
COMMONWEALTH OF VIRGINIA

2022 Grant Manual for the Virginia Community Flood Preparedness Fund

2022 Grant Funding

Applications Due: 4 p.m., 04/08/2022

Developed by the Department of Conservation and Recreation
in cooperation with the Virginia Resources Authority



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Part I: Introduction and Overview

Purpose of this Manual

The purpose of this manual is to provide guidance regarding the policies, criteria, conditions, and procedures for determining project eligibility and awarding grants from the Virginia Community Flood Preparedness Fund to local governments per [§10.1-603.25 et seq. of the Code of Virginia](#) and as required by the [Clean Energy and Community Flood Preparedness Act](#) (the Act). While the statute authorizes loans in addition to grants, this grant round will be for **grants only**. The manual describes three categories that are eligible to receive grant funds. The three grant categories are: Capacity Building and Planning, Projects, and Studies.

The Department expects to initiate one more grant and/or loan round prior to August 2022 to ensure those that need additional time to develop proposals will have an opportunity to apply in an additional grant round.

Virginia Community Flood Preparedness Fund (Fund) Overview and Authority

The Fund was established to provide support for regions and localities across Virginia to reduce the impacts of flooding, including flooding driven by climate change. The Fund will prioritize projects that are in concert with local, state, and federal floodplain management standards, local resilience plans, and the Virginia Coastal Resilience Master Plan. The Fund will empower communities to complete vulnerability assessments, and develop and implement action-oriented approaches to bolster flood preparedness and resilience. The following conditions shall apply to the use of moneys allocated from the Fund:

1. Localities shall use moneys in the Fund primarily for the purpose of implementing flood prevention and protection projects and studies in areas that are subject to recurrent flooding as confirmed by a locality-certified floodplain manager.
2. Moneys in the Fund may be used to mitigate future flood damage and to assist inland and coastal communities across the Commonwealth that are subject to recurrent or repetitive flooding.
3. No less than 25 percent of the moneys disbursed from the Fund each year shall be used for projects in low-income geographic areas (defined in the definitions section below).
4. Priority shall be given to projects that implement community-scale hazard mitigation activities that use nature-based solutions to reduce flood risk.

The Fund consists of all sums that are designated for deposit in the Fund from revenue generated by the sale of emissions allowances pursuant to subdivision C 1 of §10.1-1330 of the Code of Virginia, all sums that may be appropriated to the Fund by the General Assembly, all receipts by the Fund from the repayment of loans made by it to local governments, all income from the investment of moneys held in the Fund, and any other sums designated for deposit to the Fund

from any source, public or private, including any federal grants and awards or other forms of assistance received by the Commonwealth that are eligible for deposit in the Fund under federal law.

Interest earned on moneys in the Fund shall remain in the Fund and be credited to it. Any moneys remaining in the Fund, including any appropriated funds and all principal, interest accrued, and payments, at the end of each fiscal year shall not revert to the general fund but shall remain in the Fund. All loans and grants provided under this article shall be deemed to promote the public purposes of enhancing flood prevention or protection and coastal resilience.

The Department, in consultation with the Secretary of Natural Resources and the Special Assistant to the Governor for Coastal Adaptation and Protection, have established this grant manual to establish policy and procedures regarding the distribution and prioritization of loans and grants, including loans and grants that support flood prevention or protection studies of statewide or regional significance.

The Department shall administer and direct distribution of loans and grants from the Fund. **While grants and loan instruments are available to the Department for use under the Fund, only applications for grant funds are being solicited during this application period. In the future, the Fund may also provide loans. Details will follow in future grant manuals.**

A. Commonwealth Resilience Planning Principles

Regardless of region, the CFPF will be guided by the following principles:

1. Acknowledge climate change and its consequences, and base decision making on the best available science.
2. Identify and address socioeconomic inequities and work to enhance equity through adaptation and protection efforts.
3. Utilize community and regional scale planning to the maximum extent possible, seeking region-specific approaches tailored to the needs of individual communities.
4. Understand fiscal realities and focus on the most cost-effective solutions for the protection and adaptation of our communities, businesses, and critical infrastructure. The solutions will, to the extent possible, prioritize effective natural solutions.
5. Recognize the importance of protecting and enhancing nature-based solutions in all regions, natural coastal barriers, and fish and wildlife habitat by prioritizing nature-based solutions.

B. Definitions

Some of the terms used in this grant manual and in § 10.1-603.24 of the *Code of Virginia* have specific meanings that may vary from other contexts. For the purposes of this manual and the Fund:

“Capacity Building” means improving the ability of a local government through training of existing staff, hiring personnel, contracting with expert consultants or advisors, and other related actions that allow a local government to identify and mitigate risk and flood impacts.

“Community Scale project” means a project that provides demonstrable flood reduction benefits at the US census block level or greater.

"Cost," as applied to any project financed under the provisions of this article, means the total of all costs incurred by the local government in carrying out all works and undertakings necessary or incidental to the accomplishment of any proposed project.

"Department" means the Virginia Department of Conservation and Recreation.

"Flood prevention or protection" means the construction of hazard mitigation projects, acquisition of land, or implementation of land use controls that reduce or mitigate damage from coastal or riverine flooding.

“Eligible Applicants” are local governments, as defined below, and federally or state recognized Indian tribes. The program allows eligible applicants to join together to submit joint proposals.

"Flood prevention or protection study" means the conduct of a hydraulic or hydrologic study of a floodplain with historic and predicted floods, the assessment of flood risk, and the development of strategies to prevent or mitigate damage from coastal or riverine flooding.

"Fund or fund" means the Virginia Community Flood Preparedness Fund created pursuant to § 10.1-603.25 of the Code of Virginia.

“Hybrid Solution” means a project that incorporates nature-based and hardened solutions to achieve an outcome that is primarily nature-based.

“Locality-certified floodplain manager” means a Certified Floodplain Manager according to the Association of State Floodplain Managers (<https://www.floods.org/certification-program-cfm/>) who is in the employ of a local government.

"Local government" means any county, city, town, municipal corporation, authority, district, commission, or political subdivision created by the General Assembly or pursuant to the Constitution of Virginia or laws of the Commonwealth, or any state or federally recognized Virginia Indian Tribe.

"Low-income geographic area means any locality, or community within a locality, that has a median household income that is not greater than 80 percent of the local median household income, or any area in the Commonwealth designated as a qualified opportunity zone by the U.S. Secretary of the Treasury via his delegation of authority to the Internal Revenue Service. A project of any size within a low-income geographic area will be considered.

“Nature-based solution” means an approach that reduces the impacts of flood and storm events through the use of environmental processes and natural systems. A nature-based solution may provide additional benefits beyond flood control, including recreational opportunities and

improved water quality. This includes a project that reduces these impacts by protecting, restoring or emulating natural features.

“National Flood Insurance Program (NFIP)” means the Program as established by the United States Congress through the passage of the National Flood Insurance Act of 1968, as amended.

“Project” means activities that include the development of flood protection facilities, acquisition of land, restoration of natural features or other activities that involve design, construction or installation of facilities. Activities such as design necessary to ensure projects meet their intended purpose will be considered part of the project.

“Recurrent or Repetitive Flooding” means the flooding effects of rain events, storm surges, and tidal flooding that occur on a regular or frequent basis including areas with repetitive loss properties as defined by the Federal Emergency Management Agency under the National Flood Insurance Program.

“Resilience Plan” means a locally adopted plan that describes the entire local government’s approach to flooding and meets the following criteria:

1. It is project-based with projects focused on flood control and resilience.
2. It incorporates nature-based infrastructure to the maximum extent possible.
3. It includes considerations of all parts of a local government regardless of socioeconomics or race.
4. It includes coordination with other local and inter-jurisdictional projects, plans, and activities and has a clearly articulated timeline or phasing for plan implementation.
5. Is based on the best available science, and incorporates climate change, sea level rise, and storm surge (where appropriate), and current flood maps.

“VRA” means the Virginia Resources Authority

“Virginia Coastal Resilience Master Plan” means the document released by Governor Northam on December 7, 2021 (<https://www.dcr.virginia.gov/crmp/plan>)

Part II: General Department Grant Eligibility Criteria and Application Procedures

A. Department Conditions and Limitations for Making Grants and Loans

1. Grant assistance and loans will be awarded by category on a competitive scoring basis for eligible projects that meet the general conditions of this section and the specific criteria set out in the project category descriptions. Scoring criteria to be utilized for each project category are contained in Appendix B.

The total amount of funds granted in any grant round, the amount of funds allocated to each of the three grant categories, and final determinations of grant awards will be set by the Department in consultation with the Chief Resilience Officer and the Special Assistant to the Governor for Coastal Adaptation and Protection. The Department anticipates that the allocations across grant categories will change with each grant round depending on demonstrated interested need.

2. Grant matching requirements are as follows*. The nature-based solution percentage will be based on the degree to which a completed project is comprised of a nature-based solution. Removal of existing infrastructure or structures may be necessary to achieve the nature-based solution.
 - a. Planning and Capacity Building— Fund 75%/Match 25%.
 - b. Flood Prevention and Protection Studies – Fund 50%/Match 50%.
 - c. Projects that will result in nature-based solutions - Fund 70%/Match 30%.
 - d. Projects that will result in hybrid solutions - Fund 60%/Match 40%.
 - e. All other Projects - Fund 50%/Match 50%.
3. For projects that are located in and serve low-income geographic areas, the following match requirements shall apply:
 - a. Planning and Capacity Building— Fund 90%/Match 10%*.
 - b. Flood Prevention and Protection Studies – Fund 90%/Match 10%.
 - c. Projects that will result in nature-based solutions - Fund 80%/Match 20%.
 - d. Projects that will result in hybrid solutions - Fund 65%/Match 35%.
 - e. All other Projects Fund 55%/Match 45%.

