

# Flood Mitigation Assistance: Capability and Capacity Building Activities

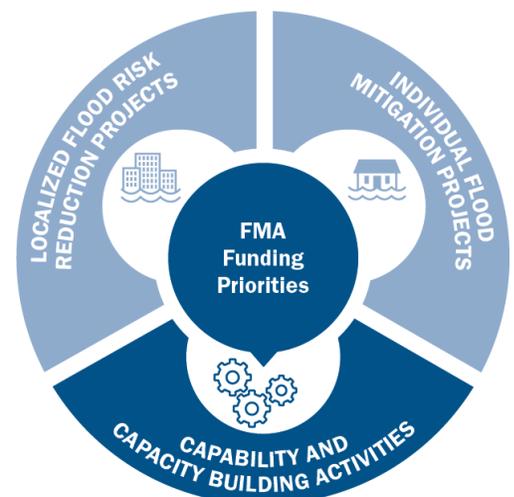
FEMA's Flood Mitigation Assistance program provides funding to reduce or eliminate the risk of repetitive flood damage to buildings insured under the National Flood Insurance Program (NFIP). A key funding priority for the program are Capability and Capacity Building (C&CB) Activities, which supports the development of future projects that reduce flood risk and NFIP claims.

In fiscal year (FY) 2024, FEMA will select up to \$60 million for C&CB Activities out of the \$600 million available through the Flood Mitigation Assistance annual funding opportunity.

## Capability and Capacity Building Activities in Fiscal Year 2024

Capability and Capacity Building (C&CB) Activities enhance the knowledge, skills, expertise, etc., of the current workforce to expand or improve the administration of Flood Mitigation Assistance. These activities may be used to develop future Localized Flood Risk Reduction Projects and/or Individual Flood Mitigation Projects that will subsequently reduce flood claims against the National Flood Insurance Program. Activities include, but are not limited to:

- Development or updating mitigation plans.
- Technical assistance by States to Communities.
- Project scoping for future Flood Mitigation Assistance projects.
- Other activities that strengthen mitigation efforts.



**Figure 1: FY 2024 Funding Priorities**

For more information on how C&CB Activities are eligible under other Hazard Mitigation grant programs, refer to [FEMA's 2024 Hazard Mitigation Assistance Program and Policy Guide](#).

## Eligibility Requirements for Flood Mitigation Assistance

To qualify for Flood Mitigation Assistance funding, applicants and subapplicants must meet key requirements. This includes participating in the NFIP, having flood insurance for project structures, having an approved hazard mitigation plan, and submitting applications through FEMA GO.



# FEMA

- **National Flood Insurance Program (NFIP) Participation:** Applicants and subapplicants must participate in the NFIP and be in good standing (not withdrawn, on probation, or suspended). Check your community's NFIP status through [FEMA's Community Status Book](#).
- **Flood Insurance:** Structures included in a project must be covered under an active NFIP policy before the application period opens, and the policy must be maintained for the structure's lifetime even if ownership changes. For more information on NFIP requirements to be eligible for Flood Mitigation Assistance, see [Title 44 CFR 77.6](#).
- **Hazard Mitigation Plan:** Applicants and subapplicants must have a FEMA-approved State or Tribal Hazard Mitigation Plan by the application deadline and at the time of funding approval. All plans must be in accordance with [Title 44 Code of Federal Regulation Part 201](#).
- **Application Submission:** All subapplications for FY 2024 Flood Mitigation Assistance grants must be submitted through the FEMA GO system.

On July 11, 2024, FEMA published a Final Rule in the Federal Register and an updated policy that revises regulations to fully implement the [Federal Flood Risk Management Standard \(FFRMS\)](#). This includes all structure elevation, mitigation reconstruction, and dry floodproofing projects. It also includes all projects where hazard mitigation funds are used for new construction, substantial improvement, or to address substantial damage to structures.

For additional information on eligibility requirements for Flood Mitigation Assistance funding, see [Title 44, Part 77 – Flood Mitigation Grants](#).

