0	\$0	\$0	\$0
Florida Building Code and Compliance	Grant Recipients	2	2	1	1	1	1	1	1	0	0
	Funding	\$194,975	\$194,975	\$100,000	\$100,000	\$925,000	\$826,843	\$925,000	\$636,744	\$0	\$0
TOTALS	Grant Recipients	20	20	17	17	23	22	15	15	12	12
	Funding	\$2,154,555	\$2,029,170	\$1,394,992	\$1,243,259	\$3,414,940	\$2,947,285	\$2,809,889	\$2,285,919	\$2,231,610	\$1,902,954

## RCMP Residential Retrofits

The Residential Retrofit Program within the RCMP has obligated a total of **\$17,742,631** from FY 1997-1998 to FY 2012-2013. During this time, the Residential Retrofit Program has performed retrofits on an estimated **2,217** homes across **138** grants awarded to various municipalities and communities.

Though the average amount per retrofit has varied per Fiscal Year, the Program has not exceeded **\$9,250** per retrofit since FY 2003-2004. Over the life of the Program, the average amount per retrofit is approximately **\$7,753**.

RCMP Residential Retrofits Total Amount Obligated, Number of Retrofits, and Average Amount Per Fiscal Year\*

Year	Total Amount Obligated	Number of Retrofits	Average Amount Per Retrofit	Year	Total Amount Obligated	Number of Retrofits	Average Amount Per Retrofit
1997-1998	-	0	-	2006-2007	\$1,412,591	177	\$7,981
1998-1999	\$3,179,597	239	\$13,304	2007-2008	\$1,265,000	158	\$8,006
1999-2000	\$838,700	369	\$2,273	2008-2009***	-	0	-
2000-2001	\$795,000	109	\$7,294	2009-2010	\$995,470	125	\$7,964
2001-2002	\$764,000	96	\$7,958	2010-2011	\$822,176	137	\$6,001
2002-2003	\$1,239,557	86	\$14,413	2011-2012	\$1,672,200	181	\$9,239
2003-2004	\$1,000,000	125	\$8,000	2012-2013	\$1,404,317	167	\$8,409
2004-2005**	-	0	-	2013-2014	\$1,800,000	248	\$7,258
2005-2006**	-	0	-				

## RCMP Outreach and Training Activities

RCMP Outreach and Training Activities Amount Obligated Per Fiscal Year

Year	Amount Obligated	Year	Amount Obligated
1997-1998	\$159,000	2003-2004	\$1,829,998
1998-1999	\$613,300	2004-2005**	No Data
1999-2000	\$0	2005-2006**	No Data
2000-2001	\$1,706,571	2006-2007	\$1,000,000
2001-2002	\$1,075,091	2007-2008	\$803,056
2002-2003	\$1,270,300	2008-2009***	\$0

RCMP Outreach and Training Activities Obligations and Expenditures

Year	Amount Obligated	Amount Expended
2009-2010	\$194,960	\$194,960
2010-2011	\$194,419	\$194,675
2011-2012	\$817,740	\$687,939
2012-2013	\$480,572	\$420,566
2013-2014	\$431,610	\$431,610

Outreach and Training Activities are also a significant portion of the RCMP funding with approximately **\$10,576,617** obligated over the program's life. A total of **89** grants have been awarded to the eligible activities within this category since the beginning of the Program.

Since the FY 2008-2009, outreach and training activities have consistently utilized more than **85%** of the grant obligation compared to previous years (FY 1997-1998 through FY 2007-2008) when grant expenditures for these activities never exceeded **75%**. Information for 2014 has not yet been completed in regards to total expenditures.

\* When available, recipients use a combination of funding resources to maximize individual residence improvements.

\*\* Grant totals by category do not include FY 2004-2005 and FY 2005-2006 due to insufficient report data. Audits report a total of 44 grants were distributed but does not include grant distribution category.

\*\*\* FY 2008-2009 funding was redirected towards emergency generators for special needs shelters.

## RCMP Unused Allocations

It is not uncommon for project underruns to occur within the RCMP program. One explanation for this is the one-year project life cycle, which limits project expenditures to a single year. As part of the 2015 budget, FDEM has requested that a complete draw down of funds will be achievable.

