



## Personal Assistance Contract

FEMA Mass Care/Emergency Assistance contracts with personal assistance services (PAS) providers to augment the ability of state, local, tribal, and territorial (SLTT) governments. PAS supports individuals with disabilities and others with access and functional needs in maintaining their health, safety, and independence in congregate and non-congregate shelter facilities during a Presidentially-declared major disaster or emergency.

PAS may be required to support people whose usual means of assistance are not available due to circumstances associated with a disaster. PAS workers are sometimes referred to as home health aides, Certified Nursing Assistants, or caregivers. The services are defined as formal and informal services provided by paid personal attendants, friends, family members and/or volunteers that enable children and adults, with access and functional needs, to maintain their routine level of independence while in an emergency shelter.

### Authorities

- Section 3(2) of the Americans with Disabilities Act of 1990 (42 U.S.C. 12102(2))
- Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121 et seq.)

### Responsibilities of FEMA MC/EA

#### Pre-Incident

- Provide subject matter expertise to internal and external partners, including the Office of Response and Recovery, Office of Disability Integration and Coordination (ODIC), American Red Cross, FEMA regions, and other agencies.
- Coordinate with FEMA acquisitions, and Contract Management Section to develop, maintenance and manage contracts.
- Maintain Frequently Asked Questions to ensure the SLTTs, and non-governmental organization levels have access to current information regarding PAS program requirements.

#### Response and Recovery

- Coordinate with FEMA acquisitions, and Contract Management Section to process contract implementation.
- Coordinate with other Federal agencies, the Office of Disability Integration and Coordination (ODIC), Logistics, non-governmental organizations (NGOs), and other partners to monitor, analyze, validate, and provide support to the states on the need for PAS.

- Provide subject matter expertise and technical assistance in the National Response Coordination Center (NRCC), Regional Response Coordination Center (RRCC), Joint Field Office (JFO), SLTT EOCs, and other field offices.
- Acquire, deploy, and provide PAS as requested by a state, tribe, and/or territory.
- Participate in the Functional Needs Support Task Force, staffed by individuals from multiple agencies and organizations, to identify shortfalls and provide support needed to maintain independence during congregate care.
- Monitor, analyze, validate, and provide support to states on Functional Needs Support activities; identify resource requirements, shortfalls, and limiting factors; exchange information with FEMA, other Federal agency, SLTTs, and NGO and Private Sector agencies and organizations.

## Triggers for Implementation

- Presidential Disaster Declaration for Public Assistance, Category B
- Emergency or Major Disaster Declarations

## Tools and Resources

- Guidance on Planning for the Integration of Functional Needs Support Services in General Population Shelters, available at <http://www.fema.gov>
- Personal Assistance Services Contract Frequently Asked Questions

## Contracts and Agreements

Contract/Agreement	Type
Personal Assistance Services	Contracts

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*FEMA's Mission: "Helping people before, during, and after disasters."*

*Last update: May 2018*