

Hurricanes Katrina and Rita FEMA-1603/1607-DR-LA Information Sheet #005

Private Non-Profit And For Profit Organizations

General Guidance:

Some private non-profit organizations (PNPs) that own or operate facilities providing certain services otherwise performed by a government agency may be eligible applicants.

If a PNP applicant performs a critical function, as defined in the Disaster Mitigation Act of 2000, the applicant may apply directly to FEMA through the State for all categories of work. PNPs that provide critical services include: electric power providers, water for municipal supply, power generation and fire protection, sewer and wastewater facilities, communication facilities, emergency medical care facilities, fire protection and emergency response.

If the PNP applicant does not perform a critical function, as defined in the Disaster Mitigation Act of 2000, it must apply to the Small Business Administration for a disaster assistance loan for any permanent repairs (Categories C-G), but may apply to FEMA through the State for debris removal and eligible emergency work (categories A & B). Sheltering operations are an eligible cost only for governmental entities. However, governmental entities may use other organizations to fulfill their sheltering responsibilities.

If an eligible PNP has eligible work for which it can apply on its own, the PNP should submit the following forms to the Louisiana Office of Homeland Security and Emergency Preparedness:

- A completed Request for Public Assistance (RPA) (FEMA Form #90-49)
- A completed PNP Questionnaire (FEMA Form #90-121).

The PNP also must provide the following documentation to establish eligibility under the Public Assistance Program:

- A letter from the Internal Revenue Service confirming its 501 (c) (d) or (e) status, or certification from the State that the organization is a non-profit entity doing business under State law.
- The charter and/or by-laws of the organization to establish the organizations purpose.
- If the PNP is an educational organization, a copy of its certification or accreditation.

The State of Louisiana website www.louisianapa.com is available for application forms and RPA submission.

Sheltering Costs:

If sheltering costs are their only eligible expense, PNPs should **not** file a Request for Public Assistance. These costs are not eligible under the Public Assistance Program.

However, some PNPs provided sheltering services to Hurricane Katrina and Rita evacuees. PNPs that incurred only sheltering costs should apply to the local government, i.e., parish or city for reimbursement. These governmental entities may be eligible to receive reimbursement for sheltering costs incurred. The PNP must register as an emergency shelter and enter into an agreement with local government or parish OEP setting out the task of sheltering evacuees. Claimed costs for reimbursement must be based upon a written agreement that outlines payment procedures and all eligible expenses must be fully documented.

The Kick-off meeting should not be scheduled before the applicant is determined to be eligible for FEMA assistance.

For Profit Applicants:

For profit organizations are not eligible applicants under the FEMA Public Assistance Program. If these organizations provided sheltering tasks under contract to a parish, municipal government or otherwise eligible applicant, these costs may be eligible for reimbursement to that applicant under the normal Public Assistance process. The standard procurement procedures for the eligible applicant still must be followed, the costs must be reasonable, and all documents pertaining to the work and cost must be available for FEMA review.

Disaster Specific Guidance Document #2 details specific sheltering tasks that may be considered as eligible.

For policy questions regarding PNP/For Profit organizations:

Contact the FEMA Coordinator at 225-339-3762.

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Because this document is not exhaustive, either in topics or in detail, information should be verified with FEMA Public Assistance Program officials before becoming the basis for decision making.