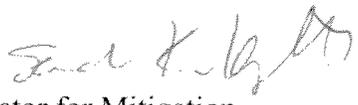


SEP 30 2011



FEMA

MEMORANDUM FOR: Regional Administrators
FEMA Regions I-X

FROM: Sandra K. Knight, PhD, PE 
Deputy Associate Administrator for Mitigation
Federal Insurance and Mitigation Administration

SUBJECT: Mitigation Planning (MT-PL) #15 Memorandum
Local Mitigation Plan Review Guide

The purpose of this memo is to transmit the *Local Mitigation Plan Review Guide* to implement provisions under the Code of Federal Regulations (CFR) Title 44 - *Emergency Management and Assistance*, specifically 44 CFR 201.6, *Local Mitigation Plans*. The *Guide* is the official guidance utilized by FEMA and State governments to review local mitigation plans against the requirements of 44 CFR 201.

This *Guide* will be effective starting October 1, 2012, for all local mitigation plans submitted to States and FEMA for review. FEMA is issuing this *Guide* as optional for immediate use as of the date of this memorandum. Many communities are presently in the process of developing local mitigation plans, and these community-wide planning processes last as much as a year or more. All communities currently reference the *Local Multi-Hazard Mitigation Planning Guidance* (June, 2008) and the corresponding Local Mitigation Plan Review Crosswalk to complete mitigation plan reviews. This transition period will allow adequate time for States and local governments to familiarize themselves with the new *Guide*. As of October 1, 2012, this document will supersede the *Local Multi-Hazard Mitigation Planning Guidance* (June, 2008).

The *Local Mitigation Plan Review Guide* contains several significant changes from the current local mitigation planning guidance:

- Stronger emphasis on Mitigation Strategy requirements;
- Simplified guidance only includes the regulatory requirements;
- New Guiding Principles and Intent statements support regulatory requirements;
- Plan Review Tool replaces the existing Crosswalk in a new format that is easier to use; and
- Plan Review Tool communicates implementation of the plan as well as improvements to the plan.

SEP 30 2011

Page 2

I am requesting that you provide this new *Local Mitigation Plan Review Guide* to your State Hazard Mitigation Officers. If you need additional assistance, please contact the Kathleen Smith, Risk Assessment Branch, by telephone at (202) 646-4372.

Enclosure

Distribution List (electronic distribution only):

Office of the Assistant Administrator for Flood Insurance and Mitigation

Director, Risk Analysis Division

Director, Risk Reduction Division

Director, Risk Insurance Division

Regional Mitigation Division Directors

Regional Risk Analysis Branch Chiefs

Regional Risk Reduction Branch Chiefs

Legislative Affairs

Office of Chief Counsel