



# FEMA

## DISASTER ASSISTANCE POLICY

DAP9443.2

### INTERIM

#### **I. TITLE: Transitional Sheltering Assistance for Displaced Individuals and Households**

**II. DATE: SEP 22 2008**

#### **III. PURPOSE:**

To provide eligibility criteria for transitional sheltering in support of a Presidential declaration of a major disaster involving a mass evacuation and an anticipated long term displacement, where Section 403 and Section 502, Category B, Emergency Protective Measures, and Section 408, Federal Assistance to Individuals and Households, of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, are included. Transitional Sheltering Assistance (TSA) is intended to provide short-term lodging to those evacuees from identified areas who, after an evacuation, can not return to their homes for an extended period of time, i.e., 5 -14 days, because their community is either uninhabitable or inaccessible due to disaster-related damages. These geographical segments of the disaster area will be identified jointly by the State and FEMA.

#### **IV. SCOPE AND AUDIENCE:**

This policy is effective as of September 1, 2008. All personnel are directed to follow this policy.

#### **V. AUTHORITY:**

Section 403, 42 U.S.C. 5170b and Section 502, 42 U.S.C. 5192, Category B, Emergency Protective Measures, of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended.

#### **VI. DESCRIPTION:**

In accordance with the Transitional Sheltering Protocol as described in the "Mass Sheltering and Housing Assistance – RS-2006-1 Strategy", FEMA will authorize and fund the use of hotels, motels, cruise ships or berthing vessels as transitional shelters. This policy is designed to reduce the number of evacuees in congregate shelters by transitioning those evacuees that have been verified as being displaced from their primary residence to short-term accommodations (e.g. hotels, motels). Transitional sheltering is funded under Section 403 of the Stafford Act and is subject to Public Assistance regulations on cost-share.



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#### VII. DEFINITION:

A. **408 Eligible Applicant:** An individual or household who has applied for federal disaster assistance and is eligible for Section 408 Individuals and Household Temporary Housing Assistance. Key requirements for being 408 eligible include, but are not limited to, having damage to the primary residence and having a member of the pre-disaster household meet the citizenship requirements of the Welfare Reform Act, (i.e., they are a U.S. citizen, non-citizen national, or qualified alien).

B. **Eligible TSA Evacuee:** An individual or household, who has applied for federal disaster assistance, passes identity verification, is currently displaced from his or her primary residence, and resided in an area identified by FEMA and the State and designated for Transitional Sheltering Assistance.

C. **Household:** All persons (adults and children) who lived in the pre-disaster residence who request assistance, as well as any persons, such as infants, spouse, or part-time residents who were not present at the time of the disaster, but who are expected to return during the assistance period.

D. **Period of Assistance Interval:** A specific segment of time or schedule during which Transitional Sheltering is authorized.

E. **Transitional Shelters:** A private or public facility that, by design, provides a short-term lodging function and an increased degree of privacy over a congregate shelter. Examples include hotels, motels, cruise ships or berthing vessels.

#### VIII. POLICY:

A. Upon a Presidential declaration of a major disaster or emergency involving mass evacuation, FEMA in conjunction with the State and local emergency management officials, will evaluate the scale and projected duration of the evacuation or sheltering operation to determine if the incident causes or is expected to cause extended displacements of evacuees, i.e., 5 - 14 days or longer. FEMA may authorize and implement Transitional Sheltering Assistance for Displaced Individuals and Households (hereinafter "Transitional Sheltering") when all of the following conditions apply:

1. The State has requested FEMA to authorize the use of Transitional Sheltering Assistance for the declared disaster; AND





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2. The declared incident includes Section 403 (or Section 502) Category B, Emergency Protective Measures and Section 408 - Individual and Household Program; AND

3. An impact assessment has been conducted to identify the geographic area(s) that will be or is expected to be inaccessible or areas that incurred damages that would prevent evacuees from returning to their homes for an extended period of time, i.e., 5 - 14 days or longer. The Assistant Administrator for Disaster Assistance may shorten the period of time based on the circumstances of the incident; AND

