



SEMA Mitigation Management

HOW TO USE THE LOCAL HAZARD MITIGATION PLAN FORMAT GUIDANCE

Instructions on how to use the Format Guidance:

- Remember that use of this document cannot be a substitute for reading the federal regulations and the implementing guidelines published by FEMA.
- The Format Guidance assumes that the plan being developed is an update of a previously approved plan.

Fonts within the Format Guidance

- Each section and subsection of the Format Guidance includes instructional text (in **black type highlighted in light red**) on the information that should be included in that section/subsection.
- Sample language (in **blue type**) is provided and should be modified to fit the planning area and its participating jurisdictions. Remember that all planning areas are unique, and each section must be tailored to meet the unique circumstances in each jurisdiction.
- Each section of the Format Guidance also includes notation relating to the Community Rating System (CRS) Floodplain Management Planning Steps (in **green type**) and opportunities for achieving activity points. The use of the CRS notations cannot be a substitute for reading the CRS Coordinator's Manual and implementing the guidelines published by FEMA.
- The footer (see below) for each section of the Format Guidance includes a legend of the font colors. Be sure to remove this legend for your final plan submittal.

Helpful tips for formatting:

- The Headings, Table Titles and Figure Titles are all set up to auto-number and auto update. This is useful if you change the order of the sections or add or delete tables and figures so that you don't have to go back and manually change the numbers.
- To open the style box to see the formatting of headings/tables/figures (as well as most of the other text that uses a consistent style format), go to the "Home" tab. Then in the long "Styles" box, click the arrow in the lower right corner. It will open a list of styles that are in the document on the right side of the page. If you place your cursor on text in the document, the style of that text will have a blue rectangle around it. If you want to add another "Heading 3" section, place the cursor where you want it in the document, and then click "Heading 3" in the style box. The same is true for adding Tables and Figures. To add a new table, place the cursor where you want to type the Table Title and then click the style called "Table Title". For Figure Titles, the style is called "Figure Title".
- All of the source text should be formatted as "Table/Figure Source". This setup will force consistency with fonts, size, etc. The main text is usually either "body text" or "normal." In some cases, text of one style has been



manually changed with the font/color/size in the home tab and so even though it may carry the name of a particular style, it does not have all of the attributes since they have been changed.

- The cross-reference text within the paragraphs that refers to a table or figure can also be set to auto-update if the table/figure number changes due to a deletion or insertion.
- To get the Table of Contents and the cross-referenced Table/Figure fields that are set up to update, click CTRL-A to select the whole document and then select F9. If you want to do the TOC only, right click on the TOC and click update. You can choose to update page numbers only...or update the entire table. If you have added new Headings in, you want to select “update entire table” so that the new heading will show up in the TOC.
- The Format Guidance Chapters are formatted to remain as separate MSWord files. If you desire to merge your plan into one file, convert each Chapter MSWord file to a separate PDF file and then merge into one PDF. If you choose to merge the separate MSWord files into one Word file, the auto-numbering functions of the Headings, Table Titles and Figure Titles will not work properly.

Mitigation Planning Resources

SEMA Mitigation Management

- https://sema.dps.mo.gov/programs/mitigation_management.php

The Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), as amended by the Disaster Mitigation Act of 2000

- <https://www.fema.gov/media-library-data/1519395888776-af5f95a1a9237302af7e3fd5b0d07d71/StaffordAct.pdf>

44 CFR 201.6

- <https://www.ecfr.gov/cgi-bin/text-idx?rqn=div5&node=44:1.0.1.4.53>

FEMA Local Mitigation Plan Review Guide (2011)

- <https://www.fema.gov/media-library/assets/documents/23194>

FEMA Local Mitigation Planning Handbook (2013)

- <https://www.fema.gov/media-library/assets/documents/31598>

FEMA NFIP Community Rating System (CRS) Coordinator’s Manual (2017)

- <https://www.fema.gov/media-library/assets/documents/8768>



Alignment of the Format Guidance with FEMA’s Local Mitigation Plan Review Tool

The following table presents the alignment of FEMA’s Local Mitigation Plan Review Tool (2011) elements and associated regulations (44 CFR 201.6) with SEMA’s Local Hazard Mitigation Plan Format Guidance.

