




FEMA

August 30, 2008

MEMORANDUM FOR: FEMA Regional Administrators
Regions I - X

FROM: Carlos J. Castillo 
Assistant Administrator
Disaster Assistance Directorate

SUBJECT: Guidance for the Implementation of the Host-State
Evacuation and Sheltering Reimbursement Policy
(DAP9523.18)

This memorandum provides additional and clarified guidance for the implementation of Disaster Assistance Policy 9523.18 "Host-State Evacuation and Sheltering Reimbursement", issued on July 18, 2007. The purpose of the Policy is to establish the procedures for reimbursing host-States for the costs of evacuation and sheltering support that they provide to impact-States.

Under the Policy, FEMA may reimburse a host-State for evacuation and sheltering support provided to evacuees from an impact-State in two ways. First, host-States may be reimbursed through the impact-State via established mutual aid arrangements (including EMAC agreements) with the impact-State. Second, FEMA may provide direct reimbursement to a host-State when the host-State agrees to: (1) accept evacuees via any requested mode of organized transportation; and (2) make at least 10% of identified sheltering capacity within the host-State available to support impact-State evacuees.

As indicated in the Policy, and assuming the two conditions above are satisfied, FEMA may (following a Presidential declaration of an emergency or major disaster for the impact-State that includes public assistance, category B) provide direct reimbursement to a host-State for its eligible evacuation and sheltering costs when FEMA requests, and a host-State agrees to provide, evacuation and/or sheltering support for evacuees from an impact-State.

ADDITIONALLY, and assuming the two conditions above are satisfied, FEMA may (following a Presidential declaration of an emergency or major disaster for the impact-State that includes public assistance, category B) provide direct reimbursement to a host-State for its eligible evacuation and sheltering costs when THE IMPACT STATE requests, and a host-State agrees to provide, evacuation and/or sheltering support for evacuees from an impact-State.

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The agreement of a host-State to the terms of the Policy should be transmitted in writing, either electronically or in hard copy, by an authorized official of the host-State to the FEMA Regional Administrator (or his/her designee).

When the terms of the Policy are agreed to, the host-State may enter into a grant agreement with FEMA and be reimbursed directly through a grant from FEMA that is paid for from the impact-State's emergency or major disaster declaration. As stated in the Policy, the impact-State will be responsible for any non-Federal share of evacuation and sheltering support provided by a host-State, and this applies whether the request to the host-State is made by FEMA or by the impact-State, and whether reimbursement is done directly by FEMA or through mutual aid agreements.

For additional information, contact James Walke, Director, Public Assistance Division, Disaster Assistance Directorate, at (202) 646-2751.