



# AMERICAN PUBLIC POWER ASSOCIATION

## In-house Training

**Class:** FEMA Basics for Public Power: From Procurement to Recovery

**Date:** May 23, 2019

**Timing:** 9:30 a.m. – 3:30 p.m. (*lunch from 12:30 – 1:30 p.m.*)

**Accreditation:** Recommended .5 CEUs/5.4 CPEs/4.5 PDHs

**Attendance Cap:** 30 people

### COURSE OVERVIEW

FEMA's Public Assistance Grant Program provides reimbursement of costs associated with debris removal, emergency protective measures, and the repair and restoration of damaged facilities. But, this disaster assistance is subject to eligibility rules applicable to the applicant, facility, work, and cost.

Receive an overview of FEMA's Public Assistance Program and learn how to best position your utility to maximize FEMA disaster grant funding. Explore issues confronted by public power utilities and municipalities when recovering from a major disaster. Learn about the process of documenting your damages, and the steps that can be taken before a disaster strikes that will make recovery efforts easier. Review federal procurement guidelines and requirements, how to avoid common mistakes that can lead to disallowance of funding, hear about FEMA's appeals process, and what to expect if you are targeted for an audit. Discover ways to improve regulatory compliance when designing and executing procurement and contracting processes involved in FEMA disaster grant funding.

### COURSE TOPICS

- Steps that can be taken before a disaster strikes that will help make recovery easier
- The process of documenting and securing FEMA Public Assistance funding
- Common mistakes that can lead to deobligation
- Helpful hints to facilitate a good working relationship with FEMA

### COURSE LEVEL

**Basic Level.** No prerequisites; no advance preparation.

### WHO SHOULD ATTEND

Designed for public power managers, operations, finance, procurement, legal and accounting staff, as well as others interested in learning more about FEMA eligibility, procurement requirements, processes and procedures.

### INSTRUCTOR

**Bill Riley, Managing Director, Witt O'Brien's**

Bill is in the forefront of resolving FEMA eligibility issues affecting municipal utilities and rural electric cooperatives. He served as a member of the team that drafted the successful Iowa reconducting appeals and is a frequent presenter of FEMA Public Assistance program issues at meetings, conferences and conventions sponsored by the American Public Power Association.

Bill managed Hurricane Sandy recovery efforts in New York, New Jersey, and Connecticut for Witt O'Brien's. He also served as the Project Manager for the University of Texas Medical Branch at Galveston

(UTMB) and the cities of Houston and Galveston's recovery efforts from Hurricane Ike. He worked as the Project Manager for Witt O'Brien's and oversaw the Vermont State Hospital's recovery from Tropical Storm Irene. He has managed client projects in Arkansas, Indiana, Iowa, Rhode Island, and Virginia, and took a leading position in the resolution of eligibility issues related to the FEMA PA Program and the Sandy Recovery Improvement Act (SRIA).

Prior to joining Witt O'Brien's, Bill served at FEMA as Senior Advisor to the Federal Coordinating Officer at the sites of presidentially declared disasters in the US and its territories. He was an authoritative spokesperson on all operational, program, and policy issues at the scene of major disasters. He served as the national and international media liaison for the FEMA Urban Search and Rescue Task Forces at Ground Zero following the terrorist attacks of September 11, 2001.

## **AGENDA**

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|--------------------------------|---|
| <b>9:30 – 9:45 a.m.</b>        | <b>Course/Instructor Introduction</b>   |
| <b>9:45 – 11 a.m.</b>          | <b>The Disaster Cycle</b> <ul style="list-style-type: none"><li>○ Preparedness</li><li>○ Response</li><li>○ Recovery</li><li>○ Mitigation</li></ul> <b>Public Assistance Program Basics</b> <ul style="list-style-type: none"><li>○ Governing law, regulations and policies</li><li>○ Eligibility – Applicant, facility, work, and cost</li></ul>   |
| <b>11 – 11:15 a.m.</b>         | <b>Break</b>  |
| <b>11:15 a.m. – 12:30 p.m.</b> | <b>Public Assistance Program Basics</b> ( <i>continued</i> ) <ul style="list-style-type: none"><li>○ Force Account Documentation</li><li>○ Categories of Work</li><li>○ Project Worksheet Development</li><li>○ Deobligation – Common Causes and How to Avoid</li><li>○ Appeals</li><li>○ Using Mitigation Funding to Prevent Future Damages</li></ul>  |
| <b>12:30 – 1:30 p.m.</b>       | <b>Lunch</b>  |
| <b>1:30 – 3:15 p.m.</b>        | <b>Procurement</b> <ul style="list-style-type: none"><li>○ Methods</li><li>○ Contract types</li><li>○ Required contract provisions</li><li>○ Procurement files &amp; documentation</li></ul> <b>Working with FEMA</b> <ul style="list-style-type: none"><li>○ Developing a Positive Relationship with FEMA</li><li>○ Words matter, choose them carefully</li><li>○ Following procedures</li><li>○ Document, document, document!</li></ul> |
| <b>3:15 – 3:30 p.m.</b>        | <b>Course/Instructor Evaluation and Q&amp;A</b>   |
| <b>3:30 p.m.</b>               | <b>Course Adjourns</b>  |