Unutilized funds from the HLMP are placed in an interest bearing holding fund. To be used again, the funds have to be requested to be returned to the program with a plan to spend it down in that fiscal year. In the past, moneys have been brought out of the holding account to fund more retrofit projects, outreach ventures, and research for wind mitigation purposes.

## RCMP Florida Building Code and Compliance

Florida Building Code and Compliance has comprised approximately **12%** of the total RCMP obligations throughout the program's life. The eligible category has received an estimated **29** grants totaling **\$4,806,013**.

During FY 2011-2012 and FY 2012-2013, Section 553.841 F.S. was introduced in the State of Florida General Appropriations Act providing a special allocation of **\$925,000** from the HLMP to fund Florida Building Code Compliance and Mitigation. The purpose of this allocation was to provide training and continuing education classes for Florida contractors. This training was provided through the Florida Building Commission. This statutory allocation has since been removed.

RCMP FBC and Compliance Amount Obligated Per Fiscal Year

Year	Amount Obligated	Year	Amount Obligated
1997-1998	\$829,000	2006-2007	\$0
1998-1999	\$0	2007-2008	\$0
1999-2000	\$434,901	2008-2009	\$0
2000-2001	\$595,709	2009-2010	\$194,975
2001-2002	\$561,591	2010-2011	\$100,000
2002-2003	\$239,837	2011-2012	\$925,000
2003-2004	\$0	2012-2013	\$925,000
2004-2005	No Data	2013-2014	\$0
2005-2006	No Data		

## RCMP Research and Studies

RCMP Research and Studies  
Amount Obligated and Number of Grants Awarded Per Fiscal Year

Year	Amount Obligated	Amount of Grants Awarded	Year	Amount Obligated	Amount of Grants Awarded
1997-1998	\$0	0	2006-2007	\$941,259	5
1998-1999	\$515,000	1	2007-2008	\$1,133,944	6
1999-2000	\$139,000	2	2008-2009*	\$0	0
2000-2001	\$50,000	1	2009-2010	\$769,150	6
2001-2002	\$924,349	4	2010-2011	\$278,397	5
2002-2003	\$659,468	4	2011-2012	\$0	0
2003-2004	\$658,872	5	2012-2013	\$0	0
2004-2005	No Data	No Data	2013-2014	\$0	0
2005-2006	No Data	No Data			

Research Grants and Studies have comprised of approximately **16%** of the total funding obligated through the RCMP. It is important to note that these figures do not include funding statutorily allocated to Florida International University through Section 215.559 F.S.

Since the inception of the RCMP, an estimated **\$6,069,939** has been obligated to this eligible category and a total of **40** grants have been distributed. The average obligation amount distributed per grant is **\$151,748**. Since FY 2011-2012, research funding allocations have been halted in order to redirect these funds to the Residential Retrofit Program and Florida Building Code and Compliance Initiatives which provide significant and measurable return on investment.

\* FY 2008-2009 funding was redirected towards emergency generators for special needs shelters.

# **RCMP Oversight Process**

The RCMP oversight process is driven by Standard Operating Procedures, compliance with State Contract Management Guidelines and Federal Office of Management and Budget Circulars pertaining to grant management.

## **Award Notification**

When selected, an Award Notification Letter is mailed to the potential subgrantee. Included in this notification is a property information sheet, which the subgrantee must submit within 2 weeks. The property information sheet includes pertinent data to assist with scope of work development and the benefit cost analysis, such as property address, GPS coordinates, a list of work to be done, costs, and the property value.

## **Contract Preparation**

### **Scope of Work Development**

Scope of Work (SOW) is developed to identify both the tasks and deliverables defined from the Request for Proposal (RFP) process. All program requirements are included in the contract. The grantee completes the property information sheet with the data used in the benefit cost analysis (BCA) for each property and overall project. The grantee then submits a SOW for each residence being retrofitted.

### ***Recordkeeping***

FDEM follows the state and federal guidelines for record retention.

### ***Audit Requirements***

The Recipient must maintain financial procedures and support documentation to account for the receipt and expenditure of funds under the Agreement. The records shall be available for inspection, review, or audit by personnel authorized by the Division. However, if the Recipient expends less than \$500,000 in State financial assistance in its fiscal year, an audit is not required.

