

A P P E N D I X A

FEMA COMPLIANCE ("CROSSWALK") CHECKLIST

**Instructions for Using the Attached Plan Review Worksheet
for Review and Submission of Local Mitigation Plans
to the State Hazard Mitigation Officer and FEMA Regional Office**

Attached is a Plan Review Worksheet based on the *State and Local Planning Guidance Under the Disaster Mitigation Act of 2000*, published by FEMA HQ and dated [REDACTED] 2004. This Plan Review Worksheet is consistent with the *Disaster Mitigation Act of 2000* (P.L. 106-390), enacted October 30, 2000 and *44 CFR Part 201 – Mitigation Planning of the Interim Final Rule* (the Rule), published February 26, 2002.

The plan cannot be approved if the **prerequisite** is not met for a single jurisdictional plan, or **prerequisites** are not met for a multi-jurisdictional plan. In addition, the reviewer must score **requirements** based on the following scoring system:

SCORING SYSTEM

N – Needs Improvement: The plan does not meet the minimum for the requirement. Reviewer’s comments must be provided.

S – Satisfactory: The plan meets the minimum for the requirement. Reviewer’s comments are encouraged, but not required.

All requirements must receive a score of “Satisfactory” for the plan to receive FEMA approval. Requirements range from one to five separate items based on the Rule. Each item within each requirement must be rated “Satisfactory” in order for the requirement as a whole to receive a “Satisfactory” score. A “Needs Improvement” score on requirements highlighted in gray (recommended but not required) will not preclude the plan from passing.

The example on the following page illustrates how to fill in the Plan Review Worksheet. Local jurisdictions must include a copy of the Plan Review Worksheet with the “Location in the Plan” column filled in for each item when submitting their plans to the State and FEMA. States must submit the Plan Review Worksheet with their review comments when forwarding the plan to FEMA.

Example

Assessing Vulnerability: Overview			SCORE	
<i>Requirement §201.6(c)(2)(ii): [The risk assessment shall include a] description of the jurisdiction’s vulnerability to the hazards described in paragraph (c)(2)(i) of this section. This description shall include an overall summary of each hazard and its impact on the community.</i>			N	S
Item Description	Location in the Plan (section or annex and page #)	Reviewer’s Comments		
A. Does the plan include an overall summary description of the jurisdiction’s vulnerability to each hazard?	Section II, pp. 4-10			✓
B. Does the plan address the impact of each hazard on the jurisdiction?	Section II, pp. 10-20	<p>The plan does not address the impact of two of the five hazards addressed in the plan.</p> <p>Required Revisions:</p> <ul style="list-style-type: none"> • Include a description of the impact of floods and earthquakes on the assets. <p>Recommended Revisions:</p> <ul style="list-style-type: none"> • This information can be presented in terms of dollar value or percentages of damage. 	✓	
SUMMARY SCORE			✓	

LOCAL HAZARD MITIGATION PLAN REVIEW WORKSHEET**FEMA REGION [INSERT #]**

Jurisdiction:

Title of Plan:

Date of Plan:

Local Mitigation Plan Review and Approval Status

Local Requirement		
Local Plan Submitted by: Lanny Nakano	Title: Acting Civil Defense Administrator	Date: 2/2004

State Requirement		
State Reviewer: Larry Kanda	Title: State Hazard Mitigation Officer	Date: 2/2004

FEMA Requirement		
FEMA Reviewer: Helen DuBois	Title: Planning coordinator	Date:
Date Received in FEMA Region IX		
Plan Not Approved		
Plan Approved		
Date Approved		

LOCAL HAZARD MITIGATION PLAN REVIEW WORKSHEET

FEMA REGION [INSERT #]

Jurisdiction:

Title of Plan:

Date of Plan:

Point of Contact: Lanny Nakano		
Title: Acting Civil Defense Administrator		
Agency: County of Hawaii Civil Defense Agency	NFIP Status (Single Jurisdiction)	
Phone Number: (808) 935-0031	Participating <input checked="" type="checkbox"/>	Non-Participating <input type="checkbox"/>

