Houses of Worship (HOW) and the FEMA Public Assistance (PA) Program

Registration Information and Resources for PNP and House of Worship

It’s important to be registered in the FEMA Grants Portal so you can submit your Request for Public Assistance before the deadline. Follow steps 1, 2, and 3 listed below.

Register once, keep your contacts updated, and you don’t have to register again.

Please do the following so you can get your Organization registered.

1) Send an email to public.assistance@ncdps.gov with
   a. Your organization/entity’s name
   b. The best contact who will be working with FEMA and answering emails during a disaster
   c. That contact’s email and phone number

2) That contact will receive an email invitation from support@pagrants.fema.gov
   a. Check your spam filter!
   b. Click on the link in the email
   c. Fill out your Org’s profile
   d. Get your UserID and Password

3) Log in to https://grantee.fema.gov with your UserID and Password
   a. Add Personnel and assign them roles
   b. Add the Org’s address and other info

**And if you are in a declared county for Florence, please go ahead and submit your Request for Public Assistance after you register your Organization and, soon after, get your UserID and Password.

Your UserID should be your email.

**The FEMA Grants Portal Helpdesk number is: 866-337-8448
Can I get a copy of the new FEMA Guidance on Houses of Worship? The fact sheet?

FEMA Fact Sheet:


Who will I be working with on this?

Ultimately, all applicants in the FEMA Public Assistance program for Hurricane Florence will be assigned a Grants Manager who works at NC Emergency Management specifically in the Public Assistance (PA) program. In the meantime, if you have questions please contact:

How do we apply for FEMA Public Assistance?

There is not an application available online.

1) The Request for Public Assistance after the applicant is in the FEMA Grants Portal. Refer to step 1, 2, and 3 on page 1.
2) Any nonprofit that wants to be considered for FEMA’s Public Assistance needs to send an email to Kathryn.vantol@ncdps.gov with the following:
   
   Name of Entity
   Contact Name
   That Contact’s email address
   That contact’s phone number.

   Then, the entity will receive an invitation to register in the FEMA Grants Portal, which is the repository and delivery system for a great deal of information.

   This is also where the Request for Public Assistance will be delivered to the entity, and where FEMA will determine if the entity is, in fact, eligible for FEMA’s Public Assistance.

What sort of damages are potentially eligible under the FEMA Public Assistance program?


Please see the links below that show timelines for various items that are part of the process. Any applicant should know their county Emergency Manager (contact info attached also).

The Request for Public Assistance will be required 30 days after the applicant’s county is declared to be part of Hurricane Florence.
Then, the applicant briefing is the very first meeting in the process. Next come the FEMA-led exploratory call, and the FEMA-led Recovery Scoping Meeting (shown on PA Model Quick Reference image, attached.) FEMA will assign you a contact who will live in your area and maintain your relationship for the work do be done.

https://www.fema.gov/media-library-data/1476895854098-2c65b2b63e8e16b807ef5429609e5b7c/PA-application-process_final_medium.png

https://www.epa.gov/sites/production/files/2016-03/fema_pag_diagram.png

**And here is a very helpful, but lengthy, FEMA FAQ on the PA program**

https://www.fema.gov/public-assistance-frequently-asked-questions

Would the parish apply or the diocese? (This speaks to an umbrella organization that has ownership, and oversight, for other churches, synagogues, temples, mosques, or other facilities or houses of worship under their ownership/management.)

The entity who owns the property is the applicant, under FEMA rules. So if the Diocese owns the parish/church, the Diocese is the applicant. If the parish owns the property, the parish would be the applicant and need to apply to SBA.

The entity who owns and maintains the damaged property or facility is the applicant, under FEMA rules. So if the Diocese owns the parish/church, the Diocese is the applicant. If the parish owns the property, the parish would be the applicant and need to apply to SBA.

The applicant will designate an agent to be point of contact. The agent must have fiduciary privileges on behalf of the applicant, and be able to sign off on documents that come from FEMA.

However, the agent can designate others, such as parishes, to help with preparing the claims and working with FEMA to discuss damages if the Diocese so chooses.

In addition, administrative work on behalf of the claim, whether by accountants or temporary help, is eligible for reimbursement. In terms of site visits, the state will assist. Please reach out to your FEMA Program Delivery Manager to discuss staffing issues, or other issues.

Do I need to apply for an SBA loan?

SBA is a must. The loan does not have to be taken by the applicant, but FEMA will deduct the amount the loan would have been from any project they write for that applicant. Insurance also reduces the amount of the project, as there cannot be any duplication of benefit.

Can you give me a link to the SBA application?

Or you can go ahead and apply to your local SBA or call them at 1-800-659-2955, or use their online application! FEMA will take the determination from SBA any time in the process, provided your entity is found to be an eligible applicant.
To qualify, must a non-critical non-profit be classified as both tax exempt (501 c3) and have documentation as a private non-profit from NC, or at least one?

The private nonprofit must be tax exempt according to the IRS or the NC Sec. of State. And this must have been granted tax exemption and declared a nonprofit on or before Sept. 9, 2018 to be considered eligible for Hurricane Florence.

Please send your questions to public.assistance@ncdps.gov

Thank you!