### ***Reports***

- 1) The Recipient shall provide the Division with quarterly reports and a close-out report. The reports shall include the current status and progress by the Recipient in completing the work described in the SOW and the expenditure of funds in this Agreement.
- 2) Quarterly reports are due to the Division no later than 15 days before the end of each quarter. The ending dates for each quarter are March 31, June 30, September 30, and December 31.
- 3) The close-out report is due 60 days after termination of this Agreement or 60 days after completion of the activities contained in this agreement, whichever occurs first.

## **Monitoring**

The Division has monitoring requirements to ensure that the project is being implemented within the parameters of the grant program. This begins with the Quarterly Reporting requirement, where subgrantees report on the project status and fund expenditures to date. A reminder is sent to subgrantees 25 days before the report is due. If the report is not received 5 days after the due date, an email is sent to notify the subgrantee that they are in noncompliance with the grant. If the report is not received 10 days after the due date, the subgrantee is notified that the project is being closed and that no more funds will be awarded.

The Division also conducts site visits of the subgrantees and will review records for accuracy, timeliness, and completeness. The Staff monitoring the site will then fill out a monitoring report that summarizes the findings of the site visit and record review. Currently being developed is an Outcome Based Corrective Action Plan (CAP) for the program, which will assist the subgrantee in correcting issues found in the audit and increases accountability and compliance within the program. The CAP references the findings in the monitoring report, determines the root cause and the outcome, and outlines specific actions necessary to address the issue.

# RCMP Oversight Process

## Closeout

When the project is complete, the subgrantee must submit a letter stating that the scope of work has been completed in accordance with the Subgrant Agreement, that the work performed meets existing building codes, that environmental conditions have been met, and that the project is ready for final inspection. A Division engineer then performs a final-site inspection and also reviews project documentation and deliverables such as quarterly reports and requests for reimbursement for accuracy and completeness. Once the project has been deemed complete and compliant, a closeout letter is sent to the subgrantee to state that the project is closed and serve as a reminder of record retention requirements as set forth in the Agreement.

## Benefit-Cost Analysis

The Division incorporates a benefit-cost analysis as a metric to ensure that all RCMP retrofit awards are obligated to projects that are cost beneficial. In addition, the Division has developed tracking sheets that calculates the average cost per unit for retrofit projects such as windows, doors, hurricane straps, and hurricane clips. This tracking sheet is compared to application cost estimates to ensure that expected costs are both reasonable and accurate.

Funding appropriated for outreach must also incorporate elements of accountability and compliance. The Division is internally reevaluating the current outreach strategy to keep costs down and more effectively target appropriate populations and local governments.

## Personnel

- Miles Anderson, State Hazard Mitigation Officer / (850)413-9816 / [miles.anderson@em.myflorida.com](mailto:miles.anderson@em.myflorida.com)
- Marianne Arbulu, Community Program Manager / (850) 922-4518 / [marianne.arbulu@em.myflorida.com](mailto:marianne.arbulu@em.myflorida.com)
- Meredith Van Valkenburgh, RCMP Manager\* / (850)413-9946 / [meredith.vanvalkenburgh@em.myflorida.com](mailto:meredith.vanvalkenburgh@em.myflorida.com)

\*RCMP Manager oversees finance, technical unit, grant specialists and compliance for RCMP.



# **Award Selection Process**

The Residential Construction Mitigation Program (RCMP) uses the State of Florida Vendor Bidding System to advertise all formal solicitations. In addition, the RCMP places an announcement in the Florida Administration Register.

## **Procurement Instrument**

The RCMP uses a Request of Proposal (RFP) vehicle to solicit prospective projects to fund. Each year the program will re-evaluate RFP project categories through on-going discussion, data analyses, and evaluation. The categories are determined based on needs as identified by the State. Residential wind mitigation retrofit projects and mitigation outreach programs have been two consistent categories but are subject to change. The funding amounts prior to 2012, RCMP used a Notice of Funding Availability (NOFA) Process to release notice of available funds.

The advertisement process for the RFP is implemented by the Division's Procurement section through My Florida MarketPlace, the State's eProcurement system, and the Vendor Bid System, an online repository for all State bids.

