

DEPARTMENT OF HOMELAND SECURITY  
Federal Emergency Management Agency

**O.M.B. NO. 1660-0017**  
**Expires July 31, 2016**

**PROJECT WORKSHEET**

**PAPERWORK BURDEN DISCLOSURE NOTICE**

Public reporting burden for this data collection is estimated to average 1.30 hours per response. The burden estimates includes time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472-3100, Paperwork Reduction Project (1660-0017). **NOTE: Do not send your completed questionnaire to this address.**

DISASTER FEMA - _____ -DR- _____	PROJECT #	PA ID #	DATE	CATEGORY
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DAMAGED FACILITY	WORK COMPLETE AS OF _____ : _____ %
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APPLICANT	COUNTY
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LOCATION	LATITUDE	LONGITUDE
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DAMAGE DESCRIPTION AND DIMENSIONS
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SCOPE OF WORK
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Does the Scope of Work change the pre-disaster conditions at the site?       YES     NO

Special Considerations issues included?       YES     NO      Hazard Mitigation proposal included?       YES     NO

Is there insurance coverage on this facility?       YES     NO

PROJECT COST					
ITEM	CODE	NARRATIVE	QUANTITY/UNIT	UNIT PRICE	COST
TOTAL COST					

PREPARED BY	TITLE	SIGNATURE
APPLICANT REP.	TITLE	SIGNATURE