**Upper Milford Township, Lehigh County Annex**

**Hazard Mitigation Plan Points-of-Contact**

|  |  |
| --- | --- |
| **Primary:** | **Alternate:** |
| Kyle Walbert  Zoning Officer  5671 Chestnut St. Zionsville PA 18092  610-966-3223  kwalbert@uppermilford.net | Edward Carter  Township Manager  5671 Chestnut St. Zionsville PA 18092  610-966-3223  ecarter@uppermilford.net |

**Municipal Profile**

Upper Milford Township is a mixed-use community ranging from residential suburban areas adjacent to the Borough of Emmaus to rural residential areas along the easterly and southerly portions of the Township. Inter disbursed within the Township are several small village areas containing higher density population centers. The major village areas are Vera Cruz, Shimerville, Old Zionsville and Zionsville. Upper Milford Township is bordered by; Emmaus Borough, Salisbury Township and Upper Saucon Township to the north; Lower Milford Township to the east; Montgomery and Berks Counties to the south; and Lower Macungie Township and Macungie Borough to the west. The area of the Township is approximately 18.5 square miles with a population of 7,777 (2020 Census).

The South Mountain is the predominant physical feature within the Township running north-south direction and bisecting the Township.

Sitting on the South Mountain, the Township is located within three major watersheds. The Little Lehigh Creek on the westerly and central Vera Cruz village area of the Township, the Perkiomen Creek area consisting of the southerly and easterly portions of the Township, and the Saucon Creek water shed which is a relatively small headwater area located in the northeasterly portion of the Township. Due to predominately being in the headwater areas of the watersheds, flooding is minimal and significant only when rainfall intensity is over 2.5 inches per hour. Significant areas of the Township are heavily wooded and steeply sloped making many portions of the Township susceptible to winter storm and hurricane events, which result in lengthy power outages and road closures.

The main transportation routes passing through Upper Milford Township are PA Route 100 and Route 29. The Pennsylvania Turnpike (I-476) also passes through the Township but does not have any public access points located within the township. To a lesser degree (State Route 2023), Saint Peters Road, Shimerville Road, Main Road East and Main Road West and Brunner Road provide east-west access through the township. The township is also generally accessed from the Emmaus area via Pennsylvania Avenue and Vera Cruz Road and South 5th Street.

**Municipal Participation**

1. Identify municipal stakeholders to be involved in the planning process such as, floodplain administrator, public works, emergency management, engineers, planners, etc., and include their specific role in the process.

|  |  |
| --- | --- |
| Kyle Walbert, Zoning Officer  Role: Updating the plan | Edward Carter, Township Manager  Role: Updating the plan |
| Brent Fegley, Public Works Foreman  Role: Informing use on field hazards | Brian Miller, Planning Coordinator  Role: Updating the plan |

*\*please update table as needed*

1. Identify community stakeholders such as; neighborhood groups, religious groups, major employers / businesses, etc., that will be informed and / or involved in the planning process and describe how they will be involved.

Buckeye Pipelines

1. Describe how the public **will be engaged** in the current planning process (examples, newsletters, social media, etc.), **and how they were engaged** since the 2018 Hazard Mitigation Plan.

