

Guidance and Instructions

The AmeriCorps Disaster Response Cooperative Agreement (DRCA) is an initiative through which national service programs provide support to communities affected by disaster and are reimbursed for expenses in times of disasters. Programs that hold a DRCA are part of the AmeriCorps Disaster Response Team (A-DRT) Program, a national service disaster focused program. Only programs with an executed Disaster Response Cooperative Agreement will be eligible for deployment and reimbursement of expenses.

This document describes eligibility criteria, the nature of disaster deployments, AmeriCorps' expectations for performance upon selection, and the application process. Please review this information carefully and follow the application instructions if your organization is both qualified for and interested in participating in the DRT Program through a CNCS Disaster Response Cooperative Agreement.

Eligible Organizations

- AmeriCorps sub-grantees- AmeriCorps State, AmeriCorps Seniors programs (including youth corps, local volunteer and service programs, etc.) with the capacity to deploy and support national service participants to impacted areas to provide disaster service functions.
- State Service Commissions and AmeriCorps National Direct Grantees- These organizations administer, support, represent and/or coordinate networks of national service programs. AmeriCorps National Direct grantees will deploy AmeriCorps members currently assigned to their program to provide disaster service functions. State Service Commissions can utilize their networks to engage national service participants in disaster response activities.

The DRCA application is designed to capture information for each type of organization and help AmeriCorps match the resources of each program to the identified community need. It also allows AmeriCorps to review applicants to ensure they have the necessary programmatic, financial, and administrative infrastructure to effectively execute the agreement and provide the services required.

Eligibility Criteria

To be approved for a DRCA, an organization must establish that they:

- Are currently sponsored by AmeriCorps, as an AmeriCorps State and National grantee, sub- grantee, site of a State and National program, AmeriCorps Seniors sponsor, or Professional Corps or other “non-traditional” AmeriCorps grantee.
- Possess the commitment and capacity, evidenced by program experience and participant training and background, to engage national service

- participants [i.e., AmeriCorps Members, AmeriCorps Seniors participants, etc.] in responding to disasters.
- Ensure that all national service participants are in compliance with AmeriCorps criminal history check requirement
- Demonstrate an understanding of the challenging conditions of deployment [described in next section “AmeriCorps Disaster Response”] and prepares its members/participants for these conditions.
- Ensure participants are in a physical condition that is appropriate for specified tasks.
- Can cover the expenses incurred by deployment until reimbursement by AmeriCorps, typically within 60 days upon demobilization.
- Can deploy participants within 24 to 48 hours of confirmation of deployment status.
- Has agreements in place with project sponsors allowing participants to leave their regular assigned duties in order to deploy.
- Has liability coverage in place for in-state and out-of-state disaster deployments, if the program intends to be available for out-of-state deployments.
- Will take reasonable steps to manage the risks inherent in disaster response.
- Will be an active member of the A-DRT program

Information Sought in Application

The following are the kinds of information that will help determine an organization’s suitability to hold a DRCA. The information requested will also help effectively match the capabilities of a program to the needs of a community affected by a disaster. The types of information and their uses are as follows:

- **Resource Provided:** Examples of various program strengths include: experience and training in debris removal and chainsaw operations; construction skills; understanding of call center operations; coordination of direct service activities; volunteer leadership; experience and structure to provide logistical, technical and other support.
- **Operational Plan:** How your organization will utilize its resources in times of disaster. This includes logistics; communications, both among your participants and with AmeriCorps; distribution/utilization of reimbursed funds; and reporting.
- **Training:** Specialized training, such as First Aid/CPR, Community Emergency Response Team (CERT) training, wildland fire training and S-212 and/or search and rescue training (beyond that provided in CERT), any American Red Cross disaster response training, or any FEMA disaster training, including ICS (Incident Command System).
- **Certifications:** Certification in any specialized skills which could be useful in disaster response, such as chain saw usage, fire suppression, or heavy/large equipment operation (including fork lifts, large trucks, etc.).
- **Program Availability:** Specific limits on availability to respond – by location, time of year, type of disaster, etc., (e.g., programs that can only

respond within their home state; set training periods; gaps between program years]

Review and Approval

The Regional Office Portfolio Manager and Program Office (AmeriCorps/AmeriCorps Seniors), Office of Grants Administration, Disaster Services Unit and other appropriate offices within AmeriCorps will review the applications. This process ensures that the candidate program meets the criteria identified above, that the program has the financial capacity, and has no outstanding grant issues. Follow up contact may be required to clarify application information.

