

## Appendix A - Definitions

- A.1 Abandonment** The process by which the applicant evaluates the continued need of a damaged road or facility that is open to the public. Abandonment of the road may include one or more of the following:
- (a) Re-establishing former drainage patterns, stabilizing slopes, and restoring vegetation;
  - (b) Blocking the entrance to a road and installing water bars;
  - (c) Removing culverts, re-establishing drainage-ways, removing unstable fills, pulling back road shoulders, and scattering slash on the roadbed; and
  - (d) Completely eliminating the roadbed by restoring natural contours and slopes.
- A.2 Abbreviated Plans** A set of construction drawings for a project, which may not contain detailed plan and profile sheets, cross section sheets, and culvert profile sheets. The drawings must provide all essential information necessary to describe the repairs to be accomplished and to allow bidders to properly estimate unit prices for the contract.
- A.3 Acknowledgment Letter** Letter issued by the Federal Lands Highway Division Engineer to the applicant upon receipt of the applicant's Notice of Intent letter providing basic information about the subsequent Disaster Assessment, eligibility information and application procedures, including the necessary coordination and cooperation between the applicant and Federal Lands Highway Division Engineer.
- A.4 Administrative Road** A road under the jurisdiction of a Federal agency or Indian tribal government that does not meet the definition of a public road. These roads may be closed locally at any time for any reason and remain closed indefinitely. Some of these roads may be gated or closed by earth barricades.
- A.5 Allocation** An administrative distribution of funds for programs that do not have statutory distribution formulae. Allocations are made authorizing an amount of funds, by Program Code, for a specific ERFO disaster.
- A.6 Allotment** Provides current year obligational authority to the Federal Lands Highway or Federal Agency (FHWA's Allotment Advice Form 370).
- A.7 Applicant** Any Federal agency which submits an application for emergency relief (ERFO funds) and that has authority to repair or reconstruct Federal

roads. State transportation agencies, Indian tribal governments, counties, and other local governments apply indirectly through a Federal agency.

- A.8 Benefit/Cost Analysis** - A systematic quantitative method of assessing the desirability of adding a betterment to an ERFO Project. The analysis must be based solely on the future benefit of the projected savings in recurring ERFO eligible repair costs (should future disasters occur) and the present cost of the betterment. The analysis cannot include other factors typically included in highway benefit/cost evaluations, such as traffic delay costs, added user costs, motorist safety, maintenance, and economic impacts. When calculating the projected savings, subtract the estimated cost of repairing the betterment from the cost of repairing the site again without the betterment and discount the savings to net present value.
- A.9 Betterment** Added features/facilities not existing prior to the natural disaster or catastrophic failure.
- A.10 BIA** Bureau of Indian Affairs.
- A.11 Catastrophic Failure** A sudden and complete failure of a major element or segment of a Federal road that is due to an external cause and not attributable to gradual and progressive deterioration or lack of proper maintenance and causes a disastrous impact. The closure of a facility because of imminent collapse is not in itself a sudden failure.
- A.12 CFLHD** Central Federal Lands Highway Division.
- A.13 Comparable Facility** For roads - a facility identical in capacity and character to the original. For bridges, a facility which meets the current geometric and construction standards required for the types and volume of traffic that such facility will carry over its design life.
- A.14 Construction Engineering** The work performed to supervise the construction operations through inspection of construction repairs, payments to the contractor, and otherwise representing the interests of the Government.
- A.15 Construction Limits** The limits on each side of the project which establish the area disturbed by construction operations and beyond which no disturbance is permitted.
- A.16 Corps Recreation Road** A public road that provides access to or within U.S. Army Corps of Engineers recreation or administrative areas for which title and maintenance responsibility is vested in the United States Government.