Current: Upcoming newsletters and website

Past: Same

**Compliance with the National Flood Insurance Program (NFIP)**

| **Topic** | **Identify source of information, if different from the one listed.** | **Additional Comments** |
| --- | --- | --- |
| **1. Staff Resources** | | |
| Is the Community Floodplain Administrator (FPA) or NFIP Coordinator certified? | Community FPA | No |
| Is floodplain management an auxiliary function? | Community FPA | Yes |
| Provide an explanation of NFIP administration services (e.g., permit review, GGIS, education or outreach, inspections, engineering capability) | Community FPA | Township Code Enforcement Officer/ Zoning officer |
| What are the barriers to running an effective NFIP program in the community, if any? | Community FPA | N/A |
| **2. Compliance History** | | |
| Is the community in good standing with the NFIP? | State NFIP Coordinator, FEMA NFIP Specialist, or community records | N/A |
| Are there any outstanding compliance issues (i.e., current violations)? |  | No |
| When was the most recent Community Assistance Visits (CAV) or Community Assistance Contact (CAC)? |  | N/A |
| Is a CAV or CAC scheduled or needed? |  | No |
| **3. Regulation** | | |
| When did the community enter the NFIP? | NFIP Community Status Book | 11/1/1974 |
| Are the Flood Insurance Rate Maps (FIRMs) digital or paper?  How are residents assisted with mapping? | Community FPA | Digital |
| Do floodplain regulations meet or exceed FEMA or State minimum requirements?  If so, in what ways? | Community FPA | Meets |
| Describe the permitting process | Community FPA, State, FEMA NFIP | Building inspector reviews plans |
| **4. Insurance Summary** | | |
| How many NFIP policies are in the community?  What is the total premium and coverage? | State NFIP Coordinator or  FEMA NFIP Specialist | N/A |
| How many claims have been paid in the community? What is the total amount of paid claims? How many substantial damage claims have there been? | FEMA NFIP or  Insurance Specialist | N/A |
| How many structures are exposed to flood risk within the community? | Community FPA or GIS Analyst | N/A |
| Describe any areas of flood risk with limited NFIP policy coverage | Community FPA or  FEMA Insurance Specialist | N/A |
| **5. Community Rating System (CRS)** | | |
| Does the community participate in CRS? | Community FPA, State, or FEMA NFIP | No |
| If so, what is the community’s CRS Class Ranking? | Flood Insurance Manual (http://www.fema.gov/floodinsurancemanual.gov) | N/A |
| What categories and activities provide CRS points and how can the Class be improved? |  | N/A |
| Does the plan include CRS planning requirements? | Community FPA, FEMA CRS Coordinator, or ISO representative | N/A |

**Community Assets**

Community assets are defined to include anything that is important to the character as well as the function of a community, and can be described in four categories, they are; people, economy, natural environment and built environment. Please identify the community assets and location under each category.

1. **People**

* Concentrations of vulnerable populations such as the elderly, physically or mentally disabled, non-English speaking, and the medically or chemically dependent.

None

* Types of visiting populations where large numbers of people are concentrated such as visitors for special events and students.

None

1. **Economy**

* Major employers, primary economic sectors such as agriculture and commercial centers where losses would have a severe impact on the community.

None

1. **Natural Environment**

* Those areas / features that can provide protective functions that reduce the magnitude of hazard events such as, wetlands or riparian areas, and other environmental features important to protect.

None

1. **Built Environment**

* Existing structures such as, concentrations of buildings that may be more vulnerable to hazards based on location, age, construction type and / or condition of use.

None

* Infrastructure systems such as water and wastewater facilities, power utilities, transportation systems, communication systems, energy pipelines and storage.

Buckeye Pipelines and storage tanks

Power lines

* High potential loss facilities such as, dams, locations that house hazardous materials, military and / or civilian defense installations.

None

* Critical facilities such as, hospitals, medical facilities, police and fires stations, emergency operations centers, shelters, schools and airports / heliports.

None

* Cultural / historical resources such as, museums, parks, stadiums, etc.