FEMA Local Plan Review Tool	Reference Location in SEMA’s Format Guidance
A1. Does the Plan document the planning process, including how it was prepared and who was involved in the process for each jurisdiction? (Requirement §201.6(c)(1))	
a. Documentation of how the plan was prepared must include the schedule or timeframe and activities that made up the plan’s development as well as who was involved.	<ul style="list-style-type: none"> Chapter 1, Section 1.4 Planning Process Pages 1.3 – 1.11 Appendix B Planning Process Documentation
b. The plan must list the jurisdiction(s) participating in the plan that seek approval.	<ul style="list-style-type: none"> Executive Summary Page iii
c. The plan must identify who represented each jurisdiction. The Plan must provide, at a minimum, the jurisdiction represented and the person’s position or title and agency within the jurisdiction.	<ul style="list-style-type: none"> Contributors Page i Chapter 1, Section 1.4 Planning Process Table 1.2 and Table 1.3 Pages 1.3-1.4
d. For each jurisdiction seeking plan approval, the plan must document how they were involved in the planning process. For example, the plan may document meetings attended, data provided, or stakeholder and public involvement activities offered. Jurisdictions that adopt the plan without documenting how they participated in the planning process will not be approved.	<ul style="list-style-type: none"> Chapter 1, Section 1.4.1 Multi-Jurisdictional Participation Table 1.4 Page 1.5
e. Plan updates must include documentation of the current planning process undertaken to update the plan.	<ul style="list-style-type: none"> Chapter 1, Section 1.4 Planning Process Pages 1.3 – 1.11 Appendix B Planning Process Documentation
A2. Does the Plan document an opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, agencies that have the authority to regulate development as well as other interests to be involved in the planning process? (Requirement §201.6(b)(2))	
a. The plan must identify all stakeholders involved or given an opportunity to be involved in the planning process. At a minimum, stakeholders must include: <ol style="list-style-type: none"> 1) Local and regional agencies involved in hazard mitigation activities; 2) Agencies that have the authority to regulate development; and 3) Neighboring communities. 	<ul style="list-style-type: none"> Chapter 1, Section 1.4.2 The Planning Steps Step 3 Coordinate with Other Departments and Agencies and Incorporate Existing Information Pages 1.8-1.9
b. The Plan must provide the agency or organization represented and the person’s position or title within the agency.	<ul style="list-style-type: none"> Contributors Page i Chapter 1, Section 1.4.2 The Planning Steps Step 3 Coordinate with Other Departments and Agencies and Incorporate Existing Information Pages 1.8 “Be sure to provide a complete list of invited



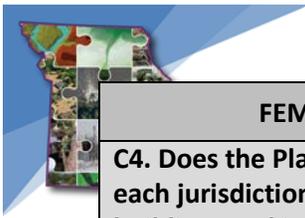
FEMA Local Plan Review Tool	Reference Location in SEMA’s Format Guidance
	<p>stakeholders, whether in the plan appendix or listed in this section with a description of how they were invited to participate in the planning process.”</p> <ul style="list-style-type: none"> Appendix B Planning Process Documentation
<p>c. The plan must identify how the stakeholders were invited to participate in the process.</p>	<ul style="list-style-type: none"> Chapter 1, Section 1.4.2 The Planning Steps Step 3 Coordinate with Other Departments and Agencies and Incorporate Existing Information Pages 1.8-1.9
<p>A3. Does the Plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))</p>	
<p>a. The plan must document how the public was given the opportunity to be involved in the planning process and how their feedback was incorporated into the plan.</p>	<ul style="list-style-type: none"> Chapter 1, Section 1.4.2 The Planning Steps Step 2 Plan for Public Involvement Page 1.7 Appendix B Planning Process Documentation
<p>b. The opportunity for participation must occur during the plan development, which is prior to the comment period on the final plan and prior to the plan approval / adoption.</p>	<ul style="list-style-type: none"> Chapter 1, Section 1.4.2 The Planning Steps Step 2 Plan for Public Involvement Page 1.7 Appendix B Planning Process Documentation
<p>A4. Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))</p>	
<p>a. The plan must document what existing plans, studies, reports, and technical information were reviewed. Examples of the types of existing sources reviewed include, but are not limited to, the state hazard mitigation plan, local comprehensive plans, hazard specific reports, and flood insurance studies.</p>	<ul style="list-style-type: none"> Chapter 1, Section 1.4.2 The Planning Steps Step 3 Coordinate with Other Departments and Agencies and Incorporate Existing Information Subsections ‘Integration of Other Data, Reports, Studies, and Plans’ and ‘Coordination of FEMA Risk MAP Project’ Pages 1.8-1.9
<p>b. The plan must document how relevant information was incorporated into the mitigation plan.</p>	<ul style="list-style-type: none"> Chapter 1, Section 1.4.2 The Planning Steps Step 3 Coordinate with Other Departments and Agencies and Incorporate Existing Information Subsections ‘Integration of Other Data, Reports, Studies, and Plans’ and ‘Coordination of FEMA Risk MAP Project’ Pages 1.8-1.9
<p>A5. Is there discussion of how the community(ies) will continue public participation in the plan maintenance process? (Requirement §201.6(c)(4)(iii))</p>	
<p>a. The plan must describe how the jurisdiction(s) will continue to seek public participation after the plan has been approved and during the plan’s implementation, monitoring and evaluation.</p>	<ul style="list-style-type: none"> Chapter 5, Section 5.3 Continued Public Involvement Page 5.4
<p>A6. Is there a description of the method and schedule for keeping the plan current (monitoring, evaluating and updating the mitigation plan within a 5-year cycle)? (Requirement §201.6(c)(4)(i))</p>	
<p>a. The plan must identify how, when, and by whom the plan will be monitored.</p>	<ul style="list-style-type: none"> Chapter 5, Section 5.1 Monitoring, Evaluating, and Updating the Plan Pages 5.1-5.3
<p>b. The plan must identify how, when, and by</p>	<ul style="list-style-type: none"> Chapter 5, Section 5.1 Monitoring, Evaluating,