Approved organizations will receive a Disaster Response Cooperative Agreement (DRCA) for up to three (3) years. This DRCA will describe the roles and responsibilities of both the approved program and AmeriCorps. There will be no funds awarded, other than the amounts of approved reimbursements following participation in disaster response projects. Thus, it is possible that despite having a DRCA in place, a program may not be deployed. In addition, when your AmeriCorps program grant [or sponsorship agreement] expires and is not continued, the DRCA will therefore become void.

Questions may be directed to any member of the AmeriCorps Disaster Services Unit. Attachments:

- I. AmeriCorps Disaster Response
- II. Frequently Asked Questions
- III. AmeriCorps DRCA Application Process, Forms and Instructions

I. AmeriCorps Disaster Response

There are different types of AmeriCorps deployments, with the most common A-DRT deployment being through a partnership with FEMA. When a federal disaster declaration is made to supplement overwhelmed state resources, FEMA, in coordination with the State, may issue Mission Assignments (MAs) to AmeriCorps to support specific response or recovery activities in the disaster area. An MA is a reimbursable work order issued by FEMA to another federal agency to complete a specific task. When a FEMA MA is established with AmeriCorps, the Disaster Services Unit works with FEMA, as well as state and local agencies, to identify specific disaster response or recovery projects in the disaster area and identify appropriate A-DRT programs to respond and fulfill these projects.

Types of Work under an AmeriCorps Deployment

Below is a list of what A-DRTs are typically tasked to do under an AmeriCorps deployment in disaster affected communities; this is not a comprehensive list of all tasks but covers the most common:

- **Individual Assistance:**
 - o Support for Mass Care: Sheltering and Feeding
 - o Direct Service: Mucking and Gutting; Debris clean-up; Emergency Roof Tarping; Emergency Home Repair; Mold Suppression; Hazard Tree Removal/Chainsaw; Minor home repair
 - o Health and Wellness Checks
- **Public Assistance:** Critical Debris Removal; Flood Fighting (Sandbagging, etc.); Dispatch and Tracking of Donated Equipment; Park and Public Lands Restoration
- **Volunteer and Donations Management:**
 - o Volunteer Reception Center: Establish and Manage Operations; Database Management; Damage assessments; Track Volunteer Hours
 - o Field Leadership for Volunteer Engagement: Deliver training in safety and tasks; Support volunteer housing/logistics
 - o Donations: Warehousing Support; Points of Distribution (POD) and Donations Tracking
- **Community Outreach:** Damage and Other Needs Assessment; Support to Call Centers; Client Intake and Tracking; Public Situational Awareness (GIS Mapping, Social Media, Scouting); Case Management; Support for Multi Agency Resource Centers (MARCes); Transportation; Canvassing
- **Capacity Building:** Support to Emergency Management; Support to VOAD, COADs, and LTRCs; Inter-agency Facilitation; Surge Capacity for Staffing

Conditions of Deployment

Disaster deployments are considered **hardship assignments** on the part of the A-DRT program. Programs should not apply unless they understand that participants may face unfavorable conditions, which can include:

- Extreme weather conditions such as high heat and humidity; sustained exposure to subfreezing temperatures or unmitigated heat from direct

- sunlight; rain, snow, or other forms of precipitation; lightning; and dangerous flooding situations.
- Possible exposure to infections and diseases due to dangerous and/or unsanitary conditions.
- Potentially dangerous working situations such as handling broken glass and twisted metal, climbing on roofs, and wading through flood waters.
- Unfavorable living conditions: Participants often sleep on gymnasium floors, at camp grounds, in church halls, and in college dorms. There is also the possibility of there being no heat, air conditioning, or hot water in living spaces.
- Limited food choices: Often, responders are fed by the mobile operations of other responding voluntary organizations or by churches in the community. The selection of food at these sites can be extremely limited, so there is no guarantee that special dietary requirements can be reasonably accommodated. While options may exist, responders have, on occasion, had to eat Meals Ready to Eat (MREs).
- Long work hours: In the days and weeks immediately following a disaster, much work must get done as quickly as possible. Participants may be required to work from sunrise to sunset to meet immediate needs. Participants working in shelters may have to work in a 24-hour work environment. The sponsoring organization usually tries to ensure one day off a week, but there are no guarantees.
- Chaotic work environment: Participants deployed to disasters must understand that most deployments have a constantly changing work environment. A “hurry up and wait” scenario is possible – participants rush to deploy, only to spend several days on site with very little to do as the operation is organized. Also, participants may end up doing something totally different than what they had deployed to do. In some cases, there may prove to be no need for the participants once they arrive, and they may be sent home immediately (expenses incurred will be reimbursed).
Flexibility is the most important requirement for responding programs.

