



Preparing for FEMA’s Annual Hazard Mitigation Grants

Building Resilient Infrastructure & Communities (BRIC) & Flood Mitigation Assistance (FMA)

Background

The Federal Emergency Management Agency’s (FEMA) BRIC and FMA grant programs provide funds on an annual basis for projects identified in Philadelphia’s [All-Hazard Mitigation Plan](#). Hazard mitigation projects reduce or eliminate future property damage and loss of life from natural hazards such as floods, tornadoes, and storms. BRIC and FMA are two separate programs, each with specific eligibility criteria and guidelines. Applicants are strongly encouraged to review the information on each grant program and the Notices of Funding Opportunities (NOFOs) released by FEMA each year to determine eligibility before submitting a project proposal to the City’s Hazard Mitigation Steering Committee.

This timeline is meant to provide high-level guidance and recommended next steps to help potential City of Philadelphia applicants start planning for FEMA’s annual mitigation grants. Steps and requirements may vary by project type. Additional guidance and specific deadlines for steps in the City application process are usually available by August each year once NOFOs are released. For more information, please reach out to OEM’s Hazard Mitigation Program at Emma.Giardina@phila.gov and Noah.Palau@phila.gov.

Preparation Timeline

STEP	ACTION	APPROXIMATE TIMELINE	MORE DETAILS
Step 1	Get Involved in the Hazard Mitigation Planning Process	TODAY!	To be eligible for FEMA mitigation grants, your entity must be an active participant in the City’s Hazard Mitigation Planning process. Reach out to OEM’s Hazard Mitigation Program for more information on how to get involved.
Step 2	Review BRIC and FMA project eligibility requirements	Spring	The following resources provide more information on FEMA’s hazard mitigation grants and eligibility requirements. Review these documents to determine if your project is eligible: <ul style="list-style-type: none"> • FEMA’s Hazard Mitigation Assistance Program and Policy Guide (2023) • FEMA’s BRIC webpage and FMA webpage • Past BRIC and FMA NOFOs For a project to be eligible, it must be included in the City’s Hazard Mitigation Plan .
Step 3	Determine if BRIC and/or FMA is the right fit for your organization and your project	Spring	Identify shovel ready mitigation projects that meet eligibility requirements for BRIC and/or FMA. Factors to consider include, but are not limited to: <ul style="list-style-type: none"> • available \$ for the cost match, • timeline of project and grant Period of Performance, • your capacity to complete the grant application and manage the grant if awarded, • competitiveness of the project based on FEMA selection criteria, and • partnerships needed for a successful project.

Step 4	If you are not a City agency, identify a City partner	Spring	Only local jurisdictions (City agencies) are eligible to apply directly to the Pennsylvania Emergency Management Agency (PEMA) for BRIC and FMA. Other entities in the City of Philadelphia must identify a City agency willing to partner/sponsor the project in order to apply.
Step 5	Start collecting data, photos, and other relevant information to support your grant application	Summer	<p>Collect data, photos, and other relevant information to help strengthen your grant application. Documentation on past impacts due to disaster helps make a stronger case for a project.</p> <p>Reach out to OEM for access to a variety of grant application preparation resources.</p> <p>Consider conducting a preliminary FEMA Benefit Cost Analysis (BCA) to make sure your project will meet BCA eligibility requirements.</p>
Step 6	Review FEMA’s Notices of Funding Opportunities (NOFOs)	August, <i>date varies by year</i>	FEMA usually releases Notices of Funding Opportunities (NOFOs) on grants.gov around August each year. NOFOs contain additional details on project eligibility, timelines, and funding amounts that year. NOFOs from prior years can be viewed on FEMA’s website .
Step 7	Submit project proposal to City’s Hazard Mitigation Steering Committee for review and approval	September, <i>date varies by year</i>	The City’s Hazard Mitigation Steering Committee will meet, review project proposals, and vote on any projects that are not already included in the 2022 Hazard Mitigation Plan. Projects that align with citywide mitigation goals and objectives will be approved by the Steering Committee for inclusion in the Hazard Mitigation Plan if they are not already included. The Steering Committee will also vote to prioritize which projects move forward in the State application process.
Step 8	Submit Letter of Intent (LOI) to PEMA	October, <i>date varies by year</i>	If the project is approved by the Steering Committee, you must then submit a short LOI to the Pennsylvania Emergency Management Agency (PEMA) to confirm eligibility.
Step 9	Register for FEMA GO	October, <i>date varies by year</i>	Once approved by PEMA, the City agency applying, or the City sponsor, must register for FEMA Grant Outcomes (GO) . This is the platform where you will submit your application.
Step 10	Submit Application to PEMA	November, <i>date varies by year</i>	<p>Applications are usually due to PEMA in FEMA GO by mid-November, though the exact due date varies by year. The entity applying is responsible for completion of the grant application and grant management if funding is awarded.</p> <p>State selections are usually made in January, and FEMA usually determines which projects will receive funding that Summer (dates vary by year).</p>