# SEMA Mitigation ManagementHOW TO USETHE 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 curser 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 and Regulations**

SEMA Mitigation Management

* [Mitigation Management | SEMA](https://sema.dps.mo.gov/programs/mitigation_management.php)

Missouri Hazard Mitigation Viewer

* [http://bit.ly/MoHazardMitigationPlanViewer2023](http://bit.ly/MoHazardMitigationPlanViewer2018)

Google Drive MSDIS Structure Inventory and All Hazards Risk Database

* <https://drive.google.com/drive/folders/0Bzg99s866kWocFB5Y3hCRlRuWWM>

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

* [Stafford Act | FEMA.gov](https://www.fema.gov/disaster/stafford-act)

44 CFR 201.6

* [eCFR :: 44 CFR Part 201 -- Mitigation Planning](https://www.ecfr.gov/current/title-44/chapter-I/subchapter-D/part-201)

FEMA Local Mitigation Planning Policy Guide (Released April 19, 2022, Effective April 19, 2023)

* [Local Mitigation Planning Policy Guide](https://www.fema.gov/sites/default/files/documents/fema_local-mitigation-planning-policy-guide_042022.pdf)

FEMA Local Mitigation Planning Handbook (2023)

* [Local Mitigation Planning Handbook](https://www.fema.gov/sites/default/files/documents/fema_local-mitigation-planning-handbook_052023.pdf)

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

* [CRS Coordinator's Manual](https://www.fema.gov/sites/default/files/documents/fema_community-rating-system_coordinators-manual_2017.pdf)

NFIP Community Rating System (CRS) Coordinator’s Manual Addendum (2021)

* [Addendum to the CRS Coordinator's Manual](https://www.fema.gov/sites/default/files/documents/fema_community-rating-system_coordinator-manual_addendum-2021.pdf)

**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 (Appendix A, Local Mitigation Planning Policy Guide, 2022/2023) elements and associated regulations (44 CFR 201.6) with SEMA’s Local Hazard Mitigation Plan Format Guidance.

| **FEMA Local Plan Review Tool****Appendix A of Policy Guide** | **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))** |
| 1. Does the plan document how the plan was prepared, including the schedule or time frame and activities that made up the plan’s development, as well as who was involved?
 | * Chapter 1, Section 1.4 Planning ProcessPages 1.3 – 1.11
* Appendix B Planning Process Documentation
 |
| 1. Does the plan list the jurisdiction(s) participating in the plan that seek approval, and describe how they participated in the planning process?

The plan must identify who participated, by agency and title. | * Contributors, Page i
* Executive Summary, Page iii
* Chapter 1, Section 1.4 Planning ProcessTable 1.2 and Table 1.3, Page 1.4
* Chapter 1, Section 1.4.1 Multi-Jurisdictional ParticipationTable 1.4, Page 1.5
 |
| **A2. Does the Plan document an opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development as well as businesses, academia, and other private and non-profit interests to be involved in the planning process? (Requirement §201.6(b)(2))**  |
| 1. Does the plan identify all stakeholders involved or given an opportunity to be involved in the planning process, and how each stakeholder was presented with this opportunity?Documentation of this opportunity must identify how each of the following types of stakeholders were presented with this opportunity, as applicable: 1) Local and regional agencies involved in hazard mitigation activities; 2) Agencies that have the authority to regulate development;

