

## REGION IX LOCAL MITIGATION PLAN REVIEW TOOL

The *Local Mitigation Plan Review Tool* demonstrates how the Local Mitigation Plan meets the regulation in 44 CFR §201.6 and offers states and FEMA mitigation planners an opportunity to provide feedback to the community.

- The **Regulation Checklist** provides a summary of FEMA's evaluation of whether the plan has addressed all requirements.
- The **Plan Assessment** identifies the plan's strengths as well as documents areas for future improvement. This section also includes a list of resources for implementation of the plan.
- The **Multi-Jurisdiction Summary Sheet** is a **mandatory** worksheet that is used to document which jurisdictions have participated in the planning process and are eligible to adopt the plan.
- The **Hazard Identification and Risk Assessment Matrix** is a tool for plan reviewers to identify if all components of Element B are met.

<b>Jurisdiction:</b> Morongo Band of Mission Indians	<b>Title of Plan:</b> Local Tribal Hazard Mitigation Plan	<b>Date of Plan:</b>
<b>Local Point of Contact:</b> Floyd Velasquez	<b>Address:</b> 12700 Pumarra Road Banning Ca 92220	
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<b>State Reviewer:</b>	<b>Title:</b>	<b>Date:</b>
<b>Date Received at State Agency</b>		
<b>Plan Not Approved</b>		
<b>Plan Approved/Sent to FEMA</b>		

<b>FEMA Reviewer:</b>	<b>Title:</b>	<b>Date:</b>
<b>Date Received in FEMA Region IX</b>		
<b>Plan Not Approved</b>		
<b>Plan Approvable Pending Adoption</b>		
<b>Plan Approved</b>		

## SECTION 1: REGULATION CHECKLIST

**INSTRUCTIONS:** The Regulation Checklist must be completed by FEMA. The purpose of the Checklist is to identify the location of relevant or applicable content in the plan by element/sub-element and to determine if each requirement has been 'Met' or 'Not Met.' The 'Required Revisions' summary at the bottom of each element must be completed by FEMA to provide a clear explanation of the revisions that are required for plan approval. Required revisions must be explained for each plan sub-element that is 'Not Met.' Sub-elements should be referenced in each summary by using the appropriate numbers (A1, B3, etc.), where applicable. Requirements for each Element and sub-element are described in detail in the *Local Plan Review Guide* in Section 4, Regulation Checklist.

<b>1. REGULATION CHECKLIST</b>		<b>Location in Plan</b> (section and/or page number)	<b>Met</b>	<b>Not Met</b>
<b>Regulation (44 CFR 201.6 Local Mitigation Plans)</b>				
<b>ELEMENT A. PLANNING PROCESS</b>				
A1. Does the plan document the planning process, including how it was prepared and who was involved in the process for each jurisdiction? (Requirement §201.6(c)(1))	a. Does the plan document the planning process, including how it was prepared (with a narrative description, meeting minutes, sign-in sheets, or another method)?	Part 2 Chapter 2.0.2 Page 13		
	b. Does the plan list the jurisdiction(s) participating in the plan that are seeking approval?	Part 1 Chapter 1.0 Page 3		
	c. Does the plan identify who represented each jurisdiction? (At a minimum, it must identify the jurisdiction represented and the person's position or title and agency within the jurisdiction.)	Part 2 Chapter 2 Page 14-16		
A2. Does the plan document an opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, agencies that have the authority to regulate development as well as other interests to be involved in the planning process? (Requirement §201.6(b)(2))	a. Does the plan document an opportunity for neighboring communities, local, and regional agencies involved in hazard mitigation activities, agencies that have the authority to regulate development, as well as other interested parties to be involved in the planning process?	Part 2 Chapter 2 Page 16		
	b. Does the plan identify how the stakeholders were invited to participate in the process?	Part 2 Chapter 2 Page 17		