FEMA Local Plan Review Tool	Reference Location in SEMA's Format Guidance
whom the plan will be evaluated.	and Updating the Plan Pages 5.1-5.3
c. The plan must identify how, when, and by whom the plan will be updated	<ul style="list-style-type: none"> Chapter 5, Section 5.1 Monitoring, Evaluating, and Updating the Plan Pages 5.1-5.3
d. The plan must include the title of the individual or name of the department/ agency responsible for leading each of these efforts.	<ul style="list-style-type: none"> Chapter 5, Section 5.1.2 Plan Maintenance Schedule 2nd Paragraph Page 5.2
B1. Does the Plan include a description of the type, location, and extent of all natural hazards that can affect each jurisdiction(s)? (Requirement §201.6(c)(2)(i))	
a. The plan must include a description of the natural hazards that can affect the jurisdiction(s) in the planning area.	<ul style="list-style-type: none"> Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem Statements Each hazard profile includes a Subsection 'Hazard Description'
b. The plan must provide the rationale for the omission of any natural hazards that are commonly recognized to affect the jurisdiction(s) in the planning area.	<ul style="list-style-type: none"> Chapter 3, Section 3.1.1 Review of Existing Mitigation Plans Page 3.4 Chapter 3, Section 3.1.4 Hazards Identified Page 3.8
c. The description, or profile, must include information on location, extent, previous occurrences, and future probability for each hazard. Previous occurrences and future probability are addressed in sub-element B2.	<ul style="list-style-type: none"> Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem Statements Each hazard profile includes subsections for 'Geographic Location'; 'Severity/Magnitude/Extent'; 'Previous Occurrences'; and 'Probability of Future Occurrences'
d. For participating jurisdictions in a multi-jurisdictional plan, the plan must describe any hazards that are unique and/or varied from those affecting the overall planning area.	<ul style="list-style-type: none"> Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem Statements Each hazard vulnerability includes a subsection for 'Hazard Summary by Jurisdiction'
B2. Does the Plan include information on previous occurrences of hazard events and on the probability of future hazard events for each jurisdiction? (Requirement §201.6(c)(2)(i))	
a. The plan must include the history of previous hazard events for each of the identified hazards.	<ul style="list-style-type: none"> Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem Statements Each hazard profile includes a subsection for 'Previous Occurrences'
b. The plan must include the probability of future events for each identified hazard.	<ul style="list-style-type: none"> Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem Statements Each hazard profile includes a subsection for 'Probability of Future Occurrences'
c. Plan updates must include hazard events that have occurred since the last plan was developed.	<ul style="list-style-type: none"> Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem Statements Each hazard profile includes a subsection for 'Previous Occurrences'