***Match requirements for Planning and Capacity Building in low-income geographic areas will not require match for applications requesting less than \$3,000. Where a local government is unable to secure required match funds for larger planning and study grants- contact the Department at cfpf@dcr.virginia.gov**

A completed resilience plan will be required before a local government can apply for and receive funding from the Project category only. Capacity-building and planning and study grants will be available to any local government prior to having met the requirements of the Resilience Plan as defined in this manual.

4. Grant funds will be disbursed on a reimbursement basis and may be drawn down quarterly or after the completion of the approved project.
5. A total of **\$40 million** is available for grants during this grant cycle. Of this amount, a minimum of 25% will be reserved for proposals that address low-income geographic areas. The grant amount per project will be determined based on scoring, amounts requested from eligible projects, and available funds. Based on the amount of funds available, it is possible not all projects or applications received will receive funding.
6. Minimum grant awards by category will be as follows: Project grants \$50,000; Capacity Building and Planning grantavailas, and study grants: \$1,000. Project grants will not be capped and final awards will be determined based on available funds following review by the Department.
7. Each application submitted must be for a discrete project to be completed after the beginning of the application period and not later than 3 years from the date of an executed agreement or by an extension date approved by the Department. These specified dates constitute the required “project completion date”. Reimbursement requests must be submitted within 90 days following passage of the authorized project completion date. Projects that are proposed to extend longer than 3 years may be submitted in phases. Phases of the project that extend beyond 36 months should be submitted in future applications. Studies and capacity building proposals may also be presented in phases.
8. No project or portion thereof identified in a previously awarded grant that was reimbursed by the Department is eligible for funding.
9. The Department, the Chief Resilience Officer, the Special Assistant to the Governor for Coastal Adaptation and Protection, and the Virginia Resources Authority reserve the right to provide funding at a level less than requested by the applicant, or to refuse to fund an applicant’s request. Reasons for such determinations include, but are not limited to, incomplete applications or resilience plans, low project ranking, the feasibility of the proposal, total funding determined to be necessary to complete the project, an anticipated inability to complete the project by the specified completion date, and total available funding.
10. Local governments may contract with public, private and non-profit organizations or entities to implement approved projects.
11. **Applications will be accepted beginning (01/03/2022) and ending at 4:00 p.m. on (04/08/2022) at cfpf@dcv.virginia.gov.**

12. For a grant to be authorized, an eligible capacity building activity, project or study shall satisfy the following general conditions:
- a. A complete application meeting the requirements set forth in this manual has been submitted to the Department within the specified application period.
 - b. The local government has authorized requesting assistance from the Fund and has also authorized the availability of identified matching funds or a statement indicating that authorization is pending, and once approved, will be forwarded to the Department **prior to the close of the application period**. Authorizations not received prior to the close of the application period will cause the application to be disqualified for the current grant round.
 - c. Where project completion is dependent on a variety of funding sources, including from the Fund, the local government has provided satisfactory assurances of all necessary funds to fully finance the project. This must include signed, written verification as outlined in requirements for the Budget Narrative on page 20.
 - d. For projects that will require future maintenance, a maintenance and management plan for the projects must be provided demonstrating how the project will be maintained with funds secured by the grant recipient independent of the Fund over the lifespan of the projects
 - e. If a grant is sought for capacity building and planning activity, a project, or a study that will be carried out in concert with a federal agency, the applicant must have authorization to enter into any necessary written agreement with the federal agency endorsing the application, including any provisions for cost-sharing. A copy of the agreement must be submitted with the application.
 - f. **Grant funds may be used as match for other sources of funding; however, grant funds awarded from the Fund may NOT be utilized as match funds for other monies from the Fund. Monies used to match grants from the Fund may not be used as match for other grants.**

B. Application and Selection Process

1. General Submittal Information and Deadline

A complete electronic file with all required attachments **is the preferred method of submission**. **All electronic applications** should be submitted in a PDF format to cfpf@dc.virginia.gov.

Files should be saved as follows:

- CID51XXXX_LocalgovernmentName_CFPF.pdf
 - (example: CID510090_LoudounCounty_CFPF.pdf).
- If multiple applications for the local government then please use
 - CID510090_LoudounCounty_CFPF-1.pdf; LoudounCountyCFPF-2.pdf. etc.

“Community Identification Number (CID#)” is a 6-digit designation identifying each National Flood Insurance Program (NFIP) community. The first 2 numbers are the state code. Virginia’s state code is “51”. The next 4 digits are the Federal Emergency Management Agency (FEMA)-assigned community number and can be found in Appendix F of this manual. The CID# applies to the local government where the work is being done, not necessarily where the applicant is based. Where no CID# has been assigned, CID# will be 510 plus the three digit FIPS code and Department designation (example for City of Richmond – 510760-DCR1). The list of communities without a FEMA assigned CID# is also found in Appendix F.

If electronic submittal is not possible, please submit 4 complete copies of each application (including one originally-signed copy), together with all attachments and supporting documentation, to the Virginia Department of Conservation and Recreation at the address below:

Virginia Department of Conservation and Recreation
Attention: Virginia Community Flood Preparedness Fund
Division of Dam Safety and Floodplain Management
600 East Main Street, 24th Floor
Richmond, Virginia 23219

Please ensure signature pages are completed prior to submitting electronically or mailing. Applications without signatures will be considered incomplete and will be removed from funding consideration for the current round. Applications will be accepted beginning on January 3, 2022. **All applications must be RECEIVED by 4:00 p.m. eastern daylight savings time on April 8, 2022.** Applications received after this deadline **will not be considered** during the current round.

For proposals that can only be submitted in paper format, it is important that applications be printed on one-sided pages. All pages must be sized to 8.5 x 11 inches. Photographs are acceptable. All photos and images and their captions must be on 8.5 x 11-inch paper and be of a quality suitable for reproduction by a photocopier. It is not necessary to submit 4 sets of original images, but all reproduced images must be clear and discernable. Images and photos will not be returned.

Applications will be scored, ranked, and funded based on scoring criteria in Appendix B and the availability of funds.

General Application Inquiries: For any questions regarding the application process, please contact the Department of Conservation and Recreation, Division of Dam Safety and Floodplain Management at (804) 371-6095 or via email at cfpf@dcr.virginia.gov.

2. Project, Study, Capacity Building and Planning Application Contents

Organizational Information

The Application Form (Appendix A) contains general organizational information, including the title, category, and location of the project, the amount of grant funds requested, and contact information for the applicant or the applicant’s designated contact person.

Scope of Work Narrative (as an attachment to the Application Form)

The requirements for the project's Scope of Work Narrative are outlined in Part III of this manual. A completed scoring criteria sheet must also be included to support the Scope of Work Narrative.

Budget Narrative (as an attachment to the Application Form)

The Budget Narrative establishes the proposed budget for the project. It should include evidence of the source of funds available to fully fund the project, including the required cash matching funds. A description of the Budget Narrative is outlined in Part III of this manual.

3. Application Review and Approval

Qualifying projects in each category are selected for funding on a competitive scoring basis. The Department will use the following procedure in determining the qualification of an application.

Department of Conservation and Recreation (Department) Review

The Department will review the applications for completeness in accordance with the eligible grant categories and application requirements. Department staff, in consultation with the Secretary of Natural Resources and the Special Assistant to the Governor for Coastal Adaptation and Protection, will review and rank each complete application to determine its merits in accordance with the criteria set out in this manual pursuant to the scoring criteria contained in the applicable Appendix for each of the three grant categories (Capacity Building and Planning, Projects and studies).

Virginia Resources Authority Review

Following the project acceptance and approval, and pending further necessary submittals, the application will be forwarded to VRA for the execution of a grant agreement and funding.

4. Grant Funded Activity Commencement and Schedule for Completion

Projects, capacity building and planning and studies will be required to be completed after the beginning of the application period and not later than 36 months following the issuance of a signed agreement between the applicant and VRA on behalf of the Department. Projects, capacity building and planning, and studies with a longer time horizon should be submitted in phases.

If a project, study, capacity building or planning activity does not commence in a timely fashion to allow completion within the agreement period, funding will be withdrawn and the applicant may reapply during the next grant round, should funds be available. Such funds may be redistributed to other qualifying projects at the discretion of the Department in consultation with the Chief Resilience Office and the Special Assistant to the Governor for Coastal Adaptation and Protection.

An extension may be granted at the discretion of the Department; however, all extension requests (Appendix D) must be received no later than 90 days prior to the expiration of the original agreement, and the approved activity must have commenced within the first nine months of the original agreement period.