Multi-jurisdiction: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If yes, list each jurisdiction below:)	N/A*	NFIP Status (for mapped communities)	
1.	<input type="checkbox"/>	Participating <input type="checkbox"/>	Non-Participating <input type="checkbox"/>
2.	<input type="checkbox"/>	Participating <input type="checkbox"/>	Non-Participating <input type="checkbox"/>
3.	<input type="checkbox"/>	Participating <input type="checkbox"/>	Non-Participating <input type="checkbox"/>
4.	<input type="checkbox"/>	Participating <input type="checkbox"/>	Non-Participating <input type="checkbox"/>
5.	<input type="checkbox"/>	Participating <input type="checkbox"/>	Non-Participating <input type="checkbox"/>
6.	<input type="checkbox"/>	Participating <input type="checkbox"/>	Non-Participating <input type="checkbox"/>
7.	<input type="checkbox"/>	Participating <input type="checkbox"/>	Non-Participating <input type="checkbox"/>
8.	<input type="checkbox"/>	Participating <input type="checkbox"/>	Non-Participating <input type="checkbox"/>
9.	<input type="checkbox"/>	Participating <input type="checkbox"/>	Non-Participating <input type="checkbox"/>
[ATTACH PAGE(S) WITH ADDITIONAL JURISDICTIONS]			

*** Not applicable for communities not mapped and/or who do not have an identified flood risk.**

LOCAL HAZARD MITIGATION PLAN REVIEW WORKSHEET

FEMA REGION [INSERT #]

Jurisdiction:

Title of Plan:

Date of Plan:

LOCAL MITIGATION PLAN REVIEW SUMMARY

The plan cannot be approved if the prerequisite is not met for a single jurisdictional plan, or prerequisites are not met for a multi-jurisdictional plan.

All requirements must receive a score of “**Satisfactory**” for the plan to receive FEMA approval. Each item within each requirement must receive a “Satisfactory” score in order for the requirement as a whole to receive an S. A “Needs Improvement” score on requirements highlighted in gray (recommended but not required) will not preclude the plan from passing. Reviewer’s comments must be provided for requirements receiving a “**Needs Improvement**” score.

SCORING SYSTEM

Please check one of the following for each requirement.

N – Needs Improvement: The plan does not meet the minimum for the requirement . Reviewer’s comments must be provided.

S – Satisfactory: The plan meets the minimum for the requirement. Reviewer’s comments are encouraged, but not required.

Prerequisite(s) (Check Applicable Box)

Adoption by the Local Governing Body: §201.6(c)(5) **OR**

NOT MET	MET
	X

Multi-Jurisdictional Plan Adoption: §201.6(c)(5) **AND**

NOT MET	MET
	N/A
	N/A

Multi-Jurisdictional Planning Participation: §201.6(a)(3)

Planning Process

Documentation of the Planning Process: §201.6(c)(1)

N	S
X	

Risk Assessment

Identifying Hazards: §201.6(c)(2)(i)

Profiling Hazards: §201.6(c)(2)(i)

Assessing Vulnerability: Overview: §201.6(c)(2)(ii)

Assessing Vulnerability: Identifying Assets: §201.6(c)(2)(ii)(A)

Assessing Vulnerability: Estimating Potential Losses: §201.6(c)(2)(ii)(B)

Assessing Vulnerability: Analyzing Development Trends: §201.6(c)(2)(ii)(C)

Multi-Jurisdictional Risk Assessment: §201.6(c)(2)(iii)

N	S
	X
	X
	X
X	
	X
	N/A

Mitigation Strategy

Local Hazard Mitigation Goals: §201.6(c)(3)(i)

Identification and Analysis of Mitigation Actions: §201.6(c)(3)(ii)

Implementation of Mitigation Actions: §201.6(c)(3)(iii)

Multi-Jurisdictional Mitigation Actions: §201.6(c)(3)(iv)