How A-DRT Programs are Chosen for Deployment

While AmeriCorps works closely with federal, state and local partners to identify specific projects related to the assignment, AmeriCorps seeks to provide opportunities for disaster response to as many program participants as possible. The deployment selection of A-DRT programs is entirely AmeriCorps’ responsibility. Because the opportunities for response may be limited, certain criteria have been identified by which programs may be chosen for deployment. A-DRT programs with an AmeriCorps DRCA in place will be requested for deployment based on the following:

- Proximity to the disaster area: Ideally, resources closest to the location of the disaster are deployed, assuming those programs are not affected by the disaster.

- Specific skills requirements: For example, a program that has crews certified in chain saw operation may be contacted first for a debris removal assignment.
- Extent of training, background, experience relevant to identified project.
- Availability for deployment: Programs must be able to ensure that their teams will be ready to deploy within 24 to 48 hours, if needed.
- Cost considerations: Every A-DRT has unique expenses based on their program, location, and agreement. As part of good management of funds, the DSU can compare estimated costs of programs during deployment selection.

Reimbursement Process

Prior to deployment, A-DRTs will submit a budget which must be approved by AmeriCorps. Only those approved expenses directly associated with deployment may be reimbursed to the program under the DRCA. Any other expenses must be approved in advance by AmeriCorps or they may not be reimbursed. The following are considered reimbursable expenses:

- **Travel:** The cost of getting participants to and from the disaster site and cost of transportation to carry out the response at the disaster location are covered, including transportation to and from the airport, mileage for program-owned vehicles, and rental vehicles and required fuel.
- **Lodging:** Programs are responsible for paying for any accommodations (if payment is required). The cost for lodging is not to exceed the lesser of the government per diem rates or AmeriCorps allocation unless specifically approved by AmeriCorps. Lodging is often available on a reduced or no-cost basis at disaster sites.
- **Food:** Reimbursement for food, whether restaurant meals or self-cooked meals, is provided on actual cost basis. Organizations seeking per diem for participants must get approval from AmeriCorps prior to deployment.
- **Incidentals:** Other expenses may include communications costs, supplies, and incidentals such as laundry. All incidentals should be preapproved by the DSU.
- **Cost Share:** In certain limited circumstances, reimbursement for the non-AmeriCorps share of program expenses may be possible with prior authorization and approval from AmeriCorps.

Program Reporting Requirements

Daily while on deployment:

A-DRT programs are required to complete and submit the AmeriCorps National Service Daily Situation Report to the DSU daily. This report captures hours, accomplishments, and a brief summary of the status of the assignment. The report will track all data throughout the assignment, culminating in a final report on the last day of assignment.

No later than 30 days after completion of a deployment:

- Programs must submit an After Action Report, which will include project accomplishments. Additional information (news articles, program fact sheets, etc.) should also be submitted to supplement the disaster report.
- Programs must submit a final reimbursement request to the AmeriCorps Disaster Services Unit.

Failure to submit these reports can result in the delay or denial of a program's reimbursement request and possible disqualification from further deployment.

Other A-DRT Program Expectations and Information

As a part of the A-DRT program, there are certain expectations of all active programs. It is important for programs to stay engaged throughout the year in both peacetime and active disasters. Specific expectations include:

- Monthly Conference Call—the DSU hosts a monthly call with all A-DRTs to share information, host guest speakers, training, address issues, and more. This call keeps all programs engaged and up to date at all times.
- A-DRT Quarterly Capacity Assessment—each program should complete and submit this assessment upon approval of their agreement and continually on a quarterly basis. This will provide the DSU with greater situational awareness throughout the year, aiding in planning and projections for AmeriCorps' capacity to deploy on disasters at all times.

Programs should notify the Disaster Services Unit of changes in their program's operating status that may affect their deployment capacity. Such changes include: changes in program's start and end dates, participant enrollment numbers, altered training schedules, etc.

II. Frequently Asked Questions

What is an AmeriCorps Disaster Response Cooperative Agreement (DRCA)?

A DRCA is an agreement between AmeriCorps and an organization currently receiving assistance under the national service laws (grantees, VISTA sponsors, etc.). It provides a legal instrument by which programs can be reimbursed by AmeriCorps for expenses incurred during the response when it occurs under authority of a Mission Assignment from FEMA or another resource/agency.

