



Larry Hogan | Governor
 Boyd K. Rutherford | Lt. Governor
 Russell J. Strickland | Acting Secretary

November 24, 2021

Mr. Reginald Bagley
 Emergency Operations Manager
 City of Hyattsville
 4310 Gallatin St
 Hyattsville MD 20781-2050

Re: **Project Approval – PW#272**
 (Grants Portal Project #436619 – Vaccine Distribution 5/25 thru 9/30/2021)
 Hyattsville (FIPS# 033-41250-00)
 COVID-19 Disaster (FEMA-4491-DR-MD) – Public Assistance CFDA# 97.036

Dear Mr. Bagley:

The Federal Emergency Management Agency (FEMA) has reviewed and approved the enclosed Project Worksheet PW#272 for reimbursement of response and recovery costs resulting from the COVID-19 Disaster. The reimbursement for this grant is the 100% Federal Share of the project's Eligible Costs. Payment in the amount of **\$97,103.68** is being processed, and should be received within four to six weeks.

PW#	Grants Portal #	Eligible Costs	Reimbursement
272	436619	\$ 97,103.68	\$ 97,103.68

In accordance with 44 CFR § 206.206 (enclosed), which governs the Public Assistance appeal process, you have 60 days from the date of receipt of this letter to appeal any action related to this disaster. Any appeal of a FEMA decision should be submitted through the MEMA Public Assistance office with supporting justification.

Thank you for your hard work throughout the COVID-19 Disaster response and recovery. If you have any questions regarding this project or its payment, please contact me at 443-381-3209.

Sincerely,

Sara Bender
 State Public Assistance Officer

djn
 2 enclosures

cc: Ronnie Gill, Director, Office of Emergency Management, Prince George's County

DR-4491
 COVID-19 Disaster

**Department of Homeland Security
 Federal Emergency Management Agency**

General Info

Project #	436619	PW# 272	Project Type	Work Completed / Fully Documented
Project Category	B - Emergency Protective Measures		Applicant	Hyattsville, City of (033-41250-00)
Project Title	Vaccine Distribution 5/25 thru 9/30/2021		Event	4491DR-MD (4491DR)
Project Size	Small		Declaration Date	3/26/2020
Activity Completion Date	12/31/2021		Incident Start Date	1/20/2020
Process Step	Obligated		Incident End Date	Ongoing

Damage Description and Dimensions

The Disaster # 4491DR, which occurred between 01/20/2020 and Ongoing, caused:

Damage # 786274; Emergency Protective Measures (Damage for Project [436619] Vaccine Distribution 5/25 thru 9/30/2021)

During the incident period of 1/20/2020 through Ongoing, COVID-19 created an immediate threat to the health and safety of the general public requiring emergency response and protective measures.

- Provided medical care, specifically vaccine administration, for reduction of immediate threat from COVID-19 at 6201 Belcrest Rd. Hyattsville, MD from 5/26/2021 to 9/30/2021.

Final Scope

786274 Damage for Project [436619] Vaccine Distribution 5/25 thru 9/30/2021

Work Completed – Streamlined COVID-19 Application

In response to the COVID-19 public health emergency, the applicant utilized force account labor, materials, and contracts and/or MOUs/mutual aid agreements to administer the COVID-19 vaccine to the public throughout the Applicant’s Jurisdiction.

The federal cost share for this project is 100% for all work that falls between the dates of 5-26-2021 and 9-30-2021.

City of Hyattsville

- The City of Hyattsville stood up a vaccination site and launched it on February 24, 2020. The site was operated as a partnership between the City of Hyattsville, Luminis Health, the Prince George’s County Health Department and First United Methodist Church of Hyattsville.

Force Account and/or Contract

A. Provided facilities, equipment, staffing, supplies, communications, security, and other activities as needed for reduction of immediate threat of COVID-19 by providing vaccination clinic facilities and associate support using force account and contract.

