**Notice of Interest (NOI) Instructions**

|  |
| --- |
| **Documents to accompany NOI’s:****NOIs are reviewed and scored in order to determine selection for application development. Providing more information in the NOI could improve the overall score.** ***NOT AUTHORIZED:**** BRIDGE REPLACMENTS OR BRIDGE REPAIRS for State or Federal roads.
* CONSTRUCTION OF A LEVEE, RAISING, OR REPAIRS
* ELEVATIONS
* RESIDENTIAL SAFE ROOMS

**All NOIs MUST include:*** FIRM with location of project marked
* The County Local Hazard Mitigation Plan Adoption Resolution
* Line Item Budget-just an estimate if obtainable (attach an additional document)
* Attach or speak to where the cost estimate quote was received. (i.e. Company, A/E, etc.)
* \*\*Clear explanation of the work
* Address including Latitude & Longitude
* \*\*\*Must have a current local hazard mitigation plan\*\*\* - Jurisdiction must have this project’s action item for this project and Jurisdiction must have adopted the plan. The project will not be eligible if the action item is not included within the County’s Hazard Mitigation Plan. Please contact your Regional Planning Commission or Council of Governments to amend plan.
* Buyouts do not need a FEMA Benefit Cost Analysis if the property/acquisition is below $360,000.00. (See FEMA Memorandum: Cost Effectiveness Determination for Acquisition and Elevations in Special Flood Hazard Areas.) **Note:** Missouri will not do elevation projects. This is a preventative measure to keep all structures out of the floodplain.
* Keep in mind, the budget you enter will be the budget SEMA will **need** to adhere to for FEMA funding. There is a **SET** budget amount in the HMGP funding source. **If budgets come in higher during application development (if chosen) then this can cause a PROBLEM. This will only apply to HMGP and BRIC State Allocation budgets.**
* **Site grading, landscaping/site restoration, berm, & clearing** all require a FEMA Benefit Cost Analysis (BCA) 1.0 or greater to be turned in with NOI. These types of projects are hard to get the BCA to come out to a 1.0 or greater and we will need to justify the rating selection and consideration.
* **LWC, Culverts**, etc. - BCA, H & H Study (at least an analysis) Each LWC should be on separate NOIs unless one culvert is dependent on another. **It is recommended to include pictures**.
* **Buyouts:** Be sure the person claiming to own the home can actually sell it.  If it is in a trust we will need an attorney’s written formal legal opinion that the property can be sold.  Ask if the property has had a lien put on structure/property due to a lawsuit.  Also ask about SBA and duplication of benefits on the property. This has been a big issue and causes many problems if not addressed or caught beforehand.
	+ Note: FEMA will not pay for hazardous materials to be removed. **Only asbestos**.
	+ If commercial or residential please state.
	+ **MUST** be NFIP insured and the property owner **MUST** keep insurance until Closing.
* **Storm Data:** Can be retrieved from NOAA/NCEI [Storm Events Database | National Centers for Environmental Information (noaa.gov)](https://www.ncdc.noaa.gov/stormevents/)

***Please do not send us the County’s Hazard Mitigation Plan.*** |

**Flood Buyout Project Budget Worksheet**

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ = Fair Market Value (FMV) (per Assessor’s value, plus a

30 or 40 percentage, must explain)

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ = Appraisals (estimate $400 x # of properties)

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ = Title Work (estimate $800 each, should include title search,

 Property closing costs, title insurance, and record warranty

 deed with deed restrictions)

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ = Asbestos Identification (estimate $400 each depends on area)

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ = Demolition/Asbestos Abatement (estimate $10,000 each or more depends on location)

**BUDGET MAY ALSO INCLUDE (if applicable):**

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ = Renter Relocation (may not exceed $7,200 unless extraordinary circumstances exist – see 49 CFR Section 24.2(a)(8)). Also see HMA Guidance to determine the amount

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ = Owner Relocation (may not exceed $31,000 and must meet the requirements outlined under A.6.9.4 in the HMA Guidance)

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ = Surveys (estimate $200 each depends on area)

**Optional:**

$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ = Project Management (e.g., 5% of project cost)

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

**$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ = TOTAL ESTIMATED PROJECT BUDGET**

***NOTE:***

* *All estimated values are generic and must be adjusted if known values for services in your jurisdiction are expected to be different.*
* *Project must also meet a Benefit Cost Analysis (BCA), using a FEMA-approved method, to be potentially eligible for funding. Exceptions apply to properties located in the 100 year floodplain and/or to properties that are substantially damaged.*
* *The offer for any given property is subject to Duplication of Benefits (DOB), which may reduce the final offer amount.*
* *Depending on the size of the buyout project it may be necessary to conduct multiple demolition procurement processes.*
* ***Estimated costs for expected procurement bid advertisements are included in a Project Management budget line item (i.e., bids for demolition) to allow for reimbursement as part of an approved project grant.***

Flood Mitigation Assistance (FMA)

NOTICE OF INTEREST (NOI)

(This is not an Application – An NOI is considered valid for two year from date of submission.)