## Eligibility for Capability and Capacity Building Activities

### Eligible Subapplications

C&CB subapplications must meet the criteria in [FEMA's 2024 Hazard Mitigation Assistance Program and Policy Guide](#) and show how these activities will:

- Reduce NFIP flood claims.
- Create a resource, strategy, or product that decreases flood risk and increases community resilience.
- Align with goals in the state, tribal, and local Hazard Mitigation Plans where the project is located.
- Benefit NFIP-insured properties by including a map and geospatial files (**for Project Scoping and Additional C&CB Activities**).
  - For more information on creating a benefiting area map, consult [the Geospatial File Eligibility Criteria Job Aid](#).

**C&CB Activities and management cost subapplications do not require a Benefit-Cost Analysis (BCA).**

For additional information on eligibility, view the full FY 2024 funding opportunity at [Grants.gov](#).

## Funding Priorities and Caps

The funding priorities and caps below aligns with eligibility requirements and the current funding notice:

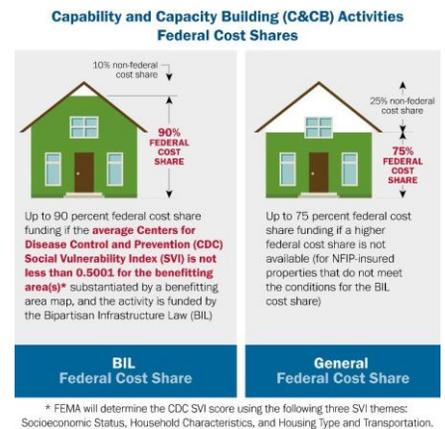
- **Hazard Mitigation Plans:** FEMA will fund eligible hazard mitigation plan subapplications that align with NFIP requirements.
- **Technical Assistance by States:** States that received at least \$1 million in FY 2023 Flood Mitigation Assistance funding can apply for up to \$50,000 to maintain program viability.
- **Project Scoping:** Subapplications can receive up to \$900,000 to gather data and plan future flood risk reduction projects that benefit the NFIP.
- **Additional C&CB Activities:** Subapplications can receive up to \$300,000 for activities that improve flood mitigation efforts, including:
  - Partnership Development
  - Enhancing Local Floodplain Management
  - SRL/RL Strategy Development
  - Substantial Damage Procedures
  - Other eligible activities

Please refer to the [Addendum](#) for more information on each C&CB activity.

## Federal Cost Share Funding

Most subapplications funded under the Flood Mitigation Assistance program require federal cost share. FEMA may provide the federal cost share as indicated below.

- Up to 90% federal cost share if the average [Centers for Disease Control and Prevention \(CDC\) Social Vulnerability Index \(SVI\)](#) score is not less than 0.5001 for the benefiting area(s). This can be shown in a benefiting area map. The activity must also be funded by the [BIL](#). FEMA will determine the CDC SVI score using these three SVI themes: Socioeconomic Status, Household Characteristics, and Housing Type and Transportation.
- Up to 75% federal cost share if a higher federal cost share is not available.



**Figure 2: FY 2024 Annual Program Cost Share for C&CB Activities**

## Capability and Capacity Building Activity Scoring Criteria

FEMA scores and selects all Project Scoping and Additional C&CB Activity subapplications based on the priorities in Table 1. Selections are based on a cumulative score, from highest to lowest. In case of a tie, FEMA will use the [Climate and Economic Justice Screening Tool \(CEJST\)](#), [Community Disaster Resilience Zone \(CDRZ\)](#), or the total dollars in NFIP claims paid in the subapplicant’s jurisdiction in the past five years.

Table 1 outlines the specific scoring criteria and gives a brief description. More information on eligibility and scoring is in the FY 2024 funding opportunity.