5. Reporting and Close-Out Guidelines for Grant Recipients

Where applicable, the Department will conduct project inspections as necessary to ensure conformance to grant terms. **Final project deliverables defined in the approved Scope of Work are due to the Department within 30 days following the project end date, unless another date is approved by the Department.**

- a. *All materials shall be provided digitally to the Department at cfpf@dcrr.virginia.gov.*
- b. All documents must be provided in PDF and/or a Microsoft Word compatible format, including any embedded maps or other figures/illustrations.
- c. All engineering files (including hydrologic and hydraulic studies) and assumptions necessary to replicate various analyses or other calculations need to be provided in a format compatible with the software used to perform those calculations; likewise, all output files are also required.
- d. All tabular information not included in the engineering files above, whether contained within any report or appendix, which was used as the basis for any calculation, shall be provided in a Microsoft Excel compatible format or Microsoft Access compatible format.
- e. All map data shall be delivered as a geodatabase or individual shapefiles. Additionally, maps shall be provided in a PDF format if not already included embedded within the report(s).
 - If derived from CAD or another non-GIS workflow, data must be converted into a GIS format.
 - See the Virginia Soil and Water Conservation Board's Guidance Document for specific requirements and direction for mapping - [Dam Break Inundation Zone Modeling and Mapping Procedures](#) (PDF) (09/16).
- f. If digital submittal is not possible, printed materials, together with all attachments and supporting documentation, may be submitted to the Virginia Department of Conservation and Recreation at the address below:

Virginia Department of Conservation and Recreation
Attention: Virginia Community Flood Preparedness Fund
Division of Dam Safety and Floodplain Management
600 East Main Street, 24th Floor
Richmond, Virginia 23219

6. Grant Award and Administration

After application approval, a letter will be sent from the Department to the applicants, and notice of awards will be posted on the Department Dam Safety and Floodplain Management Community Flood Preparedness Fund web page at <https://www.dcr.virginia.gov/dam-safety-and-floodplains/dsfpm-cfpf>.

VRA will email grant agreements to recipients using the email address provided in the original application. If no email address was provided, the Grant Agreements will be sent via U.S. mail. Recipients shall return the signed grant agreement within 90 days of receipt to:

Virginia Resources Authority
1111 E. Main Street, Suite 1920
Richmond, VA 23219

Grant agreements not signed and returned to VRA within 90 days as required will have grant funds rescinded.

Within 30 days after the project, study, capacity building or planning activity is completed the applicant shall submit digital copies of the completed work to cfpf@dc.virginia.gov along with the completed Certificate of Approval Floodplain Management form (which will be provided along with the grant award documents from VRA for review and approval by Department staff).

Final reimbursement requests must be submitted within 90 days following passage of the authorized project completion date; this request must include completed and signed Exhibit E Reimbursement Request Form, signed Exhibit D Form of Requisition along with the signed Certificate of Approval Floodplain Management, proof of payment (canceled checks, bank statements, accounting system reports, etc.) and invoices to cfpf@dc.virginia.gov or:

Virginia Department of Conservation and Recreation
Attention: Virginia Community Flood Preparedness Fund
Division of Dam Safety and Floodplain Management
600 East Main Street, 24th Floor
Richmond, Virginia 23219

All forms are located in the VRA grant agreement.

Invoices must be detailed and specific to the project awarded and must provide sufficient detail to determine the work and hours actually completed related to the approved project.

7. Virginia Resources Authority Disbursement of Grant Funds

Grant funds may be disbursed on a quarterly basis. For low-income geographic areas, one-quarter of the grant award may be advanced upfront to the grant recipient to be offset against actual expenditures at the end of the grant award.

All requests for disbursement shall be provided to the Department for approval according to the reimbursement terms of the grant manual and grant agreement. The Department shall forward the approved request to VRA for payment to the applicant. VRA will not disburse funds prior to receipt of a fully executed grant agreement signed by the grant recipient and subsequently signed by VRA's Executive Director. Where applicable, the Department will

conduct site visits and inspections to monitor project compliance. A checklist for reimbursement will be included in the VRA grant agreement.

Part III: Eligible Activities Descriptions: Projects, Studies, Capacity Building and Planning

A. Capacity Building and Planning

While certain local governments and regions have taken significant steps in developing and implementing comprehensive approaches to flood preparedness and resilience, many areas have yet to establish the necessary foundation for such activities, often because of a lack of resources. It is imperative that such planning activities take place.

To encourage sound planning, the Fund will provide local governments grants for capacity building efforts, prioritizing those that create or update resilience plans, as defined in this manual.

To further encourage planning, applicants applying for project grants must have an approved resilience plan, and projects must be approved by a Certified Floodplain Manager (CFM) pursuant to section one of this manual.

Capacity building and planning grants are designed to help local governments meet both of those future requirements.

Applicants may seek funds to secure services or personnel necessary to develop plans, programs, and projects within the defined project period and scope of eligible activities. More details on plan requirements are included in this section so applicants may assess whether or not they will need capacity building and planning assistance.

The Fund will strive to provide capacity building and planning grants to help any local government that does not yet have such a plan or capacity to create and implement a resilience plan to develop one to address its flood resilience needs in a comprehensive manner.

The number of grants awarded for this purpose will be dependent on available funds.

Details on Required Resilience Plans for Project Grant Applicants

A plan can be either one document or a combination of documents that meet the elements described in the definitions section of this manual. Once the Department certifies a local government has met the minimum requirements that determination will stand for a period of three years.

For this grant round, the resilience plan may be submitted before or concurrently with the submission of a project plan. Applicants may submit their resilience plans at any time. Resilience plans should be clearly identified with the name of the local government in the file name

(example: CID#.Essex.resilienceplan) and submitted to cfpf@dcv.virginia.gov. The CID# is unique to each county, city or town in Virginia.

A plan for purposes of the CFPF during this grant round will meet the following criteria:

1. It is project-based with projects focused on flood control and resilience.
2. It incorporates nature-based infrastructure to the maximum extent possible.
3. It includes considerations of all parts of a local government regardless of socioeconomic status or race.
4. It includes coordination with other local and inter-jurisdictional projects, plans, and activities and has a clearly articulated timeline or phasing for plan implementation.
5. Is based on the best available science and incorporates climate change, sea level rise, and storm surge (where appropriate), and current flood maps.

Additional information on plan submittal and approval is available in Appendix G.

The Department expects to complete or begin an additional grant round prior to August 2022, so applicants should understand that even if they are unable to meet this requirement during this round, they will have additional time to complete their plan submissions and apply for project grants in the future grant round.

B. Flood Prevention and Protection Projects

The purpose of this category is to assist local governments with flood prevention or protection activities to prevent loss of life and reduce property damage caused by flooding. Flood prevention or protection project means any project to reduce coastal, riverine or inland flooding.

During this grant round, a local government may not apply for or receive funding from the Project category unless it has completed a resilience plan certified by the Department. Planning, studies, and capacity building grants will be available to any local government prior to the adoption of a resilience plan. Further information on expected content are contained in Appendix G.

If multiple eligible entities are included in one application, applicants should list all localities with their CID#, for example: CID510XXX-KellerTown_CID510XXX-MelfaTown_CID510XXX-PainterCFPF-1

While the grant recipient, and therefore responsible party, is defined in the Code of Virginia, projects may serve a smaller geographic area within the local government, particularly low-income geographic areas. Projects undertaken by municipal corporations, authorities, districts,

commissions, or political subdivisions created by the General Assembly or pursuant to the Constitution or laws of the Commonwealth, or any combination of these, must be consistent with resilience plans and efforts in the local government where the project takes place. Letters of support from affected localities must be included with the application.

All projects that demonstrate a primary purpose of prevention or protection to reduce coastal, riverine or inland flooding will be considered.

Examples of applicable projects include:

Nature-based solutions including but not limited to: wetland restoration, floodplain restoration, swales and settling ponds, living shorelines and vegetated buffers.

Additional flood control solutions including, but not limited to: floodwalls, levees, berms, flood gates, structural conveyances and storm water systems, and medium to large scale Low Impact Development (LID) in urban areas

Preservation and creation of open space including: property acquisition and relocation and the permanent conservation of lands identified as having flood resilience value by *ConserveVirginia* Floodplain and Flooding Resilience layer or a similar data driven analytic tool.

C. Studies

To assist the Commonwealth and its local governments, the Fund will provide grants for various studies designed to improve long term planning and effectiveness of resilience plans and projects.

Examples of applicable projects include:

- a. Studies to revise floodplain ordinances in order to maintain compliance with the NFIP or to incorporate higher standards that may reduce the risk of flood damage. This shall include establishing processes for implementing the ordinance, including but not limited to, permitting, record retention, violations, and variance procedures. This may include revising a floodplain ordinance when the community is getting new Flood Insurance Rate Maps (FIRMs), updating a floodplain ordinance to include floodplain setbacks or freeboard, or correcting issues identified in a Corrective Action Plan.
- b. Hydraulic or hydrologic studies of a floodplain with historic and predicted floods, the assessment of flood risk, and the development of strategies to prevent or mitigate damage from coastal or riverine flooding.
- c. Hydrologic and hydraulic studies of floodplains to clarify or update by FEMA Flood Insurance Rate maps (FIRMS).
- d. Studies and Data Collection of Statewide and Regional Significance: Funding of studies of statewide and regional significance and proposals will be considered for the following types of studies:

1. Updating precipitation data and IDF information (rain intensity, duration, frequency estimates) including such data at a sub-state or regional scale on a periodic basis.
2. Regional relative sea level rise projections for use in determining future impacts.
3. Vulnerability analysis either statewide or regionally to state transportation, water supply, water treatment, impounding structures, or other significant and vital infrastructure from flooding.
4. Flash flood studies and modeling in riverine regions of the state.
5. Statewide or regional stream gauge monitoring to include expansion of existing gauge networks.
6. New or updated delineations of areas of recurrent flooding, stormwater flooding, and storm surge vulnerability in coastal areas that include projections for future conditions based on sea level rise, more intense rainfall events, or other relevant flood risk factors.
7. Regional flood studies in riverine communities that may include watershed-scale evaluation, updated estimates of rainfall intensity, or other information.
8. Regional hydrologic and hydraulic studies of floodplains.
9. Studies of potential land use strategies that could be implemented by a local government to reduce or mitigate damage from coastal or riverine flooding.
10. Other proposals that will significantly improve protection from flooding on a statewide or regional basis.