None

**Capability Assessment**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Capability** | * **Regulatory** * **Tools** * **Programs** | **Status** | | | **Department /**  **Agency**  **Responsible** | **Effect on Hazard Loss Reduction:**  **-Supports**  **-Neutral**  **-Hinders** | **Change since 2018 Plan?**  **+ Positive**  **- Negative** | **Has the 2018 Plan been integrated into the Regulatory Tool/Program? If so, how?** | **How can these capabilities be expanded and improved to reduce risk?** | **Additional Comments** |
| **In Place** | **Date Adopted or Updated** | **Under Development** |
| **1. Planning & Regulatory** | Comprehensive Plan | X | 5/19/05 |  | Zoning/  Planning | S |  |  |  |  |
| Capital Improvement Plan |  |  |  |  |  |  |  |  |  |
| Economic Development Plan |  |  |  |  |  |  |  |  |  |
| Continuity of Operations Plan |  |  |  |  |  |  |  |  |  |
| Stormwater Management Plan / Ordinance | X | 12/29/10 |  | Zoning | S |  |  |  |  |
| Open Space Management Plan (or Parks/Rec., Greenways Plan) | X | 2008 |  | Zoning/  Planning | S |  |  |  |  |
| Natural Resource Protection Plan | X | 3/18/10 |  | Zoning | S |  |  |  |  |
| Transportation Plan |  |  |  |  |  |  |  |  |  |
| Historic Preservation Plan |  |  |  |  |  |  |  |  |  |
| Floodplain Management Plan |  |  |  |  |  |  |  |  |  |
| Farmland Preservation | X | 3/18/10 |  | Zoning | S |  |  |  |  |
| Evacuation Plan |  |  |  |  |  |  |  |  |  |
| Disaster Recovery Plan |  |  |  |  |  |  |  |  |  |
| Hazard Mitigation Plan | X | 2018 |  | County | S |  |  |  |  |
| Emergency Operations Plan | X | 5/27/05 |  | Township  Board of  Supervisors | S |  |  |  |  |
| Zoning Regulations | X | 3/18/10 |  | Zoning/ Planning | S |  |  |  |  |
| Floodplain Regulations | X | 3/18/10 |  | Zoning | S |  |  |  |  |
| NFIP Participation | X | 2004 |  |  |  |  |  |  |  |
| Building Code | X | 2009 |  |  |  |  |  |  |  |
| Fire Code |  |  |  |  |  |  |  |  |  |
| Other |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Capability** | * **Staff** * **Personnel** * **Resources** | **Yes** | **No** | **Department / Agency** | **Change since 2018 Plan?**  **+ Positive**  **- Negative** | **How can these capabilities be expanded and improved to reduce risk?** | **Additional Comments** |
| **2. Administrative & Technology** | Planners (with land use / land development knowledge) | X |  | Planning | No |  |  |
| Planners or engineers (with natural and / or human-caused hazards knowledge) | X |  | Township  Engineer consultant | No |  |  |
| Engineers or professionals trained in building and / or infrastructure construction practices (including building inspectors) | X |  | Building depart  3rd party consultant | No |  |  |
| Emergency Manager | X |  | Emergency  Management  Coordinator | No |  |  |
| Floodplain administrator / manager | X |  | 3rd party | No |  |  |
| Land surveyors | X |  | Township  Engineer consultant | No |  |  |
| Staff familiar with the hazards of the community | X |  | Public Works | No |  |  |
| Personnel skilled in Geographical Information Systems (GIS) and / or FEMA’s HAZUS program | X |  | Planning/Zoning | No |  |  |
| Grant writers or fiscal staff to handle large / complex grants | X |  | General administration  w/ consultant if needed | No |  |  |
| Other |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Capability** | * **Staff** * **Personnel** * **Resources** | **Yes** | **No** | **Department / Agency** | **Change since 2018 Plan?**  **+ Positive**  **- Negative** | **How can these capabilities be expanded and improved to reduce risk?** | **Additional Comments** |
| **3. Financial Resources** | Capital improvement programming | X |  | General Administration | No |  |  |
| Community Development Block Grants (CDBG) | X |  | General Administration | No |  |  |
| Special purposes taxes | X |  | General Administration | No |  |  |
| Gas / Electricity utility fees |  |  | N/A | No |  |  |
| Water / Sewer fees |  |  | Lehigh County Authority | No |  |  |
| Stormwater utility fees |  |  | N/A | No |  |  |
| Development impact fees | X |  | General Administration | No |  |  |
| General obligation, revenue, and / or special tax bonds | X |  | General Administration | No |  |  |
| Partnering arrangements or intergovernmental agreements | X |  | General Administration & Public Works | No |  |  |
| Other |  |  |  |  |  |  |
| **4. Education & Outreach** | Firewise Communities Certification |  |  |  |  |  |  |
| StormReady Certification |  |  |  |  |  |  |
| Natural disaster or safety-related school programs |  |  |  |  |  |  |
| Ongoing public education or information programs such as, responsible water use, fire safety, household preparedness, and environmental education. | X |  | Environmental Advisory Council |  |  |  |
| Public-private partnership initiatives addressing disaster related issues. |  |  |  |  |  |  |
| Local citizen groups or non-profit organizations focused on environmental protection, emergency preparedness, access and functional needs populations, etc. | X |  | Environmental Advisory Council |  |  |  |
| Other |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Capability** |  | **Degree of Capability** | | | **Change since the 2018 Hazard Mitigation Plan?**  **If so, how?** | **Additional Comments** |
| **Limited** | **Moderate** | **High** |
| **5. Self – Assessment** | Planning and Regulatory |  | X |  |  |  |
| Administrative and Technical |  | X |  |  |  |
| Financial |  | X |  |  |  |
| Education and Outreach |  | X |  |  |  |