**Table 1: Final Priority Scoring Criteria for C&CB Activities**

| Priority  | Description  | Available Points |
|---|--|------------------|
| <p><b>Justice40 Community, or Community Disaster Resilience Zone</b></p>  | <p>A Justice40 community, also referred as a disadvantaged community, is identified using the <a href="#">Climate and Economic Justice Screening Tool (CEJST)</a>.</p> <p>Justice40 communities are considered disadvantaged if they are in census tracts that meet the thresholds for at least one of the tool’s categories of burden, or if they are on lands within the boundaries of federally recognized tribes. In addition, census tracts that are surrounded by disadvantaged communities are also considered disadvantaged if they meet an adjusted low-income threshold (at or above the 50th percentile). Justice40 communities have been marginalized by society, overburdened by pollution, and/or underserved by infrastructure and other basic services. All federally recognized tribes or tribal entities are Justice40 communities (whether or not they have land).</p> <p>A <a href="#">Community Disaster Resilience Zone</a> is defined <a href="#">in Title 42 United States Code Section 5136(a)(1)</a> and all Community Disaster Resilience Zone are located in Justice40 communities.</p> <p>A complete listing of FEMA <a href="#">designated Community Disaster Resilience Zones</a> is available online.</p> <p>Subapplications will receive 8 points if the Capability and Capacity Building Activities primarily benefits a Community Disaster Resilience Zone.</p> <p><b>OR</b></p> <p>Subapplications will receive 6 points if these activities primarily benefit a Justice40 community. Full and partial points are assigned to this category.</p> | <p>Up to 8</p>   |
| <p><b>Repetitive Loss (RL) Strategy Substantial Damage Procedures</b></p> | <p>FEMA recognizes the value of local identification and planning for the mitigation of repetitive and substantially damaged structures. Subapplications will receive 5 points if the proposed activity includes completion of a comprehensive RL strategy that includes SD procedures.</p>  | <p>5</p>         |
| <p><b>Community Rating System (CRS) Participation</b></p>                 | <p>The Community Rating System recognizes and encourages community floodplain-management activities that exceed the minimum National Flood Insurance Program standards. Depending on the level of participation, flood insurance premium rates for policyholders can be reduced up to 45%. Subapplications will receive 3 points if they are a participant in the Community Rating System. No partial points are assigned to this category.</p>  | <p>3</p>         |

| Priority   | Description   | Available Points |
|--|---|------------------|
| <b>Cooperating Technical Assistance Partners Program Participation</b> | The Cooperating Technical Assistance Partners is a qualified partnership program in which communities commit to collaborate in maintaining up-to-date flood hazard maps and other flood hazard information.<br>Subapplications will receive 3 points if they are a participating community in this program. No partial points are assigned to this category.  | 3                |
| <b>Public and Private-Sector Partnerships</b>                          | FEMA encourages innovative use of public and private-sector partnerships, including incentivizing private organizations and businesses that partner with public organization to meet the non- federal cost share.<br>Subapplication will receive 2 points if the subapplication incorporates partnerships (e.g., state, tribal, private, local community, etc.) that will ensure the project meets community needs, including those of overburdened and underserved populations, and show the outcome of those partnerships (e.g., leveraging resources such as financial, material, and educational resources, coordinating multi-jurisdictional projects, heightened focus on equity related issues, etc.).<br>No partial points are assigned to this category. | 2                |

## Period of Performance

The period of performance is 36 months from the date of award. More information on the period of performance and other requirements can be found in the funding opportunity or on [FEMA.gov](https://www.fema.gov).

## FEMA Grants Outcomes

The FEMA Grants Outcomes (FEMA GO) grants management system is where applicants and subapplicants will submit, track, and manage all applications. For more information on using FEMA GO and the full application process, please visit the [FEMA GO for Hazard Mitigation Grants webpage](#).