## **Advisory Council**

As set forth by Section 215.559 F.S., an advisory council must be formed to consult on the program. It is the role of the RCMP Program coordinator to request Advisory Council appointment for the upcoming fiscal year and set up the Advisory Council initial meeting when the programs set forth in Section 215.559 are developing. The Program Advisory Council actively manages and serves as the authorities on funding allocations providing the option for future funding direction changes.

## **Procurement Process**

The first step of the RCMP procurement process is for the Division to identify program goals for the upcoming fiscal year, which are developed into the RFP scope of work. Before the RFP is released, the Division's Procurement and Legal sections review and finalize the RFP.

Once the procurement is published on My Florida MarketPlace, RCMP staff is hands off until submittal deadlines. No further reminders or contact with potential applicants take place. All questions are collected by Procurement and answered in coordination with the RCMP Program Manager. Procurement then posts questions and answers on My Florida MarketPlace by the deadline established in the RFP.

## **Evaluation Committee**

Upon the public opening date and time, all submitted proposals are opened. The proposals are then distributed to the Evaluation Committee to review and score submitted proposals. The Committee is made up of various members that are familiar with the concepts of mitigation or grant funding programs.

The Division's Procurement section ensures that all applications meet the minimum sufficiency requirements, including complete proposals, number of copies required, and that all deadlines have been met.

## **Category Funding Determination**

The Division determines how the funds will be allocated across the proposal project categories. A number of factors are considered in the decision.

The Evaluation Committee ranks proposals by category, and then scores proposals from highest to lowest until no funds remain for the category. When the Evaluation Committee is finished scoring proposals, the scores are posted on My Florida MarketPlace and award notification letters are sent to those projects who are allocated funds.

The State of Florida performs many necessary mitigation activities in order to reduce long term risk to people and property from natural hazards and their effects, effectively increasing resiliency within our communities. Most mitigation activities are funded through competitive federal grant programs that are available for both disaster recovery and non-disaster mitigation projects. The Division provides technical assistance to communities to complete grant applications, administer federal funds to awarded projects, monitor project implementation, and facilitate project closeout.

# State of Florida Mitigation Activities

## Hazard Mitigation Assistance (HMA) Programs

FEMA's Hazard Mitigation Assistance (HMA) grant programs are designed to provide funding to protect life and property from future natural disasters. Currently, there are three programs: the Hazard Mitigation Grant Program, the Pre-Disaster Mitigation Program, and the Flood Mitigation Assistance Program.

### **Hazard Mitigation Grant Program (HMGP)**

The Hazard Mitigation Grant Program (HMGP) helps Presidentially Declared local communities execute meaningful mitigation measures against natural hazards through FEMA. The Division is the lead state administrative agency for HMGP, also known as the Grantee. Local governments, public universities, and private non-profit organizations may submit applications for HMGP.

### **Pre-Disaster Mitigation Program (PDM)**

The Pre-Disaster Mitigation (PDM) program is a FEMA funded nation-wide competitive grant program that was created to assist State and local governments with funding to implement cost-effective hazard mitigation activities prior to disasters. Only the Bureau of Mitigation at the Division administers the PDM program. Local governments, public universities, and private non-profit organizations may submit applications for PDM funds to the Grantee, who submits one application containing all sub-applications to FEMA. Eligible project types include acquisition projects, structure elevations, structural retrofits, hydrologic and hydraulic studies, protective measures for utilities, and stormwater management projects.

### **Flood Mitigation Assistance Program (FMAP)**

The Flood Mitigation Assistance Program (FMAP) is a FEMA funded program whose purpose is to reduce or eliminate the long-term risk of flood damage to buildings, manufactured homes, and other structures insured under the National Flood Insurance Program (NFIP). The Bureau of Mitigation at the Division administers the FMAP program within the State of Florida. Local governments and public universities who participate in the NFIP may submit applications for FMAP funds. Eligible project types include acquisition, structure elevations, demolition/rebuild, and minor localized flood reduction projects. All structures to be mitigated must have an active flood insurance policy.

## Local Mitigation Strategy

The Local Mitigation Strategy (LMS) is a plan to reduce and or eliminate the risks associated with natural and man-made hazards at the local level. These plans are typically developed at the county-level and encompass multiple jurisdictions and municipalities. They must be updated at least once every five years.