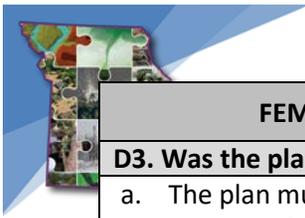
FEMA Local Plan Review Tool	Reference Location in SEMA's Format Guidance
B3. Is there a description of each identified hazard's impact on the community as well as an overall summary of the community's vulnerability for each jurisdiction? (Requirement §201.6(c)(2)(ii))	
a. For each participating jurisdiction, the plan must describe the potential impacts of each of the identified hazards on the community.	<ul style="list-style-type: none"> Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem Statements Each hazard vulnerability includes a subsection for 'Potential Losses to Existing Development'
b. The plan must provide an overall summary of each jurisdiction's vulnerability to the identified hazards. The overall summary of vulnerability identifies structures, systems, populations or other community assets as defined by the community that are susceptible to damage and loss from hazard events. A plan will meet this sub-element by addressing the requirements described in §201.6(c)(2)(ii) (A-C).	<ul style="list-style-type: none"> Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem Statements Each hazard vulnerability includes a subsection for 'Vulnerability Overview'
B4. Does the Plan address NFIP insured structures within the jurisdiction that have been repetitively damaged by floods? (Requirement §201.6(c)(2)(ii))	
a. The plan must describe the types (residential, commercial, institutional, etc.) and estimate the numbers of repetitive loss properties located in identified flood hazard areas.	<ul style="list-style-type: none"> Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem Statements Flooding Hazard, Hazard Profile, Subsection 'Repetitive Loss/Severe Repetitive Loss Properties'
C1. Does the plan document each jurisdiction's existing authorities, policies, programs and resources and its ability to expand on and improve these existing policies and programs? (Requirement §201.6(c)(3))	
a. The plan must describe each jurisdiction's existing authorities, policies, programs and resources available to accomplish hazard mitigation.	<ul style="list-style-type: none"> Chapter 2, Section 2.2 Jurisdictional Profiles and Mitigation Capabilities Page 2.8
C2. Does the Plan address each jurisdiction's participation in the NFIP and continued compliance with NFIP requirements, as appropriate? (Requirement §201.6(c)(3)(ii))	
a. The plan must describe each jurisdiction's participation in the NFIP and describe their floodplain management program for continued compliance.	<ul style="list-style-type: none"> Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem Statements Flooding Hazard, Hazard Profile, Subsection 'National Flood Insurance Program (NFIP) Participation' including Tables 3.22 and 3.23 Chapter 4, Section 4.3 Implementation of Mitigation Actions Page 4.7
C3. Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))	
a. The plan must include general hazard mitigation goals that represent what the jurisdiction(s) seeks to accomplish through mitigation plan implementation.	<ul style="list-style-type: none"> Chapter 4, Section 4.1 Goals Page 4.1
b. The goals must be consistent with the hazards identified in the plan.	<ul style="list-style-type: none"> Chapter 4, Section 4.1 Goals Page 4.1



FEMA Local Plan Review Tool	Reference Location in SEMA's Format Guidance
C4. Does the Plan identify and analyze a comprehensive range of specific mitigation actions and projects for each jurisdiction being considered to reduce the effects of hazards, with emphasis on new and existing buildings and infrastructure? (Requirement §201.6(c)(3)(ii))	
a. The plan must include a mitigation strategy that 1) analyzes actions and/or projects that the jurisdiction considered to reduce the impacts of hazards identified in the risk assessment, and 2) identifies the actions and/or projects that the jurisdiction intends to implement.	<ul style="list-style-type: none"> Chapter 4, Section 4.2 Identification and Analysis of Mitigation Actions Pages 4.2 – 4.4
b. Each jurisdiction participating in the plan must have mitigation actions specific to that jurisdiction that are based on the community's risk and vulnerabilities, as well as community priorities.	<ul style="list-style-type: none"> Chapter 4, Section 4.2 Identification and Analysis of Mitigation Actions Pages 4.2 – 4.4
c. The action plan must reduce risk to existing buildings and infrastructure as well as limit any risk to new development and redevelopment. With emphasis on new and existing building and infrastructure means that the action plan includes a consideration of actions that address the built environment.	<ul style="list-style-type: none"> Chapter 4, Section 4.2 Identification and Analysis of Mitigation Actions Pages 4.2 – 4.4
C5. Does the Plan contain an action plan that describes how the actions identified will be prioritized (including cost benefit review), implemented, and administered by each jurisdiction? (Requirement §201.6(c)(3)(iv)); (Requirement §201.6(c)(3)(iii))	
a. The plan must describe the criteria used for prioritizing implementation of the actions.	<ul style="list-style-type: none"> Chapter 4, Section 4.3 Implementation of Mitigation Actions Pages 4.4-4.9 Figure 4.1, STAPLEE Worksheet Page 4.6
b. The plan must demonstrate when prioritizing hazard mitigation actions that the local jurisdictions considered the benefits that would result from the hazard mitigation actions versus the cost of those actions.	<ul style="list-style-type: none"> Chapter 4, Section 4.3 Implementation of Mitigation Actions Pages 4.4-4.9 Benefits noted on Action Worksheet Page 4.8
c. The plan must identify the position, office, department, or agency responsible for implementing and administering the action (for each jurisdiction) and identify potential funding sources and expected timeframes for completion.	<ul style="list-style-type: none"> Chapter 4, Section 4.3 Implementation of Mitigation Actions Pages 4.4-4.9 All items noted on Action Worksheet Page 4.8
C6. Does the Plan describe a process by which local governments will integrate the requirements of the mitigation plan into other planning mechanisms, such as comprehensive or capital improvement plans, when appropriate? (Requirement §201.6(c)(4)(ii))	
a. The plan must describe the community's process to integrate the data, information, and hazard mitigation goals and actions into other planning mechanisms.	<ul style="list-style-type: none"> Chapter 5, Section 5.2 Incorporation into Existing Planning Mechanisms Pages 5.3-5.4 Chapter 4, Action Worksheet Local Planning Mechanism noted on Action