FEMA GO contains the required format for applications and subapplications. For C&CB Activities, it includes the following:

- Mitigation Plans must be in a “*plan*” subapplication type.
- Technical Assistance by States to Communities must be in a “*technical assistance*” subapplication type.
- Project Scoping activities must be in a “*project scoping*” subapplication type.
- Additional C&CB Activities (including Partnership Development to Conduct Eligible Mitigation Activities, Enhancing Local Floodplain Management, Severe Repetitive Loss/Repetitive Loss Strategy Development, Substantial Damage Procedures, and other eligible C&CB Activities) must be in a “*project scoping*” subapplication type.

## Additional Resources and Links

Additional information and resources about the Flood Mitigation Assistance program are on [FEMA.gov](https://www.fema.gov). Resources include links to the funding opportunity document, a summary of the application process, a link to FEMA GO, and program support materials including several fact sheets about applying.

The NFIP reduces the impacts of flooding through risk mapping, mitigation, and administering flood insurance. By sharing data with communities, the NFIP enables local community planners, officials, and administrators to develop Hazard Mitigation Plans, make updates, effectively manage their floodplains, and submit grant applications. FEMA provides publicly available data online.

For sensitive data, an established protocol dictates who can receive it. Receiving sensitive data requires a legal data sharing agreement. This ensures proper and secure processing and handling. The aim is a 10-day turnaround time from FEMA's receipt of the data request to delivery. There are two types of data sharing agreements: Routine Use Letters (RULs) and Information Sharing Access Agreements (ISAAs). ISAAs last for three years and can be used for repeated data requests. RULs are for one-time requests only.

Send completed request forms to a FEMA Regional Flood Insurance Liaison or Specialist. General questions about the Flood Mitigation Assistance program can be directed to your [State Hazard Mitigation Officer](#) or [FEMA Regional Office](#). Additional resources include:

### NATIONAL FLOOD INSURANCE PROGRAM RESOURCES

- [Hydrologic Numerical Models](#)
- [History and role of the NFIP: An Overview of the National Flood Insurance Program](#)
- [NFIP Data: Publicly available summary data](#)
- [Frequently Asked Questions about NFIP policy/claims data](#)

### PROPERTY ELEVATION AND ACQUISITION JOB AIDS

- [Elevation Job Aid](#)
- [Acquisition & Demolition Job Aid](#)
- [Acquisition & Relocation](#)
- [Highlights of ASCE 24-14 Flood Resistant Design and Construction](#)

### SUBSTANTIAL DAMAGE DETERMINATIONS

- [Substantial Improvement/Substantial Damage Desk Reference](#)
- [Substantial Damage Estimator Tool](#)

### FEMA RESOURCES

- [Building Community Resilience with Nature Based Solutions: A Guide for Local Communities](#)
- [FEMA Flood Map Service Center](#)
- [FEMA GO system](#)

### ADDITIONAL RESOURCES

- [State Floodplain Managers List](#)

# Addendum

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This section summarizes information from Title 42 United States Code 4104.

## Hazard Mitigation Plans

FEMA selects the highest ranked eligible subapplication(s) for the development or update of a Mitigation Plan. The maximum federal cost share funding is \$100,000 per applicant for hazard mitigation planning with maximums of \$50,000 for state mitigation plans and \$25,000 for local mitigation plans.

The results of Mitigation Plan subapplications must benefit the NFIP. FEMA funds Mitigation Plan subapplications based on eligibility. The following list presents mitigation planning and planning-related activities eligible for Flood Mitigation Assistance funding. This list is not exhaustive. In addition to preparing a new plan or updating an existing one, planning activities may include:

- Updating or improving the quality of sections of the current FEMA-approved plan, such as:
  - Updating the risk and vulnerability assessment based on new information, supporting studies (such as economic analyses), mapping, risk assessment, and planning.
  - Updating or enhancing parts of the current FEMA-approved plan, such as adding green building, smart growth principles, housing, infrastructure, historic preservation, habitat protection, or cultural resource considerations into the risk assessment and/or mitigation strategy.
  - Making the hazard mitigation strategy section stronger by adding actions that reduce vulnerability over the long term. The actions can also be linked to available funding.
  - Augmenting the risk assessment and/or hazard mitigation strategy section by including climate adaptation, green building, nature-based solutions, smart growth principles, or historic property and cultural resource information.
  - Updating or enhancing parts of the current FEMA-approved plan, such as by including diverse and/or underserved populations with unique needs into the planning process, risk assessment, and/or mitigation strategy.
  - Working with floodplain management and adding parts from the CRS to earn points for the community and increase resilience to future floods.
  - Integrating information from mitigation plans, specifically risk assessment or mitigation strategies, with other planning efforts. These can include capital improvement or economic development plans; resource management/conservation plans (e.g., stormwater, open space); and resilience and/or climate change adaptation plans.
  - Building capability through delivery of technical assistance and training. These activities introduce officials, leaders, staff, residents, cultural stewards, and other parties to hazard mitigation and disaster recovery planning. They can include train-the-trainer activities.

## Additional Hazard Mitigation Planning Resources

The information linked below explains how FEMA views hazard mitigation planning. It can help applicants and subapplicants develop a flood hazard mitigation planning subapplication for the program.

- [Create a Hazard Mitigation Plan](#)
- [Equity and Mitigation Planning](#)
- [Hazard Mitigation Planning and the Community Rating System: Key Topics Bulletin](#)
- [Implement, Integrate and Maintain Mitigation Planning Activities](#)
- [Integrating Hazard Mitigation into Local Planning: Case Studies and Tools for Community Officials](#)
- [Plan Integration: Linking Local Planning Efforts](#)
- [Local Mitigation Planning Resources:](#)
  - [Considerations for Local Mitigation Planning Grant Subapplications](#)
  - [Local Mitigation Planning Handbook](#)
  - [Local Mitigation Planning Policy Guide](#)
  - [Guía de políticas de planificación de mitigación a nivel local](#)
- [Tribal Mitigation Planning Resources:](#)
  - [Tribal Mitigation Plan Review Guide](#)
  - [Hazard Mitigation Ideas](#)
  - [Tribal Mitigation Planning Grant Application Development Hazard Mitigation Assistance Job Aid.](#)
- [State Mitigation Planning Resources:](#)
  - [State Mitigation Planning Policy Guide](#)

## Technical Assistance by States to Communities

FEMA will award \$50,000 to each applicant that meets the eligibility criteria for this funding. Funding for Technical Assistance by States to Communities maintains a viable Flood Mitigation Assistance program over time.

To receive this funding, the applicant must have received an FY 2023 Flood Mitigation Assistance award of at least \$1 million federal cost share. Technical Assistance by States to Communities subapplications are funded based on eligibility.

## Project Scoping

FEMA will select the highest ranked eligible subapplication(s) for Project Scoping from each applicant. Awards will not exceed \$900,000 total federal cost share per subapplication. Project Scoping can be used to obtain data and to prioritize, select, and develop Localized Flood Risk Reduction Projects and/or Individual Flood Mitigation Projects for future funding. The results of Project Scoping subapplications must benefit the NFIP. There is no guarantee for future Hazard Mitigation Assistance project funding following this award.

Project Scoping subapplications must demonstrate that the proposed project benefits NFIP-insured properties. This is done by submitting a map and associated geospatial file(s) (e.g., Shapefile, Keyhole Markup Language [KML/KMZ], geodatabase, list of census tracts, or other geo-enabled documents) that show the proposed project area or footprint.

**PROJECT SCOPING ACTIVITIES MAY INCLUDE:**

- Conducting meetings, outreach, and coordination with subapplicants and community residents.
- Developing or conducting engineering, environmental feasibility, and/or BCAs.
- Undertaking activities that result in project applications.
- Evaluating facilities to identify mitigation actions.
- Using staff or resources to develop cost-share strategies.