1. REGULATION CHECKLIST Regulation (44 CFR 201.6 Local Mitigation Plans)		Location in Plan (section and/or page number)	Met	Not Met
A3. Does the plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))		Part 2 Chapter 2 Page 14		
A4. Does the plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))		Part 2 Chapter 2 Page 14		
A5. Is there discussion of how the community(ies) will continue public participation in the plan maintenance process? (Requirement §201.6(c)(4)(iii))		Part 2 Chapter 2 Page 14		
A6. Is there a description of the method and schedule for keeping the plan current (monitoring, evaluating and updating the mitigation plan within a 5-year cycle)? (Requirement §201.6(c)(4)(i))	a. Does the plan identify how, when, and by whom the plan will be <b>monitored</b> (how will implementation be tracked) over time?	Part 2 Chapter 2 Page 13, 14		
	b. Does the plan identify how, when, and by whom the plan will be <b>evaluated</b> (assessing the effectiveness of the plan at achieving stated purpose and goals) over time?	Part 2 Chapter 2 Page 15		
	c. Does the plan identify how, when, and by whom the plan will be <b>updated</b> during the 5-year cycle?	Part 2 Chapter 2 Page 14		
<b>ELEMENT A: REQUIRED REVISIONS</b>				
<b>ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT</b> (Reviewer: See Section 4 for assistance with Element B)				
B1. Does the plan include a description of the type, location, and extent of all natural hazards that can affect each jurisdiction(s)? (Requirement §201.6(c)(2)(i))	a. Does the plan include a general <b>description</b> of all natural hazards that can affect each jurisdiction?	Part 3.0 Page 18		
	b. Does the plan provide rationale for the omission of any natural hazards that are commonly recognized to affect the jurisdiction(s) in the planning area?	Page 20		
	c. Does the plan include a description of the <b>location</b> for all natural hazards that can affect each jurisdiction?	XX.2 of each hazard		
	d. Does the plan include a description of the <b>extent</b> for all natural hazards that can affect each jurisdiction?	XX.2 of each hazard		

1. REGULATION CHECKLIST		Location in Plan (section and/or page number)	Met	Not Met
Regulation (44 CFR 201.6 Local Mitigation Plans)				
B2. Does the plan include information on previous occurrences of hazard events and on the probability of future hazard events for each jurisdiction? (Requirement §201.6(c)(2)(i))	a. Does the plan include information on <b>previous occurrences</b> of hazard events for each jurisdiction?	XX.2 of each hazard		
	b. Does the plan include information on the <b>probability</b> of future hazard events for each jurisdiction?	XX.2 of each hazard		
B3. Is there a description of each identified hazard's impact on the community as well as an overall summary of the community's vulnerability for each jurisdiction? (Requirement §201.6(c)(2)(ii))	a. Is there a description of each hazard's <b>impacts</b> on each jurisdiction (what happens to structures, infrastructure, people, environment, etc.)?	XX.3 of each hazard		
	b. Is there a description of each identified hazard's overall <b>vulnerability</b> (structures, systems, populations, or other community assets defined by the community that are identified as being susceptible to damage and loss from hazard events) for each jurisdiction?	XX.4 of each hazard		
B4. Does the plan address NFIP insured structures within the jurisdiction that have been repetitively damaged by floods? (Requirement §201.6(c)(2)(ii))		N/A		
<b>ELEMENT B: REQUIRED REVISIONS</b>				
<b>ELEMENT C. MITIGATION STRATEGY</b>				
C1. Does the plan document each jurisdiction's existing authorities, policies, programs and resources and its ability to expand on and improve these existing policies and programs? (Requirement §201.6(c)(3))	a. Does the plan document each jurisdiction's existing authorities, policies, programs, and resources?	Chapter 4.1 Page 136		
	b. Does the plan document each jurisdiction's ability to expand on and improve these existing policies and programs?	Chapter 4.1.6 Page 142-144		
C2. Does the plan address each jurisdiction's participation in the NFIP and continued compliance with NFIP requirements, as appropriate? (Requirement §201.6(c)(3)(ii))		N/A		
C3. Does the plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))		Chapter 4.1.2 Page 127		

