

# HAMILTON COUNTY EMERGENCY OPERATIONS PLAN

## ANNEX N ESF #14 — DISASTER RECOVERY

**COORDINATING AGENCY:** Hamilton County Administrator

**SUPPORT AGENCIES:** Hamilton County Emergency Management/Homeland Security  
American Red Cross, Cincinnati Area Chapter  
Hamilton County Mental Health and Recovery Services Board  
Hamilton County Public Health  
Hamilton County Educational Service Center  
Hamilton County Department of Job and Family Services  
Hamilton County Engineer's Office  
Hamilton County Facilities Management  
Hamilton County Developmental Disabilities Services (DDS)  
Hamilton County Historical Society  
Hamilton County Prosecuting Attorney's Office  
Hamilton County Solid Waste District  
Tri-State Community Organizations Active in Disasters (COAD)  
Ohio Environmental Protection Agency (OEPA)

### I. INTRODUCTION

The recovery function supports local government restoration of communities damaged by disasters. This support may involve coordination of local, county, state and/or federal disaster assistance. These efforts include coordination with county and state field personnel, ESF #5, and the Federal Emergency Management Agency (FEMA) for needs assessments, damage assessments, and information gathering in order to develop disaster-specific recovery plans and direct interaction with state and local officials for state recovery efforts.

Although recovery efforts frequently overlap with the response phase, depending on the situation on the ground, specific recovery operations may include; emergency debris removal, delivery of potable water, support for aging and institutionalized populations, emergency temporary housing beyond basic sheltering, medical assistance programs, heating assistance programs, and disaster related mental health assistance.

### II. SITUATION

- A. Recovery activities begin in Hamilton County Regional Operations Center when the immediate threats to life and property have been addressed and restoration activities that have been identified by damage assessment begin.
- B. ESF #14 — Disaster Recovery personnel work closely with county, state, and federal support organizations to address the long-term unmet needs of affected communities.
- C. ESF #14 — Disaster Recovery will coordinate with ESF #6 — Mass Care in order to continue to consider and refine as necessary short and long-term priorities with all appropriate agencies and nongovernmental organizations, such as the American Red Cross and Tri-State COAD.
- D. During federal disaster declarations; county, state, and federal recovery personnel may co-locate in a Disaster Field Office (DFO) that is usually located at a site as close as possible to the affected area but removed from the immediate disaster site. The DFO serves as the hub for local/county/state/federal recovery assistance.

#### E. Assumptions

1. Disasters will occur which will exceed insurance coverage, voluntary, and county capabilities. Supplemental state and/or federal disaster assistance will be necessary for short and long-term recovery.
2. Disaster assistance is supplemental and does not supplant insurance or existing capabilities.
3. Recovery activities of local organizations that are not part of ESF #14 may be addressed under Organization and Assignments found in other ESFs, in the Hamilton County EOP, and may not be repeated in ESF #14 — Disaster Recovery to avoid redundancy.
4. Local jurisdictions will document response and recovery costs for possible reimbursement.
5. Recovery activities are dependent upon rapid, thorough, and accurate damage assessments conducted in coordination with HCEM/HS and officials in affected areas.
6. Short and long-term recovery priorities will be ever-changing as the event progresses.
7. Each jurisdiction will form a Long Term Recovery Committee in order to formulate strategies to fulfill community unmet needs during the lengthy recovery process.

### III. CONCEPT OF OPERATIONS

#### A. Overview

1. ESF #14 assists in the processing of damage assessment information, debris removal operations, requests for state and federal assistance, and administers individual and public assistance programs and hazard mitigation projects.
2. ESF #14 will ensure that “initial assessment” information is provided to Ohio EMA within 12 hours of the event. (See Tab C – Initial Assessment Form)
3. ESF #14 will coordinate Preliminary Damage Assessment (PDA) activities. Initial PDAs identify the extent of damage to homes, businesses, public facilities, and the extent to which immediate emergency needs of the public are being met.
4. ESF #14 will as soon as practical, and within 36 hours, provide to Ohio EMA a Damage Assessment and Needs form. (See Tab D – Damage and Needs Assessment Form)
5. ESF #14 will coordinate, during the recovery process, the “Kick-Off Meeting” where damages are discussed, needs assessed, and a plan of action put in place which details what to do and how to do it.
6. ESF #14 will coordinate, during the recovery process, the Applicants Briefing. This briefing, conducted by Ohio EMA, is for potential public assistance applicants. This meeting occurs after a disaster has been declared. The briefing addresses application procedures, administrative requirements, funding, and program eligibility.

#### B. County Damage Assessment

1. County damage assessment is a response operation conducted from the Regional Operations Center and by on-scene personnel.

