




FEMA

September 19, 2005

MEMORANDUM FOR: Joint Field Offices
FEMA-DR-1603-LA / DR-1604-MS / DR-1605-AL

FROM: Libby Turner, Chief 
Recovery Area Command

COPIES: Region IV- Response and Recovery Division
Region VI- Response and Recovery Division

SUBJECT: Disaster Specific Guidance #5- Hurricane Katrina
Leasing of Warehouse Space for Donated Goods

ISSUE: This guidance serves to clarify the eligibility of leasing warehouse space in support of donations management. In particular, there appear to be some inconsistencies on the ability of State agencies to receive reimbursements for the leasing of warehouse space for donated goods. It has been the practice of FEMA to only reimburse such costs for large-scale events.

Authority:

Section 403 of the Stafford Act allows the President to support State and local governments in their need to respond to and recover from the disaster. This assistance includes supporting National and local voluntary agencies in the execution of their missions. This authority may include vital support mechanisms that will prevent placing extraordinary burdens on these agencies and eligible applicants.

In a memorandum from Ben Curran, FEMA-Headquarters, dated October 9, 2003, the eligibility of leasing warehouses is further defined. This memo reveals that in unique, large-scale events, FEMA has leased warehouses for donated goods in support of disaster relief efforts.

GUIDANCE:

Due to the catastrophic impacts of Hurricane Katrina, State governments may enter into leases to support the storage and distribution of donated goods. These warehouses must be used by State government as designated by the State's Donations Management Plan. The leasing and support of these facilities will be limited to six months. Extensions may be granted if warranted. The leasing of these facilities must be in compliance with local, State, and Federal procurement regulations and at a reasonable cost.

This protocol will meet the requirements and intent of the Stafford Act while not placing an undue burden on an applicant. Questions regarding this memorandum should be directed to Steven Glenn at 404-909-1781, James Walke at 202-646-2751, or Chuck Stuart at 202-646-3691.