What is the AmeriCorps-Disaster Response Team (A-DRT)?

The A-DRT is the collection of all programs and staff involved with disaster services under AmeriCorps. Any program with an executed DRCA is an A-DRT. The A-DRT

also includes: national service programs with a disaster focus and AmeriCorps Disaster Cadre, AmeriCorps staff that deploy to disaster sites.

What is an AmeriCorps Mission Assignment (MA)?

An MA is a reimbursable work order issued by FEMA to another federal agency to complete a specific task. An AmeriCorps MA occurs when FEMA tasks AmeriCorps with specific activities during a federally-declared disaster. The MA provides the funding mechanism that allows AmeriCorps to reimburse a program for its disaster expenses in support of that MA. It sets the parameters of the deployment including duration, location, activities, budget and primary point of contact.

Who is eligible for a DRCA?

Only AmeriCorps programs that are currently receiving assistance under the national service laws may enter into a DRCA with AmeriCorps.

Are language skills other than English required?

No. However, programs should inform the DSU if they do have participants that have the ability to communicate in languages other than English, including American Sign Language, as part of the pre-deployment process so they can be best utilized.

Can members with limitations or accessibility needs deploy?

Yes. Every attempt is made to provide accessible workspace and lodging for individuals with disabilities. However, there may be instances when we will not be able to deploy individuals with disabilities for certain assignments because of the nature of the work or limited lodging options. In these cases, if other members of a participant's team are deployed, AmeriCorps will try to find a way to utilize those individual in some meaningful capacity.

How does a program enter into a DRCA?

A program must complete the DRCA application package and submit it to the DSU for review and approval. If the applicant is approved, AmeriCorps will negotiate and sign the agreement with the applicant.

How will the application be reviewed?

The review consists of several steps:

- The application is first reviewed by the DSU and then the appropriate AmeriCorps program portfolio manager for review.
- The AmeriCorps portfolio manager will conduct their review of the application while confirming the consent of necessary State Service Commissions, AmeriCorps Regional Office, and parent organizations. This consent is required for AmeriCorps to approve the application.
- The application is then forwarded to the Office of Grant Administration and legal office for review and clearance.
- When the application receives final approval, a Notification Letter will be sent to the program. The DSU will then negotiate and execute the DRCA with the approved program.

When will I be notified if my application has been approved?

The program should expect to have notification of approval or rejection no later than two (2) months after the application is received by the DSU.

Are there deadlines for submission of the application?

No. Applications may be submitted at any time.

Are programs deployed out of state?

Yes, AmeriCorps utilizes out-of-state resources to support communities affected by disaster. If a program's framework does not support out-of-state activity, AmeriCorps will deploy other available programs.

What if a program is not available to respond to a specific deployment request?

AmeriCorps understands that programs may not have year round capacity. The DSU will identify which programs are able to respond at the time of the deployment request and choose from those available programs. Programs will not be disqualified from future deployments if they are unable to respond to a deployment.

What kind of training must participants have to be deployed?

A-DRT programs are expected to have a basic introduction to disaster training prior to deployment; programs can receive more information from the DSU. Some Mission Assignments may require specific skill sets to meet the needs of the deployment. The DSU will match the capacity of the programs to the needs identified in the Mission Assignment. In some instances, additional training is also available on the ground. Base recommended trainings include:

- OSHA approved chainsaw certification
- American Red Cross CPR and First Aid
- American Red Cross Mass Care and Family Services
- FEMA Incident Command System (IS-100 and IS-700)

Where can I find additional disaster trainings for my participants?

There are many organizations that can provide a variety of trainings for disasters, including FEMA, the American Red Cross, the U.S. Forest Service, and the National Park Service. The DSU is available for additional training questions.

What kind of disaster events do A-DRTs respond to?

AmeriCorps can receive an assignment in response to any number of events, including: floods, tornadoes, ice storms, mudslides, earthquakes, terrorist attacks, pandemic flu, hurricanes, and chemical spills.

What role do national direct grantees play in the review of applications and the approval of deployments?

Similar to the State Service Commissions, national direct grantees can be heavily impacted by the deployment of their programs to communities affected by disaster and those impacts need to be considered both when reviewing a DRCA Application and when responding to a deployment request. Applicants are strongly encouraged to contact their parent organization prior to submitting a DRCA application.

What role do AmeriCorps Regional Offices play in the review of applications and the approval of deployments?