2. The need for county damage assessment will be made in coordination with officials from the affected jurisdictions.
3. County damage assessments will focus on the verification and collection of information.
4. County damage assessments can be adjusted based upon the following local conditions:
  - a. If local officials have Damage Assessment Teams that conduct assessments, then, the role of the county will be to assimilate and verify the information collected. This information will be placed on the Damage and Needs Assessment form. (See Tab C – Damage and Needs Assessment Form)
  - b. If no local damage assessment has been conducted, the county may tour the area with local officials to determine the locations and severity of damage. County assessment personnel will be provided with the resources necessary to safely and expeditiously complete assessments.
  - c. In a catastrophic event where damage is extensive, a Presidential Disaster Declaration may be justified based on flyovers and reports from the site. Damage assessments will be conducted later to serve as tools to guide the recovery effort but initial damage assessments will be waived.
6. The Director of HCEM/HS will receive analyzed data from the local/county damage assessment teams and determine if damages warrant a request by the Board of County Commissioners for state assistance. If so, HCEM/HS will prepare the appropriate request for the Commissioners' signatures. If state assistance is granted by the Governor, the State may ask for a Federal declaration. If this is the case, county, state, and federal officials may complete a joint preliminary damage assessment.

#### C. Joint Damage Assessments

When the Governor requests federal disaster assistance from FEMA, a variety of federal damage assessment personnel, to include FEMA and the Small Business Administration (SBA), may be sent to the site of the emergency. County/state & local personnel accompany these agencies in order to conduct Individual Assistance Assessments (IA), Public Assistance Assessments (PA), and Hazard Mitigation Assessments. The state and SBA personnel will conduct SBA-only declarations. The Joint Damage Assessment Teams generally conduct the assessments in one of three ways.

##### 1. Flyovers

- a. Flyovers are conducted for the following three reasons.

- 1) There are no other expeditious ways to survey the area
- 2) The damaged area is so large that this method provides the best opportunity to identify specific areas to be surveyed by Joint Teams
- 3) The damage is so extensive and catastrophic that the need for detailed damage assessment may not be considered necessary.

##### 2. Windshield Survey

- a. This technique is used to assess a large area in a relatively short period of time. It may also be utilized when areas are inaccessible on foot and a general overview of the area is all that is required. Such assessments are usually conducted from four-wheel drive vehicles. This process allows those assigned to do them the ability to quickly record the numbers of homes and businesses that are destroyed, damaged and uninsured. Hamilton

County EM/HS, local and county engineering departments as well as, local and county public works departments in the affected area usually do these assessments. Raw figures acquired by this method can be extrapolated to give a good overview of the impact and extent of the disaster. A windshield survey provides the opportunity for team members to discuss disaster impact and other related issues.

### 3. Walk-Through Assessments

- a. This is the most thorough and time-consuming damage assessment technique. This method is often used when the assessment must be very detailed and specific. In a marginal situation, detailed information must be gathered in order to assess the extent to which the jurisdiction is eligible for federal disaster assistance.

## D. Debris Removal Operations

1. Natural and man-made disasters precipitate a variety of debris that includes, but is not limited to, such things as trees, sand, gravel, building/construction materials, vehicles, and personal property. The quantity and type of debris generated from any particular disaster is a function of the location and kind of event experienced, as well as its magnitude, duration, and intensity.

Private contractors play a significant role in the debris removal, collection, reduction, and disposal process.

2. The management of debris will be based on the waste management approach of recycling, reduction, reuse, reclamation, resources recovery, incineration, and land filling.
3. For specific instructions on Debris Removal Operations, refer to the Hamilton County Debris Management Annex- Functional Annex C-1.

## E. Requesting Direct Federal Assistance

### 1. Requesting a Presidential Disaster Declaration

The Governor will review information collected by the Ohio EMA to determine if a state emergency should be declared and if a presidential disaster declaration should be requested. The Governor must submit a request for assistance to the President within 5 days of determining the need for emergency assistance and within 30 days of the event for a major declaration. The state will prepare a letter to the President for the Governor's signature to request federal assistance. The Governor's letter must be submitted within 30 days of the occurrence of the disaster and must:

- a. Demonstrate that the situation is of such severity and magnitude that effective response is beyond the capability of the state and affected local governments.
- b. Demonstrate that supplemental federal assistance is necessary to save lives and to protect property, public health and safety, or to lessen or avert the threat of a disaster.
- c. Furnish information on the extent and nature of state and local resources which have been or will be used to alleviate the results of the disaster.
- d. Certify that the state and local governments will bear their required share of the costs to implement federal disaster assistance programs.