4. The incident resulting in the declaration has occurred, e.g., post landfall for a hurricane; AND

5. Evacuees remain in transitional, congregate, or other shelters.

B. Individuals and households will be classified as an "Eligible TSA Evacuee" and made eligible for initial Transitional Sheltering if:

1. The individual or household registers with FEMA for assistance; AND

2. The individual or household passes identity verification; AND

3. The individual or household's pre-disaster primary residence is located in a geographic area that is designated for Transitional Sheltering and occupancy is verified; AND

4. As a result of the disaster, the individual or household is displaced from their pre-disaster primary residence; that is, the individual or household's current living location is not their pre-disaster primary residence or a non-primary dwelling owned by the individual or household.

C. An evacuee who fails the eligibility process of subparagraph "B" can request to be reconsidered for Transitional Sheltering when they submit documentation to address the criterion failed.

D. An evacuee who obtains lodging through another source, e.g., the American Red Cross, will not be eligible for Transitional Sheltering during the same period of time.



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E. The initial period of assistance for Transitional Sheltering will be 5 -14 days (adjustable to 30 days if needed) from the date the Assistant Administrator for Disaster Assistance authorizes the use of Transitional Sheltering for the disaster. An applicant's particular assistance will terminate on the date the period of assistance for Transitional Sheltering Assistance expires, or sooner if the community area becomes habitable, regardless of when the applicant became eligible for the assistance.

F. The Assistant Administrator for Disaster Assistance may extend the period of assistance for Transitional Sheltering, in 14 day intervals, not to exceed six months from the date of the emergency/disaster declaration. If an extension is approved, Eligible TSA Evacuees will be evaluated for the extension as follows:

1. If they have been deemed as a 408 Eligible Applicants, they will be allowed to remain in Transitional Sheltering through the end of the extended period of assistance interval immediately following their eligibility decision.
2. If they have a "pending" status for IHP Temporary Housing Assistance, they will be allowed to remain in Transitional Sheltering through the end of the extended period of assistance interval.
3. If they have been deemed not to be a 408 Eligible Applicant, they can only remain in Transitional Sheltering until the existing period of assistance interval expires; they are not eligible for the extension (subject to subparagraph "i" below).
  - i. Non-408 eligible applicants are not authorized for extension unless approved by the Assistant Administrator for Disaster Assistance.
  - ii. Non-408 eligible applicants will be referred to voluntary agencies for possible continued assistance for short-term lodging.

G. Transitional Sheltering will end once the period of assistance interval expires, unless extended under paragraph "F" above. Once the period of assistance interval has expired, any individuals or households who have not been converted to the Individuals and Households Program (IHP) for assistance will be referred to voluntary agencies and State and local offices for possible continued assistance for short-term lodging. Transitional Sheltering will not to exceed six months from the date of the emergency/disaster declaration.





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H. Unless restricted by rules or constraints established by the lodging accommodation, Transitional Sheltering will be provided based on pre-disaster household composition as follows:

1. Households of four (4) or less members will be authorized for one room.
2. Households of five (5) or more members will be authorized for two rooms.

I. Households separated as a result of the disaster will be processed for Transitional Sheltering in accordance with agency guidance on separated households.

J. FEMA will base the amount of Transitional Sheltering on the applicable maximum lodging rate plus taxes for the locality, as identified by the U.S. General Services Administration (GSA).

1. The Assistant Administrator for Disaster Assistance may authorize or approve up to a 300% increase in the published GSA lodging rate when lodging costs have escalated because of special events (e.g., sporting events, conventions).

2. All other amenities and costs, including but not limited to: restaurant, club, room service, telephone, movie rentals, Internet, laundry, dry cleaning, parking and any other ancillary services offered by the hotel/motel are the responsibility of the evacuee.

**IX. RESPONSIBLE OFFICE:** Disaster Assistance Directorate (Individual Assistance Division).

**X. REVIEW DATE:** One year from the date of publication.

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Carlos J. Castillo  
Assistant Administrator  
Disaster Assistance Directorate