Part IV: Required Application Components

A. Scope of Work Narrative – Capacity Building and Planning

All applications must include a Scope of Work Narrative that clearly describes the proposed activities, including supporting documentation as necessary and, at a minimum, includes the following.

1. Assess capacity needs and assets to include:
 - a. Resource needs identification – financial, human, technical assistance, training.
 - b. Plan for developing, increasing, or strengthening knowledge, skills and abilities of existing or new staff. This may include training of existing staff, hiring personnel, contracting with of expert consultants or advisors.
 - c. Resource development strategies. Where capacity is limited by funding, what strategies will be developed to increase resources in the local government? This may include work with non-governmental organizations, or applying for grants, loans, or other funding sources.
 - d. Policy management and/or development.
2. Goals and objectives tied to improving flood protection and prevention in a whole community approach to resilience. Identify and describe the goals and objectives of the project.
3. Stakeholder identification, outreach and education strategies.
4. Implementation plan and timelines for specific elements of completion such as training, certifications, plan development, etc.
5. Parties responsible for capacity building and/or plan development process.
6. Performance outputs and measures. Describe the expected results and benefits and how success will be measured.
7. Plans for maintaining capacity, as necessary, over the long term.

B. Scope of Work Narrative – Projects

All applications must include a Scope of Work Narrative that clearly describes the proposed project or study, including supporting documentation as necessary. It may be helpful to review the checklist in Appendix C to ensure that the application includes all the required elements. The Scope of Work narrative for all applications should address the following elements.

1. **Project Information:** Describe in detail the area to be studied or protected including the following. Note that information should be provided on the local government(s) in which the project is taking place, even if that local government it is not the grant applicant. Projects undertaken by municipal corporations, authorities, districts, commissions, or political subdivisions created by the General Assembly or pursuant to the Constitution or laws of the Commonwealth, or any combination of these, must be consistent with resilience plans and efforts in the local government where the project takes place. Letters of support from affected local governments must be included with the application.

- Population
 - Provide population data for the local government in which the project is taking place, including identification of any low-income geographic area and the estimated number of residents that will be impacted by this project.
- Historic flooding data and hydrologic studies projecting flood frequency
 - Provide information on the flood risk of the project area, including whether the project is in a mapped floodplain, what flood zone it is in, and when it was last mapped. If the property or area around it has been flooded before, share information on the dates of past flood events and the amount of damage sustained.
- The ability of the local government to provide its share of the cost
 - This must include an estimate of the total project cost, a description of the source of the funds being used, evidence of the local government's ability to pay for the project in full or quarterly prior to reimbursement, and a signed pledge agreement from each contributing organization.
- The administration of local floodplain management regulations
 - The Department will determine if the community is in good standing with the NFIP. If applicable, provide the Department with a link to the current floodplain ordinance, or attach a PDF or Word document of the ordinance.
- Other necessary information to establish project or study priority
 - Repetitive Loss and/or Severe Repetitive Loss Properties
 - Do not provide the addresses for these properties, but include an exact number of repetitive loss and/or severe repetitive loss structures within the project area. Work with the local floodplain administrator or emergency manager to find this information. If they do not have a list of repetitive loss/severe repetitive loss structures, the Department can assist them in accessing these lists.
 - Residential and/or Commercial Structures
 - Describe the residential and commercial structures impacted by this project, including how they contribute to the community such as historic, economic, or social value. Provide an exact number of residential structures and commercial structures in the project area.
 - Critical Facilities
 - If there are critical facilities within the project area, describe each facility. Critical facilities are those that provide services and functions essential to the community, including hospitals, fire stations, police stations, storage facilities for critical records, power plants, and wastewater treatment plants, among others.

2. **Need for Assistance:** Identify and describe any relevant issues or problems that will be addressed by the project.

- Explain the local government's financial and staff resources. How many relevant staff members (floodplain administrators, planners, emergency managers, building officials, engineers) does the local government have? To what relevant software does the local government have access? What are the local government's capabilities?
- The Department will prioritize low-income geographic areas for funding. Low-income geographic area means any locality or geographic area within a locality that may cross municipal or county boundaries, that has a median household income that is not greater than 80 percent of the local median household income, or any area in the Commonwealth designated as a qualified opportunity zone by the U.S. Secretary of the Treasury via his delegation of authority to the Internal Revenue Service.
- The Department will consider the project area's social vulnerability index score when reviewing grant applications. The Social Vulnerability Index, available through [ADAPT Virginia's Virginia Vulnerability Viewer](#), will be used for this review.
- This index is based on census tract data; the index score for the census tract that contains the project area should be used. If the project area falls within multiple census tracts, please provide the scores for all census tracts. The average score for the project area will be used for scoring the application.
 - For more information on social vulnerability, please see [ADAPT Virginia's fact sheet](#).

Alternatives: If the project proposed does not employ a nature-based or hybrid solution and the total project cost is greater than \$3 million, describe at least one alternative that could reasonably address the issue identified. Please also consider the No Action Option as a third alternative as part of the analysis. Explain these alternatives and the reason the proposed project was selected.

3. **Goals and Objectives:** Identify and describe the goals and objectives of the project. Include a description of the expected results of the completed project and explain the expected benefits of the project. This may include financial benefits, increased awareness, decreased risk, etc.

4. **Approach, Milestones, and Deliverables:** Outline a plan of action laying out the scope and detail of how the proposed work will be accomplished with a timeline identifying expected completion dates. Determine milestones for the project that will be used to track progress. Explain what deliverables can be expected at each milestone, and what the final project deliverables will be. Identify other potential project partners.

- If assistance is sought for a project that will be carried out in concert with a federal agency, provide evidence of an agreement with the federal agency endorsing the project.

5. **Relationship to Other Projects:** Where applicable, briefly describe the relationship between this project and other past, current, or future resilience projects. If the applicant has received or applied for any other grants or loans, please identify those projects, and, if applicable, describe any problems that arose with meeting the obligations of the grant and how the obligations of this project will be met.
6. **Maintenance Plan:** For ongoing projects or projects that will require future maintenance, such as infrastructure, flood warning and response systems, signs, websites, or flood risk applications, a maintenance and management plan for the projects must be provided demonstrating how they will be maintained after the lifespan of this grant for a minimum of five years. Ongoing operation and maintenance will be the financial responsibility of the grantee and will not be eligible for monies from the Fund.
7. **Criteria:** Describe how the project meets each of the applicable scoring criteria contained in Appendix B, and provide the required documentation where necessary. Documentation can be incorporated into the Scope of Work Narrative or included as attachments to the application. Appendix B must be completed and submitted with the application.

For local governments that are not towns, cities, or counties, the documentation provided for the criteria below should be based on the local government or local governments in which the project is located and/or directly impacts.

1. Is the applicant a local government (including counties, cities, towns, municipal corporations, authorities, districts, commissions, or political subdivisions created by the General Assembly or pursuant to the Constitution or laws of the Commonwealth, or any combination of these or a recognized state or federal Indian tribe?
2. Does the local government have an approved resilience plan meeting the criteria as established by this grant manual? Has it been attached or a link provided?
3. For local governments that are not towns, cities, or counties, have letters of support been provided from affected local governments?
4. Has the applicant provided evidence of an ability to provide the required match funds?
5. Has the applicant demonstrated to the extent possible, the positive impacts of the project or study on prevention of flooding?

Documentation: As outlined in the Budget Narrative section below, the applicant must include an estimate of the project cost, a description of the source of the funds being used, evidence of the applicant's ability to pay for its share of the project, and signed authorization or a pledge agreement from each contributing organization.

C. Scope of Work Narrative – Studies

All applications for proposed studies the applicant should include the following:

1. The specific type of study proposed including whether the study is new or updates a prior study.
2. The relationship of the study to the local government's needs for flood prevention and protection, equity, community improvement, identification of nature-based solutions or other priorities contained in this manual.
3. The qualifications of the individuals or organizations charged with conducting the study or the elements of any request for proposal that define those qualifications
4. The expected use of the study results in the context of the local resilience plan or, in the case of regional plans, how the study improves any regional approach.
5. If applicable, how the study may improve Virginia's flood protection and prevention abilities in a statewide context.

D. Budget Narrative- Required for All Grant Categories

Each application must include a detailed Budget Narrative explaining all proposed expenditures. A budget narrative is applicable to requests from any category of grants in this manual. The following items must be included in the Budget Narrative:

- ***Estimated total project cost:*** This amount must reflect the total cost of bringing the project to completion. Estimates for all work to be completed by third parties (engineers, contractors, etc.) on the specified project should be included. If multiple project types are selected, a detailed breakdown of how the funding is proposed to be allocated must be included for each selected project type.
- ***Amount of funds requested from the Fund:*** This is the total amount of any grant assistance sought from the Fund. Include a detailed breakdown of how this funding is proposed to be allocated. At a minimum this should include a breakdown of salaries, fringe benefits, travel, equipment, supplies, construction, contracts and other direct costs. Please refer to the match requirements in Part II of this manual. For local governments designated as low-income geographic areas, 100 percent of the estimated total project costs should be included.
- ***Amount of cash funds available:*** This amount, when combined with the amount of funding requested from the Fund, must reflect the total estimated project cost to demonstrate that all necessary funding has been secured to complete the project. Include a description of the source of these funds and evidence of the applicant's ability to obtain these funds to complete the project.
- **Authorization to request for funding:** Local governments seeking funding shall also attach signed documentation authorizing the request for funding.