1. REGULATION CHECKLIST Regulation (44 CFR 201.6 Local Mitigation Plans)		Location in Plan (section and/or page number)	Met	Not Met
C4. Does the plan identify and analyze a comprehensive range of specific mitigation actions and projects for each jurisdiction being considered to reduce the effects of hazards, with emphasis on new and existing buildings and infrastructure? (Requirement §201.6(c)(3)(ii))	a. Does the plan identify and analyze a comprehensive range (different alternatives) of specific mitigation actions and projects to reduce the impacts from hazards?	Chapter 4.1.5 Page 142, 160		
	b. Does the plan identify mitigation actions for every hazard posing a threat to each participating jurisdiction?	Sections 4.1.3, 4.1.4 Page 128-142, 145-146		
	c. Do the identified mitigation actions and projects have an emphasis on new and existing buildings and infrastructure?	Sections 4.1.3, 4.1.4 Page 128-142, 145-146		
C5. Does the plan contain an action plan that describes how the actions identified will be prioritized (including cost benefit review), implemented, and administered by each jurisdiction? (Requirement §201.6(c)(3)(iv)); (Requirement §201.6(c)(3)(iii))	a. Does the plan explain how the mitigation actions and projects will be prioritized (including cost benefit review)?	Chapter 4.1.7 Page 145-146		
	b. Does the plan identify the position, office, department, or agency responsible for implementing and administering the action/project, potential funding sources and expected timeframes for completion?	Chapter 4.1.7 Page 129-146		
C6. Does the plan describe a process by which local governments will integrate the requirements of the mitigation plan into other planning mechanisms, such as comprehensive or capital improvement plans, when appropriate? (Requirement §201.6(c)(4)(ii))	a. Does the plan identify the local planning mechanisms where hazard mitigation information and/or actions may be incorporated?	5.0.2 Page 148		
	b. Does the plan describe each community's process to integrate the data, information, and hazard mitigation goals and actions into other planning mechanisms?	N/A		
	c. The updated plan must explain how the jurisdiction(s) incorporated the mitigation plan, when appropriate, into other planning mechanisms as a demonstration of progress in local hazard mitigation efforts.	N/A		
<b>ELEMENT C: REQUIRED REVISIONS</b>				
<b>ELEMENT D. PLAN REVIEW, EVALUATION, AND IMPLEMENTATION</b> (Applicable to plan updates only)				

1. REGULATION CHECKLIST Regulation (44 CFR 201.6 Local Mitigation Plans)		Location in Plan (section and/or page number)	Met	Not Met
D1. Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))	N/A			
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))	N/A			
D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))	N/A			
<b>ELEMENT D: REQUIRED REVISIONS</b>				
<b>ELEMENT E. PLAN ADOPTION</b>				
E1. Does the plan include documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval? (Requirement §201.6(c)(5))	Page ii			
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))	N/A To be completed by county?			
<b>ELEMENT E: REQUIRED REVISIONS</b>				
<b>ELEMENT F. ADDITIONAL STATE REQUIREMENTS</b> (Optional for State Reviewers only; not to be completed by FEMA)				
F1.				
F2.				
<b>ELEMENT F: REQUIRED REVISIONS</b>				

## SECTION 2: PLAN ASSESSMENT

**INSTRUCTIONS:** The purpose of this Plan Assessment is to offer the local community more comprehensive feedback to the community on the quality and utility of the plan in a narrative format. The Plan Assessment **must** be completed by FEMA.

The Assessment is an opportunity for FEMA to provide feedback and information to the community on: 1) suggested improvements to the plan; 2) specific sections in the plan where the community has gone above and beyond minimum requirements; 3) recommendations for plan implementation; and 4) ongoing partnership(s) and information on other FEMA programs, specifically Risk MAP and Hazard Mitigation Assistance programs.

The Plan Assessment is divided into two sections:

- 1) Plan Strengths and Opportunities for Improvement
- 2) Resources for Implementing Your Approved Plan

***Plan Strengths and Opportunities for Improvement*** is organized according to the plan elements listed in the Regulation Checklist. Each element includes a series of italicized bulleted items that are suggested topics for consideration while evaluating plans, but it is not intended to be a comprehensive list. FEMA Mitigation Planners are not required to answer each bullet item, and should use them as a guide to paraphrase their own written assessment (2-3 sentences) of each element.

The Plan Assessment must not reiterate the required revisions from the Regulation Checklist or be regulatory in nature, and should be open-ended and to provide the community with suggestions for improvements or recommended revisions. The recommended revisions are suggestions for improvement and are not required to be made for the plan to meet Federal regulatory requirements. The italicized text should be deleted once FEMA has added comments regarding strengths of the plan and potential improvements for future plan revisions. It is recommended that the Plan Assessment be a short synopsis of the overall strengths and weaknesses of the Plan (no longer than two pages), rather than a complete recap section by section.

***Resources for Implementing Your Approved Plan*** provides a place for FEMA to offer information, data sources and general suggestions on the overall plan implementation and maintenance process. Information on other possible sources of assistance including, but not limited to, existing publications, grant funding or training opportunities, can be provided. States may add state and local resources, if available.