AmeriCorps Regional Offices are responsible for the support of State Service Commissions, AmeriCorps Seniors and AmeriCorps VISTA programs. Regional Offices (in consultation with the appropriate program office at AmeriCorps headquarters) will review the DRCA applications. Regional Offices will also be notified of the deployment of these programs to communities affected by disasters and will consult with the DSU about any programmatic issues that may impair deployment capacity. Applicants are strongly encouraged to contact their Regional Office and specific Portfolio Manager prior to submitting a DRCA application.

Why are programs required to front the expenses of a disaster deployment?

The current AmeriCorps system requires that programs itemize their expenses incurred during a disaster deployment and submit those expenses for review and reimbursement. AmeriCorps policy prohibits expenses paid in advance.

What expenses associated with a disaster deployment can be reimbursed?

Expenses directly related to transportation, lodging, subsistence, lost fee for service, and other approved, essential supplies.

What level of liability coverage is required to allow for members/participants deploy under a DRCA?

The liability coverage required to participate in the DRCA program must be sufficient to meet the needs of your existing AmeriCorps support or grant. At a minimum, you must provide coverage for both injuries that may afflict your members/participants and damages that members/participants may inflict upon the community in the provision of their service. Additionally, if your program is to deploy out of state, that liability coverage must be applicable to those out of state deployments. State Service Commissions must confirm that before any sub-grantee programs deploy, that the sub-grantee programs have liability coverage for staff and member service activities for both in-state and out-of-state deployments.

Can programs be reimbursed for liability expenses?

Liability coverage is already required and included in your existing AmeriCorps program grant and is, therefore, not generally an allowable expense during deployment. However, if your existing policy only covers individuals who are performing service within a limited geographic area, or who are serving pursuant to specific terms and conditions set forth in the base or sub-grant, you may be eligible for reimbursement of additional costs you incur to increase coverage for the deployment period.

Who can I speak to if I have additional questions?

If you have questions, please feel free to contact the Disaster Services Unit at dsu@americorps.gov.

Privacy Notice

Information provided by respondents is subject to the Privacy Act and the instrument includes a Privacy Notice. The information requested is collected pursuant to 42 U.S.C 12592 and 12615 of the National and Community Service Act of 1990 as amended, and 42 U.S.C. 4953 of the Domestic Volunteer Service Act of 1973 as amended. Purposes and Uses - The information requested is collected for the purposes of reviewing applications for cooperative agreements. Routine Uses - Routine uses may include disclosure of the information to federal, state, or local agencies pursuant to lawfully authorized requests. In some programs, the information may also be provided to federal, state, and local law enforcement agencies to determine the existence of any prior criminal convictions. The information may also be provided to appropriate federal agencies and Department contractors that have a need to know the information for the purpose of assisting the Department's efforts to respond to a suspected or confirmed breach of the security or confidentiality or information maintained in this system of records, and the information disclosed is relevant and unnecessary for the assistance. Effects of Nondisclosure - The information requested is mandatory in order to receive benefits.

III. Application Process, Forms, and Instructions

Deadline: Applications may be submitted at any time and will be reviewed within AmeriCorps in a timely manner.

Additional Information: Please contact the AmeriCorps Disaster Services Unit if you need additional information or have clarifying questions.

Application Guidance: Use the attached application form and submit the document via email to the AmeriCorps Disaster Services Unit. Please follow any email application submission to the DSU with a verbal connection to ensure that the application was received. All necessary application documents are attached. A complete application will contain the following:

1. Disaster Response Cooperative Agreement Application [Sections I and II]
Note: Sub-grantees complete Section I and Section I, Part A. State Service Commissions and other Grantees complete Section I and Section I, Part B. All applicants must complete part II

2. SF-424 Application for Federal Assistance Factsheet
3. Assurances and Certification

Application Submission Information: Submit your completed application documents to dsu@cns.gov

Disaster Response Cooperative Agreement Application

Section

Part I

Date	Address
<input type="text"/>	<input type="text"/>
Organization Name	Phone Number
<input type="text"/>	<input type="text"/>
Point of Contact (POC)	Alternate Phone Number
<input type="text"/>	<input type="text"/>
POC Title	Fax Number
<input type="text"/>	<input type="text"/>
Email	Website
<input type="text"/>	<input type="text"/>

What is your current relationship with AmeriCorps?