**Known or Anticipated Future Development / Redevelopment**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Development /**  **Property Name** | **Type of Development** | **Number of Structures** | **Location** | **Known Hazard Zone** | **Description / Status** |
| Fields at Indian Creek | 55 and Over  Community | 176 houses | Between Indian Creek and Chestnut Street | Flooding on Indian Creek Road |  |
| Fields at Jasper Ridge | Twins &  Townhomes | 44 twins/  79 townhomes | Between West Minor Street and Mink Road |  |  |
| Maple Ridge | Single House | 42 houses | Off Main Road West |  |  |

**Natural & Non-Natural Event History Specific to Upper Milford Township**

|  |  |  |
| --- | --- | --- |
| **Type of Event and Date(s)** | **FEMA Disaster #**  **(if applicable)** | **Local Damage(s) or Loss(es)** |
| Winter Storm Jonas – 1/2016 | DR-4267-PA | N/A |
| Pennsylvania COVID-19 Pandemic – 1/2020 | DR-4506-PA | Emergency Protective measures to combat COVID-19 Pandemic. |

**2018 Municipal Action Plan Status**

| **Existing Mitigation Action**  **(from 2018 Hazard Mitigation Plan)** | | **Status** | | | | | **Additional Comments** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **No Progress /**  **Unknown** | **In Progress** | **Continuous** | **Completed** | **Discontinued** |
| **1** | Work along with electric utility to improve electric utility primary and secondary line clearing. | X |  |  |  |  |  |
| **2** | Maintain an adequate fleet of vehicles and equipment to handle anticipated emergency response. |  |  | X |  |  |  |
| **3** | Retrofit (e.g. elevate, flood-proof) structures located in hazard-prone areas to protect structures from future damage, with repetitive loss and severe repetitive loss properties as priority. Specifically identified are the following: - Residences on Chestnut Street between  Batman and Toll Gate  Phase 1: Identify appropriate candidates for retrofitting based on cost-effectiveness versus relocation.  Phase 2: Where retrofitting is determined to be a viable option, work with property owners toward implementation of that action based on available funding from FEMA and local match availability. | X |  |  |  |  |  |
| **4** | Purchase, or relocate structures located in hazard- prone areas to protect structures from future damage, with repetitive loss and severe repetitive loss properties as priority. Specifically identified are the following:  - Residences on Chestnut Street between  Batman and Toll Gate  Phase 1: Identify appropriate candidates for relocation based on cost-effectiveness versus retrofitting.  Phase 2: Where relocation is determined to be a viable option, work with property owners toward implementation of that action based on available funding from FEMA and local match availability. | X |  |  |  |  |  |
| **5** | Maintain compliance with and good standing in the NFIP including adoption and enforcement of floodplain management requirements (e.g. regulating all new and substantially improved construction in Special Hazard Flood Areas), floodplain identification and mapping, and flood insurance outreach to the community.  Further, continue to meet and/or exceed the minimum NFIP standards and criteria through the following NFIP- related continued compliance actions identified below. |  |  | X |  |  |  |