Work Completed

A. Force Account Labor (OT): \$2,390.90.

B. Materials: \$12,484.03.

C. Contract:

a. staffing support: \$82,228.75.

Work Completed Total: \$97,103.68.

PROJECT NOTES

1. Scope and cost were developed based on applicant cost summaries and certification included in the Schedule EZ – Small Project Estimate. See document attached: *436619 - DR4491MD - Project Summary.xlsx*.
2. Applicant must follow FEMA's Procurement Under Grants Conducted Under Exigent or Emergency Circumstances guidance and include a termination for convenience clause in its contracts.
3. Vaccine administration locations: Temporary facilities/Type 3: 6201 Belcrest Rd., Hyattsville, MD 20782.
4. Location of medical waste disposal: no medical waste disposal costs are claimed in this project.

Cost

Code	Quantity	Unit	Total Cost	Section
9007 (Labor (OT))	1.00	Lump Sum	\$2,390.90	Completed
9009 (Material)	1.00	Lump Sum	\$12,484.03	Completed
9001 (Contract)	1.00	Lump Sum	\$82,228.75	Completed

CRC Gross Cost \$97,103.68

Total Insurance Reductions \$0.00

CRC Net Cost \$97,103.68

Federal Share (100.00%) \$97,103.68

Non-Federal Share (0.00%) \$0.00

Award Information

Version Information

Version #	Eligibility Status	Current Location	Bundle Number	Project Amount	Cost Share	Federal Share Obligated	Date Obligated
0	Eligible	Awarded	PA-03-MD-4491-PW-00272(401)	\$97,103.68	100 %	\$97,103.68	11/22/2021

Drawdown History

EMMIE Drawdown Status As of Date	Obligation Number	Expenditure Number	Expended Date	Expended Amount
No Records				

Subgrant Conditions

- As described in Title 2 Code of Federal Regulations (C.F.R.) § 200.333, financial records, supporting documents, statistical records and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a subrecipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon non-Federal entities. Exceptions are stated in 2 C.F.R. §200.333(a) – (f)(1) and (2). All records relative to this project are subject to examination and audit by the State, FEMA and the Comptroller General of the United States and must reflect work related to disaster-specific costs.
- In the seeking of proposals and letting of contracts for eligible work, the Applicant/Subrecipient must comply with its Local, State (provided that the procurements conform to applicable Federal law) and Federal procurement laws, regulations, and procedures as required by FEMA Policy 2 CFR Part 200, Procurement Standards, §§ 317-326.
- The Recipient must submit its certification of the subrecipient's completion of all of its small projects and compliance with all environmental and historic preservation requirements within 180 days of the applicant's completion of its last small project, or the latest approved deadline, whichever is sooner.
- When any individual item of equipment purchased with PA funding is no longer needed, or a residual inventory of unused supplies exceeding \$5,000 remains, the subrecipient must follow the disposition requirements in Title 2 Code of Federal Regulations (C.F.R.) § 200.313-314.
- FEMA will not approve PA funding for medical care costs if they are covered by another source, including private insurance, Medicare, Medicaid, or a pre-existing private payment agreement. The Applicant must provide documentation verifying that insurance coverage or any other source of funding, including private insurance, Medicaid, or Medicare, has been pursued or does not exist for the costs associated with emergency medical care and emergency medical evacuations.
- The terms of the FEMA-State Agreement are incorporated by reference into this project under the Public Assistance award and the applicant must comply with all applicable laws, regulations, policy, and guidance. This includes, among others, the Robert T. Stafford Disaster Relief and Emergency Assistance Act; Title 44 of the Code of Federal Regulations; FEMA Policy No. 104-009-2, Public Assistance Program and Policy Guide; and other applicable FEMA policy and guidance.
- The DHS Standard Terms and Conditions in effect as of the declaration date of this emergency declarations or major disaster, as applicable, are incorporated by reference into this project under the Public Assistance grant, which flow down from the Recipient to subrecipients unless a particular term or condition indicates otherwise.
- The Uniform Administrative Requirements, Cost Principles, and Audit Requirements set forth at Title 2 Code of Federal Regulations (C.F.R.) Part 200 apply to this project award under the Public Assistance grant, which flow down from the Recipient to all subrecipients unless a particular section of 2 C.F.R. Part 200, the FEMA-State Agreement, or the terms and conditions of this project award indicate otherwise. See 2 C.F.R. §§ 200.101 and 110.
- The subrecipient must submit a written request through the Recipient to FEMA before it makes a change to the approved scope of work in this project. If the subrecipient commences work associated with a change before FEMA approves the change, it will jeopardize financial assistance for this project. See FEMA Policy No. 104-009-2, Public Assistance Program and Policy Guide.
- Pursuant to section 312 of the Stafford Act, 42 U.S.C. 5155, FEMA is prohibited from providing financial assistance to any entity that receives assistance from another program, insurance, or any other source for the same work. The subrecipient agrees to repay all duplicated assistance to FEMA if they receive assistance for the same work from another Federal agency, insurance, or any other source. If an subrecipient receives funding from another federal program for the same purpose, it must notify FEMA through the Recipient and return any duplicated funding.

