



### Hazard Mitigation Assistance External Stakeholder Working Group

#### External Stakeholder Working Group Overview

The External Stakeholder Working Group (ESWG) provides an opportunity for FEMA staff to increase engagement and transparency with non-federal partners in the Hazard Mitigation Assistance (HMA) programs at the state, federally recognized tribe, territory, regional, and local levels. The HMA programs provide pre- and post-disaster funding to implement mitigation actions in communities across the country. The Pre-Disaster Mitigation (PDM) program and the Flood Mitigation Assistance (FMA) program are both funded by an annual appropriation. The Hazard Mitigation Grant Program (HMGP) provides funding after a Presidentially declared disaster.

The intent of the ESWG is to:

- Maintain open channels of communication between FEMA and state, federally recognized tribe, territory, regional, and local mitigation staff.
- Gather insight into mitigation and/or HMA program issues from the state, tribal, territory, regional, or local perspectives.
- Increase transparency in HMA goals, program priorities, and policy development; and
- Help HMA provide a consistent experience for external stakeholders.

The ESWG supports FEMA in its efforts to streamline and strengthen HMA program delivery overall, provide better customer service to external stakeholders, and facilitate effective and expedient mitigation assistance.

#### ESWG Membership Selection Process

FEMA accepts applications on a rolling basis. When a vacancy occurs, FEMA will review the applications and reach out directly to a potential candidate.

#### ESWG Membership Composition

The ESWG includes:

- One (1) FEMA HQ HMA Branch Chief, Chair
- Two (2) FEMA Regional HMA staff representatives
- Three (3) State / Territory representatives
- Three (3) Local / Regional representatives – includes representatives from single- or multi-jurisdictional bodies (e.g., counties, regional planning commissions, council of governments)
- Three (3) Federally Recognized Tribal representatives

## ESWG Membership Criteria

Only candidates who meet the following criteria will be considered for ESWG membership:

- **Work Relevance** - The candidate currently works in a role at the state, tribe, territory, regional, or local level that directly relates to FEMA's Hazard Mitigation Assistance programs and is designated to act on behalf of elected officials.
- **Participation** - Candidates must be able to participate fully in the ESWG and meet the stated ESWG membership expectations.
- **Agency Commitment** - Qualified candidates must be able to obtain and submit a letter of commitment from their employer indicating support for the candidate to participate fully on the ESWG for a full term (i.e., 2 years), including attendance at quarterly ESWG meetings.
  - *Note:* The commitment letter is not required when you submit your expression of interest form. However, candidates selected based upon their submitted expression of interest will be accepted onto the ESWG with the condition and good-faith expectation that they are able to obtain a commitment letter after being selected for membership.

## ESWG Membership Expectations

Members will be expected to:

- Provide insight and external perspectives on HMA priorities, issues, and program resources.
- Bring a unique perspective on HMA communications, potentially being asked to offer insight into or helping develop communications-related resources.
- Act as a conduit of information to FEMA from other external stakeholders, to include gathering input, requests, ideas, and suggestions for ESWG meetings.
- Participate in four meetings a year, which include two virtual (i.e., conference call) meetings and two in-person meetings. In-person meetings will be hosted either at FEMA headquarters in Washington, DC, a FEMA regional office, or at a location non-FEMA ESWG member's community.
- In addition, attend the Hazard Mitigation Assistance Stakeholder Workshop, usually held in late March-early April each year.

## General Notes

FEMA Headquarters will fund travel for all in-person ESWG meetings and to attend the annual Hazard Mitigation Assistance Stakeholder Workshop. In addition, FEMA encourages stakeholders with all levels of experience to apply for a position on the ESWG.

## ESWG Membership Expression of Interest Submission

To apply for ESWG membership, please complete the included expression of interest form (see pages 4-5) and submit the completed document via email to [FEMA-HMA-ESWG@fema.dhs.gov](mailto:FEMA-HMA-ESWG@fema.dhs.gov).



## Hazard Mitigation Assistance ESWG Expression of Interest

### Instructions

Complete all fields and submit via email to [FEMA-HMA-ESWG@fema.dhs.gov](mailto:FEMA-HMA-ESWG@fema.dhs.gov).

### Contact Info

First & Last Name:

Email Address:

Phone Number:

Extension:

Position/Title:

### Jurisdiction & Community Info

Name of Community/Jurisdiction Represented:

Type of Community/Jurisdiction: *(Select one)*

State / Territory

Federally Recognized Tribe

Local / Regional

### Community Characteristics

For each statement below, please indicate the option or options that best describe the community/jurisdiction you represent. Note that the second and third statements include descriptions of possible options in italics.

The primary hazard(s) my community/jurisdiction faces include... *(Select all that apply)*

Flood (coastal)

Wildfire

Drought

Flood (riverine)

Hurricane

Winter Storm

Flood (flash)

Wind

Other (please specify)

Earthquake

Extreme Precipitation

The relative size and location of my community/jurisdiction could be characterized as... *(Select all that apply)*

Big City – *My community is a heavily-developed, high-density jurisdiction*

Medium to Small City – *My community is a developed, medium-density jurisdiction*

Suburban – *My community is a moderately-developed, lower-density jurisdiction close to an urban area*

Small Town / Rural – *My community consists mostly of low-density, low-development jurisdictions, and is likely to cover a large geographic area with few residents*

Other – please specify

My community's experience with HMA could be described as... *(Select one)*

Moderately to Very Experienced with HMA – *Historically, my community/jurisdiction has received a lot of HMA program funding and is very experienced with at least one HMA program.*

Limited to No Experience with HMA – *Historically, my community/jurisdiction has received less HMA program funding, especially due to fewer disaster declarations, and our experience has centered around one HMA program.*

### Individual Experience

Indicate your individual level of experience (in number of years) working with HMA. *(Select one)*

- 0-2 years of experience
- 3-5 years of experience
- 6-9 years of experience
- 10+ years of experience

### Professional Bio

Please provide a brief professional bio of yourself in a short paragraph (3-4 sentences).

### Goals

Please provide a statement (150-200 words total) that explores possible idea(s) for increasing investments in mitigation in your community/jurisdiction, more broadly across the nation, or both.

### About Me

Please provide a statement (200-300 words) that discusses your interest in being part of the ESWG. Your statement should also address the following information:

- How does your community/jurisdiction consider HMA in developing a mitigation strategy?
- What do you hope to learn, do, or accomplish while working with the HMA ESWG?
- What does hazard mitigation look like in your community/jurisdiction and why is it important?