



Region 6 Public Assistance Host-State Sheltering/Evacuation FAQs

Eligibility Questions

Q. Is the regular time of a Host-State's force account employees engaged in eligible host-state sheltering activities eligible?

A. No. Only overtime is eligible. However, under [Recovery Policy 9525.7, Labor Costs - Emergency Work](#), backfill cost could be eligible.

Q. Is the regular time of non-State entities, like local governments or Private Non-Profits (PNP), providing assistance to the Host-State for sheltering activities eligible?

A. Yes. The non-State entities are not subgrantees; therefore, costs incurred by the non-State entities providing assistance to the Host-State through mutual aid agreements and/or contracts are eligible. However if the State elects to make arrangements (*i.e.*, subgrantees) other than mutual aid and/or contracts, then the subgrantee's regular-time labor would not be eligible.

Q. Are costs of health care practitioners needed in congregate shelters to provide assistance to evacuees eligible?

A. Yes.

Q. Are costs to contract with a nursing home or assisted living facility to shelter evacuees deemed by medical personnel to require daily living assistance eligible?

A. Yes.

Q. Are costs to transport evacuees from a congregate shelter to assisted living facility eligible?

A. Yes.

Q. Is FEMA required to reduce Host-States' claims for services provided to an evacuee that could be covered by private insurance, Medicare, Medicaid or a pre-existing private payment agreement?

A. Yes. States must use due diligence in determining whether a prohibited duplication of benefits has occurred and return those funds to FEMA at a project's final inspection.

Q. Are costs related to the purchase and distribution of gas cards, debit cards, food vouchers, and similar items of value eligible?

A. No.



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Q. How are prescription costs eligible under DAP 9523.15 to be documented in the PW?

A. Eligible prescription costs incurred by Host-States may be documented by a certification from the State's public health agency that shows the number of prescriptions filled and the costs. No personally-identifiable medical information, Privacy Act data, or HIIIPA information should be documented in a PW.

Q. Will FEMA reimburse Host-States' costs to lease buses or other cost-effective means to return evacuees to the impact state?

A. Yes.

Q. Are costs incurred for bus/shuttle transport to pick up evacuees at the airport/train station/bus terminal eligible when the expected plane/train/bus is re-routed, cancelled or rescheduled?

A. Yes.

Q. Are the reasonable costs related to providing shelter capacity up to the capacity committed by the host-state in the MOA eligible, even if the capacity was underused?

A. Yes.

Q. Is the cost of an ambulance for a hospital-to-hospital transfer of an evacuee admitted to a hospital during his/her shelter stay eligible?

A. Yes.

Q. Are the costs to return family members accompanying hospital-admitted evacuees also eligible?

A. Yes.

Q. Are one-time costs for hotel rooms for evacuees that were unable to return to the impact-state via the organized mass re-entry effort due to the evacuees' hospitalization eligible while they await air/rail/bus transport home?

A. Generally, hotel costs are not eligible under DAP 9523.15. However, FEMA will allow one-night's hotel lodging for evacuees discharged from a hospital incidental to arrangements for State-assisted transportation home, when all congregate shelters have been closed and transportation cannot be arranged for departure on the same day as discharged.



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Q. Are costs of ambulances used or staged in support of shelter operations at shelter locations eligible?

A. Yes.

Q. Ambulances services supporting shelter operations have attempted to charge patients for service. Do we deduct these proceeds from their eligible amounts?

A. An eligible applicant may not seek reimbursement from FEMA for any ambulance service costs that are covered by private insurance, Medicare, Medicaid or a pre-existing private payment agreement. We would expect the State to use due diligence in determining whether or not duplications of benefits occurred, and we would reduce out such duplications at final reconciliation of the PW.

Q. Are the transportation costs incurred by a host-state to return remaining evacuees to the impact-state eligible?

A. Yes. FEMA will reimburse host-states for reasonable re-entry costs through means of commercial or mass transportation (i.e., air, rail, or bus) from the Host-State congregate shelter to the impact-state. Also, associated costs deemed necessary, such as security and food for the trip, are eligible.

Q. Are fees waived by a State for the use of state parks by self-evacuees with RVs eligible?

A. No.

Procedural Questions

Q. May Host-States have more than one PW documenting eligible host-state sheltering costs?

A. Yes.

Q. May Host-States have more than one applicant per state?

A. No. Only the Host-State can be an applicant.

Q. Who will prepare the PWs?

A. FEMA will, in coordination with Host-State staff.

Q. Can a PW's scope of work and cost estimate be amended?

A. Yes.



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Q. Will PWs prepared for Host-States be processed in NEMIS or EMMIE?

A. No. PWs for Host-States will not be processed in any automated system.

Q. Will PWs be processed for payment in the Host-State's region?

A. PWs will be sent by host-regions to the JFO for 3289-EM-LA for processing.

Q. Is Impact-State approval of the PWs required before payment will be authorized?

A. No. However, the JFO will review the PWs with the Impact-State to ensure that claimed costs are directly related to sheltering evacuees from the impact-state. The Impact-State will be required to reimburse FEMA in an amount equal to the non-federal share of each PW according to the prevailing cost-share arrangement.

Q. How will Host-States receive their reimbursements?

A. Reimbursed funds will be deposited into Host-States' SMARTLINK accounts. Upon processing, Host-States will receive an Award Letter from FEMA indicating the funds' availability.

Q. Will PWs over \$1 million require congressional notification?

A. Yes.

Q. Who will coordinate \$1 million PW notification?

A. Host-State's home region will prepare a narrative summary of the project and send it with the PW to R6, which will coordinate the notification with HQ.

Q. How long will processing and payment of a PW take?

A. PWs will be processed for payment expeditiously. Short delays are expected for PWs over \$1 million due to the congressional notification requirement.

Q. Are all PWs subject to a final inspection, whether or not they are over the large project threshold?

A. Yes.



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- Q. Are Host-States eligible for Section 324 State Management Costs?**
- A. Yes. Host-States may apply for Section 324 costs in the amount of 3.90% (for the EM declaration) based on the Federal share for financial assistance to the Host-State (and not on what is provided to the impact-state). If the cost is captured under a Major Declaration the amount is 3.34% of the Federal share.
- Q. Can Host-States claim Direct Administrative Costs?**
- A. Yes.
- Q. Are Host-States required to complete a FEMA-Host-State Agreement as a condition of receiving assistance under the Stafford Act for the emergency declaration in the impact state?**
- A. Yes. 44 CFR §206.44 requires a FEMA-State Agreement. Host regions will draft the documents and will forward to Host-States for signature by the Governor.
- Q. Are Host-States required to amend their State Administrative Plans for the Public Assistance Program as an administrative requirement of receiving assistance?**
- A. Yes. 44 CFR §206.207 requires that States amend their annual State Administrative Plan for each disaster in which Public Assistance is included. Host regions will draft the amendment, in coordination with the Host-States, and will forward to Host-States for signature by the GAR.
- Q. Are sheltering costs borne by NON-host-states for sheltering self-evacuees from the impact-states eligible for direct reimbursement from FEMA?**
- A. No. However, non-host-states can make or formalize a post-event mutual aid agreement with the impact-state that would allow it to be reimbursed directly by the impact-state for 100 percent of its incurred sheltering costs related to self-evacuees from the impact-state. The agreement must be in writing.