N	S
	X
	X
X	
	N/A

Plan Maintenance Process

Monitoring, Evaluating, and Updating the Plan: §201.6(c)(4)(i)

Incorporation into Existing Planning Mechanisms: §201.6(c)(4)(ii)

Continued Public Involvement: §201.6(c)(4)(iii)

N	S
	X
X	
	X

Additional State Requirements*

Insert State Requirement

Insert State Requirement

Insert State Requirement

N	S

LOCAL MITIGATION PLAN APPROVAL STATUS

PLAN NOT APPROVED

PLAN APPROVED

*States that have additional requirements can add them in the appropriate sections of the *State and Local Planning Guidance* or create a new section and modify this worksheet to record the score for those requirements.

See Reviewer’s Comments

PREREQUISITE(S)

Adoption by the Local Governing Body

Requirement §201.6(c)(5): [The local hazard mitigation plan **shall** include] documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval of the plan (e.g., City Council, County Commissioner, Tribal Council).

			SCORE	
Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	NOT MET	MET
A. Is the local plan approved by the local governing body of the jurisdiction?	Executive Order			
B. Is supporting documentation, such as a resolution, included?	Executive Order			
SUMMARY SCORE				

Multi-Jurisdictional Plan Adoption

*Requirement §201.6(c)(5): For multi-jurisdictional plans, each jurisdiction requesting approval of the plan **must** document that it has been formally adopted.*

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			NOT MET	MET
A. Does the plan indicate the specific jurisdictions represented in the plan?	Plan covers Hawaii County, but is not a multi-jurisdictional plan due to the consolidated nature of governing each island county. However, specific areas of the county are identified as needed to describe unique risk factors.			
B. For each jurisdiction, has the local governing body approved the plan?	N/A			
C. Is supporting documentation, such as a resolution, included for each participating jurisdiction?	N/A			
SUMMARY SCORE				

Multi-Jurisdictional Planning Participation

Requirement §201.6(a)(3): Multi-jurisdictional plans (e.g., watershed plans) may be accepted, as appropriate, as long as each jurisdiction has participated

in the process ... Statewide plans will not be accepted as multi-jurisdictional plans.

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			NOT MET	MET
A. Does the plan describe how each jurisdiction participated in the plan's development?	N/A			
SUMMARY SCORE				

PLANNING PROCESS: §201.6(b): *An open public involvement process is essential to the development of an effective plan.*

Documentation of the Planning Process

Requirement §201.6(b): *In order to develop a more comprehensive approach to reducing the effects of natural disasters, the planning process shall include:*

- (1) *An opportunity for the public to comment on the plan during the drafting stage and prior to plan approval;*
- (2) *An opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development, as well as businesses, academia and other private and non-profit interests to be involved in the planning process; and*
- (3) *Review and incorporation, if appropriate, of existing plans, studies, reports, and technical information.*

Requirement §201.6(c)(1): *[The plan shall document] the planning process used to develop the plan, including how it was prepared, who was involved in the process, and how the public was involved.*

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the plan provide a narrative description of how the plan was prepared?	5-1			
B. Does the plan indicate who was involved and how they contributed to the planning process? (For example: Who led the development at the staff level and were there any external	Appendix A			

contributors such as contractors? Who participated on the plan committee, provided information, reviewed drafts?)				
C. Does the plan indicate how the public was involved? (e.g., was the public provided an opportunity to comment on the plan during the drafting stage and prior to the plan approval)	pp. 5-2 through 5-3; Appendix B, p. vii	County states numerous public meetings were held to discuss the mitigation plan and will expand public involvement during revision process. Mitigation public meetings were included in the General Plan meeting. Plan is on the State Hazard Mitigation website for public viewing and comment.		
D. Was there an opportunity for neighboring communities, agencies, businesses, academia, nonprofits, and other interested parties to be involved in the planning process?	5-1 and 5-2, p.vii, Appen B	The General Plan process provided numerous public input opportunities.		
E. Does the planning process describe the incorporation, if appropriate, of existing plans, studies, reports, and technical information?	pp. vii, 5-1			
SUMMARY SCORE				