- A.17 Damage Survey Report (DSR)** A Federal Lands Highway ERFO form that documents damage by road/route number and mile post, scope of work, estimated repair costs, and eligibility recommendations.
- A.18 Damage Site Survey Team** A team composed of Federal Highway Administration and applicant representatives responsible for conducting inspections of damage sites. They collect the information used to prepare the Damage Survey Report.
- A.19 Defense Access Road** Public road designated by the Surface Deployment & Distribution Command that provides primary access to a military reservation, defense industry, or Department of the Air Force missile silos.
- A.20 Department of Energy Roads** Public roads that provide access to or within facilities such as transmission lines, switch yards, substations and related facilities on public lands, including those lands and facilities located on withdrawn public lands, previously under the jurisdiction of the Bureau of Reclamation (i.e., owned by the Western Area Power Association).
- A.21 Disaster Assessment** An on-site evaluation of a site(s) conducted by a Disaster Assessment Team to determine extent, type, impact of damage, and cost to repair damage.
- A.22 Disaster Assessment Report** Documents the extent, type, impact, and cost of damage to transportation facilities used to determine whether a natural disaster or catastrophic failure has occurred and recommends a Positive or Negative Finding to the Federal Lands Highway Division Engineer.
- A.23 Disaster Assessment Team** A team of Federal Lands Highway and applicant representatives who conduct a Disaster Assessment.
- A.24 Disaster Number** Reference number issued by the Federal Lands Highway ERFO Program Manager to the applicant indicating, state, fiscal year of the disaster (four digits only), sequential number of approved disaster for that state; and Federal agency.
- For example, CA2000-2-NPS indicates that it is for the second disaster in California during Fiscal Year 2000 for the National Park Service. It could be either the first or the second Emergency Relief (ER) or ERFO disaster in California. Prior to 1999, the disaster numbers included only two digits for the fiscal year (i.e., CA98-1-NPS).
- A.25 DSR** See Damage Survey Report.
- A.26 DSR Number** Assigned number given to each Damage Survey Report containing at least the road/route number and mile post.

- A.27 EFLHD** Eastern Federal Lands Highway Division.
- A.28 Emergency Repairs** Those repairs, including necessary preliminary engineering, construction engineering, and temporary traffic operations, undertaken during or immediately after a natural disaster or catastrophic failure to:
- (a) Restore essential travel,
  - (b) Protect remaining facilities, and
  - (c) Minimize the extent of damage.
- A.29 ERFO** Emergency Relief for Federally Owned Roads.
- A.30 ERFO Coordinator** An individual designated by the Federal Lands Highway Division Engineer to have overall ERFO Program coordination responsibility within the Division.
- A.31 ERFO Funds** Emergency Relief funds available for expenditure under the authority of 23 U.S.C. 125(a) and (c).
- A.32 ERFO Program Manager** An individual designated by the Federal Lands Highway Associate Administrator, Office of Federal Lands Highway and the Director, Office of Program Development, who is the Federal Lands Highway point of contact for the administration and oversight of the nationwide ERFO Program.
- A.33 Facility** Road or Bridge.
- A.34 Federal-Aid Billing System** The financial accounting system used by the Federal Highway Administration's Federal-Aid Divisions to reimburse States for eligible Federal-Aid expenses.
- A.35 Federal-Aid Division Office** Federal Highway Administration field office located in every State.
- A.36 Federal Lands Highways** Forest Highways, Park Roads and Parkways, Refuge Roads, Indian Reservation Roads, and Public Lands Highways that are public roads.
- A.37 Federal Lands Highway Division Engineer** The individual designated to have overall responsibility for the operations of one of the three Federal Lands Highway Divisions.

- A.38 Federal Lands Highway Associate Administrator, Office of Federal Lands Highway** The individual designated to have overall responsibility for the administration and delivery of the Federal Lands Highway Program.
- A.39 Federal Lands Highway Director, Office of Program Development** The individual designated to have overall responsibility for the program development and oversight of the Federal Lands Highway Program.
- A.40 Federal Road** Forest Highways, Federal Lands Highways, Forest Development Roads, Public Lands Development Roads, Public Lands Highways, Park Roads, Parkways, [Refuge Roads], and Indian Reservation Roads as defined under 23 U.S.C. 101(a).
- A.41 FHWA** Federal Highway Administration.
- A.42 Finding** A letter or other official correspondence issued by the Federal Lands Highway Division Engineer to an applicant giving notification that, pursuant to 23 U.S.C. 125, Federal roads have (Positive Finding) or have not (Negative Finding) been found to have suffered serious damage as the result of a natural disaster over a wide area, or a catastrophic failure.
- A.43 FLH** Federal Lands Highway.
- A.44 FLHP** Federal Lands Highway Program
- A.45 Force Account** A method of reimbursement for repair work performed by the applicant that is based on actual labor, equipment, and material costs.
- A.46 Forest Development Roads** Forest Roads under the jurisdiction of the Forest Service.
- A.47 Forest Highway** A Forest Road under the jurisdiction of, and maintained by, a public authority and open to public travel.
- A.48 Forest Road** A road wholly or partly within or adjacent to, and serving the Forest Service and which is necessary for the protection administration and utilization of the National Forest System and the use and development of its resources.
- A.49 Functionally Obsolete** A structure that does not meet modern structural standards in terms of deck geometry, load carrying capacity, clearance, or whose approach roadway alignment no longer meets the criteria for the road system that it is on.
- A.50 FY** Fiscal Year.