3) Neighboring communities;4) Representatives of businesses, academia, and other private organizations; and5) Representatives of nonprofit organizations, including community-based organizations, that work directly with and/or provide support to underserved communities and socially vulnerable populations | * Contributors, Page i
* Chapter 1, Section 1.4.2 The Planning StepsStep 3 Coordinate with Other Departments and Agencies and Incorporate Existing InformationPages 1.8-1.9
* Appendix B Planning Process Documentation
* *Be sure to provide a complete list of invited 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.*
 |
| **A3. Does the Plan document how the public was involved in the planning process during the drafting stage and prior to plan approval? (Requirement §201.6(b)(1))** |
| 1. Does the plan document how the public was given the opportunity to be involved in the planning process and how their feedback was included in the plan?
 | * Chapter 1, Section 1.4.2 The Planning StepsStep 2 Plan for Public InvolvementPage 1.7
* Appendix B Planning Process Documentation
 |
| **A4. Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))** |
| 1. Does the plan document what existing plans, studies, reports and technical information were reviewed for the development of the plan, as well as how they were incorporated into the document?
 | * Chapter 1, Section 1.4.2 The Planning StepsStep 3 Coordinate with Other Departments and Agencies and Incorporate Existing InformationSubsections ‘Integration of Other Data, Reports, Studies, and Plans’ and ‘Coordination of FEMA Risk MAP Project’Pages 1.8-1.9
 |
| **B1. Does the Plan include a description of the type, location, and extent of all natural hazards that can affect each jurisdiction(s)? Does the plan also include information on previous occurrences of** **hazard events and on the probability of future hazard events? (Requirement §201.6(c)(2)(i))** |
| 1. Does the plan describe all natural hazards that can affect the jurisdiction(s) in the planning area, and does it provide the rationale if omitting any natural hazards that are commonly recognized to affect the jurisdiction(s) in the planning area?
 | * Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem StatementsEach hazard profile includes a Subsection ‘Hazard Description’
* Chapter 3, Section 3.1.1 Review of Existing Mitigation PlansPage 3.3
* Chapter 3, Section 3.1.4 Hazards IdentifiedPage 3.6
 |
| 1. Does the plan include information on the location of each identified hazard?
 | * Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem StatementsEach hazard profile includes subsections for ‘Geographic Location’
 |
| 1. Does the plan describe the extent for each identified hazard?
 | * Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem StatementsEach hazard profile includes subsections for ‘Severity/Magnitude/Extent’
 |
| 1. Does the plan include the history of previous hazard events for each identified hazard?
 | * Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem StatementsEach hazard profile includes subsections for ‘Previous Occurrences
 |
| 1. Does the plan include the probability of future events for each identified hazard? Does the plan describe the effects of future conditions, including climate change (e.g., long-term weather patterns, average temperature and sea levels), on the type, location and range of anticipated intensities of identified hazards?
 | * Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem StatementsEach hazard profile includes subsections for ‘Probability of Future Occurrences’ and ‘Changing Future Conditions Considerations’
 |
| 1. For participating jurisdictions in a multi‐jurisdictional plan, does the plan describe any hazards that are unique to and/or vary from those affecting the overall planning area?.
 | * Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem StatementsEach hazard vulnerability includes a subsection for ‘Hazard Summary by Jurisdiction’
 |
| **B3. Does the plan include a summary of the jurisdiction’s vulnerability and the impacts on the** **community from the identified hazards? Does this summary also address NFIP-insured structures** **that have been repetitively damaged by floods? (Requirement §201.6(c)(2)(ii))** |
| 1. Does the plan provide an overall summary of each jurisdiction’s vulnerability to the identified hazards?
 | * Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem StatementsEach hazard vulnerability includes a subsection for ‘Vulnerability Overview’
 |
| 1. For each participating jurisdiction, does the plan describe the potential impacts of each of the identified hazards on each participating jurisdiction?
 | * Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem StatementsEach hazard vulnerability includes a subsection for ‘Potential Losses to Existing Development’
 |
| 1. Does the plan address NFIP-insured structures within each jurisdiction that have been repetitively damaged by floods?
 | * Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem StatementsFlooding Hazard, Hazard Profile, Subsection ‘Repetitive Loss/Severe Repetitive Loss Properties’
 |
| **C1. Does the plan document each participant’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))** |
| 1. Does the plan describe how the existing capabilities of each participant are available to support the mitigation strategy? Does this include a discussion of the existing building codes and land use and development ordinances or regulations?
 | * Chapter 2, Section 2.2 Jurisdictional Profiles and Mitigation CapabilitiesPages 2.7-2.19
 |
| 1. Does the plan describe each participant’s ability to expand and improve the identified capabilities to achieve mitigation?
 | * Chapter 2, Section 2.2 Jurisdictional Profiles and Mitigation CapabilitiesPages 2.7-2.19
 |
| **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))** |
| 1. Does the plan contain a narrative description or a table/list of their participation activities?
 | * Chapter 3, Section 3.4 Hazard Profiles, Vulnerability, and Problem StatementsFlooding 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 ActionsPages 4.4-4.9
 |
| **C3. Does the Plan include goals to reduce/avoid long‐term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))** |
| 1. Does the plan include goals to reduce the risk from the hazards identified in the plan?
 | * Chapter 4, Section 4.1 GoalsPage 4.1
 |
| **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))** |
| 1. Does the plan include an analysis of a comprehensive range of actions/projects that each jurisdiction considered to reduce the impacts of hazards identified in the risk assessment?
 | * Chapter 4, Section 4.2 Identification and Analysis of Mitigation ActionsPages 4.2 – 4.4
 |
| 1. Does the plan include one or more action(s) per jurisdiction for each of the hazards as identified within the plan’s risk assessment?
 | * Chapter 4, Section 4.2 Identification and Analysis of Mitigation ActionsPages 4.2 – 4.4
 |
| **C5. Does the plan contain an action plan that describes how the actions identified will be prioritized (including a cost-benefit review), implemented, and administered by each jurisdiction? (Requirement §201.6(c)(3)(iv)); (Requirement §201.6(c)(3)(iii))** |
| 1. Does the plan describe the criteria used for prioritizing actions?The criteria must include an emphasis on the extent to which benefits are maximized, in relation to the associated costs of the action.
 | * Chapter 4, Section 4.3 Implementation of Mitigation ActionsPages 4.4-4.9
* Figure 4.1, STAPLEE Worksheet, Page 4.6
* Benefits noted on Action Worksheet, Page 4.8
 |
| 1. Does the plan provide the position, office, department or agency responsible for implementing/administrating the identified mitigation actions, as well as potential funding sources and expected time frame?
 | * Chapter 4, Section 4.3 Implementation of Mitigation ActionsPages 4.4-4.9
* All items noted on Action WorksheetPage 4.10
 |
| **D1. Is there discussion of how each community will continue public participation in the plan** **maintenance process? (Requirement §201.6(c)(4)(iii))** |
| 1. Does the plan describe how communities will continue to seek future public participation after the plan has been approved?
 | * Chapter 5, Section 5.3 Continued Public InvolvementPage 5.5
 |
| **D2. Is there a description of the method and schedule for keeping the plan current (monitoring, evaluating and updating the mitigation plan within a five‐year cycle)? (Requirement §201.6(c)(4)(i))** |
| 1. Does the plan describe the process that will be followed to track the progress/status of the mitigation actions identified within the Mitigation Strategy, along with when this process will occur and who will be responsible for the process?
 | * Chapter 5, Section 5.1 Monitoring, Evaluating, and Updating the PlanPages 5.1-5.3
* 2nd Paragraph, Page 5.2
 |
| 1. Does the plan describe the process that will be followed to evaluate the plan for effectiveness? This process must identify the criteria that will be used to evaluate the information in the plan, along with when this process will occur and who will be responsible.
 | * Chapter 5, Section 5.1 Monitoring, Evaluating, and Updating the PlanPages 5.1-5.3
 |
| 1. Does the plan describe the process that will be followed to update the plan, along with when this process will occur and who will be responsible for the process?
 | * Chapter 5, Section 5.1 Monitoring, Evaluating, and Updating the PlanPages 5.1-5.3
 |
| **D3. Does the plan describe a process by which each community will integrate the requirements of** **the mitigation plan into other planning mechanisms, such as comprehensive or capital** **improvement plans, when appropriate? (Requirement 44 CFR § 201.6(c)(4)(ii))**  |
| 1. Does the plan describe the process the community will follow to integrate the ideas, information and strategy of the mitigation plan into other planning mechanisms?