RISK ASSESSMENT: §201.6(c)(2): *The plan shall include a risk assessment that provides the factual basis for activities proposed in the strategy to reduce losses from identified hazards. Local risk assessments must provide sufficient information to enable the jurisdiction to identify and prioritize appropriate mitigation actions to reduce losses from identified hazards.*

Identifying Hazards

Requirement §201.6(c)(2)(i): *[The risk assessment shall include a] description of the type ... of all natural hazards that can affect the jurisdiction.*

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S

<p>A. Does the plan include a description of the types of all natural hazards that affect the jurisdiction?</p> <p>DESCRIPTION - explain the characteristics of each hazard. (e.g., for flooding hazard, is it coastal, riverine, stormwater)</p> <p>ALL NATURAL HAZARDS - all probable hazards. Hazards that can occur in the United States include:</p> <table border="0"> <tr> <td>Avalanche</td> <td>Hailstorm</td> </tr> <tr> <td>Coastal Erosion</td> <td>Land Subsidence</td> </tr> <tr> <td>Coastal Storm</td> <td>Landslide</td> </tr> <tr> <td>Dam Failure</td> <td>Severe Winter Storm</td> </tr> <tr> <td>Drought</td> <td>Tornado</td> </tr> <tr> <td>Earthquake</td> <td>Tsunami</td> </tr> <tr> <td>Expansive Soils</td> <td>Volcano</td> </tr> <tr> <td>Extreme Heat</td> <td>Wildfire</td> </tr> <tr> <td>Flood</td> <td>Windstorm</td> </tr> </table> <p>Consult with the State Hazard Mitigation Officer to identify applicable hazards that may occur in the planning area. Manmade hazards (e.g., HAZMAT, terrorism) may also be identified in the plan, but are not required.</p>	Avalanche	Hailstorm	Coastal Erosion	Land Subsidence	Coastal Storm	Landslide	Dam Failure	Severe Winter Storm	Drought	Tornado	Earthquake	Tsunami	Expansive Soils	Volcano	Extreme Heat	Wildfire	Flood	Windstorm	<p>Table 1-1; Chapter 2 (Hazard Analysis)</p>			
Avalanche	Hailstorm																					
Coastal Erosion	Land Subsidence																					
Coastal Storm	Landslide																					
Dam Failure	Severe Winter Storm																					
Drought	Tornado																					
Earthquake	Tsunami																					
Expansive Soils	Volcano																					
Extreme Heat	Wildfire																					
Flood	Windstorm																					
SUMMARY SCORE																						

Profiling Hazards

Requirement §201.6(c)(2)(i): *[The risk assessment shall include a] description of the ... location and extent of all natural hazards that can affect the jurisdiction. The plan shall include information on previous occurrences of hazard events and on the probability of future hazard events.*

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the risk assessment identify the location of each hazard addressed in the plan?	Chapters 2- 3			
B. Does the risk assessment identify the extent of each hazard addressed in the plan?	Chapters 2-3			
C. Does the plan provide information on the previous occurrences of each hazard addressed in the plan?	Table 1-1; Chapters 1-3			
D. Does the plan include the probability of future events for each hazard addressed in the plan?	Chapter 2; §3.5.1			
SUMMARY SCORE				

The matrix on the following page can assist FEMA and the State in scoring each hazard. Local jurisdictions may find the matrix useful to ensure that their plan addresses each requirement. **Completing the matrix is not required.**

Note: First, note which hazards are identified in requirement §201.6(c)(2)(i). Then, place a checkmark (☑) in either the N or S box for each applicable hazard. Any item for any hazard that receives an N will result in a “Needs Improvement” for the requirement as a whole in the plan review worksheet. List the hazard and its related shortcoming in the comments section of the plan review worksheet.