Where a local authorization is not applicable, a pledge agreement is required for each contribution, signed by the authorized representative of the contributing organization and the applicant organization, which must include:

- The name, address, and telephone number of the contributor;
- The name of the applicant organization;
- The title of the project for which the cash contribution is made;
- The source of funding for the cash contribution;
- The dollar amount of the cash contribution; and
- A statement that the contributor will pay the cash contribution during the agreement period.

Note: Grant funds may be used as match for other sources of funding; however, grant funds awarded from the Fund may NOT be utilized as match funds for other monies from the Fund. Monies used to match grants from the Fund may not be used as match for other grants.

Appendix A: Application Form for Grant Requests for All Categories

Virginia Department of Conservation and Recreation
Virginia Community Flood Preparedness Fund Grant Program

Name of Local Government:

Shenandoah County

Category of Grant Being Applied for (check one):

☒ Capacity Building/Planning

☐ Project

☐ Study

NFIP/DCR Community Identification Number (CID) 510147

If a state or federally recognized Indian tribe, Name of tribe

Name of Authorized Official:

Signature of Authorized Official:

Mailing Address (1): 600 North Main St. Suite 107

Mailing Address (2):

City: Woodstock **State:** VA **Zip:** 22664

Telephone Number: (540) 459-6185

Cell Phone Number: ()

Email Address: bmenefee@shenandoahcountyva.us

Contact Person (If different from authorized official): _____

Mailing Address (1): _____

Mailing Address (2): _____

City: _____ **State:** _____ **Zip:** _____

Telephone Number: (____) _____ Cell Phone Number: (____) _____

Email Address: _____

Is the proposal in this application intended to benefit a low-income geographic area as defined in the Part 1 Definitions? Yes X No _____

Categories (select applicable project):

Project Grants (Check All that Apply)

- ☐ Acquisition of property (or interests therein) and/or structures for purposes of allowing floodwater inundation, strategic retreat of existing land uses from areas vulnerable to flooding; the conservation or enhancement of natural flood resilience resources; or acquisition of structures, provided the acquired property will be protected in perpetuity from further development.
- ☐ Wetland restoration.
- ☐ Floodplain restoration.
- ☐ Construction of swales and settling ponds.
- ☐ Living shorelines and vegetated buffers.
- ☐ Structural floodwalls, levees, berms, flood gates, structural conveyances.
- ☐ Storm water system upgrades.
- ☐ Medium and large scale Low Impact Development (LID) in urban areas.
- ☐ Permanent conservation of undeveloped lands identified as having flood resilience value by *ConserveVirginia* Floodplain and Flooding Resilience layer or a similar data driven analytic tool.
- ☐ Dam restoration or removal.
- ☐ Stream bank restoration or stabilization.
- ☐ Restoration of floodplains to natural and beneficial function.
- ☐ Developing flood warning and response systems, which may include gauge installation, to notify residents of potential emergency flooding events.

Study Grants (Check All that Apply)

- ☐ Studies to aid in updating floodplain ordinances to maintain compliance with the NFIP or to incorporate higher standards that may reduce the risk of flood damage. This must include establishing processes for implementing the ordinance, including but not limited to, permitting, record retention, violations, and variances. This may include revising a floodplain ordinance when the community is getting new Flood Insurance Rate Maps (FIRMs), updating a floodplain ordinance to include floodplain setbacks or freeboard, or correcting issues identified in a Corrective Action Plan.
- ☐ Revising other land use ordinances to incorporate flood protection and mitigation goals, standards and practices.
- ☐ Conducting hydrologic and hydraulic studies of floodplains. Applicants who create new maps must apply for a Letter of Map Revision or a Physical Map Revision through the Federal Emergency Management Agency (FEMA). For example, a local government might conduct a hydrologic and hydraulic study for an area that had not been studied because the watershed is less than one square mile. Modeling the floodplain in an area that has numerous letters of map change that suggest the current map might not be fully accurate or doing a detailed flood study for an A Zone is another example.
- ☐ Studies and Data Collection of Statewide and Regional Significance.
- ☐ Revisions to existing resilience plans and modifications to existing comprehensive and hazard.
- ☐ Other relevant flood prevention and protection project or study.

Capacity Building and Planning Grants

- ☒ Floodplain Staff Capacity.
- ☐ Resilience Plan Development
 - ☐ Revisions to existing resilience plans and modifications to existing comprehensive and hazard mitigation plans.
 - ☐ Resource assessments, planning, strategies and development.
 - Policy management and/or development.
 - Stakeholder engagement and strategies.

Location of Project (Include Maps): Shenandoah County, Virginia

NFIP Community Identification Number (CID#):(See appendix F 510147

Is Project Located in an NFIP Participating Community? ☒ Yes ☐ No

Is Project Located in a Special Flood Hazard Area? ☒ Yes ☐ No

Flood Zone(s) (If Applicable): A, AE, and 0.2 PCT Annual Chance Flood Hazard

Flood Insurance Rate Map Number(s) (If Applicable): All within Shenandoah County, Va

Total Cost of Project: _____

Total Amount Requested _____

Appendix B: Scoring Criteria for Flood Prevention and Protection Projects

Virginia Department of Conservation and Recreation
Virginia Community Flood Preparedness Fund Grant Program

Applicant Name:		
Eligibility Information		
Criterion	Description	Check One
1. Is the applicant a local government (including counties, cities, towns, municipal corporations, authorities, districts, commissions, or political subdivisions created by the General Assembly or pursuant to the Constitution or laws of the Commonwealth, or any combination of these)?		
Yes	Eligible for consideration	
No	Not eligible for consideration	
2. Does the local government have an approved resilience plan and has provided a copy or link to the plan with this application?		
Yes	Eligible for consideration under all categories	
No	Eligible for consideration for studies, capacity building, and planning only	
3. If the applicant is <u>not a town, city, or county</u>, are letters of support from all affected local governments included in this application?		
Yes	Eligible for consideration	
No	Not eligible for consideration	
4. Has this or any portion of this project been included in any application or program previously funded by the Department?		
Yes	Not eligible for consideration	
No	Eligible for consideration	
5. Has the applicant provided evidence of an ability to provide the required matching funds?		
Yes	Eligible for consideration	
No	Not eligible for consideration	
N/A	Match not required	

Project Eligible for Consideration		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Applicant Name:	Shenandoah County		
Scoring Information			
Criterion	Point Value	Points Awarded	
6. Eligible Projects (Select all that apply)			
Projects may have components of both 1.a. and 1.b. below; however, only one category may be chosen. The category chosen must be the primary project in the application.			
1.a. Acquisition of property consistent with an overall comprehensive local or regional plan for purposes of allowing inundation, retreat, or acquisition of structures.	50		
<input type="checkbox"/> Wetland restoration, floodplain restoration <input type="checkbox"/> Living shorelines and vegetated buffers. <input type="checkbox"/> Permanent conservation of undeveloped lands identified as having flood resilience value by <i>ConserveVirginia</i> Floodplain and Flooding Resilience layer or a similar data driven analytic tool <input type="checkbox"/> Dam removal <input type="checkbox"/> Stream bank restoration or stabilization. <input type="checkbox"/> Restoration of floodplains to natural and beneficial function. <input type="checkbox"/> Developing flood warning and response systems, which may include gauge installation, to notify residents of potential emergency flooding events.	45		
1.b. any other nature-based approach	40		
All hybrid approaches whose end result is a nature-based solution	35		
All other projects	25		
7. Is the project area socially vulnerable? (Based on ADAPT VA's Social Vulnerability Index Score.)			
Very High Social Vulnerability (More than 1.5)	15		
High Social Vulnerability (1.0 to 1.5)	12		
Moderate Social Vulnerability (0.0 to 1.0)	8		
Low Social Vulnerability (-1.0 to 0.0)	0		
Very Low Social Vulnerability (Less than -1.0)	0		
8. Is the proposed project part of an effort to join or remedy the community's probation or suspension from the NFIP?			

Yes	10	
No	0	
9. Is the proposed project in a low-income geographic area as defined in this manual?		
Yes	10	
No	0	
10. Projects eligible for funding may also reduce nutrient and sediment pollution to local waters and the Chesapeake Bay and assist the Commonwealth in achieving local and/or Chesapeake Bay TMDLs. Does the proposed project include implementation of one or more best management practices with a nitrogen, phosphorus, or sediment reduction efficiency established by the Virginia Department of Environmental Quality or the Chesapeake Bay Program Partnership in support of the Chesapeake Bay TMDL Phase III Watershed Implementation Plan?		
Yes	5	
No	0	
11. Does this project provide “community scale” benefits?		
Yes	20	
No	0	
Total Points		

Appendix C: Scoring Criteria for Studies

Virginia Department of Conservation and Recreation
Virginia Community Flood Preparedness Fund Grant Program

Applicant Name:		
Eligibility Information		
Criterion	Description	Check One
1. Is the applicant a local government (including counties, cities, towns, municipal corporations, authorities, districts, commissions, or political subdivisions created by the General Assembly or pursuant to the Constitution or laws of the Commonwealth, or any combination of these)?		
Yes	Eligible for consideration	
No	Not eligible for consideration	
2. Does the local government have an approved resilience plan and has provided a copy or link to the plan with this application?		
Yes	Eligible for consideration under all categories	
No	Eligible for consideration for studies, capacity building, and planning only	
3. If the applicant is <u>not a town, city, or county</u>, are letters of support from all affected local governments included in this application?		
Yes	Eligible for consideration	
No	Not eligible for consideration	
4. Has this or any portion of this project been included in any application or program previously funded by the Department?		
Yes	Not eligible for consideration	
No	Eligible for consideration	
5. Has the applicant provided evidence of an ability to provide the required matching funds?		
Yes	Eligible for consideration	
No	Not eligible for consideration	
N/A	Match not required	

