

U.S. Department of Homeland Security
Louisiana Recovery Office
One Seine Court, Suite 3062
New Orleans, LA 70114
(504) 762-2485 office
(504) 762-2899 fax



April 5, 2013

Mark S. Riley
Deputy Director - Disaster Recovery Division
GOHSEP, State of Louisiana
1500 Main Street
Baton Rouge, LA 70802

Re: Final Recovery Meeting Initiative- Clarification
FEMA-1603/1607-DR-LA
FEMA Correspondence Log # 6029-O

Dear Mr. Riley:

This letter is a follow up to the recent activities associated with the Final Recovery Meeting (FRM) Initiative. As you will recall, GOHSEP presented a list of 1,553 Project Worksheets (PWs) [October 2012, Applicant Satisfaction Report (ASR)] to FEMA that had a scope of work or cost concern presented by the Applicants through their quarterly reports. As such, jointly we identified 73 Applicants with more than three PWs on GOHSEP's October 2012 ASR or currently in project formulation with FEMA. We established a goal of having all 73 meetings completed by February 28, 2013. As of today, all 73 meetings have been completed. We have jointly conducted 65 meetings with Applicant participation and eight meetings without Applicant participation because the Applicant refused to attend the meeting.

During the meetings with each Applicant, our joint FEMA/State teams introduced the updates to the version request process and implementation of the Louisiana Public Assistance (LAPA) tracking system. We also provided the October 2012 ASR and a list of projects in formulation to each Applicant for their review and consideration to identify any known project formulation concerns for the ASR listed projects. Each Applicant was advised that they had 60 days from the date of the FRM meeting to bring forward any remaining version requests with project formulation concerns.

During these meetings, it has become apparent that there is still uncertainty about the types of projects FEMA expected to address as part of the FRM initiative. Therefore, FEMA has identified the following guidance to describe the types of projects that will be considered as part of the FRM.

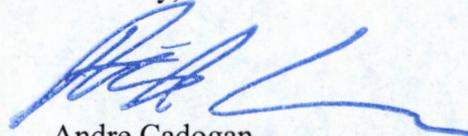
Mr. Riley
April 5, 2013
2 of 2

Types of FRM Projects

1. **Projects identified on GOHSEP's October 2012 ASR** GOHSEP, the Applicant and FEMA staff should discuss all projects identified on GOHSEP's October 2012 ASR list to determine if the project has a known scope of work or cost concern that is preventing the Applicant from moving forward with the project. If the Applicant does not have a known concern with the project on the list, the Applicant should prepare a letter to GOHSEP that advises FEMA and GOHSEP that there are no known concerns with the project at this time. If the project does have a known concern, a version request (fully supported with appropriate documentation) is expected to be submitted to LAPA within the required 60 day timeframe established in the FRM meeting or by a subsequent FRM time extension if approved.
2. **Version 0 projects that have not been submitted to FEMA** - Applicants are typically provided 60 days from the date of their kick-off meeting to identify and report damages as a result of the disaster where they are requesting FEMA funding. See 44 C.F.R. § 206.202(d). FEMA is allowing the FRM to serve the same purpose as would be the case with the kick-off meeting since there has been a number of Private Non-Profits that were approved late and are still in the project formulation stage for completed and uncompleted work. As such, Applicants must bring forward any remaining version 0 projects within 60 days of their FRM.

FEMA fully recognizes there are projects that are completed, under construction or going through design and may not have a known concern at this time. However, as discussed through the FRM process, for issues that arise during construction of a project, concerns that require scope of work changes will be addressed on a case-by-case basis. Planning and design concerns will be addressed through a letter or at bid award of each project worksheet on a case-by-case-basis.

Sincerely,



Andre Cadogan
Deputy Director, Programs
Louisiana Recovery Office

cc: Mark DeBosier, State Coordinating Officer, GOHSEP
Eddie Williams, Public Assistance Officer, FEMA