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| Applicant Name: | FIPS#: | Reference Number (as assigned by the DIU): | Program Delivery Coordinator: |
|  |  |  |  |

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| 1. Are the activities necessary to eliminate or lessen an immediate threat caused by the declared incident? (Y/N)
 |
| *Explain:* |  |
|  |
|  |  |
| 1. Will/did work occur on land owned or managed by a Federal agency? (Y/N)
 |
| *Explain:* |  |
|  |
|  |  |
|  |
| 1. Was a permit or approval required or provided by another federal agency? (Y/N)
 |
| *Explain:* |
|  |
|  |
| 1. Does the Applicant have the legal authority to perform the work? (Y/N)
 |
| *Explain, if necessary:* |  |
|  |
|  |
| 1. Are all activities located within the designated area? (Y/N) If not, are the activities limited to evacuation and sheltering? (Y/N)
 |
| *Comments:* |  |
|  |
| 1. Were any resources donated to complete the debris removal? (Y/N)
 |
| *If yes, provide brief description of what was donated and by whom:* |
|  |
| 5.Any other issues? (Y/N) |
| *If yes, describe issue:* |
|  |
|  |
| **Special Considerations** |
| 1. Does the damaged facility(ies) or item(s) of work have insurance coverage and/or is it an insurable risk (e.g., buildings, equipment, vehicles)?
 | [ ]  Yes [ ]  No | [ ]  Unsure |
| *comments:* |
| 1. Is the damaged facility(ies) or item(s) of work located within a floodplain or a coastal high hazard area and/or does it have an impact on a floodplain or wetland?
 | [ ]  Yes [ ]  No | [ ]  Unsure |
| *comments:* |
| 1. Is the damaged facility(ies) or item(s) of work located within or adjacent to a Coastal Barrier Resource System Unit or an Otherwise Protected Area?
 | [ ]  Yes [ ]  No | [ ]  Unsure |
| *comments:* |
| 1. Is the damaged facility(ies) or item(s) of work listed on a local/state/national historic register or is it a locally recognized landmark? Is it older than 45 years? (Provide the age of the facility)
 | Are there more, similar buildings near the site? | [ ]  Yes [ ]  No | [ ]  Unsure |
| *comments:* |
| 1. Are there any large, undeveloped or undisturbed areas on, or near, the project site? (Select “yes” if there are large tracts of forestland, grassland, or naturally preserved areas, etc.)
 | [ ]  Yes [ ]  No | [ ]  Unsure |
| *comments:* |
| 1. Is the construction of a temporary access road or levee required to facilitate emergency protective measures? Are any other construction-related or ground disturbance activity required?
 | [ ]  Yes [ ]  No | [ ]  Unsure |
| *comments:* |
| 1. Will the proposed facility(ies) repairs/reconstruction change the pre-disaster conditions (e.g., footprint, material, location, capacity, use of function?
 | [ ]  Yes [ ]  No | [ ]  Unsure |
| *comments:* |
| 1. Are there any hazardous materials at or adjacent to the damaged facility(ies) and/or item of work?
 | [ ]  Yes [ ]  No | [ ]  Unsure |
| *comments:* |
| 1. Are there any other environmental or controversial issues associated with the damaged facility(ies) and/or work item? (Select Y, if construction activity is occurring within 200 feet of a waterway/waterbody.)
 | [ ]  Yes [ ]  No | [ ]  Unsure |
| *comments:* |
| *List any known endangered species in the work area:* |

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| **Select “R” if Required “S” when Submitted** |
| **General** |
|  | **R** | **S** |  | **R** | **S** |  |
| **Photographs** | [ ]  | [ ]  | Demonstrating Threat | **Technical Reports** | [ ]  | [ ]  | Inspection Reports |
| [ ]  | [ ]  | Site | [ ]  | [ ]  | Structural Assessment |
| **Facility Records** | [ ]  | [ ]  | Site Stability Records | [ ]  | [ ]  | Environmental Assessment |
| [ ]  | [ ]  | Demonstrating Threat | [ ]  | [ ]  | Geotechnical Assessment |
| **Maps** | [ ]  | [ ]  | Site(s) Location Map | **Force Account** | [ ]  | [ ]  | Pay Policy |
| **Regulatory Permits and Correspondence** | [ ]  | [ ]  | Environmental Permits | **Direct Administrative Costs** | [ ]  | [ ]  | Specific description of administrative task performed by individual |
| [ ]  | [ ]  | Historic Preservation | [ ]  | [ ]  | Skill level and position description of individual performing task |
| [ ]  | [ ]  | US Corp of Engineers |  |  |  |  |
| [ ]  | [ ]  | US Fish and Wildlife |  |  |  |  |
| [ ]  | [ ]  | National Marine Fisheries Ser. |  |  |  |  |
| **Work Completed** | **Work to be Completed** |
| **Force Account or Donated Labor**  | [ ]  | [ ]   | Work Orders/Activity Logs | **Force Account** | [ ]  | [ ]  | Applicant-developed scope of work |
| [ ]  | [ ]   | Sample of Timesheets | [ ]  | [ ]  | FA Labor Estimate |
| [ ]  | [ ]   | Fringe Benefit Calculations | [ ]  | [ ]  | FA Equipment Estimate |
| [ ]  | [ ]   | FA Labor Summary | [ ]  | [ ]  | FA Material Estimate |
| **Force Account or Donated Material** | [ ]  | [ ]   | Receipts | [ ]  | [ ]  | Fringe Benefit Calculations |
| [ ]  | [ ]   | Material Usage Summary | [ ]  | [ ]  | Historical Cost Records |
| **Force Account or Donated Equipment** | [ ]  | [ ]   | Equipment List | [ ]  | [ ]  | Unit Cost Estimate (prepared by Applicant or A/E) |
| [ ]  | [ ]   | Usage Records |
| [ ]  | [ ]   | Rental Contract/Receipt |  |  |  |
| **Contract** | [ ]  | [ ]   | Contract | **Contract** | [ ]  | [ ]  | Contract |
| [ ]  | [ ]   | Bid Documents | [ ]  | [ ]  | Bid Documents |
| [ ]  | [ ]   | Invoice(s) | [ ]  | [ ]  | Procurement Documentation |
| [ ]  | [ ]   | Cost Analysis |  |  |  |
| [ ]  | [ ]   | Procurement Documentation |  |  |  |
| **Program Eligibility** |
| **R** | **S** |  | **R** | **S** |  | **R** | **S** |  |
| [ ]  | [ ]  | Procurement Policy | [ ]  | [ ]  | Mutual Aid Agreements | [ ]  | [ ]  | Rental/Purchase Cost Comparison |
| [ ]  | [ ]  | Insurance Policy | [ ]  | [ ]  | Donated Resources | [ ]  | [ ]  | Legal Authority |
| [ ]  | [ ]  | Lease Agreement | [ ]  | [ ]  | Certification by Federal, State, Tribal, or local government officials that a threat exists |
| [ ]  | [ ]  | For Flood Control Works, maintenance agreements with other Federal agencies |  |  |  |

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| --- |
| **Other** |
| **R** | **S** |  | **R** | **S** |  | **R** | **S** |  |
| [ ]  | [ ]  |  | [ ]  | [ ]  |  | [ ]  | [ ]  |  |
| [ ]  | [ ]  |  | [ ]  | [ ]  |  | [ ]  | [ ]  |  |
| [ ]  | [ ]  |  | [ ]  | [ ]  |  | [ ]  | [ ]  |  |
| [ ]  | [ ]  |  | [ ]  | [ ]  |  | [ ]  | [ ]  |  |