| **6** | Conduct and facilitate community and public education and outreach for residents and businesses to include, but not be limited to, the following to promote and effect natural hazard risk reduction:  Provide and maintain links to the HMP website, and regularly post notices on the /municipal homepage(s) referencing the HMP webpages.  Prepare and distribute informational letters to flood vulnerable property owners and neighborhood associations, explaining the availability of mitigation grant funding to mitigate their properties, and instructing them on how they can learn more and implement mitigation.  Use email notification systems and newsletters to better educate the public on flood insurance, the availability of mitigation grant funding, and personal natural hazard risk reduction measures.  Work with neighborhood associations, civic and business groups to disseminate information on flood insurance and the availability of mitigation grant funding. |  |  | X |  |  |  |
| **7** | Begin and/or continue the process to adopt higher regulatory standards to manage flood risk (i.e. increased freeboard, cumulative substantial damage/improvements). |  |  | X |  |  |  |
| **8** | Determine if a Community Assistance Visit (CAV) or Community Assistance Contact  (CAC) is needed, and schedule if needed. | X |  |  |  |  |  |
| **9** | Have designated NFIP Floodplain  Administrator (FPA) become a Certified Floodplain Manager through the ASFPM and/or pursue relevant continuing education training such as FEMA Benefit-Cost Analysis. | X |  |  |  |  |  |
| **10** | Participate in the Community Rating System (CRS) to further manage flood risk and reduce flood insurance premiums for NFIP policyholders. This shall start with the submission to FEMA-DHS of a Letter of Intent to join CRS, followed by the completion and submission of an application to the program once the community’s current compliance with the NFIP is established. | X |  |  |  |  |  |
| **11** | Obtain and archive elevation certificates for NFIP compliance. |  | X |  |  |  |  |
| **12** | Continue to support the implementation, monitoring, maintenance, and updating of this Plan, as defined in Section 7.0. |  |  | X |  |  |  |
| **13** | Complete the ongoing updates of the Comprehensive Emergency Management Plans. |  |  | X |  |  |  |
| **14** | Create/enhance/maintain mutual aid agreements with neighboring communities for continuity of operations. |  | X |  |  |  |  |
| **15** | Identify and develop agreements with entities that can provide support with FEMA/PEMA paperwork after disasters; qualified damage assessment personnel – Improve post-disaster capabilities – damage assessment; FEMA/PEMA paperwork compilation, submissions, record-keeping. | X |  |  |  |  |  |
| **16** | Develop and maintain capabilities to process FEMA/PEMA paperwork after disasters; qualified damage assessment personnel – Improve post-disaster capabilities – damage assessment; FEMA/PEMA paperwork compilation, submissions, record keeping. | X |  |  |  |  |  |

**Notes:**

1. Actions not carried through to the 2023 Action Plan are so noted.
2. To maintain National Flood Insurance Program (NFIP) compliance, actions related to the NFIP were carried through to the 2023 Action Plan even if identified by the municipality as completed.