The Bureau's Planning Unit is responsible for the coordination and initial review of all LMSs within the State. All LMSs must be reviewed using the Local Mitigation Plan Review Guide and FEMA's Local Mitigation Plan Review Tool. The Division is responsible for communicating the status of an LMS to the county LMS Chair and providing Technical Assistance throughout the FEMA review process.

## State Floodplain Management Program

The State Floodplain Management Program promotes and ensures sound land use development in floodplain areas in order to promote the health and safety of the public, minimize loss of life, and reduce economic losses. The Division serves as the State Coordinating Agency of the National Flood Insurance Program to work with Florida's municipalities and counties to administer their local flood damage reduction regulations. Floodplain Management Specialists work with Florida's communities, assisting them to successfully manage development in their floodplains, as well as monitoring these efforts to assure compliance with the national program.

## Community Rating System

The Division also supports implementation of the Community Rating System (CRS). Participation in the CRS has many benefits including but not limited to increased community resiliency. Of the communities that participate in the National Flood Insurance Program, 216 or roughly 47 percent participate in the CRS within the State of Florida. Floridians saved over \$191,624,572 on flood insurance premiums through the insurance discounts provided through the CRS.

## Audits

Only one audit on record has been performed with respect to the Division's use of mitigation funds appropriated from the Florida Hurricane Catastrophe Fund. The audit for the Residential Construction Mitigation Program was performed by the Department of Community Affairs Office of the Inspector General in 2008, and covers projects awarded from July 1, 2002 to December 31, 2006. Please review the table below for a description of adverse audit findings and actions taken to address such findings.

Findings	Management Response
A current policies and procedures manual does not exist within the Division for RCMP.	The RCMP section has developed Standard Operating Procedures to provide guidance required for implementation of the RCMP grant program. In addition, information regarding program monitoring requirements has been posted on DEM's website.
Issues with record retention and file maintenance in concurrence with the Florida Department of State, General Schedule for State and Local Government Agencies GS1-SL Item #109(a).	The RCMP section has incorporated into the SOPs a section that references file maintenance and record retention. RCMP also uses a Grants Management Tool to provide guidance on management documentation required for the RCMP grant program.
Untimely monitoring process and/or documentation	During the years in question, RCMP was understaffed to handle day-to-day operations of the program and the disaster roles of staff. Presently, RCMP staff conducts phone monitoring and visits to the subgrantees under contract.
Noncompliance with the Quarterly Reporting requirements	Quarterly and Closeout Reporting Requirements are now a streamlined process that contain reminders to subgrantees and checklists for completeness among other things.
Concerns	Management Response
Florida Building Code requirements are not being met or properly documented (Building Permits, Certificates of Completion)	These are included in SOPs and checklists for completeness.
Insufficient time schedule for the application cycle	RCMP now posts a Request for Reimbursement from February through April, allowing for application submission. Beginning in FY 2015, the grant cycle will be extended from 1 year to 2 years.
Rule 9B-68 of the Florida Administrative Code specifications regarding Residential Construction Mitigation Program Inspector, Wind Resistant Checklist, and associated evaluations is unclear	Staff reviews the rule on an annual basis to ensure that all guidelines are being met.

## **RCMP Recurring Outreach Award Recipients**

### **Building Officials Association of Florida**

**1997-2002**

Conference Support

### **City of North Lauderdale**

**2011-2012**

Conducted 24 local workshops with assistance with the North Lauderdale Fire Department

**2012-2013**

Delivered wind mitigation training to 3 counties and 2 Regional Planning Councils

### **Federal Alliance for Safe Homes**

**2001-2002**

Developed the one-stop hurricane resource guide, PSAs

**2002-2003**

PSA/blueprint for safety training; LMI umbrella agency outreach

**2003-2004**

Blueprint for safety training in Spanish; PSA; Parade of safety/ Low to Moderate income umbrella agency outreach

**2005-2006**

Developed homeowner guide on various mitigation techniques; Children's portal; 5<sup>th</sup> edition of the One Stop Hurricane Resource Guide

**2006-2007**

Developed 4 new vignettes to provide information on shutter options, code approved mitigation products, wind insurance mitigation discount basics, and self-guides