 | * Chapter 5, Section 5.2 Incorporation into Existing Planning MechanismsPages 5.3-5.4
* Chapter 4, Action WorksheetLocal Planning Mechanism noted on Action WorksheetPage 4.10
 |
| 1. Does the plan identify the planning mechanisms for each plan participant into which the ideas, information and strategy from the mitigation plan may be integrated?
 | * Chapter 5, Section 5.2 Incorporation into Existing Planning MechanismsTable 5.1, Pages 5.4
* Chapter 4, Action WorksheetLocal Planning Mechanism noted on Action Worksheet, Page 4.10
 |
| 1. For multi-jurisdictional plans, does the plan describe each participant's individual process for integrating information from the mitigation strategy into their identified planning mechanisms?
 | * Chapter 5, Section 5.2 Incorporation into Existing Planning MechanismsTable 5.1, Pages 5.4
* Chapter 4, Action WorksheetLocal Planning Mechanism noted on Action Worksheet, Page 4.10
 |
| **E1. Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))** |
| 1. Does the plan describe the changes in development that have occurred in hazard-prone areas that have increased or decreased each community’s vulnerability since the previous plan was approved?
 | * Chapter 3, Section 3.3.1 Development Since Previous Plan UpdatePages 3.16-3.17
 |
| **E2. Was the plan revised to reflect changes in priorities and progress in local mitigation efforts? (Requirement §201.6(d)(3))** |
| 1. Does the plan describe how it was revised due to changes in community priorities?
 | * Chapter 4, Section 4.1 GoalsPage 4.1
 |
| 1. Does the plan include a status update for all mitigation actions identified in the previous mitigation plan?
 | * Chapter 4, Section 4.2 Identification and Analysis of Mitigation ActionsTables 4.1 and 4.2, Pages 4.2 – 4.4
* Appendix C Completed/Deleted Mitigation Actions
 |
| 1. Does the plan describe how jurisdictions integrated the mitigation plan, when appropriate, into other planning mechanisms?
 | * Chapter 5, Section 5.2 Incorporation into Existing Planning Mechanisms, Pages 5.3-5.4
 |
| **F1. For single-jurisdictional plans, has the governing body of the jurisdiction formally adopted the** **plan to be eligible for certain FEMA assistance? (Requirement §201.6(c)(5))** |
| 1. Does the participant include documentation of adoption?
 | * Prerequisites, Page vi-vii
* Appendix D Adoption Resolutions
 |
| **F2. For multi-jurisdictional plans, has the governing body of each jurisdiction officially adopted the** **plan to be eligible for certain FEMA assistance? (Requirement §201.6(c)(5))** |
| 1. Did each participant adopt the plan and provide documentation of that adoption?
 | * Prerequisites, Page vi-vii
* Appendix D Adoption Resolutions
 |
| **G1. Did the plan describe the incorporation of existing plans, studies, reports and technical** **information for HHPDs?** |
| 1. Does the plan describe how the local government worked with local dam owners and/or the state dam safety agency?
 | * Chapter 3, Section 3.4.3 Dam Failure, Subsection ‘Hazard Profile’ and the Missouri Department of Natural Resources (MoDNR)
 |
| 1. Does the plan incorporate information shared by the state and/or local dam owners?
 | * Chapter 3, Section 3.4.3 Dam Failure, Subsection ‘Hazard Profile’ and the Missouri Department of Natural Resources (MoDNR)
 |
| **G2. Did the plan address HHPDs in the risk assessment?** |
| 1. Does the plan describe the risks and vulnerabilities to and from HHPDs?
 | * Chapter 3, Section 3.4.3 Dam Failure, Subsection ‘Vulnerability’
 |
| 1. Does the plan document the limitations and describe how to address deficiencies?
 | * Chapter 3, Section 3.4.3 Dam Failure, Subsection ‘Vulnerability’
 |
| **G3. Did the plan include mitigation goals to reduce long-term vulnerabilities from HHPDs?** |
| 1. Does the plan address how to reduce vulnerabilities to and from HHPDs as part of its own goals or with other long-term strategies?
 | * Chapter 4, Section 4.1 GoalsPage 4.1
 |
| 1. Does the plan link proposed actions to reducing long-term vulnerabilities that are consistent with its goals?
 | * Chapter 4, Section 4.1 GoalsPage 4.1
 |
| **G4. Did the plan include actions that address HHPDs and prioritize mitigation actions to reduce vulnerabilities from HHPDs?** |
| 1. Does the plan describe specific actions to address HHPDs?
 | * Chapter 4, Section 4.3 Implementation of Mitigation Actions, Pages 4.4-4.9
* Table 4.3, Page 4.11
 |
| 1. Does the plan describe the criteria used to prioritize actions related to HHPDs?
 | * Chapter 4, Section 4.3 Implementation of Mitigation ActionsPages 4.4-4.9
* Figure 4.1, STAPLEE Worksheet, Page 4.7
 |
| 1. Does the plan identify the position, office, department or agency responsible for implementing and administering the action to mitigate hazards to or from HHPDs?
 | * Chapter 4, Section 4.3 Implementation of Mitigation ActionsPages 4.4-4.9
* All items noted on Action WorksheetPage 4.10
 |