**2023 Mitigation Action Plan**

| **Mitigation Action** | | **Regional Action Category** | **Mitigation Technique Category** | **Hazard(s) Addressed** | **Priority**  **(H / M / L)** | **Estimated Cost** | **Potential Funding** | **Lead Agency / Department** | **Implementation Schedule** | **Applies to New and / or Existing Structures** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1** | Work along with electric utility to improve electric utility primary and secondary line clearing. | 21 | Structure & Infrastructure | Windstorm/  Tornado,  Winter  Storm,  Utility  Interruption | High | Medium | Private  Sector,  Municipal Budget | Township, working with  electric utilities | Short Term | Existing |
| **2** | Maintain an adequate fleet of vehicles and equipment to handle anticipated emergency response. | 19 | Structure & Infrastructure | All Hazards | High | High | Municipal Budget;  Homeland  Security  Grant and public  protection  emergency  services grant programs | Municipality | Ongoing | N/A |
| **3** | Retrofit (e.g. elevate, flood-proof) structures located in hazard-prone areas to protect structures from future damage, with repetitive loss and severe repetitive loss properties as priority. Specifically identified are the following: - Residences on Chestnut Street between  Batman and Toll Gate  Phase 1: Identify appropriate candidates for retrofitting based on cost-effectiveness versus relocation.  Phase 2: Where retrofitting is determined to be a viable option, work with property owners toward implementation of that action based on available funding from FEMA and local match availability. | 1 | Structure & Infrastructure | Flood | High | High | FEMA  Mitigation Grant  Programs and local  budget (or property  owner) for cost share | Municipality  (via Municipal  Engineer/NFIP Floodplain  Administrator) with support from PEMA,  FEMA | Long Term DOF | Existing |
| **4** | Purchase, or relocate structures located in hazard- prone areas to protect structures from future damage, with repetitive loss and severe repetitive loss properties as priority. Specifically identified are the following:  - Residences on Chestnut Street between  Batman and Toll Gate  Phase 1: Identify appropriate candidates for relocation based on cost-effectiveness versus retrofitting.  Phase 2: Where relocation is determined to be a viable option, work with property owners toward implementation of that action based on available funding from FEMA and local match availability. | 2 | Structure & Infrastructure | Flood | High | High | FEMA  Mitigation Grant  Programs and local  budget (or property  owner) for cost share | Municipality  (via Municipal  Engineer/NFIP Floodplain  Administrator) with support from PEMA,  FEMA | Long Term DOF | Existing |
| **5** | Maintain compliance with and good standing in the NFIP including adoption and enforcement of floodplain management requirements (e.g. regulating all new and substantially improved construction in Special Hazard Flood Areas), floodplain identification and mapping, and flood insurance outreach to the community.  Further, continue to meet and/or exceed the minimum NFIP standards and criteria through the following NFIP- related continued compliance actions identified below. | 3 | Local plans & Regulations | Flood | High | Low -  Medium | Municipal Budget | Municipality  (via Municipal  Engineer/NFIP Floodplain  Administrator) with support from PEMA,  ISO FEMA | Ongoing | New &  Existing |
| **6** | Conduct and facilitate community and public education and outreach for residents and businesses to include, but not be limited to, the following to promote and effect natural hazard risk reduction:  Provide and maintain links to the HMP website, and regularly post notices on the /municipal homepage(s) referencing the HMP webpages.  Prepare and distribute informational letters to flood vulnerable property owners and neighborhood associations, explaining the availability of mitigation grant funding to mitigate their properties, and instructing them on how they can learn more and implement mitigation.  Use email notification systems and newsletters to better educate the public on flood insurance, the availability of mitigation grant funding, and personal natural hazard risk reduction measures.  Work with neighborhood associations, civic and business groups to disseminate information on flood insurance and the availability of mitigation grant funding. | 4 | Education  & Awareness | All Hazards | High | Low-  Medium | Municipal Budget | Municipality with support from  Planning  Partners,  PEMA, FEMA | Short Term | N/A |