**2007-2008**

Mitigation consumer education; guide updates

### **Federation of Manufactured Homeowners of Florida**

**2000-2001**

Prepared public outreach materials on mobile home safety issues

**2001-2004**

Conducted education and outreach targeting residents of manufactured housing

**2005-2006**

Educated manufactured homeowners

### **Florida Association of Counties**

**2011-2014**

Developed a course for local government officials

### **Florida's Foundation**

**2011-2013**

Conducted 20 homeowner workshops, 5 training events, and 2 webinars to educate about wind mitigation

### **Florida Home Builders Association**

**1997-2004**

Conference support

**2011-2012**

Conducted 20 workshops around the state for homeowners; Training for construction industry professionals

**2012-2013**

19 training workshops at local home and remodeling shows

**2013-2014**

Residential mitigation for Florida homeowners

### **Florida Interfaith Networking in Disaster**

**2001-2002**

Coordination with local government social service agencies on targeting outreach to highly vulnerable populations

**2002-2004**

LMS volunteer coordination

**2005-2006**

Hosted workshops specifically focused on wind retrofits; encouraged 6 community interagency networks to adopt mitigation as a priority

### **Florida State University**

**2003-2004**

Guidebook comprehensive plan LMS integration

**2007-2008**

Developed a tabletop exercise on Disaster Contractors Network operations and capacity to allow for continued education

**2009-2010**

Florida Mitigation Portal to identify, catalog and analyze state and federal programs/projects related to risk and mitigation; Promoted mitigation techniques that can strengthen individual businesses

**2010-2011**

Conducting outreach, training, and developing partner quick cards for the Disaster Contractor Network and Minding your business portals; Update license and contractor rules and regulations; Catastrophic Storm Risk Management Center: Helped design financing programs for residential wind mitigation and home hardening

**2011-2012**

Research industry professionals about wind mitigation

### **Governors Hurricane Conference**

**1997-2003**

Conference support

### **Institute for Business and Home Safety**

**1998-1999**

Statewide insurance media event

**2005-2006**

Developed integrated web based retrofit guide

**2009-2010**

Perform website update services for RCMP; Updated the hurricane retrofit guide

### **Southeast Builders Conference**

**2005-2007**

Conference support

### **St Lucie BOCC**

**2006-2007**

Workshops throughout the Treasure Coast

**2007-2008**

Developed windstorm mitigation home audit checklist and held workshops.

### **Tampa Bay Regional Planning Council**

**1999-2000**

Constructed a training house to demonstrate retrofitting techniques.

**2000-2001**

Supported efforts to promote residential hurricane mitigation.

## RCMP One-Time Outreach Award Recipients

### **1997-1998**

#### **Southeastern Hurricane Conference**

Conference Support

### **1998-1999**

#### **Mediawise**

Wind Mitigation Booklet and Video

#### **Ron Sachs Communication**

Public Service Announcements

### **2000-2001**

#### **Colonial Express International**

25,000 hurricane information brochures in English and Spanish

#### **Emergency Response Planning and Management**

Provided Florida counties with mitigation planning software to assist LMS groups to prioritize wind mitigation projects

#### **Florida Safe Alliance for Homes**

Produced hazard mitigation outreach materials and PSAs

#### **Florida Association of Broadcasters**

Printed hurricane posters for public outreach

#### **Florida Windstorm Underwriters Association**

Produced public outreach materials on Windstorm Classification Plan

#### **Lithohaus**

Printed 1,700 Emergency Support Function posters

#### **Pride, Inc**

Created 5,000 hurricane information magnets

#### **Tradewinds Video**

Produced 200 copies of mitigation success stories video

### **2001-2002**

#### **Florida Windstorm Underwriters Association**

Developed brochures on the new Wind Classification Plan

### **2002-2003**

#### **Citizens Property Insurance**

Developed public outreach

### **URS**

Provided growth management planning technical assistance

### **2003-2004**

#### **American Red Cross**

Developed mitigation incentives, outreach, and training

#### **Manatee County School Board**

Conducted school shelter demonstration project

#### **University of Florida**

Conducted hazard mitigation training for Florida planning officials

### **2005-2006**

#### **Colonial Press International**

Developed 3 PSAs in Spanish and English

### **2006-2007**

#### **Pro Web Commercials**

3 PSAs; Kids education forum to distribute to school districts; Conducted a town hall meeting

### **2007-2008**

#### **Pro Web Commercials**

Produced Craig's Corner on monthly mitigation topics; Produced a video on the levels of danger to residences; 3 Public Service Announcements.