- e. Include an estimate of the extent and nature of federal assistance required for each of the impacted counties and the state.
- f. Confirm that appropriate actions have been taken under state law.

In the event of a catastrophic incident, where the magnitude and severity of damage are expected to be extreme and there is an immediate need for supplemental federal assistance, the Governor may make an expedited request for a Presidential Disaster Declaration. This request will not include specific estimates of damage and the amount of federal assistance necessary. This request will, however, outline the anticipated impacts of the disaster.

## 2. Notification

When the President declares an area or areas to be disaster areas, FEMA will immediately notify the Governor and appropriate federal agencies. The Executive Director of Ohio EMA will be responsible for ensuring that Hamilton County is notified through the Director of HCEM/HS. The designated County PIO will notify the media and public through media briefings and press releases.

## 3. Federal/State Agreement

After the President's declaration, the Governor and the FEMA Regional Director enter into a federal/state agreement that describes how federal disaster assistance will be made available. The agreement:

- a. Identifies those areas that are eligible for assistance.
- b. Stipulates the program(s) made available and the division of costs among the federal, state, and local governments.
- c. Specifies the time period in which assistance will be made available.
- d. Identifies any other conditions for receiving assistance.
- e. Describes the incident.

## 4. Disaster Field Office (DFO)

- a. The State Recovery Team will be located in the DFO during the recovery phase and will work closely with federal personnel.
- b. The Disaster Recovery Branch Chief will direct the activities of the State Recovery Team in close coordination with the Federal Coordinating Officer (FCO), the SCO, and the County Coordinating Officer (CCO).
- c. Termination of DFO-centered recovery efforts will be a joint determination of the FCO and SCO based upon the recovery status of the declared jurisdictions.
- d. The Disaster Recovery Branch Chief will coordinate long-term state recovery activities with the Hamilton County ROC following the closure of the DFO.

## F. Individual Assistance Information

### 1. Disaster Recovery Centers

These are federally established temporary locations generally established in or near communities directly impacted by the presidentially declared disaster. The centers provide a single location where people who have already applied for disaster assistance via FEMA's toll-free application telephone number (1-800-621-FEMA) are able to talk face-to-face with recovery specialists. Representatives from state and federal agencies, and some local volunteer organizations, will staff the Disaster Recovery Centers.

Information may be provided regarding the use of disaster assistance funds, hazard mitigation information and SBA information. Access will also be provided to various state, county, local and voluntary agencies that may be able to provide additional disaster assistance. Use of Service Centers are agreed upon by FEMA, state, and local officials.

## 2. Community Relations

Community outreach efforts will be made cooperatively by federal and state recovery personnel and county officials in order to ensure that all disaster victims are aware of assistance programs. The efforts may include but are not limited to providing flyers and press releases to local community leaders, school officials, and religious organizations about federal state individual assistance that may be available to disaster victims. Community relations also report to the FCO, SCO, and CCO about the effectiveness of the response effort in the communities and any other issues that may impact the recovery process.

## G. Public Assistance Process

1. The State Public Assistance Officer (PAO) is part of the Recovery Team and is responsible for working with the federal PAO to coordinate all activities related to the reimbursement of state and local governments and private not-for-profit organizations for eligible costs incurred as a result of the disaster.
2. The PAO will administer all public assistance grants, agreements and contracts and will provide technical assistance to eligible applicants and subgrantees and maintain and submit documentation necessary to obligate and disperse public assistance funds.
3. The PAO will work with the Disaster Recovery Branch Chief to identify support staff that will assist in the coordination of the following activities:
  - a. Federal reimbursement
  - b. Conducting applicant's briefings
  - c. Grant management
  - d. Use of state engineers and inspectors to provide technical support with the preparation of Requests for Assistance forms, etc.
  - e. Preparing with FEMA the scope of work and cost estimates for large and small projects
  - f. Serve as Special Consideration Liaison and Applicant's Liaisons
  - g. Management of subgrants
  - h. Maintenance of accurate correspondence and financial records
  - i. Legal review to ensure compliance with local, state, and federal regulations

## H. Hazard Mitigation

The hazard mitigation program is designed to permanently reduce or eliminate the long-term risk to human life and property from natural hazards. Federal, state, and local hazard mitigation responsibilities are prescribed by the Stafford Act and may be available following the declaration of a major disaster or emergency.

1. Federal

The FEMA Regional Director appoints a Federal Hazard Mitigation Officer to manage hazard mitigation programs and activities that include assisting the state and local governments in identifying appropriate mitigation projects that will measurably reduce the impact of specific hazards. In addition, the Federal Hazard Mitigation Officer follows-up with state and local governments to ensure mitigation commitments are fulfilled.