Insurance

Additional Information

11/05/2021

Per the Deduction Section of the Streamlined Application, the Applicant is confirming that they do not have insurance for the activities identified in Section II of the Streamlined Application Project worksheet. Further, Section II of the Streamlined Application Project, the Applicant has confirmed that a reasonable effort to recover insurance proceeds that they are entitled to receive from their insurer(s) has been taken.

This declaration is specific for the cost associated with the actions taken to protect the public health and safety of the general population from the COVID-19 Pandemic. FEMA cannot provide assistance for disaster related losses that duplicates benefits available to an applicant from another source, including insurance. Applicants must take reasonable efforts to recover insurance proceeds that they are entitled to receive from their insurance carrier(s).

This project has been reviewed for insurance considerations. The expenses claimed on this project are generally not covered under a standard commercial property insurance policy. No insurance proceeds are anticipated for these costs.

The cost associated with patient vaccinations, testing, and other medically-related expenses may be covered by the patient's health insurance provider. The applicant must pursue the reimbursement of these cost under the patients' health insurance, if applicable, and report any insurance proceeds received and those costs must be reduced from any FEMA Public Assistance funding to ensure no duplication of benefits has occurred.

FEMA insurance requirements are specific to permanent work to replace, restore, repair, reconstruct, or construct a facility. No Obtain and Maintain insurance requirements are mandated for Category B, emergency work.

Billy J. Graham, Jr., PA Insurance Specialist, CRC East

O&M Requirements

There are no Obtain and Maintain Requirements on **Vaccine Distribution 5/25 thru 9/30/2021**.

Environmental Historical Preservation

Is this project compliant with EHP laws, regulations, and executive orders?

Yes

EHP Conditions

- Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.
- This review does not address all federal, state and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize funding.
- If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archaeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.

- If in the special flood hazard area, the Applicant must coordinate with the local permitting official responsible for floodplain development and must obtain all required permissions prior to initiating work. All coordination pertaining to these activities and applicant compliance with any project grant conditions should be documented and copies forwarded to the state and FEMA for inclusion in the permanent project files.
- Applicant should assess of the type of flood hazards at the site (e.g., flood velocity, flood depth, wave action, etc.), assess practicable opportunities for flood mitigation, and develop a flood evacuation plan/emergency plan. This plan should consider the time needed to relocate the mobile clinics and other mobile facilities away from flooding.
- Ensure accessibility across the full range of clients and/or customers that need to utilize the services being provided by these facilities, including elements of the population with less capacity or mobility.
- For projects where FEMA is funding work that has not yet been performed, when practicable, minimize ground disturbance in previously undeveloped natural areas (including wetlands areas adjacent to waterways, and/or places where marine mammals might congregate).
- To the extent practicable, disinfection/decontamination of facilities and personnel should avoid/minimize run-off/disposal that enters stormwater or open waters where ESA-listed species may reside.
- For projects where FEMA is funding work that has not yet been performed, when practicable, minimize ground disturbance in previously undeveloped areas.
- For subsequent versions of this project, the applicant must provide the location of each vaccination site. For projects with construction/renovation of a temporary facility, installation of temporary plexiglass barriers or wall-mounted equipment, and/or medical waste disposal, answers to the EHP Survey questions on the Streamlined Project Application must be provided.