Studies Eligible for Consideration		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Applicant Name:			
Scoring Information			
Criterion	Point Value	Points Awarded	
6. Eligible Studies (Select all that apply)			
Revising floodplain ordinances to maintain compliance with the NFIP or to incorporate higher standards that may reduce the risk of flood damage. This must include establishing processes for implementing the ordinance, including but not limited to, permitting, record retention, violations, and variances. This may include revising a floodplain ordinance when the community is getting new Flood Insurance Rate Maps (FIRMs), updating a floodplain ordinance to include floodplain setbacks or freeboard, or correcting issues identified in a Corrective Action Plan.	30		
Creating tools or applications to identify, aggregate, or display information on flood risk or creating a crowd-sourced mapping platform that gathers data points about real-time flooding. This could include a locally or regionally based web-based mapping product that allows local residents to better understand their flood risk.	15		
Conducting hydrologic and hydraulic studies of floodplains. Applicants who create new maps must apply for a Letter of Map Revision or a Physical Map Revision through the Federal Emergency Management Agency (FEMA).	35		
Studies and Data Collection of Statewide and Regional Significance. Funding of studies of statewide and regional significance and proposals will be considered for the following types of studies:			
<input type="checkbox"/> Updating precipitation data and IDF information (rain intensity, duration, frequency estimates) including such data at a sub-state or regional scale on a periodic basis.	45		
<input type="checkbox"/> Regional relative sea level rise projections for use in determining future impacts.	45		
<input type="checkbox"/> Vulnerability analysis either statewide or regionally to state transportation, water supply, water treatment, impounding structures, or other significant and vital infrastructure from flooding.	45		
<input type="checkbox"/> Flash flood studies and modeling in riverine regions of the state.	45		
<input type="checkbox"/> Statewide or regional stream gauge monitoring to include expansion of existing gauge networks.	45		

<input type="checkbox"/> New or updated delineations of areas of recurrent flooding, stormwater flooding, and storm surge vulnerability in coastal areas that include projections for future conditions based on sea level rise, more intense rainfall events, or other relevant flood risk factors.	45	
<input type="checkbox"/> Regional flood studies in riverine communities that may include watershed-scale evaluation, updated estimates of rainfall intensity, or other information.	50	
<input type="checkbox"/> Regional hydrologic and hydraulic studies of floodplains.	45	
<input type="checkbox"/> Studies of potential land use strategies that could be implemented by a local government to reduce or mitigate damage from coastal or riverine flooding.	40	
<input type="checkbox"/> Other proposals that will significantly improve protection from flooding on a statewide or regional basis	35	
7. Is the study area socially vulnerable? (Based on ADAPT VA's Social Vulnerability Index Score.)		
Very High Social Vulnerability (More than 1.5)	15	
High Social Vulnerability (1.0 to 1.5)	12	
Moderate Social Vulnerability (0.0 to 1.0)	8	
Low Social Vulnerability (-1.0 to 0.0)	0	
Very Low Social Vulnerability (Less than -1.0)	0	
8. Is the proposed study part of an effort to join or remedy the community's probation or suspension from the NFIP?		
Yes	10	
No	0	
9. Is the proposed study in a low-income geographic area as defined in this manual?		
Yes	10	
No	0	
10. Projects eligible for funding may also reduce nutrient and sediment pollution to local waters and the Chesapeake Bay and assist the Commonwealth in achieving local and/or Chesapeake Bay TMDLs. Does the proposed project include implementation of one or more best management practices with a nitrogen, phosphorus, or sediment reduction efficiency established by the Virginia Department of Environmental Quality or the Chesapeake Bay Program Partnership in support of the Chesapeake Bay TMDL Phase III Watershed Implementation Plan?		
Yes	5	
No	0	
Total Points		

Appendix D: Scoring Criteria for Capacity Building & Planning

Virginia Department of Conservation and Recreation
Virginia Community Flood Preparedness Fund Grant Program

Applicant Name:	Shenandoah County	
Eligibility Information		
Criterion	Description	Check One
1. Is the applicant a local government (including counties, cities, towns, municipal corporations, authorities, districts, commissions, or political subdivisions created by the General Assembly or pursuant to the Constitution or laws of the Commonwealth, or any combination of these)?		
Yes	Eligible for consideration	X
No	Not eligible for consideration	
2. Does the local government have an approved resilience plan and has provided a copy or link to the plan with this application?		
Yes	Eligible for consideration under all categories	
No	Eligible for consideration for studies, capacity building, and planning only	X
3. If the applicant is <u>not a town, city, or county</u>, are letters of support from all affected local governments included in this application?		
Yes	Eligible for consideration	
No	Not eligible for consideration	N/A
4. Has this or any portion of this project been included in any application or program previously funded by the Department?		
Yes	Not eligible for consideration	
No	Eligible for consideration	X
5. Has the applicant provided evidence of an ability to provide the required matching funds?		
Yes	Eligible for consideration	
No	Not eligible for consideration	
N/A	Match not required	X

Capacity Building and Planning Eligible for Consideration		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Applicant Name:	Shenandoah County		
Scoring Information			
Criterion	Point Value	Points Awarded	
6. Eligible Capacity Building and Planning Activities (Select all that apply)			
Revisions to existing resilience plans and modifications to existing comprehensive and hazard mitigation plans.	55		
Development of a new resilience plan.	55		
Resource assessments, planning, strategies and development.	45		
Policy management and/or development.	40		
Stakeholder engagement and strategies.	25		
Goal planning, implementation and evaluation.	25	25	
Long term maintenance strategy.	25		
Other proposals that will significantly improve protection from flooding on a statewide or regional basis.	15	15	
7. Is the area within the local government to which the grant is targeted socially vulnerable? (Based on ADAPT VA's Social Vulnerability Index Score.)			
Very High Social Vulnerability (More than 1.5)	15		
High Social Vulnerability (1.0 to 1.5)	12		
Moderate Social Vulnerability (0.0 to 1.0)	8	8	
Low Social Vulnerability (-1.0 to 0.0)	0		
Very Low Social Vulnerability (Less than -1.0)	0		
8. Is the proposed activity part of an effort to join or remedy the community's probation or suspension from the NFIP?			
Yes	10		
No	0	0	
9. Is the proposed project in a low-income geographic area as defined in this manual?			
Yes	10	10	
No	0		
10. Does this project provide "community scale" benefits?			
Yes	20	20	
No			
Total Points		78	

Appendix D: Checklist All Categories

Virginia Department of Conservation and Recreation

Community Flood Preparedness Fund Grant Program

Scope of Work Narrative	
Supporting Documentation	Included
Detailed map of the project area(s) (Projects/Studies)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
FIRMette of the project area(s) (Projects/Studies)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Historic flood damage data and/or images (Projects/Studies)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
A link to or a copy of the current floodplain ordinance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Non-Fund financed maintenance and management plan for project extending a minimum of 5 years from project close	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
A link to or a copy of the current hazard mitigation plan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
A link to or a copy of the current comprehensive plan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Social vulnerability index score(s) for the project area from ADAPT VA's Virginia Vulnerability Viewer	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
If applicant is not a town, city, or county, letters of support from affected communities	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Completed Scoring Criteria Sheet in Appendix B, C, or D	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Budget Narrative	
Supporting Documentation	Included
Authorization to request funding from the Fund from governing body or chief executive of the local government	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Signed pledge agreement from each contributing organization	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

Appendix E: Extension Request Form

Virginia Department of Conservation and Recreation
Virginia Community Flood Preparedness Fund Grant Program

***Request to Amend Contract between Virginia Resources Authority and Grant Recipient of the
YYYY Virginia Community Flood Preparedness Fund Grant***

All projects are required to be completed no later than 36 months following the issuance of a signed agreement between the applicant and VRA on behalf of the Department. A one-year extension may be granted at the discretion of the Department provided such request is **received not later than 90 days prior to the expiration of the original agreement**. Requests should be emailed to cfpf@dcr.virginia.gov. If email is not available, please mail to:

Virginia Department of Conservation and Recreation
Attention: Virginia Community Flood Preparedness Fund
Division of Dam Safety and Floodplain Management
600 East Main Street, 24th Floor
Richmond, Virginia 23219

Grant Recipient: _____

Contact Name: _____

Mailing Address (1): _____

Mailing Address (2): _____

City: _____ State: _____ Zip: _____

Is this a new address? ☐ Yes ☐ No ***Has the Contact Name changed?*** ☐ Yes ☐ No

Telephone Number: (____) _____ Cell Phone Number: (____) _____

Email Address: _____

Grant Number: _____

Title of Project: _____

NFIP/DCRCID: _____

Total Cost of Project: _____

Total Amount Awarded: _____

Current Grant End Date: _____

Requested New End Date: _____

Please provide a detailed explanation for the extension request including the reason work will not be completed during the initial grant period and a timeline for completion if approved. Please attach additional documentation as needed.

