



**FEMA**

**SEP 6 2005**

MEMORANDUM FOR: Regional Directors  
Acting Regional Directors  
Regions I -X

THROUGH: Response & Recovery Division Directors

FROM: Daniel A. Craig  
Director  
Recovery Division 

SUBJECT: Emergency Residential Roof Covering Installation

The purpose of this memorandum is to notify Regions of the attached issued interim policy on emergency residential roof covering installation. The attached policy provides a consistent process for when emergency residential roof covering installation should be implemented in a disaster.

Please ensure this interim policy is promptly shared with your respective States.

For additional information regarding the interim policy, please contact Lumumba Yancey on (202) 646-3939.

Attachment

cc: Sandra Martin, Congressional Affairs

**DATE: SEP 6 2005**

**TITLE:** Emergency Residential Roof Covering

**PURPOSE:** This interim policy establishes criteria for when emergency residential roof covering may be implemented.

**SCOPE AND AUDIENCE:** This is an interim policy to be implemented in all disasters. All personnel are directed to follow this policy.

**DESCRIPTION:** Emergency residential roof covering is a temporary solution that allows individuals to shelter in their residence until they can make more permanent repairs or locate alternate temporary housing.

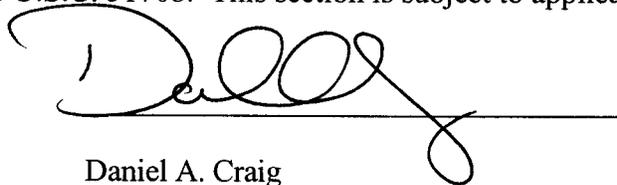
**POLICY:** The Federal Coordinating Officer (FCO), in conjunction with the State, makes the decision to implement emergency residential roof covering. In making this decision, the FCO shall consider the following:

1. Is the event of such a magnitude that it is obvious local roof covering supplies in the area are insufficient?
2. Is the event of such a magnitude that it is obvious that local roofing contractors do not have the capacity to make repairs within a reasonable amount of time?
3. Is there is a lack of space at traditional shelters and other short term lodging resources (such as motels and hotels)?

Emergency residential roof covering is intended to provide individuals and household's protection from the elements – it allows them to shelter in place; if the residence will not be used to shelter in place, a roof covering should not be provided. An individual or household does not have to be eligible for FEMA's Individuals and Households Program (IHP) to receive emergency residential roof covering. Emergency residential roof covering is not duplicative of IHP assistance.

**AUTHORITY:** Emergency Residential Roof Covering is provided pursuant to section 403 of the Stafford Act, 42 U.S.C. 5170b. This section is subject to applicable cost sharing provisions.

**SIGNATURE:**

A handwritten signature in black ink, appearing to read 'D. Craig', is written over a horizontal line. The signature is stylized and cursive.

Daniel A. Craig  
Director  
Recovery Division