## A. Plan Strengths and Opportunities for Improvement

This section provides a discussion of the strengths of the plan document and identifies areas where these could be improved beyond minimum requirements.

### Element A: Planning Process

#### Strengths:

- 1)
- 2)
- 3)

#### Opportunities for Improvement:

- 1)
- 2)
- 3)

(Delete italicized text below after filling in strengths and opportunities above.)

*How does the Plan go above and beyond minimum requirements to document the planning process with respect to:*

- *Involvement of stakeholders (elected officials/decision makers, plan implementers, business owners, academic institutions, utility companies, water/sanitation districts, etc.);*
- *Involvement of Planning, Emergency Management, Public Works Departments or other planning agencies (i.e., regional planning councils);*
- *Diverse methods of participation (meetings, surveys, online, etc.); and*
- *Reflective of an open and inclusive public involvement process.*

### Element B: Hazard Identification and Risk Assessment

#### Strengths:

- 1)
- 2)
- 3)

#### Opportunities for Improvement:

- 1)
- 2)
- 3)



(Delete italicized text below after filling in strengths and opportunities above.)

*In addition to the requirements listed in the Regulation Checklist, 44 CFR 201.6 Local Mitigation Plans identifies additional elements that should be included as part of a plan's risk assessment. The plan should describe vulnerability in terms of:*

- 1) A general description of land uses and future development trends within the community so that mitigation options can be considered in future land use decisions;*
- 2) The types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard areas; and*
- 3) A description of potential dollar losses to vulnerable structures, and a description of the methodology used to prepare the estimate.*

*How does the Plan go above and beyond minimum requirements to document the Hazard Identification and Risk Assessment with respect to:*

- Use of best available data (flood maps, HAZUS, flood studies) to describe significant hazards;*
- Communication of risk on people, property, and infrastructure to the public (through tables, charts, maps, photos, etc.);*
- Incorporation of techniques and methodologies to estimate dollar losses to vulnerable structures;*
- Incorporation of Risk MAP products (i.e., depth grids, Flood Risk Report, Changes Since Last FIRM, Areas of Mitigation Interest, etc.); and*
- Identification of any data gaps that can be filled as new data became available.*

### Element C: Mitigation Strategy

#### Strengths:

- 1)
- 2)
- 3)

#### Opportunities for Improvement:

- 1)
- 2)
- 3)

(Delete italicized text below after filling in strengths and opportunities above.)

*How does the Plan go above and beyond minimum requirements to document the Mitigation Strategy with respect to:*

- *Key problems identified in, and linkages to, the vulnerability assessment;*
- *Serving as a blueprint for reducing potential losses identified in the Hazard Identification and Risk Assessment;*
- *Plan content flow from the risk assessment (problem identification) to goal setting to mitigation action development;*
- *An understanding of mitigation principles (diversity of actions that include structural projects, preventative measures, outreach activities, property protection measures, post-disaster actions, etc);*
- *Specific mitigation actions for each participating jurisdictions that reflects their unique risks and capabilities;*
- *Integration of mitigation actions with existing local authorities, policies, programs, and resources; and*
- *Discussion of existing programs (including the NFIP), plans, and policies that could be used to implement mitigation, as well as document past projects.*

### Element D: Plan Update, Evaluation, and Implementation (*Plan Updates Only*)

#### Strengths:

- 1)
- 2)
- 3)

#### Opportunities for Improvement:

- 1)

2)

3)

(Delete italicized text below after filling in strengths and opportunities above.)

*How does the Plan go above and beyond minimum requirements to document the 5-year Evaluation and Implementation measures with respect to:*

- *Status of previously recommended mitigation actions;*
- *Identification of barriers or obstacles to successful implementation or completion of mitigation actions, along with possible solutions for overcoming risk;*
- *Documentation of annual reviews and committee involvement;*
- *Identification of a lead person to take ownership of, and champion the Plan;*
- *Reducing risks from natural hazards and serving as a guide for decisions makers as they commit resources to reducing the effects of natural hazards;*
- *An approach to evaluating future conditions (i.e. socio-economic, environmental, demographic, change in built environment etc.);*
- *Discussion of how changing conditions and opportunities could impact community resilience in the long term; and*
- *Discussion of how the mitigation goals and actions support the long-term community vision for increased resilience.*

## B. Resources for Implementing and Updating Your Approved Plan

This resource section is organized into three categories:

- 1) Guidance and Resources
- 2) Training Topics and Courses
- 3) Funding Sources

### **Guidance and Resources**

Local Mitigation Planning Handbook

<https://www.fema.gov/media-library/assets/documents/31598>

Beyond the Basics

<http://mitigationguide.org/>

Mitigation Ideas

<https://www.fema.gov/media-library/assets/documents/30627>

Plan Integration: Linking Local Planning Efforts

<https://www.fema.gov/media-library/assets/documents/108893>

Integrating Disaster Data into Hazard Mitigation Planning

<https://www.fema.gov/media-library/assets/documents/103486>

Integrating Historic Property and Cultural Resource Considerations into Hazard Mitigation Planning

<https://www.fema.gov/ar/media-library/assets/documents/4317>

Community Rating System User Manual

<https://www.fema.gov/media-library/assets/documents/8768>

U.S. Climate Resilient Toolkit

<https://toolkit.climate.gov/>

2014 National Climate Assessment

<http://nca2014.globalchange.gov/>

Managing the Risks of Extreme Events and Disasters to Advance Climate Change Adaptation

[http://ipcc-wg2.gov/SREX/images/uploads/SREX-All\\_FINAL.pdf](http://ipcc-wg2.gov/SREX/images/uploads/SREX-All_FINAL.pdf)

FY15 Hazard Mitigation Assistance Unified Guidance

<https://www.fema.gov/media-library/assets/documents/103279>

Climate Resilient Mitigation Activities for Hazard Mitigation Assistance

<https://www.fema.gov/media-library/assets/documents/110202>

### **Training**

More information at <https://training.fema.gov/emi.aspx> or through your State Training Officer

#### **Mitigation Planning**

IS-318 Mitigation Planning for Local and Tribal Communities

<https://training.fema.gov/is/courseoverview.aspx?code=is-318>

IS-393 Introduction to Hazard Mitigation

<https://training.fema.gov/is/courseoverview.aspx?code=is-393.a>

G-318 Preparing and Reviewing Local Plans

G-393 Mitigation for Emergency Managers

Hazard Mitigation Assistance (HMA) Grant Programs

IS-212.b Introduction to Unified HMA

<http://www.training.fema.gov/is/courseoverview.aspx?code=IS-212.b>

IS-277 Benefit Cost Analysis Entry Level

<http://www.training.fema.gov/is/courseoverview.aspx?code=IS-277>

E-212 HMA: Developing Quality Application Elements

E-213 HMA: Application Review and Evaluation

E-214 HMA: Project Implementation and Programmatic Closeout

E-276 Benefit-Cost Analysis Entry Level

#### GIS and Hazus-MH

IS-922 Application of GIS for Emergency Management

<http://www.training.fema.gov/is/courseoverview.aspx?code=IS-922>

E-190 ArcGIS for Emergency Managers

E-296 Application of Hazus-MH for Risk Assessment

E-313 Basic Hazus-MH

#### Floodplain Management

E-273 Managing Floodplain Development through the NFIP

E-278 National Flood Insurance Program/ Community Rating System

### **Potential Funding Sources**

#### Hazard Mitigation Grant Program

POC: FEMA Region IX and State Hazard Mitigation Officer

Website: <https://www.fema.gov/hazard-mitigation-grant-program>

#### Pre-Disaster Mitigation Grant Program

POC: FEMA Region IX and State Hazard Mitigation Officer

Website: <https://www.fema.gov/pre-disaster-mitigation-grant-program>

#### Flood Mitigation Assistance Grant Program

POC: FEMA Region IX and State Hazard Mitigation Officer

Website: <https://www.fema.gov/flood-mitigation-assistance-grant-program>

#### Emergency Management Performance Grant Program

POC: FEMA Region IX

Website: <https://www.fema.gov/emergency-management-performance-grant-program>

### SECTION 3: MULTI-JURISDICTIONAL SUMMARY SHEET

**INSTRUCTIONS:** For multi-jurisdictional plans, this summary sheet must be completed by listing each participating jurisdiction that is eligible to adopt the plan.

[illegible]

## HAZARD IDENTIFICATION AND RISK ASSESSMENT MATRIX (OPTIONAL)

**INSTRUCTIONS:** This matrix can be used by the plan reviewer to help identify if all of the components of Element B have been met. List out natural hazard names that are identified in the plan in the column labeled “Hazards” and put a “Y” or “N” for each component of Element B.