## 2. State

- a. The Governor appoints a State Hazard Mitigation Officer who reports to the Governor's Authorized Representative (GAR) and is responsible for the following activities:
  - 1) Acting as the point of contact for all matters related to hazard mitigation planning.
  - 2) Preparing and submitting a hazard mitigation plan(s) or updates to existing plans that include an evaluation of the natural hazards in the declared area and identification of appropriate actions to mitigate those hazards.
  - 3) Participating on the Hazard Mitigation Survey Team with other state, federal, and local personnel as appropriate.
  - 4) Assessing that state and local governments are taking appropriate hazard mitigation actions.
  - 5) Coordinating the hazard mitigation activities of state agencies to ensure they are contributing to the overall lessening of vulnerability to natural hazards.

(Refer to the State of Ohio Hazard Mitigation Plan for additional information.)

## 3. County/Local

- a. The rising costs of damages resulting from the impact of natural hazards on communities compelled the Federal Government to amend the Robert T. Stafford Act (PL 93-288). This amendment, called the Disaster Mitigation Act of 2000 requires the development of a natural hazards mitigation plan for communities to be eligible for future pre-disaster and post-disaster mitigation program funds.
- b. In response to this amendment, the County developed the Hamilton County Multi Hazard Mitigation Plan 2013.
- c. The purpose of this plan is to ensure that the community has established goals, objectives, and a process for mitigating future damages.
- d. Local governments will coordinate and monitor implementation of local hazard mitigation measures in coordination with the County, State and Federal Hazard Mitigation Officers.

(Refer to the Hamilton County Multi Hazard Mitigation Plan for additional information.)

## **IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

All organizations involved in disaster recovery are responsible for development of internal SOP/SOGs that support ESF #14 and ROC operations.

The following organizations have these specific emergency responsibilities with respect to recovery efforts.

### A. Assignment of Responsibility

1. Hamilton County Administrator will:
  - a. Coordinate with all support agencies of ESF 14 to provide accurate overviews of Long Term Recovery activities within all affected jurisdictions in the county.
2. Hamilton County Emergency Management/Homeland Security will:
  - a. Coordinate countywide damage assessment and recovery efforts.
  - b. Coordinate Preliminary Damage Assessment.
  - c. Ensure all documentation is completed and submitted to the State in the time limits prescribed.
  - d. Coordinate the Applicants Briefing.
  - e. Coordinate the “Kick-Off Meeting”.
  - f. Provide guidance before, during and after disasters on short and long term recovery activities involving:
    - 1) Individual assistance - The State Individual Assistance Program
    - 2) Public assistance – The State Disaster Relief Program
    - 3) Federal disaster assistance programs available through FEMA and the Stafford Act as well as the Small Business Administration (SBA) disaster loan program.
  - g. Coordinate with state disaster recovery branch, to facilitate timely disbursement of disaster assistance funds.
  - h. Assist with acquiring buildings in which state and federal emergency management agencies can establish a disaster recovery center or an emergency operations center.
  - i. Make recommendations to the Hamilton County Board of County Commissioners concerning requests for state disaster declarations and prepare Commissioners’ letter requesting state assistance.
  - j. Coordinate the dissemination of information on state and federal emergency assistance available to public and private agencies, organizations, individuals, and families with ESF #5 —Emergency Management, ESF #15 — Public Information, and the Joint Information Center (JIC).
  - k. Assist with grant and loan programs in cooperation with state organizations.
  - l. Review and verify damage assessment and assistance information.
  - m. Task county level organizations to provide personnel to serve on damage assessment or mitigation teams based upon the nature of the disaster.
  - n. Provide damage assessment/recovery training to participating county organizations including HCEM/HS personnel.
  - o. Coordinate closely with state and federal personnel in the DFO and at the site of the disaster for assessment/recovery activities.