|  |
| --- |
| Interested Subapplicant Information |
| **Date: County:** |
| **Name of Interested Subapplicant:** |
| Congressional District: |
| Type of Interested Subapplicant: |
|  State Tax Number:  |
|  Federal Tax Number: |
| Federal Employer Identification Number (EIN):  |
| UEI Number: |
| Currently Not Mapped for NFIP? |
| NFIP Member Currently in Good Standing? |
| Years in NFIP: |
| NFIP Identification Number: |
| Delinquent on any Federal debt? |
| Point of Contact Information |
| Title |
| First-Last Name |
| Agency/Organization |
| Address 1 |
| Address 2 |
| City/State & ZIP |
| Phone  |
| E-mail |
| Alternate Point of Contact Information |
| Title |
| First-Last Name |
| Agency/Organization |
| Address 1 |
| Address 2 |
| City/State & ZIP |
| Phone  |
| E-mail |
| Mitigation Plan Information |
| Has your community adopted a FEMA-approved local hazard mitigation plan (HMP)?  |
| What is the name of the plan? |
| *\*\*\*The proposed project type must be addressed in local hazard mitigation plan in order to be eligible.* |
| Where in the plan is this mitigation goal/action project type located (section/page)? |
|  What date was the mitigation plan approved by FEMA and date of expiration of plan? |
| Mitigation Project/Plan Information |
| What type of project are you proposing?   |
| Title of your proposed project:   |
| **What is the community/jurisdiction population?**Does your community/jurisdiction have a project manager or will the service be contracted? If requesting **Project Management** (*up to 5% of other project costs*) has **Project Management** been included in the *Total Estimate Cost* of the Project below? (*Project Mgt. is strictly for that person managing the project*.) Requesting Project Mgt. is not required. |
| Please describe the proposed project below. Please address who benefits, why, where, & what is the project, be specific. * If the proposed project is a flood buyout, **attach a listing of properties** with property owner’s name, property address, estimated fair market value (e.g., Assessor’s appraisal), and indication of whether or not the properties in question will be declared substantially damaged (50% or more of FMV lost in flood). Attach a separate budget that includes all eligible costs (e.g. demolition, closing costs, appraisal, title, etc.). **PLEASE specify if residential, commercial (type), mobile home, or apartment complex.**
* Property will need to on the **FEMA SRL/RL list**. Property will need to be NFIP insured and/or protect NFIP properties.
* A FIRM will be required.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_     |
| Estimated Summary History of Past Damages Project Will Prevent in the Future |
| \*Date | \*Event | \*Description of Damage | \*Amount of Damage |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|   |   |   |   |
|  |  |  |  |
|  |  |  |  |
|   |   |   |   |

Please refer to the FY2015 Hazard Mitigation Assistance (HMA) Unified Guidance for criteria regarding FMA flood mitigation activities, Repetitive Loss Properties (RLPs) and Severe Repetitive Loss Properties (SRLs). This document can be found on the SEMA webpage here: <http://sema.dps.mo.gov/programs/mitigation_management.php>.

|  |
| --- |
| **Property Site Inventory****Please group properties together based upon their designation (e.g. Repetitive Loss (RL) or Severe Repetitive Loss (SRL)** |
| **Property Owner** | **NFIP Insured?****Y or N** | **Property Address** | **Type of Property****(RL, or SRL)** | **Estimated Cost of Acquisition** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **FMA Non-buyout Flood Mitigation Activities (e.g. low water crossings, road elevations, etc.)** |
| **Project Type and Location** | **Estimated Cost** |
|  |  |
|  |  |
| Total Estimated Cost of Acquisition |
| FMA |  $ |
| Repetitive Loss Properties |  $ |
| Severe Repetitive Loss Properties |  $ |
| Project/Plan Cost Estimate & Match |
| The percentage Federal/Non-Federal Split depends upon their designation (FMA, RLP, or SRLP). Place the total estimated cost of acquisition for each type in the total boxes below and calculate the federal and non-federal shares within each type based off the percentages listed: |
| FMA | Repetitive Loss Properties | **Severe Repetitive Loss Properties** |
| Total Cost:$ | Total Cost:  $ | Total Cost: $ |
| Federal(75%):$ | Federal(90%):$ | Federal(100%): $ |
| Non-Federal(25%):$ | Non-Federal(10%):$ | Non-Federal(0%): $0.00 |
| **Once these figures have been calculated, please add up across the rows to get the total federal and non-federal cost estimates for the entire grant and insert into the table below:** |
|  Total Estimated Project Cost: $ |
|  Total Estimated Federal Share: $ |
|  Total Estimated Non-Federal Share: $ |
| \***Matching Funds** |
| \*Name of Source of Non-Federal Match | \*Funding Type | \*Amount ($) |
|   |   |   |
|   |   |   |
|   |   |   |

**Completed NOI can be submitted via e-mail to Haley Campbell, Deputy State Hazard Mitigation Officer, Haley.Campbell@sema.dps.mo.gov or Courtney Zimmerman, State Hazard Mitigation Specialist,** **Courtney.Zimmerman@sema.dps.mo.gov**