**A.51 Heavy Maintenance** Repair work which normally includes the following:

- (a) Grading roads rutted by traffic.
- (b) Cleaning or reshaping ditches.
- (c) Correction of minor embankment or cut slope slip-outs.
- (d) Removal of minor deposits of debris on roadways.
- (e) Correction of minor erosion damage to traveled way, shoulders (i.e., loss of surfacing down to sub-grade), or embankments.
- (f) Removal of minor mud deposits on roadways.
- (g) Minor pavement settlement unless significantly accelerated by the disaster.
- (h) Minor damage to guardrail.
- (i) Minor riprap damage.
- (j) Replacement of short, isolated sections of surfacing washed away by flood water.
- (k) Cleaning out culverts.
- (l) Minor damage to culverts.
- (m) Minor repair of fencing.
- (n) Repair or replacement of isolated traffic signs.
- (o) Area-wide projects to correct extensive minor damage.

**A.52 Indian Reservation Roads** Public roads that are located within or provide access to an Indian Reservation or Indian trust land or restricted Indian land which is not subject to fee title alienation without the approval of the Federal Government, or Indian and Alaska Native villages, groups, or communities in which Indians and Alaskan Natives reside, whom the Secretary of the Interior has determined are eligible for services generally available to Indians under Federal laws specifically applicable to Indians.

**A.53 Interagency Agreement** A Memorandum of Agreement (MOA) between the Federal Highway Administration and a Federal agency establishing procedures for ensuring full cooperation under the ERFO Program and the administration

of ERFO funds to repair or reconstruct agencies' Federally-owned roads damaged by natural disasters or catastrophic events.

- A.54 Land Management Highway** Designated public roads that provide access to or are within lands administered by the Bureau of Land Management.
- A.55 Major Loss** A loss of materials from a roadway (e.g., gravel surfacing) that results in the operation or usefulness of the roadway being severely diminished to the extent that the roadway is not traversable by all classes of vehicles or the roadway is no longer safe to travel.
- A.56 Military Installation Roads** A public road that provides access within military installations for which title and maintenance responsibility is vested in the United States Government.
- A.57 National Environmental Policy Act (NEPA)** A law enacted in 1969 that set the national environmental policy, established the basis for environmental impact statements, and created the Council on Environmental Quality. NEPA also requires Federal agencies to use an interdisciplinary approach in planning and decision making for actions that impact the environment, and the preparation of an Environmental Impact Statement on all major Federal actions significantly affecting the human environment.
- A.58 Natural Disaster** A sudden and unusual natural occurrence such as a flood, hurricane, severe storm, tidal wave, earthquake, or landslides that causes serious damage over a wide area.
- A.59 Notice of Intent Letter** First formal application for ERFO funds submitted by the applicant to the Federal Lands Highway Division Engineer. (See Appendix C.1.)
- A.60 Open to Public Travel** A road section that is passable by standard passenger autos, and open to the general public for use without restrictive gates, prohibitive signs, or regulation other than restrictions based on size, weight, or class of registration
- A.61 POP** Program of Projects.
- A.62 Park Road** A public road, including a bridge built primarily for pedestrian use, but with capacity for use by emergency vehicles, that is located within, or provides access to an area in the National Park System with title and maintenance responsibilities vested in the United States Government.
- A.63 Parkway** A public road authorized by an Act of Congress on lands to which title is vested in the United States Government.