- p. Provide regular updates of information to ESF #5 — Emergency Management, ESF #15 — Public Information, and the Joint Information Center (JIC) for use in the development of information packets, briefing information, displays, news releases, etc.
  - q. Coordinate with the State Coordinating Officer (SCO) and the Governor's Authorized Representative (GAR).
3. American Red Cross, Cincinnati Area Chapter will:
- a. Provide Family Welfare Information (FWI) services when requested.
  - b. Disseminate assistance information to Hamilton County EM/HS as appropriate.
  - c. Assist with damage assessment of homes.
  - d. Provide assistance to disaster victims to include needed, accurate recovery information, listings, referrals, items, and financial assistance.
4. Hamilton County Mental Health and Recovery Services Board will:
- a. Coordinate with statewide county and multi-county boards for assistance to victims following emergencies.
  - b. Notify local service providers as needed to support assistance efforts for drug and alcohol abuse problems following emergencies.
  - c. Coordinate request for and receipt of funds from the Substance Abuse and Mental Health Services Administration (SAMHSA) available for disaster relief.
  - d. Coordinate the activities necessary to provide the staff, supplies and facilities to treat victims suffering from disaster-related mental disorders, with particular emphasis on Section 416, Public Law 93-288.
5. Hamilton County Public Health will:
- Coordinate the testing of private water sources, as needed.
6. Hamilton County Educational Service Center will:
- a. Assist HCEM/HS in the dissemination of information to public and private educational institutions adversely affected by disasters.
  - b. Provide listing to HCEM/HS of educational institutions located in the affected jurisdiction that are eligible for assistance under the Public Law 93-288 as amended.
  - c. Assist school districts, in coordination with the Ohio Department of Education, in filing applications for disaster assistance from the U.S. Secretary of Education.
  - d. Develop and implement policy for reopening or temporarily relocating schools after an emergency.
  - e. Promote disaster preparedness planning and training in educational institutions.
  - f. Refer officials to foreign language departments at institutions of higher education to assist in locating interpreters for non-English speaking disaster victims as needed.

7. Hamilton County Engineer's Office will:
  - a. Provide damage assessment teams to inspect roadways and bridges in public right of way.
  - b. Assist in the coordination of debris removal in public right of way.
  - c. Coordinate the clearance of roadways in public right of way
  - d. Assist in the restoration of roadways and bridges in public right of way.
8. Hamilton County Department of Facilities Management will:
  - a. Provide damage assessment personnel to inspect county property.
  - b. Assist in the coordination of debris removal and disposal operations on county property.
9. Hamilton County Department of Job and Family Services will:
  - a. Coordinate with local human services departments for the implementation of a comprehensive program of emergency assistance to families following a disaster to include:
    - 1) Temporary Assistance to Needy Families (TANF)
    - 2) Food Assistance Program (SNAP)
    - 3) Inter-county welfare operations
    - 4) Non-deferrable grants
    - 5) Public Assistance inquiries
    - 6) Medical assistance programs
  - b. Maintain liaison with private relief organizations and public agencies during the operation of mass care centers.
  - c. Provide representatives as needed to give advice and assistance to disaster-affected individuals.
  - d. Assist private relief organizations and/or public agencies in distributing emergency supplies.
  - e. Process requests, assist in reuniting families, and provide missing person information as required.
  - f. Provide coordination between governmental and non-governmental relief organizations.
  - g. Maintain and update procedures for federal/state/county human services programs utilized during emergencies.
  - h. Provide representatives as needed to give advice and assistance to disaster victims.

- i. Assist employees in solving special employment problems that may arise as the result of a disaster.
10. Hamilton County Developmental Disabilities Services (DDS) will:
- Provide personnel, training and services to assist local organizations in providing for the emergency needs of developmentally disabled disaster victims.
11. Hamilton County Historical Society will:
- a. Provide technical advice to affected jurisdictions concerning historical property/artifacts destroyed or harmed during emergencies.
  - b. Provide personnel to serve on Damage Assessment teams with respect to losses and repairs for public historical sites and artifacts.
12. Hamilton County Prosecuting Attorney's Office will:
- a. Review results of investigations of potential/reported fraud associated with disaster assistance.
  - b. Take necessary legal action where appropriate to provide consumer protection during emergency response and recovery.
13. Hamilton County Solid Waste District will:
- Provide guidance and assistance with vegetative debris management
14. Tri-State Community Organizations Active in Disasters (COAD) may:
- Provide services and material support to disaster victims.
15. Ohio Environmental Protection Agency will:
- Assist county agencies to address drinking water and wastewater treatment plant issues.

## **V. RESOURCE REQUIREMENTS FOR ESF #14 — DISASTER RECOVERY**

- A. ESF #14 organizations maintain organizational SOPs, SOGs, MOUs, and Resource Listings that document equipment, supplies and services available to them during emergencies. Additional support needs during an emergency may be requested through the Hamilton County ROC to ESF #7 — Resource Support.

## **VI. TECHNICAL RESOURCES**

- A. Disaster Assistance – A Guide to Recovery Programs - FEMA Guide 229(4) Sept 2005
- B. Public Assistance – Public Assistance Guide – FEMA Guide 322/June 2007
- C. Tab A to ESF #14 Disaster Recovery – Assistance Programs
- D. Tab B to ESF #14 Disaster Recovery – Public/Individual Assistance Timeline
- E. Tab C to ESF #14 Disaster Recovery – Initial Assessment Form
- F. Tab D to ESF #14 Disaster Recovery – Damage and Needs Assessment
- G. Hamilton County Debris Management Annex
- H. Hamilton County Multi Hazard Mitigation Plan – 2013
- I. National Disaster Recovery Framework (NDRF) – September 2011
- J. Catalog of Federal Domestic Assistance: <https://www.cfda.gov/>

**ANNEX N ESF #14  
DISASTER RECOVERY  
TAB A  
ASSISTANCE PROGRAMS**

**I. Federal Disaster Assistance Programs**

The following are the principle programs offered by the federal government in assisting counties and local governments affected by disasters.