Hazard Type	Hazards Identified Per Requirement §201.6(c)(2)(i)	A. Location		B. Extent		C. Previous Occurrences		D. Probability of Future Events	
	Yes	N	S	N	S	N	S	N	S
Avalanche	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Erosion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Storm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dam Failure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drought	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Earthquake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Expansive Soils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extreme Heat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hailstorm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Land Subsidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Landslide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Severe Winter Storm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tornado	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tsunami	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Volcano	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wildfire	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windstorm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Legend:

- A. Does the risk assessment identify the location of each hazard addressed in the plan?
- B. Does the risk assessment identify the extent of each hazard addressed in the plan?
- C. Does the plan provide information on the previous occurrences of each natural hazard addressed in the plan?
- D. Does the plan include the probability of future events for each hazard addressed in the plan?

Assessing Vulnerability: Overview

Requirement §201.6(c)(2)(ii): *[The risk assessment shall include a] description of the jurisdiction's vulnerability to the hazards described in paragraph (c)(2)(i) of this section. This description shall include an overall summary of each hazard and its impact on the community.*

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the plan include an overall summary description of the jurisdiction's vulnerability to each hazard?	Chapters 2-3			
B. Does the plan address the impact of each hazard on the jurisdiction?	Chapters 2-3			
SUMMARY SCORE				

Assessing Vulnerability: Identifying Assets

Requirement §201.6(c)(2)(ii)(A): *The plan should describe vulnerability in terms of: [t]he types and numbers of existing and future buildings, infrastructure, and critical facilities located in the identified hazard area*

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the plan describe vulnerability in terms of the types and numbers of existing buildings, infrastructure, and critical facilities located in the identified hazard areas?	Chapter 3	Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
B. Does the plan describe vulnerability in terms of the types and numbers of future buildings, infrastructure, and critical facilities located in the identified hazard areas?	Chapter 3, pp. 3-38+	Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
SUMMARY SCORE				

Assessing Vulnerability: Estimating Potential Losses

Requirement §201.6(c)(2)(ii)(B): *[The plan should describe vulnerability in terms of an] estimate of the potential dollar losses to vulnerable structures identified in paragraph (c)(2)(i)(A) of this section and a description of the methodology used to prepare the estimate*

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the plan estimate potential dollar losses to vulnerable structures?	Section 3.6	<i>Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.</i>		
B. Does the plan describe the methodology used to prepare the estimate?	Section 3.6	<i>Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.</i>		
SUMMARY SCORE				

The matrix on the following page can assist FEMA and the State in scoring each hazard. Local jurisdictions may find the matrix useful to ensure that their plan addresses each requirement. **Completing the matrix is not required.**

Note: First, note which hazards are identified in requirement §201.6(c)(2)(i). Then, place a checkmark (☑) in either the N or S box for each applicable hazard. Any item for any hazard that receives an N will result in a “Needs Improvement” for the requirement as a whole in the plan review worksheet. List the hazard and its related shortcoming in the comments section of the plan review worksheet.

Note: Receiving an N in the shaded columns will not preclude the plan from passing.

Hazard Type	Hazards Identified Per Requirement §201.6(c)(2)(i)	§201.6 (c) (2) (ii) Assessing Vulnerability: Overview	A. Overall Summary Description of Vulnerability		B. Hazard Impact		§201.6 (c) (2) (ii) Assessing Vulnerability: Identifying Assets	A. Types and Number of Existing Structures in Hazard Area (Estimate)		B. Types and Number of Future Structures in Hazard Area (Estimate)		§201.6 (c) (2) (ii) Assessing Vulnerability: Estimating Potential Loss	A. Loss Estimate		B. Methodology	
	Yes		N	S	N	S		N	S	N	S		N	S	N	S
Avalanche	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Erosion	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Storm	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dam Failure	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drought	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Earthquake	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Expansive Soils	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extreme Heat	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flood	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hailstorm	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Land Subsidence	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Landslide	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Severe Winter Storm	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tornado	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tsunami	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Volcano	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wildfire	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windstorm	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Legend:

§ 201.6 (c) (2) (ii) Assessing Vulnerability: Overview

- A. Does the plan include an overall summary description of the jurisdiction’s vulnerability to each hazard?
- B. Does the plan address the impact of each hazard on the jurisdiction?

