



Disaster Recovery Public Assistance (PA) Financial Administration Training

Module 1 Pre-Course Assessment Annotated Answer Key

1. What is the purpose of the FEMA Public Assistance (PA) program?

The correct answer is **B** (Unit 1).

- A. This is a federal program to fund higher education for underserved communities. – Incorrect. This does not describe PA.
- B. This is FEMA's largest grant program implemented after federally declared disasters to provide funding to state, tribal, and local municipalities to support financial recovery. – Correct FEMA PA is a reimbursement program for SLTTs and certain PNPs for expenses incurred during a presidentially declared disaster.**
- C. The purpose is to provide a low interest disaster loan to help businesses and homeowners recover from disasters. – Incorrect. PA funds are not used for private enterprise or residences.
- D. A community development block grant implemented through the federal department of housing and urban development is the purpose. – Incorrect. This describes a number of other grant programs, but not PA, which is administered through FEMA, not HUD.

2. What is the purpose of the National Disaster Recovery Framework (NDRF)?

The correct answer is **A** (Unit 1).

- A. It provides recommended roles, responsibilities, and planning efforts to enable effective recovery following a disaster. – Correct. This is the definition of the NDRF.**
- B. It is a document template that town managers can fill out to request funds from FEMA after a disaster. – Incorrect. The NDRF deals with many helpful templates but is much more than a single document.
- C. It is a collection of contact information for FEMA officials to reach out to during recovery efforts. – Incorrect. This information is an essential part of recovery but does not describe the NDRF.
- D. It is the legal framework that authorizes FEMA to provide disaster recovery funds to states and municipalities. – Incorrect. The NDRF does relate to the PA program, but it is not the legal framework that authorizes it.

3. In FEMA Public Assistance, what role does the Grantee play?

The correct answer is **B** (Unit 2).

- A. The Grantee is responsible for completing all documentation for every Subgrantee. – Incorrect. Subgrantees complete much of the documentation throughout the PA process.
- B. The Grantee is the state government who receives Public Assistance funds from FEMA, also known as the Recipient, they are responsible for funds distribution. – Correct. The state administers and distributes PA funds to municipalities.**
- C. The Grantee is responsible for filing insurance claims for all Subgrantees. – Incorrect. A Subgrantee would handle this on their own.
- D. The Grantee is responsible for rebuilding private residences. – Incorrect. The PA program does not relate to private residences.

4. What is an example of a best practice when preparing for and responding to a disaster?

The correct answer is **C** (Unit 4).

- A. Waiting until documentation is approved to upload it to a shared folder or drive. – Incorrect. Ensuring documentation is backed-up as soon as possible can help prevent loss of files.
- B. Securing critical paper and hardcopy files in the basement of the Town Hall. – Incorrect. There are many ways to secure hardcopy files, but files should ideally be backed up. Furthermore there is nothing specific about a Town Hall basement that makes it the right place to store files.
- C. Identifying the disaster team and back-ups in advance of a disaster. – Correct. Ensuring that all roles are clearly identified ahead of time will help staff be ready in the event of a disaster.**
- D. Keeping disaster recovery plans limited to sharing with local government staff. – Incorrect. Disaster recovery plans should be freely share with state and other partners.

5. What determines if a Private Non-Profit (PNP) is eligible for funding?

The correct answer is **B** (Unit 2).

- A. It must have a budget of over \$1 Million per year. – Incorrect. A PNP's budget does not affect funding eligibility.
- B. It must provide a critical or essential service to the public. – Correct. A PNP must provide a critical or essential service in order to receive PA funding.**
- C. It must employ at least 15 staff members. – Incorrect. A PNP's staffing size does not affect funding eligibility.
- D. It must not have received PA funding within the last 5 years. – Incorrect. Previous PA funding does not affect funding for a future disaster.

6. What is the Robert T. Stafford Act?

The correct answer is **C** (Unit 4).

- A. A law that establishes the requirements for paying wages to workers on federal contracts. – Incorrect. This is the Davis-Bacon Act.
- B. A pending bill in congress that would authorize an expansion of FEMA operations to allow quicker response in future disasters. – Incorrect. There are many pending bills related to FEMA, but the Robert T. Stafford Act is not one of them.
- C. A law that provides the statutory authority for Federal disaster response operations. – Correct. This describes the Robert T. Stafford Act.**
- D. A law that allows state officials to submit a request to declare a disaster before it occurs (for example, an imminent hurricane landfall). – Incorrect. This is the decision of the president and does not relate to whether a disaster is declared before or after the impacts are felt.

7. What two categories is disaster-related work separated into within the PA program?

The correct answer is **A** (Unit 1).

- A. Emergency Work and Permanent Work – Correct. Emergency work includes Categories A and B, Permanent Work includes Categories C-G.**
- B. Response Work and Recovery Work – Incorrect. Response and recovery are phases of Emergency Management, but not considered work categories.
- C. Budgeted Work and Spontaneous Work – Incorrect. These terms do not relate to PA.
- D. Mitigation Work and Rebuilding Work – Incorrect. These terms relate to PA and EM, but are not categories of work under PA.