**A. Individual Assistance (IA)**

1. Individual Assistance is supplementary federal assistance provided under the Stafford Act to individuals, families and businesses affected by a major disaster or an emergency. Such assistance may be provided directly by the federal government or through state, county or local governments or disaster relief organizations. The following information is used to determine the level of damage for IA declarations.

a. Damage to homes

- 1.) Primary versus secondary residence damage
- 2.) Homeowner or rental property damage
- 3.) Degree or percentage of damage to structure
- 4.) Insured versus uninsured damage

b. Damage to businesses

- 1.) Estimated days out of operation
- 2.) Tenant versus owner considerations
- 3.) Number of employees
- 4.) Replacement costs
- 5.) Percentage of damage to businesses
- 6.) Insured versus uninsured damage.

2. Types of Federal Individual Assistance

a. Disaster Housing

This program is administered by FEMA and designed to help victims whose residences have been rendered uninhabitable by a disaster. For those who are eligible, the federal government will pay for 100 percent of the cost of victims' lodging at hotels; motels or other housing for a period of up to 18 months dependent upon continued eligibility. Where no disaster housing is available, FEMA or the state may supply mobile homes for housing as a last resort. In cases where homes are minimally damaged and still habitable, funds may be available to homeowners for repairs. Assistance will not duplicate insurance benefits.

b. Small Business Administration (SBA)

This program provides disaster loans designed to supply low interest loans to owners of homes or businesses who have experienced uninsured physical or financial losses as a result of a disaster. SBA can also provide loans for the replacement of personal property for homeowners and renters. One of the primary criteria for SBA assistance is the applicant's basic ability to repay the loan.

c. Farmers Home Administration (FmHA)

This program provides low interest disaster loans to farmers, ranchers and agricultural operators for physical or production losses. Loans may be made to either the tenant or owner of the agricultural business.

d. Disaster Unemployment Assistance

This program aids those individuals who have become unemployed as a result of a disaster. Unemployment assistance of up to 26 weeks may be paid to victims who have lost their jobs due to the disaster. The Ohio Bureau of Employment Services administers the program. Benefits paid to victims cannot be in addition to regular unemployment compensation, and the amount cannot exceed that which is ordinarily paid under state law in non-disaster situations.

e. Individual and Households Program (IHP)

The Individuals and Households Program (IHP) is used to provide financial and/or direct assistance to applicants who have disaster related necessary expenses and/or serious needs that are not addressed through other means. Under IHP applicants may be eligible to receive Housing Assistance and/or Other needs Assistance not to exceed the program limits and/or the \$25,000 cap established for local assistance provided for disaster (as adjusted each year).

f. Income Tax Service

The Internal Revenue Service will help victims identify ways in which the disaster affects their federal income tax. Casualty loss credits, early tax refunds and information on loss documentation are some services available to disaster victims.

g. Food Coupons

These may be made available to victims whose nutritional needs are affected because of a disaster. The U.S. Department of Agriculture administers this program at the federal level and Department of Human Services at the state level. County Departments of Human Services will interview food stamp applicants and issue food stamp benefits to qualified recipients. The President will determine the length of eligibility for receiving emergency food coupons.

h. Crisis Counseling Program

The President is authorized to provide professional counseling services for disaster victims. These services include financial assistance to state or local agencies or private mental health organizations to provide services for victims of major disaster in order to relieve mental health problems caused or aggravated by the disaster or its aftermath. The Hamilton County Department of Mental Health primarily provides services directly to individuals and families that focus on mental wellness and mechanisms to deal with the incident and subsequent recovery. Through effective public information, education, and outreach activities, basic mental health needs are provided and prevention of long-term mental health problems is achieved.

3. Individual Assistance Information

- a. FEMA offers two ways to register and apply for FEMA disaster assistance. An individual can apply online through the Online Individual Assistance Center – Register for Assistance, at [www.fema.gov](http://www.fema.gov).

The traditional way is to call FEMA at 1-800-621-FEMA (3362) and register over the phone (or TTY 1-800-462-7585 for people with speech and hearing impairments).

- b. Toll-free telephone assistance.