§ 201.6 (c) (2) (ii) (A) Assessing Vulnerability: Identifying Assets

- A. Does the plan describe vulnerability in terms of the types and numbers of existing buildings, infrastructure, and critical facilities located in the identified hazard areas?
- B. Does the plan describe vulnerability in terms of the types and numbers of future buildings, infrastructure, and critical facilities located in the identified hazard areas?

§ 201.6 (c) (2) (ii) (B) Assessing Vulnerability: Estimating Potential Losses

- A. Does the plan estimate potential dollar losses to vulnerable structures?
- B. Does the plan describe the methodology used to prepare the estimate?

Assessing Vulnerability: Analyzing Development Trends

Requirement §201.6(c)(2)(ii)(C): [The plan *should* describe vulnerability in terms of] providing a general description of land uses and development trends within the community so that mitigation options can be considered in future land use decisions.

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the plan describe land uses and development trends?	§1.3.4 (Land Use); §1.3.5 (General Plan); §3.5 (Relationship of Land Use Growth Trends to Hazard Areas)	Note: A "Needs Improvement" score on this requirement will not preclude the plan from passing.		
SUMMARY SCORE				

Multi-Jurisdictional Risk Assessment

Requirement §201.6(c)(2)(iii): For multi-jurisdictional plans, the risk assessment **must** assess each jurisdiction's risks where they vary from the risks facing the entire planning area.

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the plan include a risk assessment for each participating jurisdiction as needed to reflect unique or varied risks?	N/A			
SUMMARY SCORE				

MITIGATION STRATEGY: §201.6(c)(3): *The plan shall include a mitigation strategy that provides the jurisdiction’s blueprint for reducing the potential losses identified in the risk assessment, based on existing authorities, policies, programs and resources, and its ability to expand on and improve these existing tools.*

Note: Any changes made in the risk assessment to address previous “Needs Improvement” scores, will need to be reflected in the Mitigation Strategy section to gain final approval of the plan.

Local Hazard Mitigation Goals

Requirement §201.6(c)(3)(i): *[The hazard mitigation strategy shall include a] description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards.*

Item Description	Location in the Plan (section or annex and page #)	Reviewer’s Comments	SCORE	
			N	S
A. Does the plan include a description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards? (GOALS are long-term; represent what the community wants to achieve, such as “eliminate flood damage;” and are based on the risk assessment findings.)	§4.1 (Mitigation Goals and Objectives)			
SUMMARY SCORE				

Identification and Analysis of Mitigation Actions

Requirement §201.6(c)(3)(ii): *[The mitigation strategy shall include a] section that identifies and analyzes a comprehensive range of specific mitigation actions and projects being considered to reduce the effects of each hazard, with particular emphasis on new and existing buildings and infrastructure.*

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the plan identify and analyze a comprehensive range of specific mitigation actions and projects for each hazard?	§4.2 (Mitigation Actions by Hazard Type)			
B Do the identified actions and projects address reducing the effects of hazards on new buildings and infrastructure?	Chapter 4			
C. Do the identified actions and projects address reducing the effects of hazards on existing buildings and infrastructure?	Chapter 4			
SUMMARY SCORE				

The matrix on the following page can assist FEMA and the State in scoring each hazard. Local jurisdictions may find the matrix useful to ensure consideration of a range of actions for each hazard. **Completing the matrix is not required.**

Note: First, note which hazards are identified in requirement §201.6(c)(2)(i). Then, place a checkmark (☑) in either the N or S box for each applicable hazard. Any item for any hazard that receives an N will result in a “Needs Improvement” for the requirement as a whole in the plan review worksheet. List the hazard and its related shortcoming in the comments section of the plan review worksheet.

