DEPARTMENT OF HOMELAND SECURITY

Federal Emergency Management Agency

O.M.B. Control Number: 1660-0017
Expires: December 31, 2019

PROJECT WORKSHEET

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this data collection is estimated to average 1.30 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. This collection of information is not required to obtain or retain benefits. You are not required to respond to this collection of information unless a valid OMB control number is displayed in the upper right corner of 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, Paperwork Reduction Project (1660-0017) **NOTE: Do not send your completed form to this address.**

DISASTER FEMA - _____ -DR- _____	PROJECT #	PA ID #	DATE	CATEGORY
DAMAGED FACILITY			WORK COMPLETE AS OF _____ : _____ %	
APPLICANT		COUNTY		
LOCATION			LATITUDE	LONGITUDE

DAMAGE DESCRIPTION AND DIMENSIONS

SCOPE OF WORK

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