FEMA Local Plan Review Tool	Reference Location in SEMA's Format Guidance
	Worksheet Page 4.9
b. The plan must identify the local planning mechanisms where hazard mitigation information and/or actions may be incorporated.	<ul style="list-style-type: none"> Chapter 5, Section 5.2 Incorporation into Existing Planning Mechanisms Pages 5.3-5.4 Chapter 4, Action Worksheet Local Planning Mechanism noted on Action Worksheet Page 4.9
c. A multi-jurisdictional plan must describe each participating jurisdiction's individual process for integrating hazard mitigation actions applicable to their community into other planning mechanisms	<ul style="list-style-type: none"> Chapter 5, Section 5.2 Incorporation into Existing Planning Mechanisms Table 5.1 Pages 5.4 Chapter 4, Action Worksheet Local Planning Mechanism noted on Action Worksheet Page 4.9
d. The updated plan must explain how the jurisdiction(s) incorporated the mitigation plan, when appropriate, into other planning mechanisms as a demonstration of progress in local hazard mitigation efforts.	<ul style="list-style-type: none"> Chapter 5, Section 5.2 Incorporation into Existing Planning Mechanisms Table 5.1 Pages 5.4 Chapter 4, Action Worksheet Local Planning Mechanism noted on Action Worksheet Page 4.9
e. The updated plan must continue to describe how the mitigation strategy, including the goals and hazard mitigation actions will be incorporated into other planning mechanisms.	<ul style="list-style-type: none"> Chapter 5, Section 5.2 Incorporation into Existing Planning Mechanisms Pages 5.3-5.4
D1. Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))	
a. The plan must describe changes in development that have occurred in hazard prone areas and increased or decreased the vulnerability of each jurisdiction since the last plan was approved. If no changes in development impacted the jurisdiction's overall vulnerability, plan updates may validate the information in the previously approved plan.	<ul style="list-style-type: none"> Chapter 3, Section 3.3.1 Development Since Previous Plan Update Pages 3.17-3.18
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))	
a. The plan must describe the status of hazard mitigation actions in the previous plan by identifying those that have been completed or not completed. For actions that have not been completed, the plan must either describe whether the action is no longer relevant or be included as part of the updated action plan.	<ul style="list-style-type: none"> Chapter 4, Section 4.2 Identification and Analysis of Mitigation Actions Tables 4.1 and 4.2 Pages 4.2 – 4.4 Appendix C Completed/Deleted Mitigation Actions

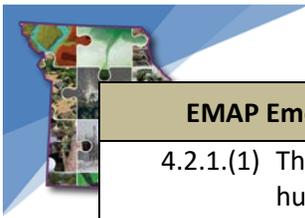


FEMA Local Plan Review Tool	Reference Location in SEMA's Format Guidance
D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))	
a. The plan must describe if and how any priorities changed since the plan was previously approved.	<ul style="list-style-type: none"> Chapter 4, Section 4.1 Goals Page 4.1
E1. Does the Plan include documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval? (Requirement §201.6(c)(5))	
a. The plan must include documentation of plan adoption, usually a resolution by the governing body or other authority.	<ul style="list-style-type: none"> Prerequisites Page vi-vii Appendix D Adoption Resolutions
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))	
a. Each jurisdiction that is included in the plan must have its governing body adopt the plan prior to FEMA approval, even when a regional agency has the authority to prepare such plans	<ul style="list-style-type: none"> Prerequisites Page vi-vii Appendix D Adoption Resolutions

Alignment of the Format Guidance with 2016 Emergency Management Standard by the Emergency Management Accreditation Program (EMAP)

The following table presents the alignment of EMAP's Emergency Management Standard (2016) elements for Hazard Identification, Risk Assessment and Consequence Analysis and Hazard Mitigation with SEMA's Local Hazard Mitigation Plan Format Guidance.