Hazard Type	Hazards Identified Per Requirement §201.6(c)(2)(i)	A. Comprehensive Range of Actions and Projects	
	Yes	N	S
Avalanche	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Erosion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coastal Storm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dam Failure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drought	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Earthquake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Expansive Soils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Extreme Heat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hailstorm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Land Subsidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Landslide	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Severe Winter Storm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tornado	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tsunami	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Volcano	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wildfire	X	X	<input type="checkbox"/>
Windstorm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Legend:

§201.6(c)(3)(ii) Identification and Analysis of Mitigation Actions

A. Does the plan identify and analyze a comprehensive range of specific mitigation actions and projects for each hazard?

Implementation of Mitigation Actions

Requirement: §201.6(c)(3)(iii): [The mitigation strategy section **shall** include] an action plan describing how the actions identified in section (c)(3)(ii) will be prioritized, implemented, and administered by the local jurisdiction. Prioritization **shall** include a special emphasis on the extent to which benefits are maximized according to a cost benefit review of the proposed projects and their associated costs.

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the mitigation strategy include how the actions are prioritized ? (e.g., process and criteria used)	Chapter 4			
B. Does the mitigation strategy address how the actions will be implemented ?	Chapter 4	New sections (§4.3 and 4.4) added to discuss how actions will be prioritized and implemented as well as the process and agencies involved.		
C. Does the mitigation strategy address how the actions will be administered ? (e.g., identifies responsible department, existing and potential resources, and timeframe)	Table 4.1	Chart has been expanded to specify lead agency associated with each mitigation action.		
D. Does the prioritization process include an emphasis on the use of cost-benefit review to maximize benefits?	§4.4	New paragraph explains use of FEMA's cost-benefit models to evaluate local mitigation projects.		
SUMMARY SCORE				

Multi-Jurisdictional Mitigation Actions

Requirement §201.6(c)(3)(iv): For multi-jurisdictional plans, there **must** be identifiable action items specific to the jurisdiction requesting FEMA approval or credit of the plan.

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A Does the plan include at least one identifiable action item for each jurisdiction requesting FEMA approval of the plan?	N/A			
SUMMARY SCORE				

PLAN MAINTENANCE PROCESS

Monitoring, Evaluating, and Updating the Plan

***Requirement §201.6(c)(4)(i):** [The plan maintenance process **shall** include a] section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.*

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the plan describe the method and schedule for monitoring the plan? (e.g., identifies the party responsible for monitoring, includes schedule for reports, site visits, phone calls, and/or meetings)	Chapter 5			
B. Does the plan describe the method and schedule for evaluating the plan? (e.g., identifies the party responsible for evaluating the plan, includes the criteria used to evaluate the plan)	Chapter 5			
C. Does the plan describe the method and schedule for updating the plan within the five-year cycle?	Chapter 5			
SUMMARY SCORE				

Incorporation into Existing Planning Mechanisms

Requirement §201.6(c)(4)(ii): *[The plan shall include a] process by which local governments incorporate the requirements of the mitigation plan into other planning mechanisms such as comprehensive or capital improvement plans, when appropriate.*

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the plan identify other local planning mechanisms available for incorporating the requirements of the mitigation plan?	Chapter 5			
B. Does the plan include a process by which the local government will incorporate the requirements in other plans, when appropriate?	p. 3-36,-37	§ 3.5.2 details incorporation of mitigation plan elements into the county's General plan at the second level of its comprehensive planning program.		
SUMMARY SCORE				

Continued Public Involvement

Requirement §201.6(c)(4)(iii): *[The plan maintenance process shall include a] discussion on how the community will continue public participation in the plan maintenance process.*

Item Description	Location in the Plan (section or annex and page #)	Reviewer's Comments	SCORE	
			N	S
A. Does the plan explain how continued public participation will be obtained? (e.g., public notices, an on-going mitigation plan committee, annual review meeting with stakeholders)	Chapter 5			
SUMMARY SCORE				

