



First Steps to Receive FEMA Public Assistance Reimbursements for COVID-19 Expenses

Under FEMA’s “Public Assistance” Program, FEMA may reimburse Utah counties for up to 75% of certain COVID-19 related expenses

In order to receive COVID-19 reimbursements under FEMA’s Public Assistance Program, counties must:

1. Designate someone in county government to be the lead contact person for FEMA Public Assistance
2. Email the State Division of Emergency Management at esf14recovery@gmail.com with the contact information for the County Lead, and request access to the “FEMA Grants Portal”
3. Once Division of Emergency Management creates an account for you, log onto the FEMA Grants Portal here: <https://grantee.fema.gov/>
4. Proceed to fill out an application for FEMA Public Assistance (link to YouTube video on how to fill out the application: <https://www.youtube.com/watch?v=Uq9rc5h5gkU>)
5. Once the application is submitted on the FEMA Grants Portal, the Utah Division of Emergency Management (which administers the FEMA funds) will stay in close contact with the County Lead to reimburse county expenses

(for additional information on the Public Assistance application, visit: <https://www.fema.gov/news-release/2020/03/23/coronavirus-covid-19-pandemic-public-assistance-simplified-application>)

What kind of county expenses may be reimbursed?

1. Management, control and reduction of immediate threats to public health/safety

2. Emergency Medical Care
3. Medical Sheltering
4. Purchase and distribution of medicine, medical equipment, food and water
5. Security and law enforcement
6. Communications of health and safety information to the public
7. Search and rescue for members of the public requiring assistance
8. Reimbursement for relevant overtime costs

*DOES NOT include reimbursements for infrastructure repair or replacement

(for more information on activities available for FEMA reimbursement, visit: <https://www.fema.gov/news-release/2020/03/19/coronavirus-covid-19-pandemic-eligible-emergency-protective-measures>)

Things to Remember:

- A County does not need an Emergency Declaration to access FEMA reimbursements since there is a Statewide Emergency Declaration. HOWEVER, Utah Division of Emergency Management encourages all counties to declare an emergency for COVID-19 as this could facilitate the FEMA Public Assistance process.
- County governments should coordinate with county emergency managers and other county departments to ensure that there is only one application for FEMA Public Assistance per county.
- FEMA Public Assistance only reimburses county expenses – there is no funding upfront.
- Counties should carefully document all expenses that they wish to get reimbursed, including how and why those funds were used.
- FEMA Public Assistance will only reimburse up to 75% of county expenses – the remaining 25% must be covered by the County (or other sources if available.)
- Applications for FEMA Public Assistance should also be coordinated with local health departments.

**If you have questions, contact your regional State Liaison at Utah
Division of Emergency Management:**

Counties: Box Elder, Cache, Rich, Weber, Davis, Morgan

State Liaison: Kimberly Giles

Email: kgiles@utah.gov

Phone #: 801 209-7542

Counties: Tooele, Salt Lake, Utah, Wasatch, Summit

State Liaison: Tara Behunin

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Counties: Duchesne, Uintah, Daggett

State Liaison: Mechelle Miller

Email: mmiller@utah.gov

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Counties: Juab, Millard, Sanpete, Sevier, Piute, Wayne

State Liaison: Jeff Gallacher

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Counties: Carbon, Emery, Grand, San Juan

State Liaison: Angelia Crowther

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Counties: Beaver, Iron, Washington, Garfield, Kane

State Liaison: Scott Alvord

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