FEMA maintains a permanent facility which houses a national toll-free telephone center to answer questions from disaster victims. In conjunction with the permanent FEMA center, the state provides a toll-free information number to address questions from disaster victims relative to the State Individual and Family Grant (IFG) Program. Additionally, other federal and state agencies may operate similar information sources for disaster victims. The toll-free numbers are widely publicized by state and federal recovery personnel.

## **B. Public Assistance (PA)**

Supplementary federal assistance provided under the Stafford Act to state and local governments or certain, private, non-profit organizations, other than assistance for the direct benefit of individuals and families. The PA Program is administered by the state. There is a federal/state match, with the federal share no less than 75%. Assistance provided will not duplicate insurance benefits. The PA State Administrative Plan is maintained and annually updated by the Disaster Response and Recovery Branch. The following are the types of assistance covered by this program.

### 1. Emergency work

- a. Cost to clear debris

Costs of personnel, material, and equipment used for emergency response activities.

- b. Permanent work

- 1) Damage to roads, streets, and bridges
- 2) Damage to water-control facilities
- 3) Damage to public buildings and equipment
- 4) Damage to public utilities
- 5) Damage to park and recreational sites

**The state will serve as the grant administrator for all federal funds provided to eligible applicants under the PA Program.**

## **II. State Disaster Assistance**

- A. The following state organizations offer assistance programs that jurisdictions may apply for in order to recover from emergencies. These organizations include but are not limited to the following:

1. Water and Sewer Works Commission - Long-term, interest-free loans to localities for sewer and water line repair.

2. Ohio Public Works Commission - Up to 90% grants to repair/replace locality roads, bridges, waste facilities, and sewers.
3. Ohio Department of Development - Loans and grants to repair/replace water, sewer lines, roads, bridges, etc. to localities.
4. Ohio Water Development Authority - Long-term market interest rate loans to localities for drinking water, wastewater, and construction projects.
5. Ohio Environmental Protection Agency - Below market rate loans to localities for publicly owned wastewater treatment facilities and non-point source water pollution control projects.
6. Ohio Controlling Board - Emergency Purposes Fund money to assist localities in recovery efforts.

(Contact Ohio EMA Disaster Response and Recovery Branch for detailed information on state disaster assistance programs)

B. State Individual Assistance

1. Temporary Assistance for Needy Families Program (TANF)

TANF provides disaster assistance to eligible families. The Hamilton County Jobs and Family Services coordinate the application process for this program.

2. Non-TANF

Non-TANF funds are available to eligible individuals that are not eligible for TANF funds.

**ANNEX N ESF #14  
DISASTER RECOVERY  
TAB B  
PUBLIC/INDIVIDUAL ASSISTANCE TIMELINE**

Once a disaster occurs, the primary responsibilities are; search and rescue, emergency aid, and debris removal to allow response crews access to homes, businesses, victims, and hospitals.

HCEM/HS assesses damage, declares locally, and requests State assistance, if needed.

Damage assessment will need to be accomplished early and information submitted to OEMA, within 12 hours. This information can be submitted verbally but it is recommended that the Initial Assessment/Overview form be submitted via fax or email.

Within 36 hours, a detailed damage assessment is submitted on Damage and Needs Assessment Form (Tab C - form AGN-0035).

Ohio EMA requests Governor's declaration, if warranted, assists with local damage assessment, prepares request for Small Business Administration (SBA) Home/Personal Property/Business Loan Program, and prepares to initiate State of Ohio Individual Assistance Program (St IA)

Once a Governor's Proclamation is received, a Joint Preliminary Damage Assessment will be accomplished. An OEMA representative will contact the County EMA Director regarding the time and location of the PDA.

The Applicant's Briefing is conducted within a few days after the disaster declaration, by Ohio EMA and is designed to detail all aspects of the Public Assistance Program.

A Kick-Off Meeting is the initial meeting between a Public Assistance applicant, the Public Assistance Coordinator and Applicant Liaison. At this session, the applicant provides a list of damages caused by the disaster and receives comprehensive information about the Public Assistance Program and detailed guidance for their specific circumstances.

Federal Disaster Assistance for Individuals and Families – 25 homes and/or businesses that have sustained uninsured damages equal to or greater than 40% of the value of the structures.