Justification for Extension	

Grant Recipient Signature

Date Requested

Grant Recipient Printed Name

Title

THE DEPARTMENT Use Only

Virginia Department of Conservation and Recreation	Date Approved	Date Denied
Printed Name	Title	

Reason for Denial

VRA Use Only

Virginia Resources Authority	Date Received	Date Grant Modified
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Appendix F: Community Identification Number (CID#)

Virginia Communities Participating in the National Flood Insurance Program		
CID Number	Community Name	County
510169	ABINGDON, TOWN OF	WASHINGTON COUNTY
510050	ACCOMAC, TOWN OF	ACCOMACK COUNTY
510001	ACCOMACK COUNTY	ACCOMACK COUNTY
510006	ALBEMARLE COUNTY	ALBEMARLE COUNTY
510260	ALBERTA, TOWN OF	BRUNSWICK COUNTY
515519	ALEXANDRIA, CITY OF	ALEXANDRIA CITY
510009	ALLEGHANY COUNTY	ALLEGHANY COUNTY
510029	ALTAVISTA, TOWN OF	CAMPBELL COUNTY
510314	AMELIA COUNTY	AMELIA COUNTY
510010	AMHERST COUNTY	AMHERST COUNTY
510193	AMHERST, TOWN OF	AMHERST COUNTY
510319	APPALACHIA, TOWN OF	WISE COUNTY
510011	APPOMATTOX COUNTY	APPOMATTOX COUNTY
510194	APPOMATTOX, TOWN OF	APPOMATTOX COUNTY
515520	ARLINGTON COUNTY	ARLINGTON COUNTY
510075	ASHLAND, TOWN OF	HANOVER COUNTY
510013	AUGUSTA COUNTY	AUGUSTA COUNTY
510196	BATH COUNTY	BATH COUNTY
510016	BEDFORD COUNTY	BEDFORD COUNTY
510015	BEDFORD, TOWN OF	BEDFORD COUNTY
510242	BELLE HAVEN, TOWN OF	ACCOMACK COUNTY
510037	BERRYVILLE, TOWN OF	CLARKE COUNTY
515521	BIG STONE GAP, TOWN OF	WISE COUNTY
510100	BLACKSBURG, TOWN OF	MONTGOMERY COUNTY
510074	BLACKSTONE, TOWN OF	NOTTOWAY COUNTY
510017	BLAND COUNTY	BLAND COUNTY
510256	BLOXOM, TOWN OF	ACCOMACK COUNTY
510161	BLUEFIELD, TOWN OF	TAZEWELL COUNTY
510062	BOONES MILL, TOWN OF	FRANKLIN COUNTY
510018	BOTETOURT COUNTY	BOTETOURT COUNTY
510175	BOYCE, TOWN OF	CLARKE COUNTY
510269	BOYDTON, TOWN OF	MECKLENBURG COUNTY
510151	BOYKINS, TOWN OF	SOUTHAMPTON COUNTY
510296	BRANCHVILLE, TOWN OF	SOUTHAMPTON COUNTY
510134	BRIDGEWATER, TOWN OF	ROCKINGHAM COUNTY
510022	BRISTOL, CITY OF	BRISTOL CITY

510135	BROADWAY, TOWN OF	ROCKINGHAM COUNTY
510030	BROOKNEAL, TOWN OF	CAMPBELL COUNTY
510236	BRUNSWICK COUNTY	BRUNSWICK COUNTY
510024	BUCHANAN COUNTY	BUCHANAN COUNTY
510019	BUCHANAN, TOWN OF	BOTETOURT COUNTY
510026	BUCKINGHAM COUNTY	BUCKINGHAM COUNTY
510027	BUENA VISTA, CITY OF	BUENA VISTA CITY
510140	BURKEVILLE, TOWN OF	NOTTOWAY COUNTY
510028	CAMPBELL COUNTY	CAMPBELL COUNTY
510106	CAPE CHARLES, TOWN OF	NORTHAMPTON COUNTY
510249	CAROLINE COUNTY	CAROLINE COUNTY
510197	CARROLL COUNTY	CARROLL COUNTY
510162	CEDAR BLUFF, TOWN OF	TAZEWELL COUNTY
510198	CHARLES CITY COUNTY	CHARLES CITY COUNTY
510333	CHARLOTTE COUNTY	CHARLOTTE COUNTY
510318	CHARLOTTE COURT HOUSE, TOWN OF	CHARLOTTE COUNTY
510033	CHARLOTTESVILLE, CITY OF	CHARLOTTESVILLE CITY
510297	CHASE CITY, TOWN OF	MECKLENBURG COUNTY
510114	CHATHAM, TOWN OF	PITTSYLVANIA COUNTY
510178	CHERITON, TOWN OF	NORTHAMPTON COUNTY
510034	CHESAPEAKE, CITY OF	CHESAPEAKE CITY
510035	CHESTERFIELD COUNTY	CHESTERFIELD COUNTY
510185	CHILHOWIE, TOWN OF	SMYTH COUNTY
510002	CHINCOTEAGUE, TOWN OF	ACCOMACK COUNTY
510101	CHRISTIANSBURG, TOWN OF	MONTGOMERY COUNTY
510158	CLAREMONT, TOWN OF	SURRY COUNTY
510036	CLARKE COUNTY	CLARKE COUNTY
510209	CLARKSVILLE, TOWN OF	MECKLENBURG COUNTY
515522	CLEVELAND, TOWN OF	RUSSELL COUNTY
510038	CLIFTON FORGE, TOWN OF	ALLEGHANY COUNTY
510186	CLIFTON, TOWN OF	FAIRFAX COUNTY
510384	CLINCHCO, TOWN OF	DICKENSON COUNTY
510143	CLINCHPORT, TOWN OF	SCOTT COUNTY
510176	COEBURN, TOWN OF	WISE COUNTY
510172	COLONIAL BEACH, TOWN OF	WESTMORELAND COUNTY
510039	COLONIAL HEIGHTS, CITY OF	COLONIAL HEIGHTS CITY
510152	COURTLAND, TOWN OF	SOUTHAMPTON COUNTY
510040	COVINGTON, CITY OF	COVINGTON CITY
510313	CRAIG COUNTY	CRAIG COUNTY
510014	CRAIGSVILLE, TOWN OF	AUGUSTA COUNTY

510264	CREWE, TOWN OF	NOTTOWAY COUNTY
510041	CULPEPER COUNTY	CULPEPER COUNTY
510042	CULPEPER, TOWN OF	CULPEPER COUNTY
510043	CUMBERLAND COUNTY	CUMBERLAND COUNTY
510170	DAMASCUS, TOWN OF	WASHINGTON COUNTY
510044	DANVILLE, CITY OF	DANVILLE CITY
510136	DAYTON, TOWN OF	ROCKINGHAM COUNTY
510253	DICKENSON COUNTY	DICKENSON COUNTY
510335	DILLWYN, TOWN OF	BUCKINGHAM COUNTY
510187	DINWIDDIE COUNTY	DINWIDDIE COUNTY
510032	DRAKES BRANCH, TOWN OF	CHARLOTTE COUNTY
510211	DUBLIN, TOWN OF	PULASKI COUNTY
510240	DUFFIELD, TOWN OF	SCOTT COUNTY
510120	DUMFRIES, TOWN OF	PRINCE WILLIAM COUNTY
510144	DUNGANNON, TOWN OF	SCOTT COUNTY
510132	EASTVILLE, TOWN OF	NORTHAMPTON COUNTY
510213	EDINBURG, TOWN OF	SHENANDOAH COUNTY
510137	ELKTON, TOWN OF	ROCKINGHAM COUNTY
510047	EMPORIA, CITY OF	GREENSVILLE COUNTY/EMPORIA CITY
510048	ESSEX COUNTY	ESSEX COUNTY
510364	EXMORE, TOWN OF	NORTHAMPTON COUNTY
515525	FAIRFAX COUNTY	FAIRFAX COUNTY
515524	FAIRFAX, CITY OF	FAIRFAX CITY
510054	FALLS CHURCH, CITY OF	FALLS CHURCH CITY
510118	FARMVILLE, TOWN OF	PRINCE EDWARD COUNTY/CUMBERLAND COUNTY
510055	FAUQUIER COUNTY	FAUQUIER COUNTY
510020	FINCASTLE, TOWN OF	BOTETOURT COUNTY
510199	FLOYD COUNTY	FLOYD COUNTY
510058	FLUVANNA COUNTY	FLUVANNA COUNTY
510061	FRANKLIN COUNTY	FRANKLIN COUNTY
510060	FRANKLIN, CITY OF	FRANKLIN CITY
510063	FREDERICK COUNTY	FREDERICK COUNTY
510065	FREDERICKSBURG, CITY OF	FREDERICKSBURG CITY
510215	FRIES, TOWN OF	GRAYSON COUNTY
510167	FRONT ROYAL, TOWN OF	WARREN COUNTY
510145	GATE CITY, TOWN OF	SCOTT COUNTY
510067	GILES COUNTY	GILES COUNTY
510320	GLADE SPRING, TOWN OF	WASHINGTON COUNTY
515526	GLASGOW, TOWN OF	ROCKBRIDGE COUNTY
510289	GLEN LYN, TOWN OF	GILES COUNTY
510071	GLOUCESTER COUNTY	GLOUCESTER COUNTY
510072	GOOCHLAND COUNTY	GOOCHLAND COUNTY
510217	GOSHEN, TOWN OF	ROCKBRIDGE COUNTY