EMAP Emergency Management Standard	Reference Location in SEMA's Format Guidance
4.1 Hazard Identification, Risk Assessment and Consequence Analysis	
<p>4.1.1. The Emergency Management Program identifies the natural and human-caused hazards that potentially impact the jurisdiction using multiple sources.</p> <p>The Emergency Management Program assesses the risk and vulnerability of people, property, the environment, and its own operations from these hazards.</p>	<ul style="list-style-type: none"> Section 3.1 Hazard Identification Section 3.2 Assets at Risk Section 3.3 Land Use and Development Section 3.4 Hazard Profiles, Vulnerability, and Problem Statements
4.1.2. The Emergency Management Program conducts a consequence analysis for the hazards identified in Standard 4.1.1	<ul style="list-style-type: none"> Within Section 3.4, an EMAP consequence analysis is provided for each natural-caused hazard.
4.1.3. The Emergency Management Program has a method and schedule for evaluation, maintenance, and revision of its Hazard Identification, Risk Assessment (HIRA) and Consequence Analysis identified in Standard 4.1.1.	<ul style="list-style-type: none"> Section 1.4 Planning Process describes the Local Plan Update process including Step 4: Assess the Hazard; and Step 5: Assess the Problem.
4.2 Hazard Mitigation	
4.2.1. The Emergency Management Program has a plan to implement mitigation projects and sets priorities based upon loss reduction.	<ul style="list-style-type: none"> Section 4.3 Implementation of Mitigation Actions; STAPLEE Worksheets; Mitigation Action Worksheets



EMAP Emergency Management Standard	Reference Location in SEMA's Format Guidance
4.2.1.(1) The plan ... is based on the natural and human-caused hazards identified in Standard 4.1.1 and the risk and consequences of those hazards.	<ul style="list-style-type: none"> Section 4.3 Implementation of Mitigation Actions; Mitigation Action Worksheets note hazard(s) addressed and problem being mitigated.
4.2.1.(2) The plan ... is developed through formal planning processes involving Emergency Management Program stakeholders; and	<ul style="list-style-type: none"> Section 1.4 Planning Process; Step 1: Organize the Planning Team; Step 3: Coordinate with Other Department and Agencies
4.2.1.(3) The plan ... establishes interim and long-term strategies, actions, goals and objectives	<ul style="list-style-type: none"> Section 4.1 Goals Section 4.2 Identification and Analysis of Mitigation Actions
4.2.2. The Emergency Management Program documents project ranking based upon the greatest opportunity for loss reduction and documents how specific mitigation actions contribute to overall risk reduction.	<ul style="list-style-type: none"> Section 4.3 Implementation of Mitigation Actions; STAPLEE Worksheets
4.2.3. The Emergency Management Program has a process to monitor overall progress of the mitigation activities and documents completed initiatives and their resulting reduction or limitation of hazard impact on the jurisdiction.	<ul style="list-style-type: none"> Section 4.2 Identification and Analysis of Mitigation Actions
4.2.4. The Emergency Management Program, consistent with the scope of the mitigation program, does the following:	
4.2.4.(1) ... provides technical assistance in implementing applicable mitigation codes and ordinances;	<ul style="list-style-type: none"> Section 4.3 Implementation of Mitigation Actions; Mitigation Action Worksheets
4.2.4.(2) ... identifies ongoing opportunities and tracks repetitive loss; and	<ul style="list-style-type: none"> Section 3.4.1 Flooding (Riverine and Flash) includes a subsection on repetitive loss/severe repetitive loss properties
4.2.4.(3) ... participates in applicable jurisdictional, inter-jurisdictional and multi-jurisdictional mitigation efforts.	<ul style="list-style-type: none"> Section 5.2 Incorporation into Existing Planning Mechanisms
4.2.5. The Emergency Management Program has a method and schedule for evaluation, maintenance, and revision of the plan identified in Standard 4.2.1.	<ul style="list-style-type: none"> Section 5.1 Monitoring, Evaluating, and Updating the Plan