EHP Additional Info

There is no additional environmental historical preservation on **Vaccine Distribution** 5/25 thru 9/30/2021.

Final Reviews

Final Review

Reviewed By Conzone, Connor W.

Reviewed On 11/16/2021 11:10 AM CST

Review Comments

No comments available for the Final Review step

Recipient Review

Reviewed By Bender, Sara

Reviewed On 11/16/2021 11:47 AM CST

Review Comments

No comments available for the Recipient Review step

Project Signatures

Signed By Bagley, C. Reginald

Signed On 11/18/2021

44 CFR § 206.206 Appeals

An eligible applicant, subgrantee, or grantee may appeal any determination previously made related to an application for or the provision of Federal assistance according to the procedures below.

- (a) **Format and Content.** The applicant or subgrantee will make the appeal in writing through the grantee to the Regional Director. The grantee shall review and evaluate all subgrantee appeals before submission to the Regional Director. The grantee may make grantee-related appeals to the Regional Director. The appeal shall contain documented justification supporting the appellant's position, specifying the monetary figure in dispute and the provisions in Federal law, regulation, or policy with which the appellant believes the initial action was inconsistent.
- (b) **Levels of Appeal.**
 - (1) The Regional Director will consider first appeals for public assistance-related decisions under subparts A through L of this part.
 - (2) The Associate Director/Executive Associate Director for Response and Recovery will consider appeals of the Regional Director's decision on any first appeal under paragraph (b)(1) of this section.
- (c) **Time Limits.**
 - (1) Appellants must file appeals within 60 days after receipt of a notice of the action that is being appealed.
 - (2) The grantee will review and forward appeals from an applicant or subgrantee, with a written recommendation, to the Regional Director within 60 days of receipt.
 - (3) Within 90 days following receipt of an appeal, the Regional Director (for first appeals) or Associate Director/Executive Associate Director (for second appeals) will notify the grantee in writing of the disposition of the appeal or of the need for additional information. A request by the Regional Director or Associate Director/Executive Associate Director for additional information will include a date by which the information must be provided. Within 90 days following the receipt of the requested additional information or following expiration of the period for providing the information, the Regional Director or Associate Director/Executive Associate Director will notify the grantee in writing of the disposition of the appeal. If the decision is to grant the appeal, the Regional Director will take appropriate implementing action.

- (d) **Technical Advice.** In appeals involving highly technical issues, the Regional Director or Associate Director/Executive Associate Director may, at his or her discretion, submit the appeal to an independent scientific or technical person or group having expertise in the subject matter of the appeal for advice or recommendation. The period for this technical review may be in addition to other allotted time periods. Within 90 days of receipt of the report, the Regional Director or Associate Director/Executive Associate Director will notify the grantee in writing of the disposition of the appeal.
- (e) **Transition.**
 - (1) This rule is effective for all appeals pending on and appeals from decisions issued on or after May 8, 1998, except as provided in paragraph (e)(2) of this section.
 - (2) Appeals pending from a decision of an Associate Director/ Executive Associate Director before May 8, 1998 may be appealed to the Director in accordance with 44 CFR 206.440 as it existed before May 8, 1998 (44 CFR, revised as of October 1, 1997).
 - (3) The decision of the FEMA official at the next higher appeal level shall be the final administrative decision of FEMA.

[63 FR 17110, Apr. 8, 1998; 63 FR 24970, May 6, 1998]