

## **Agreement to Participate in the Outagamie County-wide All Hazard Mitigation Plan Update**

General:

This agreement is between the Outagamie County (the County) through the Department of Emergency Management and the City/Village/Town of \_\_\_\_\_.

This agreement identifies expectations of the County and the City/Village/Town in participating in the County-wide All Hazards Mitigation Planning Update.

On March 8, 2022 the Outagamie County Board of Supervisors approved acceptance of the FFY 2020 Building Resilient Infrastructure and Communities (BRIC) Grant in the amount of \$33,501.38 to update the All Hazard Mitigation Plan.

The Federal Emergency Management Agency (FEMA) will provide up to 75% of the funds or \$25,126.03, with the remaining 25% as the required county and local match. These funds will be used towards consultant services for updating the plan. The county and local match requirement can be satisfied in-kind through the commitment of county and local government staff time and requires no additional expenditure of funds. The draft plan must be completed by December, 2022 for submission to Wisconsin Emergency Management and FEMA.

Hazard mitigation planning is a basic prerequisite for local units to remain eligible for a number of FEMA funded disaster recovery and mitigation assistance programs. FEMA approval of the All Hazards Mitigation plan will qualify the county and participating local jurisdictions to become eligible for pre-disaster and post-disaster hazard mitigation project funds from the federal government. Town are encouraged to participate but are covered under the county portion of the plan. Please read through the following and return to Emergency Management by June 3, 2022.

### **County Responsibilities:**

Outagamie County Emergency Management will:

- A. Execute a contract for services to a consulting firm to assist in the planning process, compile data, facilitate meetings, and prepare draft plan documents.
- B. Serve as the fiscal agent and administer all aspects of the FEMA BRIC Grant.
- C. Establish a work plan for the planning consultant to assure the needs of both the county and participating jurisdictions are met.
- D. Supervise and direct the activities of the planning consultant. Emergency Management staff will regularly monitor progress and outcomes with each participating jurisdiction toward achieving the project milestones.
- E. Facilitate meetings and other coordination activities between the County and all participating local jurisdictions.
- F. Provide plan templates and data collection tools for local use or adaptation.
- G. Facilitate update of the County's portions of the plan.

**Partnering Local Government Responsibilities:**

Participating City/Village/Town will:

- A. Identify a point of contact and an alternate for local plan development and coordination.

<b>Primary Contact:</b>	<b>Alternate Contact:</b>
Name: _____	Name: _____
Title: _____	Title: _____
Address: _____ _____	Address: _____ _____
Email: _____	Email: _____
Phone: _____	Phone: _____

B. Work with the Emergency Management to prepare a plan document that will meet FEMA guidelines for a natural hazards mitigation plan:

1. Coordinate your jurisdiction’s agencies/departments input to complete a risk assessment.
2. Keep track of hours spent working on the plan that can be put toward the grant match (you will be given a form for this).
3. Provide input on local mitigation strategies and ranking survey for the hazards in the community.
4. Participate in public outreach activities to gain public input on the draft plan.
5. Review and approve draft plan documents.
6. Adopt the final draft of the plan through formal resolution.

By entering into this agreement, the participant is not endorsing the plan at this time, but is agreeing to participate in the process and may at anytime withdraw that involvement and/or decline to adopt the plan when it is completed.

**Yes, this local government will participate with the County-wide All Hazard Mitigation Plan.**

**No, this local government declines participation with the County-wide All Hazard Mitigation Plan. A city or village declining understands they will not be eligible for future Hazard Mitigation grant funds unless they develop their own FEMA approved plan.**

**Signatures:**

For Outagamie County Emergency Management:

Name \_\_\_\_\_ Date \_\_\_\_\_

For Local Participant:

Name \_\_\_\_\_ Date \_\_\_\_\_