

# MAINE EMERGENCY MANAGEMENT AGENCY

## Public Infrastructure Initial Damage Assessment

### Form Instructions



Revised  
May 17  
2023

#### INSTRUCTIONS

Please complete this form as soon as possible following a disaster, even if you consider damage in your area to be insignificant. A complete picture of the impact of the disaster is necessary for State officials to determine if Federal assistance should be requested. Failure or delay in submission of this information may result in delay or loss of Federal assistance for your county and community. When exact figures are not available, reasonable estimates should be used. Do not include state- or federally owned property.

#### PAGE 1

#### GENERAL INFORMATION

**Original or Revision:** Check one. Each report should include the total of previously reported damages plus the additional information. Continue to supply new information to the county as it is received. Number each revised report consecutively.

**Date:** Enter the current date on each revised form.

**Type of disaster:** E.g., flooding, hurricane, ice storm.

**Type of Disaster and/or event name:** If named, provide the name of the storm, or the type of damage (flood, wind, wildfire, etc.)

**Date(s) of occurrence:** Enter the date or date range the event began, continued, and ended.

**County:** If information is not pre-printed, enter county in which jurisdiction is located.

**Jurisdiction (town, county, district, etc.):** Enter the name of the reporting entity, such as municipality, county, utility or school district.

**Area affected (Coordinates, Addresses, etc.):** Enter the coordinates, addresses, or other identifiable locations within the municipality or county impacted. Use the "Find map locations" button to access Google Maps. right click location and copy coordinates, then paste in this box. Separate entries with a semicolon ;

#### POINT OF CONTACT

**Name:** Enter the name, title, email, desk and cell phone numbers of the person who can answer any questions the County or MEMA may have.

#### DAMAGES TO PUBLIC INFRASTRUCTURE

Public damages are damages to government-owned facilities and to those owned by private nonprofits (PNP) that provide essential services to the community. They are based on the estimated cost of returning those properties to their pre-disaster condition. Public damages also include costs incurred by government in response to the disaster. Certain Private Nonprofits are eligible for reimbursement of disaster-related expenses.

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**A. DEBRIS REMOVAL:** The debris must be a direct result of the disaster and be an immediate threat to lives, public health and safety. Enter costs incurred or projected for removing debris from the jurisdiction's property that meet both these criteria. Do not include estimated debris removal from private property unless the reporting jurisdiction would normally have a legal responsibility to do so.

**B. EMERGENCY PROTECTIVE MEASURES:** Protective measures include the cost of evacuation, sheltering, search and rescue, demolition of unsafe structures, and other actions taken by the reporting jurisdiction to reduce the threat to public health and safety. In all cases, the disaster must be the cause for the costs reported here.

**C. ROADS AND BRIDGES:** Enter the actual or estimated cost to return the following public property which was damaged by this disaster to its pre-disaster condition: roads, streets, bridges, rights-of-way, culverts, curbs, gutters, sidewalks, etc. Do not include state- or federally owned property.

**D. WATER CONTROL FACILITIES:** Enter the actual or estimated cost to repair or replace to predisaster levels the capabilities of flood control, drainage, and irrigation facilities owned, operated, controlled, or maintained by the reporting jurisdiction. In all cases, the disaster must be the cause for the repair or replacement.

**E. BUILDINGS AND EQUIPMENT:** Enter the estimated cost of repairs to any facility or equipment owned, operated, or maintained by the reporting jurisdiction that was damaged by this disaster. Do not include damages that occurred during response.

**F. UTILITIES:** Enter all costs disaster-related damages to public utilities and utility systems. These costs can be both for emergency repair and/or projected permanent replacement.

**G. PARKS, RECREATIONAL, AND OTHER:** Enter disaster-related repair or replacement costs to public parks, recreational areas, or other public facilities not addressed in other categories. The replacement of trees, shrubs, and other ground cover is not eligible for reimbursement.

**PRIVATE NONPROFITS:** Enter the estimated cost of disaster-related repairs or replacement of any facility owned by a PNP that provides essential services to the community. Operating costs are not eligible for reimbursement through the Public Assistance program.

## **PAGES 2-4**

### **ITEMIZED DAMAGES**

\*There is no guarantee that FEMA will perform an on-site assessment, FEMA now requires coordinate location data, damage imagery, and other category-specific documentation listed in the tables above for EVERY location of damage. Column descriptions:

#### **Location:**

Add the location (or location number based on the order of coordinates/addresses reported). Refer to locations identified in the **Area affected** section.

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#### Type:

Type of damage/emergency response. Common examples by category include but are not limited to:

[A] Debris removal: Vegetation/trees; construction debris; soil, mud, sand; vehicles/vessels, hazardous waste, putrescent

[B] Emergency Protective Measures: Sandbagging; Barricades; Signage; extra police/fire, emergency health measures

[C] Roads and Bridges: Road, culvert, bridge, associated facilities

[D] Water Control Facilities: Dams, reservoirs, shore protection, pumping/irrigation, drainage channels, levees

[E] Buildings and Equipment: Buildings, supplies, inventory, vehicles, equipment

[F] Utilities: Facilities and systems for: water treatment/delivery, power generation/distribution, gas distribution, sewerage collection/treatment

[G] Parks and Recreation: Playground equipment, sports fields, boat docks, picnic tables, cemeteries, swimming pools

Private Nonprofit: Education, medical, emergency, custodial care, utilities, other community services

#### Images:

If using a fillable PDF, use the (+) button to add damage images. Please minimize file size as much as possible to ensure the report can be sent by email to your county EMA. If filling out a hard copy, be sure to send images to your County EMA Director and refer to the appropriate itemized damage list number.

#### Responsible Agency:

Note the agency responsible for work and contact info

#### DAMAGE COMMENTS AND OTHER COMMUNITY IMPACTS:

Examples of comments that will assist the assessment process:

*[A] Debris Removal: Note the estimated amount (in cu yd), whether work is approved by DEP (yes/no), disposal location/address or specify "on site"*

*[B] Emergency Protective Measures: Note the amount of time and materials used*

*[C] Roads and Bridges: Note whether work is permitted by DEP (yes/no), materials and amounts used*

*[D] Water Control Facilities: Note whether work is permitted by DEP (yes/no), materials and amounts used*

*[E] Buildings and Equipment: Note whether work is permitted by DEP (yes/no), materials and amounts used*

*[F] Utilities: Note whether work is permitted by DEP (yes/no), materials and amounts used*

*[G] Parks and Recreation: Note whether work is permitted by DEP (yes/no), materials and amounts used*

*Private Nonprofits: Note whether work is permitted by DEP (yes/no), materials and amounts used*