If your organization is a current sub-grantee of an AmeriCorps National Direct grantee or state service commission; or receives an AmeriCorps Seniors grant, check this box and complete Section I, Part A ☐

If your organization is a state service commission or a national direct grantee of AmeriCorps and you plan to administer the DRCA among more than one sub-grantee or operating site, check this box and complete Section I, Part B ☐

Disaster Response Cooperative Agreement

OMB Number: 3045-0133
Expiration Date: xx/xx/20xx

Do you certify that all National Service Members/Participants have completed and passed a criminal background check in compliance with AmeriCorps requirements?

Yes ☐ No ☐

What is your organization's mission?

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What kinds of assistance can/does your organization provide to disaster impacted communities?

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**Signature of Authorized
Program Official**

Title

Date

For CNCS Use Only

**Date Application
Received:**

Received by:

Disaster Response Cooperative Agreement Application Section I, Part A. Organization Information

Date <input type="text"/>	Name <input type="text"/>
Organization Name <input type="text"/>	Phone <input type="text"/>
Address <input type="text"/>	Email <input type="text"/>
Number of Members/Participants Available for <input type="text"/>	Program Start Date <input type="text"/> Program End Date <input type="text"/>
Can your program provide a fleet of vehicles to support the deployment of your members? Please describe <input type="text"/>	Is your program team based? Please describe the team structure. <input type="text"/>

CPR/First Aid <input type="text"/>	Mass Care/Family Services <input type="text"/>	Shelter Operations <input type="text"/>	OSHA Certified Chainsaw Training <input type="text"/>
U.S. Forest Service of National Park Service Fire Fighting Red Card Certification <input type="text"/>	Community Emergency Response Team (CERT) <input type="text"/>	FEMA Incident Command System (IS-100) <input type="text"/>	Emergency Medical Technician (EMT) <input type="text"/>

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State Service Commission	AmeriCorps National Direct Grantee
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Name <input type="text"/>	Phone Number <input type="text"/>
Email <input type="text"/>	Alternate Phone Number <input type="text"/>

Affiliate/Sub-grantee Capacity

On the table below, please provide information on each of your affiliate/sub-grantees that will be engaged during deployments. If additional room is needed, please provide the information on a separate sheet entitled "Section I, Part B; Affiliate/Sub-grantee Capacity"

Affiliate	Location (City/State)	Number of Participants Available for Deployment	Available Deployment Dates	Training/ Certifications

Disaster Response Cooperative Agreement Application Section II

Describe your organizations plan to administer this agreement. If you are a State Service Commission or National Direct Grantee, describe your plan to administer among your affiliates/sub- grantees. This plan should include the following elements:

- Selection and screening of participating affiliates/sub-grantees (if applicable)
- Requirements of participation
- Communication for deployments (including key strategic partners)
- Financial management
- Reimbursement of expenses
- Liability coverage/background checks
- Reporting Requirements

Disaster Response Cooperative Agreement Application
Section III, Part I

Provide the narratives and any supporting documents on a separate document entitled "Section III, Part I".

Narratives:

1. Describe how your program meets the eligibility requirements described in the Eligibility Criteria section of the application instructions (Pages 1-2). Be sure to address each requirement specifically.
2. Describe your program's experience with previous disaster activities. Quantify this information when possible (such as number of members deployed, number of events, etc.) Note: this information will not be used to determine if you are eligible to engage in a DRCA or be deployed on a disaster. This information will be used to better match programs to the needs of the community affected.

3. Describe how your program's current activities and assets can be utilized to help communities affected by disaster. Can your program support a specific niche for communities needing assistance (such as assisting people with disabilities, working with non-English speaking populations, construction, etc.)?
4. Attach documents verifying the liability coverage provided to your members and program.

Disaster Response Cooperative Agreement Application

Section III, Part II

Non-AmeriCorps Share of Grant Match:

The following information will help determine eligibility to receive reimbursement for the non-federal share of program support that may be lost due to disaster deployment. This information will be compared with information in your original AmeriCorps grant to determine your program's eligibility. Programs can reference the DRCA Instructions and their grant requirements for more details on the non-federal share of program expenses. Should you need additional space to answer these questions, provide a separate document entitled, "Section III, Part II".

Will your program request reimbursement for the non-federal share of program expenses when deployed on a disaster assignment? Does your program lose non-federal funds when deploying on an in-state disaster assignment? If so, please explain how those funds are lost, attaching supporting evidence.

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Does your program lose non-federal funds when deploying on an out-of-state disaster assignment? If so, please explain how those funds are lost, attaching supporting evidence.

If funds are lost, please provide the formula that allows your program to determine how much non-federal funding is lost.