**Alignment of the Format Guidance with 2024 Emergency Management Standard by the Emergency Management Accreditation Program (EMAP)**

The following table presents the alignment of EMAP’s Emergency Management Standard (2024) 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** |
| 1. The Emergency Management Program identifies the natural and human-caused hazards that potentially impact the jurisdiction using multiple sources. The Emergency Management Program assesses the risk and vulnerability of the following: (1) people; (2) property; (3) the environment; and (4) its own operations from these hazards.
 | * 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
 |
| 1. The Emergency Management Program conducts a consequence analysis for the hazards identified in Standard 4.1.1 to consider the impact on the following: (1) public; (2) responders; (3) continuity of operations, including continued delivery of services; (4) property, facilities, and infrastructure; (5) environment; (6) the economic condition of the jurisdiction; and (7) public confidence in the jurisdiction’s governance.
 | * Within Section 3.4, an EMAP consequence analysis is provided for each natural-caused hazard.
 |
| 1. The Emergency Management Program has a maintenance process for its Hazard Identification, and Risk Assessment (HIRA) identified in Standard 4.1.1, and the Consequence Analysis identified in Standard 4.1.2, including a method and schedule for evaluation and revision.
 | * 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** |
| 1. The Emergency Management Program has a plan to implement mitigation projects and sets priorities based upon loss reduction.
 | * Section 4.3 Implementation of Mitigation Actions; STAPLEE Worksheets; Mitigation Action Worksheets
 |
| 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.
 | * Section 4.3 Implementation of Mitigation Actions; Mitigation Action Worksheets note hazard(s) addressed and problem being mitigated.
 |
| 1. The plan … is developed through formal planning processes involving Emergency Management Program stakeholders; and
 | * Section 1.4 Planning Process; Step 1: Organize the Planning Team; Step 3: Coordinate with Other Department and Agencies
 |
| 1. The plan … establishes interim and long-term strategies, actions, goals and objectives.
 | * Section 4.1 Goals
* Section 4.2 Identification and Analysis of Mitigation Actions
 |
| 1. 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.
 | * Section 4.3 Implementation of Mitigation Actions; STAPLEE Worksheets
 |
| 1. 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.
 | * Section 4.2 Identification and Analysis of Mitigation Actions
 |
| 1. The Emergency Management Program, consistent with the scope of the mitigation program, does the following:
 |  |
| 1. … identifies ongoing mitigation opportunities and tracks repetitive loss;
 | * Section 3.4.1 Flooding (Riverine and Flash) includes a subsection on repetitive loss/severe repetitive loss properties
 |
| 1. … provides technical assistance in implementing mitigation codes and ordinances; and
 | * Section 4.3 Implementation of Mitigation Actions; Mitigation Action Worksheets
 |
| 1. … participates in jurisdictional and multi-jurisdictional mitigation efforts.
 | * Section 5.2 Incorporation into Existing Planning Mechanisms
 |
| 1. The Emergency Management Program has a maintenance process for the plan identified in Standard 4.2.1, including a method and schedule for evaluation and revision.
 | * Section 5.1 Monitoring, Evaluating, and Updating the Plan
 |