

# PUBLIC ASSISTANCE APPLICATION PROCESS

OPERATIONAL PLANNING

## APPLICANT BRIEFING

- Briefing is scheduled and conducted by the State and Tribal governments
- Apply for Public Assistance
- Learn about the program



**FEMA Program Delivery Manager**  
The single point-of-contact assigned to provide customer service to Applicants throughout the Public Assistance process

WITHIN 7 DAYS

## EXPLORATORY CALL

- Introduction to your Program Delivery Manager
- Get an initial sense of needs and damage
- Identify who needs to be at Recovery Scoping Meeting

WITHIN 21 DAYS

## RECOVERY SCOPING MEETING

- In-depth meeting to review damages
- Gather documentation
- Develop list of projects
- Talk through your priorities

SITE INSPECTION(S)  
if necessary

WITHIN 60 DAYS

## INTAKE DAMAGE & ELIGIBILITY ANALYSIS

- Disaster-related damages captured and documented

## SCOPING & COSTING

- Based on site visits and documentation
- To be reviewed for eligibility

## FINAL REVIEW & SIGN-OFF

- Quality assurance reviews for accuracy
- Project acceptance by Applicant



RECEIVE FUNDING



FEMA