MEMORANDUM FOR: FEMA Regional Administrators
HUD Regional Administrators

ATTENTION: FEMA Regional Recovery Division Directors
HUD Community Planning and Development Division Directors

FROM: Keith Turi
Assistant Administrator
Recovery Directorate

Janet Golrick
Acting Deputy Assistant Secretary for Grant Programs

SUBJECT: Implementation Guidance for Use of Community Development Block Grant Disaster Recovery Funds as Non-Federal Cost Share for the Public Assistance Program

The purpose of this memorandum is to announce the issuance of the Federal Emergency Management Agency (FEMA) and Department of Housing and Urban Development (HUD) Implementation Guidance for Use of Community Development Block Grant Disaster Recovery Funds as Non-Federal Cost Share for the Public Assistance Program.

This Implementation Guidance was produced through a joint effort by HUD and FEMA and is intended to assist FEMA’s Public Assistance Program (PA) Recipients and PA Subrecipients and HUD Community Development Block Grant Disaster Recovery (CDBG-DR) Grantees and CDBG-DR Subrecipients that use CDBG-DR funds to fulfill all or a portion of the non-Federal cost share requirements of the PA Program (referenced in this document as “Local Match”).

The Implementation Guidance introduces the concept of “Flexible Match” to satisfy the Local Match. Traditionally, CDBG-DR funds are applied as Local Match to the entire PA project. Flexible match is a streamlining concept that minimizes the administrative costs related to using CDBG-DR funds and allows CDBG-DR funding for distinct facilities or sites within a PA project.

Additionally, the Implementation Guidance identifies the major areas in which the requirements of FEMA and HUD’s funding sources diverge, provides recommendations on how to apply CDBG-DR funds to PA projects, and includes a discussion of the roles and responsibilities of each federal agency and of those entities receiving and using funds under each grant program.

For FEMA staff, questions can be sent to Tod Wells, Deputy Division Director for Policy and Strategy, Public Assistance Division, FEMA at tod.wells@fema.dhs.gov. For HUD staff, questions can be sent to Tennille Smith Parker, Director, Disaster Recovery and Special Issues Division, HUD at Tennille.S.Parker@hud.gov.

Attachment