| **7** | Begin and/or continue the process to adopt higher regulatory standards to manage flood risk (i.e. increased freeboard, cumulative substantial damage/improvements). | 5 | Local plans  & Regulations | Flood | High | Low | Municipal Budget | Via Municipal  Engineer / NFIP Floodplain  Admin. w/ support from PEMA, FEMA | Short Term | New &  Existing |
| **8** | Determine if a Community Assistance Visit (CAV) or Community Assistance Contact  (CAC) is needed, and schedule if needed. | 3 | Local plans  & Regulations | Flood | High | Low | Municipal Budget | NFIP Floodplain  Administrator with support  from PA DEP,  PEMA, FEMA | Short Term | N/A |
| **9** | Have designated NFIP Floodplain  Administrator (FPA) become a Certified Floodplain Manager through the ASFPM and/or pursue relevant continuing education training such as FEMA Benefit-Cost Analysis. | 6 | Local plans  & Regulations | Flood | Medium | Low | Municipal Budget | NFIP  Floodplain  Administrator | Short Term DOF | N/A |
| **10** | Participate in the Community Rating System (CRS) to further manage flood risk and reduce flood insurance premiums for NFIP policyholders. This shall start with the submission to FEMA-DHS of a Letter of Intent to join CRS, followed by the completion and submission of an application to the program once the community’s current compliance with the NFIP is established. | 7 | Local plans  & Regulations | Flood | High | Low | Municipal Budget | NFIP  Floodplain  Administrator with support  from PA DEP,  PEMA, FEMA | Short Term | N/A |
| **11** | Obtain and archive elevation certificates for NFIP compliance. | 8 | Local plans  & Regulations | Flood | Low | Low | Municipal Budget | NFIP  Floodplain  Administrator | Ongoing | N/A |
| **12** | Continue to support the implementation, monitoring, maintenance, and updating of this Plan, as defined in Section 7.0. | 9 | All  Categories | All Hazards | High | Low – High (for  5-year update) | Municipal Budget, possibly  FEMA  Mitigation  Grant  Funding for 5-year update | Municipality (via mitigation planning point of contacts)  with support  from Planning  Partners  (through their  Points of  Contact),  PEMA | Ongoing | New &  Existing |
| **13** | Complete the ongoing updates of the Comprehensive Emergency Management Plans. | 10 | Local plans  & Regulations | All Hazards | Medium | Low | Municipal Budget | Municipality with support from PEMA | Ongoing | New &  Existing |
| **14** | Create/enhance/maintain mutual aid agreements with neighboring communities for continuity of operations. | 11 | All  Categories | All Hazards | Medium | Low | Municipal Budget | Municipality with support from  surrounding  municipalities and County | Ongoing | New &  Existing |
| **15** | Identify and develop agreements with entities that can provide support with FEMA/PEMA paperwork after disasters; qualified damage assessment personnel – Improve post-disaster capabilities – damage assessment; FEMA/PEMA paperwork compilation, submissions, record-keeping. | 12 | Education  & Awareness | All Hazards | Low | Medium | Municipal budget | Municipality with support  from County,  PEMA, FEMA | Short Term | N/A |
| **16** | Develop and maintain capabilities to process FEMA/PEMA paperwork after disasters; qualified damage assessment personnel – Improve post-disaster capabilities – damage assessment; FEMA/PEMA paperwork compilation, submissions, record keeping. | 12 | Education  & Awareness | All Hazards | Low | Medium | Municipal budget,  FEMA HMA grant programs | Municipality with support  from County,  PEMA | Short Term DOF | N/A |

**Notes:**

***Estimated Costs:***

* Where actual project costs have been reasonable estimated: Low = < $10,000; Medium = $10,000 to $100,000; High = > $100,000;
* Where actual project costs cannot reasonably be established at this time:

**Low** = Possible to fund under existing budget. Project is part of, or can be part of an existing on-going program.

**Medium** = Could budget for under existing work plan, but would require a reapportionment of the budget or a budget amendment,

or the cost of the project would have to be spread over multiple years.

**High** = Would require an increase in revenue via an alternative source (i.e., bonds, grants, fee increases) to implement. Existing

funding levels are not adequate to cover the costs of the proposed project.

***Potential Funding (FEMA HMA):***

* **BRIC =** Building Resilient Infrastructure andCommunities
* **FMA** = Flood Mitigation Assistance Grant Program
* **HMGP** = Hazard Mitigation Grant Program
* **HSGP** = Homeland Security Grant Program
* **EMPG** = Emergency Management Performance Grant

***Implementation Schedule:***

* **Short Term** = 1 to 5 years
* **Long Term** = 5 years or greater
* **DOF** = Depending on Funding

***Applies to New and/or Existing Structures:***

* **N/A** = Not Applicable