*This information is provided by the Information Toolbox and the Public Assistance Handbook developed by the Ohio EMA. For more information refer to these documents.*

**ANNEX N ESF #14  
DISASTER RECOVERY  
TAB C  
INITIAL ASSESSMENT FORM**

1. WHAT HAPPENED: (Flood, explosion, tornado, fire, etc.) \_\_\_\_\_

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2. WHEN DID IT HAPPEN: \_\_\_\_\_

3. WHERE DID IT HAPPEN: \_\_\_\_\_

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4. EXTENT OF DAMAGE OR LOSS: \_\_\_\_\_

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5. BEST ESTIMATE OF INJURED, HOMELESS, FATALITIES: \_\_\_\_\_

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6. TYPE AND EXTENT OF ASSISTANCE REQUIRED, IF KNOWN: \_\_\_\_\_

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7. ADDITIONAL REMARKS PERTINENT TO SITUATION: \_\_\_\_\_

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**ANNEX N ESF #14  
DISASTER RECOVERY  
TAB D**

**DAMAGE AND NEEDS ASSESSMENT FORM**  
(This form can also be found as an Excel Spreadsheet)

ANNEX N ESF #14 DISASTER RECOVERY TAB D				
DAMAGE AND NEEDS ASSESSMENT				
SUMMARY INFORMATION				
Name of Jurisdiction:	Population:	County:	Population:	Report Date:
Type of Disaster:	Disaster Date:	Area Primarily Affected:		
Contact:	Title:			
Address:		Phone:		
PUBLIC DAMAGES				
<b>A. Debris Clearance</b>		<b>E. Public Buildings, Facilities, Equipment</b>		
Public Roads and Streets		Public Buildings Destroyed		
		Public Buildings Damaged		
Public Property		Building Contents		
Other		Vehicles / Equipment		
		Insurance Coverage		
	<b>Total</b>	<b>\$0</b>	<b>Total</b>	<b>\$0</b>
<b>B. Protective Measures</b>		<b>F. Public Utilities (Publicly Owned)</b>		
Emergency Temporary Repairs		Water Systems		
Flood Protection / Sandbagging		Water Treatment Plants		
Barricades, Signs		Sewage Treatment Plants		
Security / Search and Rescue		Sewers - Length in Feet		
Other		Other		
		Insurance Coverage		
	<b>Total</b>	<b>\$0</b>	<b>Total</b>	<b>\$0</b>
<b>C. Road Systems</b>		<b>G. Parks and Recreational</b>		
Roads (miles 2 lane paved)		Parks		
Roads (miles 2+lane paved)				
Roads (other)				
Bridges Destroyed		Recreational		
Bridges Damaged				
Culverts Destroyed		Other		
Culverts Damaged		Insurance Coverage		
	<b>Total</b>	<b>\$0</b>	<b>Total</b>	<b>\$0</b>
<b>D. Water Control Facilities</b>		<b>H. Schools and Private Non-Profit Facilities</b>		
Dikes		Public Schools Destroyed		
		Public Schools Damaged		
Levees		Other Schools Destroyed		
		Other Schools Damaged		
Dams		Private Utility		
Drainage Channels				
Other		Other		
		Insurance Coverage		
	<b>Total</b>	<b>\$0</b>	<b>Total</b>	<b>\$0</b>
		<b>GRAND TOTAL</b>	<b>\$0</b>	

<b>I. Current Jurisdiction Budget Information</b>			
Annual Budget		Road Budget	
Public Works Budget		Date Fiscal Year Begins	
<b>PRIVATE DAMAGES</b>			
<b>J. Individual</b>		<b>K. Business / Industry</b>	
Residences Destroyed - Single Family		Businesses Destroyed	
Residences Destroyed - Multi-Family		Businesses - Major Damage	
Residences Destroyed - Mobile Home		Businesses - Minor Damage	
Residences Damaged - Single Family		Businesses - Affected	
Residences Damaged - Multi-Family		Insurance Coverage	
Residences Damaged - Mobile Home		Number of Employees	
Residences - Minor Damage		Days of Unemployment	
Residences - Affected			
Insurance			
	<b>Total</b>	<b>0</b>	<b>Total</b>
			<b>0</b>
<b>L. Agriculture</b>			
Farm Buildings Destroyed		Crops - Acres Destroyed	
Farm Buildings Damaged		Crops - Acres Damaged	
Machinery / Equipment Destroyed		Livestock Destroyed	
Machinery / Equipment Damaged		Livestock Injured	
<b>M. Other Information</b>		<b>N. Additional Disaster Information</b>	
Deaths		If a FLOOD or WINTER STORM:	Quantity - inches
Injuries			Hours Duration?
Hospitalized		If FLOOD, Type:	
Evacuated		Stream Overflow?	
Sheltered		Sheet Flow?	
Missing		Sewer Backup?	
		Other?	
		How long under water?	
		Chemical Contamination?	
		What Chemicals?	
<b>O. Additional Comments:</b>			
<b>Alternate Contact:</b>		<b>Title:</b>	
<b>Address:</b>		<b>Phone:</b>	