- A.64 Permanent Work (Permanent Repair)** The final repair or reconstruction of a damage site, in accordance with an approved Damage Survey Report, including related Preliminary Engineering and Construction Engineering.
- A.65 Preliminary Engineering (PE)** The preparation of Plans, Specifications, and Estimates and other related documentation for use to construct repairs.
- A.66 Program Code** An alphanumeric code used by the Federal Highway Administration and the applicant to track the obligation and expenditure of ERFO funds.
- A.67 Program of Projects (POP)** A list of projects either proposed by the applicant or approved by the Federal Lands Highway Division Engineer. The approved Program of Projects establishes the maximum amount of ERFO funds to be distributed pending availability.
- A.68 Programmed Project** A project is considered "programmed" if the construction phase is included in the Federal Lands Highway Program or Statewide Transportation Improvement Plan or if contract plans are being prepared for advertisement within the next three years.
- A.69 Public Authority** A Federal, State, county, town or township, Indian tribe, municipal or other local government or instrumentality with authority to finance, build, operate, or maintain toll or toll-free facilities.
- A.70 Public Lands Development Roads** Roads that the Secretary of the Interior determines are of primary importance for the development, protection, administration, and utilization of public lands and resources under the control of the Secretary of the Interior.
- A.71 Public Lands Highways** A road under the jurisdiction of and maintained by a public authority and open to public travel or any highway through unappropriated or unreserved public lands, nontaxable Indian lands, or other Federal reservations under the jurisdiction of and maintained by a public authority and open to public travel.
- A.72 Public Road** Any road or street under the jurisdiction of and maintained by a public authority and open to public travel.
- A.73 Quick Release** A transfer of ERFO funds for emergency repairs made prior to the approval of the Program of Projects and after the Positive Finding is issued. These funds are only to be used by the applicant to make emergency repairs to re-establish its vital transportation system(s) after a catastrophic failure or natural disaster over a wide area.



- A.74 Refuge Road** A public road that provides access to or within a unit of the Fish and Wildlife Refuge System and for which title and maintenance responsibility is vested in the United States Government.
- A.75 Replacement Facilities** Completely reconstructed (not repaired) facility built to the following standards:
- (a) Bridges built to meet current geometric and construction standards required for the type and volume of traffic it will carry during its design life.
  - (b) Roads built to current design standards of comparable capacity and character to the destroyed facility.
- A.76 Right-of-Way** Land acquired for and devoted to transportation purposes.
- A.77 Roadway Cross Section** The finished or proposed finished section between construction limits.
- A.78 Serious Damage** Damage that severely impairs the safety, capacity, or usefulness of a road or bridge and is considered beyond the scope of heavy maintenance.
- A.79 State Transportation Agency** The department, commission, board, or official of any State charged by its laws with the responsibility for transportation facilities.
- A.80 Statewide Transportation Improvement Program (STIP)** A staged, multi-year, statewide, intermodal program (list) of transportation projects consistent with the Statewide Transportation Plan including the long-term vision of the State's multi-modal and intermodal transportation system.
- A.81 Structurally Deficient** A bridge whose load rating has been reduced, is closed, or requires immediate rehabilitation to remain open.
- A.82 Surface Deployment & Distribution Command (SDDC)** Formerly Military Traffic Management Command.
- A.83 Trail** A general term for a route used exclusively for travel by foot, stock, or trail vehicle.
- A.84 Transportation Improvement Program (TIP)** A staged, multi-year, metropolitan, intermodal program (list) of transportation projects that is consistent with the short term and long term vision of the metropolitan area's intermodal transportation system.

- A.85 Traveled Way** The portion of the roadway for the movement of vehicles, exclusive of the shoulders.
- A.86 Western Area Power Association** Department of Energy public roads that provide access to Western-owned facilities such as transmission lines, switch yards, substations, and related facilities on public lands, including those lands and facilities located on withdrawn public lands, previously under the jurisdiction of the Bureau of Reclamation.
- A.87 WFLHD** Western Federal Lands Highway Division.