8. When dealing with multiple sources of funding, how should local governments align their funding and procurement policies?

The correct answer is **C** (Unit 2).

- A. Local governments should align their policies with the Federal Government. – Incorrect. The federal government may have a less stringent policy than the state government.
- B. Local governments should align their policies with their State Government. – Incorrect. The state government may have a less stringent policy than the federal government.
- C. Local governments should align their policies with whichever entity has the stricter requirements. – Correct. Aligning with the stricter requirements ensures that the municipality will remain in compliance with all entities.**
- D. Local governments should align their policies with neighboring municipalities to ensure mutual aid can flow more easily. – Incorrect. This may be useful in some capacities, but it is not the recommended practice.

9. What is the Request for Reimbursement (RFR) process?

The correct answer is **A** (Unit 2).

- A. The phase of the Public Assistance Program in which Subgrantees/Subrecipients request their awarded funding from the Recipient/Grantee. – Correct. The RFR process is a defined phase in the PA Program when the award funding is officially requested.**
- B. The necessary steps by which all project costs are tracked for later reimbursement. – Incorrect. Tracking all project costs is an ongoing task throughout a project.
- C. A scheduled meeting between local, state, and federal officials to review all requested costs for the year. – Incorrect. This occurs throughout a project.
- D. The appeals process through which a state government can contest a federal denial of a project's eligibility and receive reimbursement. – Incorrect. This is simply known as the appeals process.

10. What is *not* an example of a best practice in local government to maintain compliance throughout the PA process?

The correct answer is **C** (Unit 5).

- A. Ensuring that procurement policies adhere to federal and state requirements. – Incorrect. This is an example of a best practice.
- B. Implementing policies for periodic reviews and identifying fraud. – Incorrect. This is an example of a best practice.
- C. Training all employees to perform damage inspections to speed the recovery process. – Correct. Damage inspections should be handled by fully trained specialists. Training all employees on the process would not be an effective use of time or resources.**
- D. Building effective staff through training programs to educate on federal grant administration. – Incorrect. This is an example of a best practice.

11. How many phases are recognized in the PA program delivery process?

The correct answer is **D** (Unit 1).

- A. Eleven – Incorrect
- B. Ten – Incorrect
- C. Five – Incorrect
- D. Seven – Correct**

12. What organization manages Public Assistance grants in the State of North Carolina?

The correct answer is **A** (Unit 1).

- A. North Carolina Emergency Management. – Correct. The state receives the grant from FEMA and administers the funds to municipalities.**
- B. FEMA. – Incorrect. FEMA provides the grant funds but leaves the management to the states.
- C. The municipality receiving the grant funds. – Incorrect. The municipality receiving the funds should be tracking and managing costs but does not manage the grant itself.
- D. The United Way. – Incorrect. Private nonprofit entities do not administer PA grants.

13. Who can declare a federal disaster?

The correct answer is **B** (Unit 1).

- A. The Governor. – Incorrect. The governor is involved in the process to request a disaster declaration but does not make the declaration themselves.
- B. The President. – Correct. The president has the final authority to declare a disaster according to the Robert T. Stafford Act.**
- C. The Administrator of FEMA. – Incorrect. The Administrator of FEMA is involved in the process to request a disaster declaration but does not make the declaration themselves.
- D. The Secretary of the Department of Homeland Security. – Incorrect. The secretary of DHS oversees FEMA but is not involved in the disaster declaration process.

14. Which of the following is an example of damage validation?

The correct answer is **B** (Unit 5).

- A. Blueprints for a facility. – Incorrect. Blueprints may be useful when combined with other validation measures, but on their own do not show enough information to demonstrate damage.
- B. Photos of a facility before and after a disaster has occurred. – Correct. Showing the pre-disaster condition compared to the post-disaster condition of a facility demonstrates the impact of damage.**
- C. A copy of a facility's mitigation plan developed before a disaster is declared. – Incorrect. A facility's mitigation plan would not show how a disaster impacted the facility.
- D. Signed testimony of the facility owner. – Incorrect. This is not sufficient to demonstrate damage.

15. Which of the following is *not* an eligibility requirement for a facility?

The correct answer is **C** (Unit 2).

- A. Must have been damaged by the declared disaster. – Incorrect. This is a requirement.
- B. Is the legal responsibility of the Subrecipient. – Incorrect. This is a requirement.
- C. Is covered by an existing mitigation plan. – Correct. A mitigation plan for a facility is encouraged for the sake of preparedness, but not required for eligibility.**
- D. Is physically located in the declared disaster area. – Incorrect. This is a requirement.

The questions below are non-evaluative and are meant for participants to be able to provide a snapshot of their organizations' current preparedness and PA knowledge. Instructors may use these answers to spur discussion throughout the delivery of the course.

16. Describe your organization's ability to conduct emergency management operations. Include staffing concerns or a lack of experience in disaster recovery.

17. Describe your organization's ability to manage the FEMA Public Assistance process. Include staffing concerns, or a lack of experience in FEMA Public Assistance, and any known gaps in documentation.