

one sub-application should be ranked per number 1, 2, 3, *etc.* The Program Narrative should include:

- (1) Individual activity location and name of Sub-Applicant and university;
- (2) Timeline/schedule for each activity;
- (3) Individual activity costs, including Federal and non-Federal shares;
- (4) Activity-specific scopes of work, including a list of properties, if applicable;
- (5) Certification that the Applicant has evaluated the included activities, that they meet all PDM/DRU program eligibility criteria (see www.fema.gov/fima/dru.shtm), and that they will be implemented in accordance with 44 CFR part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments;
- (6) Responses to the Supplemental Questions for each Sub-Applicant activity for evaluation (Supplemental Questions are available for Applicants and Sub-Applicants on the FEMA website: www.fema.gov/fima/dru.shtm);
- (7) For proposals for mitigation projects: Recommendations and documentation regarding the environmental review required by 44 CFR part 10, Environmental Considerations, and other applicable laws and executive orders, including responses to Established Questions and complete environmental/historic documentation (the environmental/historic Established Questions are available for Applicants and Sub-Applicants on the FEMA Web site: www.fema.gov/fima/dru.shtm); and
- (8) For proposals benefiting a former university recipient of DRU assistance: A brief description of past DRU efforts, including:
 - Appointment or selection of a DRU coordinator.
 - Formation of a campus partnership committee to direct the DRU activities that includes university, private sector, and local officials.
 - Performance of a risk assessment to define, evaluate and prioritize the loss reduction and management activities that address the natural hazards vulnerabilities on campus.
 - Development and adoption of a strategic loss reduction and management plan.
 - If applicable, communication of the university's risks and plans for managing them to stimulate partnerships, and associated DRU mitigation successes.
 - If applicable, implementation of a strategic loss reduction plan that identified mitigation activities.

(9) Assurance that the sub-application is complete and addresses all program requirements including the Supplemental Questions, thereby meeting the program criteria outlined under section 203(g) of the Stafford Act.

National Priorities

For FY 2003 funds, FEMA has established a national priority of providing mitigation funds to benefit a representative range of universities, based on the type of hazard addressed, geography, size, and academic community served. This includes consideration of Historically Black Colleges & Universities (HBCU) and Tribal Colleges & Universities (TCU).

FEMA encourages HBCU and TCU to participate in PDM DRU activities, and encourages States to facilitate HBCU and TCU opportunities to improve their disaster resistance through risk management tools and other mitigation activities. Communicating with these universities via their respective consortia may be the most efficient and effective means of benefiting the university's mitigation efforts. There are 117 HBCU nationwide and 34 TCU. Such institutions may be relatively small, receive less research funding, and may generally have fewer resources. For example, according to the National Center for Education Statistics, total enrollment shown at any TCU for fall 1998 did not exceed 2000 students, and only three such institutions showed enrollment over 1000. Working with a consortium can maximize DRU mitigation benefits to these institutions. Through a university consortium, universities can share expertise among the consortium members, including other HBCU or TCU. A consortium may also facilitate decisions on the allocation of future resources and program direction.

In addition, FEMA encourages universities who have demonstrated mitigation through past DRU efforts to sustain the momentum of those efforts by taking the opportunity to identify mitigation projects for implementation that can build on mitigation planning and other activities they have already accomplished.

Eligible Activities and Associated Costs

General. Proposals must be for mitigation activities that benefit a university or universities. Proposals may be for mitigation planning activities or for mitigation projects, though proposals benefiting universities demonstrating mitigation planning through past DRU efforts must include a mitigation project.

DRU Mitigation Planning. Applicants and Sub-Applicants may request mitigation planning funds to assist universities and university consortia in mitigation planning, including delivery of mitigation planning workshops, the development of risk assessments, and the development of university mitigation plans that are consistent with the planning criteria outlined in 44 CFR 201.6(b-d). Examples of planning activities to address in a mitigation plan are as follows:

- Risk assessment: Identification of hazards and vulnerabilities, an estimation of potential losses to campus facilities;
- Identification of potential mitigation actions and their priority for implementation;
- Identification of methods to foster communication with neighboring jurisdictions regarding disaster mitigation through measures such as:
 - (a) University collaboration activities involving faculty and/or students,
 - (b) Use of campus facilities for posting emergency procedures,
 - (c) Disaster exercises on university grounds or in conjunction with the community;
- Identification of a broad range of sources for funding and technical assistance to sustain loss reduction and risk communication activities in the future; and
- Development of a Business Continuity Plan for central administrative, teaching, and research functions.

A university consortium may request funds to carry out "model" planning activities that would be used by members of the consortium. Multi-hazard mitigation planning must primarily focus on natural hazards but may also address hazards caused by non-natural forces.

Up to 10 percent of the funds requested in the sub-application may be used for information dissemination activities regarding cost-effective mitigation technologies in order to develop and maintain mutually beneficial partnerships among the DRU pilot universities, newly selected DRUs, and with underserved communities. Such activities should strive to promote a greater awareness of the institutional benefits of mitigation planning and to facilitate the implementation of appropriate mitigation actions. These activities may include outreach efforts and products (brochures and videos, *etc.*) related to the proposed mitigation activity that will help with the progress of the DRU universities and serve as models for other universities.