#### **Hurricane Warning**

Installed interactive kiosks to promote self-guided technology; Developed workshops on how to use resources

### **2012-2013**

#### **Florida PACE Funding Agency**

Outreach at 6 hurricane expositions; 2 association conferences; 4 webinars; 4 regional workshops; 3 regional council presentations

### **2013-2014**

#### **Florida Commission on Community Service (Volunteer Florida)**

Residential mitigation for Florida homeowners

#### **Be Ready Alliance Coordinating for Emergencies (BRACE)**

Webinars on residential mitigation for Florida homeowners

## RCMP Research Award Recipients

### 1998-1999

#### Board of County Commissioners of Palm Beach County

Maintain a database of homes on which a wind inspection was performed.

### 1999-2000

#### Florida State University

Create loan screening criteria to survey homeowners likely to participate in the Residential Construction Mitigation Program and produce a report on these findings

#### University of Florida, Shimberg Center for Affordable Housing

Survey of selected mobile home parks throughout the state and recommend suitable participants in the mobile home tie-down program

### 2000-2001

#### Florida State University

Maintain a Resource Identification Strategy database to assist local governments in obtaining funding for wind mitigation projects

### 2001-2002

#### Applied Research Associates, Inc.

Insurance Loss Relativities study for single-family homes

Insurance Loss Relativities study for residential structures of 5 or more units

#### Florida State University

Develop RCMP Five Year Strategic Plan

#### University of Florida

Implement, maintain, and expand the Florida Coastal Monitoring Program

### 2002-2003

#### University of Florida

Coastal Monitoring Program

#### Applied Research Associates, Inc.

Mitigation incentives database

Loss reduction study for plywood hurricane shutters

#### Florida State University

Develop RCMP Five Year Strategic Plan

### 2003-2004

#### University of Florida

Implement, maintain, and expand the Florida Coastal Monitoring Program

#### Applied Research Associates, Inc.

Mitigation Incentives Database

Applied Research Associates

Develop wood panel shutter loss relativities for masonry wall construction

#### Florida State University

RCMP Program Evaluation/Implementation of Performance Measures

#### Paul Consulting

Modification to FERS to include RCMP

### 2006-2007

#### University of Florida

Coastal Monitoring Program - collection of real-time data during hurricane on the strength of regimental structure

Wind resistant Florida residential construction

#### Federal Alliance for Safe Homes

Blueprint for Safety - Year Six

Mitigation Incentives Database

#### Applied Research Associates, Inc.

Mitigation Incentives Database

### 2007-2008

#### Federal Alliance for Safe Homes

Blueprint for Safety - Year Seven

#### Applied Research Associates, Inc.

Mitigation Incentives Database (Single-Family)

Mitigation Incentives Database (Multi-Family)

#### University of Florida

Coastal Monitoring Program continued research focused on new deployment strategies that targeted gaps in the understanding of the overland wind field.

Reduction of wind-driven rain intrusion; quantify wind driven rain issues and effects on residential construction.

Wind resistant Florida residential construction

### 2009-2010

#### University of Florida

Field Evaluation of the Thermal performance and Energy Efficiency of Closed-cell

Development of Unified Engineering Basis for the Assessment of the Resistance

#### Florida State University

Home Hardening Incentives Program: Innovative Finance Concepts for Wind

Mitigation of Damage on Aluminum Structures through Improved Connections

Minding Your Business Guidebook

#### Applied Research Associates, Inc.

Effects on wind-driven rain and treed and coastal terrain on hurricane induced losses

#### Florida Institute of Technology

Mitigation of Hurricane Damage on Residential Structures: Direct Management

### 2010-2011

#### Florida State University

Assess retrofit options for aluminum screen enclosures

Local Mitigation Policies and Strategies

#### Columbia County

Residential Structure Vulnerability Assessment conducted on structures in Columbia County

#### Calhoun County

Conduct vulnerability assessment of structures, produce land use map and incorporate info into LMS

#### Liberty County

Vulnerability assessment of the structures, produce a land use map, incorporate info into LMS