**ALL PROJECT SCOPING SUBAPPLICATIONS MUST:**

- Prove that the proposed project benefits NFIP-insured properties. This is done by submitting a map and associated geospatial file(s) (e.g., Shapefile, KML/KMZ, Geodatabase, or other GIS enabled document) that show the area that benefits from the project. If a proposed benefiting area map is not provided, FEMA will default to the subapplicant jurisdiction to determine NFIP benefits, CEJST for prioritization, and CDC SVI for possible federal cost share.
- For more information on developing a benefiting area map, please consult the Geospatial File Eligibility Criteria Job Aid on [FEMA's website](#).

## **Additional Capability and Capacity Building Activities**

Additional C&CB Activities (Partnership Development to Conduct Eligible Mitigation Activities, Enhancing Local Floodplain Management, SRL/RL Strategy Development, Substantial Damage Procedures, and Other Eligible C&CB Activities) can enable the current workforce to expand or improve the administration of flood mitigation assistance. Additional C&CB Activities subapplications will not exceed \$300,000 total federal cost share.

All Additional C&CB Activities subapplications must demonstrate that the proposed project benefits NFIP-insured properties. This is done by submitting a map and associated geospatial file(s) (e.g., Shapefile, KML/KMZ, geodatabase, list of census tracts, or other geo-enabled documents) that show the proposed project area or footprint. If a proposed benefiting area map is not provided for C&CB Activities, FEMA will default to the subapplicant jurisdiction to determine NFIP benefits, CEJST for prioritization, and CDC SVI for enhanced federal cost share.

## **PARTNERSHIP DEVELOPMENT**

Building partnerships enhances the knowledge, skills, and expertise of applicants and subapplicants to conduct mitigation activities. The following is a list of potential partnership activities eligible under the Flood Mitigation Assistance program:

- Conducting a capability gap analysis (or partner network analysis) to determine where partnerships could be helpful or where funding matching opportunities exist.
- Providing or attending training on evaluating, pursuing, or sustaining partnerships.
- Identifying partners or partnership development activities (e.g., hosting a partner fair, working with higher

education institutions, or engaging with economic development organizations).

- Developing a partner database or online portal to submit and share partnership case studies.
- Pursuing opportunities for sharing knowledge between partners (e.g., mentoring or shadowing programs).
- Attending state, local, tribal, territorial, regional, or national conferences to support knowledge sharing and build partnerships.
- Hosting a forum to share best practices and lessons learned. Conducting mitigation-related tabletop exercises to build relationships.
- Sustaining existing partnership initiatives or capitalizing on existing networks.
- Implementing other innovative partnership approaches identified by the applicant or subapplicant to meet stated needs.

The applicant or subapplicant can pursue these activities to support partnership building efforts. Applicants and subapplicants may also help communities develop and sustain partnerships.

## **ENHANCING LOCAL FLOODPLAIN MANAGEMENT**

FEMA's Office of Floodplain Management helps prevent or reduce the risk of flooding. This improves a community's resilience. Floodplain Management offers tools and resources to help communities navigate NFIP requirements and use higher standards of floodplain management. The section advocates for continued education on floodplain management. It also encourages states and communities to adopt higher standards for building codes, zoning, and enforcement to improve community resilience.

Staff support states and communities to help them manage floodplain risk, promote inter-governmental collaboration, increase conversations of floodplains and wildlife, understand financial options, and operate the CRS program.

## **SEVERE REPETITIVE LOSS/REPETITIVE LOSS STRATEGY DEVELOPMENT**

The program focuses on building state and local floodplain management expertise and capability. It does this by improving sharing of state knowledge and expertise between itself and participating communities to reduce NFIP flood loss claims.

## **OTHER CAPABILITY AND CAPACITY BUILDING ACTIVITIES**

Applicable activities should enhance the knowledge, skills, and expertise of the current workforce to better administer flood mitigation assistance. For example, NFIP communities can receive funding to support development of Substantial Damage Procedures to enhance flood risk management.

These procedures aim to assess and reduce the impact of flooding on structures in flood-prone areas. This ensures that buildings meet resilience standards. By implementing robust Substantial Damage Procedures, NFIP communities protect lives and property from the devastating effects of floods. These actions promote long-term community resilience.