510243	GRAYSON COUNTY	GRAYSON COUNTY
510200	GREENE COUNTY	GREENE COUNTY
510073	GREENSVILLE COUNTY	GREENSVILLE COUNTY
510138	GROTTOES, TOWN OF	ROCKINGHAM COUNTY
510025	GRUNDY, TOWN OF	BUCHANAN COUNTY
510188	HALIFAX COUNTY	HALIFAX COUNTY
510301	HALIFAX, TOWN OF	HALIFAX COUNTY
510218	HALLWOOD, TOWN OF	ACCOMACK COUNTY
510352	HAMILTON, TOWN OF	LOUDOUN COUNTY
515527	HAMPTON, CITY OF	HAMPTON CITY
510237	HANOVER COUNTY	HANOVER COUNTY
510076	HARRISONBURG, CITY OF	HARRISONBURG CITY
510121	HAYMARKET, TOWN OF	PRINCE WILLIAM COUNTY
510046	HAYSI, TOWN OF	DICKENSON COUNTY
510077	HENRICO COUNTY	HENRICO COUNTY
510078	HENRY COUNTY	HENRY COUNTY
510052	HERNDON, TOWN OF	FAIRFAX COUNTY
510311	HIGHLAND COUNTY	HIGHLAND COUNTY
510305	HILLSVILLE, TOWN OF	CARROLL COUNTY
510321	HONAKER, TOWN OF	RUSSELL COUNTY
510080	HOPEWELL, CITY OF	HOPEWELL CITY
510219	HURT, TOWN OF	PITTSYLVANIA COUNTY
510238	INDEPENDENCE, TOWN OF	GRAYSON COUNTY
510220	IRON GATE, TOWN OF	ALLEGHANY COUNTY
510221	IRVINGTON, TOWN OF	LANCASTER COUNTY
510303	ISLE OF WIGHT COUNTY	ISLE OF WIGHT COUNTY
510380	IVOR, TOWN OF	SOUTHAMPTON COUNTY
510201	JAMES CITY COUNTY	JAMES CITY COUNTY
510263	JARRATT, TOWN OF	GREENSVILLE COUNTY
510086	JONESVILLE, TOWN OF	LEE COUNTY
510280	KILMARNOCK, TOWN OF	LANCASTER COUNTY
510082	KING AND QUEEN COUNTY	KING AND QUEEN COUNTY
510312	KING GEORGE COUNTY	KING GEORGE COUNTY
510304	KING WILLIAM COUNTY	KING WILLIAM COUNTY
510084	LANCASTER COUNTY	LANCASTER COUNTY
510023	LAWRENCEVILLE, TOWN OF	BRUNSWICK COUNTY
510222	LEBANON, TOWN OF	RUSSELL COUNTY
510085	LEE COUNTY	LEE COUNTY
510091	LEESBURG, TOWN OF	LOUDOUN COUNTY
510089	LEXINGTON, CITY OF	LEXINGTON CITY
510090	LOUDOUN COUNTY	LOUDOUN COUNTY
510259	LOVETTSVILLE, TOWN OF	LOUDOUN COUNTY
510309	LUNENBURG COUNTY	LUNENBURG COUNTY

510110	LURAY, TOWN OF	PAGE COUNTY
510093	LYNCHBURG, CITY OF	LYNCHBURG CITY
510094	MADISON COUNTY	MADISON COUNTY
510123	MANASSAS PARK, CITY OF	MANASSAS PARK CITY
510122	MANASSAS, CITY OF	MANASSAS CITY
510223	MARION, TOWN OF	SMYTH COUNTY
510095	MARTINSVILLE, CITY OF	HENRY COUNTY
510096	MATHEWS COUNTY	MATHEWS COUNTY
510206	MC KENNEY, TOWN OF	DINWIDDIE COUNTY
510189	MECKLENBURG COUNTY	MECKLENBURG COUNTY
510360	MIDDLEBURG, TOWN OF	LOUDOUN COUNTY
510098	MIDDLESEX COUNTY	MIDDLESEX COUNTY
510274	MIDDLETOWN, TOWN OF	FREDERICK COUNTY
510379	MONTEREY, TOWN OF	HIGHLAND COUNTY
510099	MONTGOMERY COUNTY	MONTGOMERY COUNTY
510148	MOUNT JACKSON, TOWN OF	SHENANDOAH COUNTY
510224	MT. CRAWFORD, TOWN OF	ROCKINGHAM COUNTY
510068	NARROWS, TOWN OF	GILES COUNTY
510225	NASSAWADOX, TOWN OF	NORTHAMPTON COUNTY
510102	NELSON COUNTY	NELSON COUNTY
510340	NEW CASTLE, CITY OF	CRAIG COUNTY
510306	NEW KENT COUNTY	NEW KENT COUNTY
510227	NEW MARKET, TOWN OF	SHENANDOAH COUNTY
510103	NEWPORT NEWS, CITY OF	NEWPORT NEWS CITY
510104	NORFOLK, CITY OF	NORFOLK CITY
510105	NORTHAMPTON COUNTY	NORTHAMPTON COUNTY
510107	NORTHUMBERLAND COUNTY	NORTHUMBERLAND COUNTY
510108	NORTON, CITY OF	NORTON CITY
510307	NOTTOWAY COUNTY	NOTTOWAY COUNTY
510124	OCCOQUAN, TOWN OF	PRINCE WILLIAM COUNTY
510298	ONANCOCK, TOWN OF	ACCOMACK COUNTY
510261	ONLEY, TOWN OF	ACCOMACK COUNTY
510203	ORANGE COUNTY	ORANGE COUNTY
510366	ORANGE, TOWN OF	ORANGE COUNTY
510109	PAGE COUNTY	PAGE COUNTY
510228	PAMPLIN CITY, TOWN OF	PRINCE EDWARD COUNTY/APPOMATTOX COUNTY
510226	PARKSLEY, TOWN OF	ACCOMACK COUNTY
510252	PATRICK COUNTY	PATRICK COUNTY
510229	PEARISBURG, TOWN OF	GILES COUNTY
510069	PEMBROKE, TOWN OF	GILES COUNTY

510087	PENNINGTON GAP, TOWN OF	LEE COUNTY
510112	PETERSBURG, CITY OF	PETERSBURG CITY
510302	PHENIX, TOWN OF	CHARLOTTE COUNTY
510113	PITTSYLVANIA COUNTY	PITTSYLVANIA COUNTY
510337	POCAHONTAS, TOWN OF	TAZEWELL COUNTY
510183	POQUOSON, CITY OF	POQUOSON CITY
510332	PORT ROYAL, TOWN OF	CAROLINE COUNTY
515529	PORTSMOUTH, CITY OF	PORTSMOUTH CITY
510177	POUND, TOWN OF	WISE COUNTY
510117	POWHATAN COUNTY	POWHATAN COUNTY
510239	PRINCE EDWARD COUNTY	PRINCE EDWARD COUNTY
510204	PRINCE GEORGE COUNTY	PRINCE GEORGE COUNTY
510119	PRINCE WILLIAM COUNTY	PRINCE WILLIAM COUNTY
510125	PULASKI COUNTY	PULASKI COUNTY
510126	PULASKI, TOWN OF	PULASKI COUNTY
510231	PURCELLVILLE, TOWN OF	LOUDOUN COUNTY
510232	QUANTICO, TOWN OF	PRINCE WILLIAM COUNTY
510127	RADFORD, CITY OF	RADFORD CITY
510128	RAPPAHANNOCK COUNTY	RAPPAHANNOCK COUNTY
510056	REMINGTON, TOWN OF	FAUQUIER COUNTY
510070	RICH CREEK, TOWN OF	GILES COUNTY
510163	RICHLANDS, TOWN OF	TAZEWELL COUNTY
510310	RICHMOND COUNTY	RICHMOND COUNTY
510129	RICHMOND, CITY OF	RICHMOND CITY
510079	RIDGEWAY, TOWN OF	HENRY COUNTY
510190	ROANOKE COUNTY	ROANOKE COUNTY
510130	ROANOKE, CITY OF	ROANOKE CITY
510205	ROCKBRIDGE COUNTY	ROCKBRIDGE COUNTY
510133	ROCKINGHAM COUNTY	ROCKINGHAM COUNTY
510291	ROCKY MOUNT, TOWN OF	FRANKLIN COUNTY
510279	ROUND HILL, TOWN OF	LOUDOUN COUNTY
510212	RURAL RETREAT, TOWN OF	WYTHE COUNTY
510317	RUSSELL COUNTY	RUSSELL COUNTY
510141	SALEM, CITY OF	SALEM CITY
510191	SALTVILLE, TOWN OF	WASHINGTON COUNTY/SMYTH COUNTY
510003	SAXIS, TOWN OF	ACCOMACK COUNTY
510142	SCOTT COUNTY	SCOTT COUNTY
510007	SCOTTSVILLE, TOWN OF	FLUVANNA COUNTY/ALBEMARLE COUNTY
510147	SHENANDOAH COUNTY	SHENANDOAH COUNTY
510248	SHENANDOAH, TOWN OF	PAGE COUNTY
510081	SMITHFIELD, TOWN OF	ISLE OF WIGHT COUNTY
510184	SMYTH COUNTY	SMYTH COUNTY

510153	SOUTH BOSTON, TOWN OF	HALIFAX COUNTY
510315	SOUTHAMPTON COUNTY	SOUTHAMPTON COUNTY
510308	SPOTSYLVANIA COUNTY	SPOTSYLVANIA COUNTY
510088	ST. CHARLES, TOWN OF	LEE COUNTY
515530	ST. PAUL, TOWN OF	RUSSELL COUNTY/WISE COUNTY
510154	STAFFORD COUNTY	STAFFORD COUNTY
510251	STANARDSVILLE, TOWN OF	GREENE COUNTY
510255	STANLEY, TOWN OF	PAGE COUNTY
510155	STAUNTON, CITY OF	STAUNTON CITY
510064	STEPHENS CITY, TOWN OF	FREDERICK COUNTY
510159	STONY CREEK, TOWN OF	SUSSEX COUNTY
510149	STRASBURG, TOWN OF	SHENANDOAH COUNTY
510111	STUART, TOWN OF	PATRICK COUNTY
510156	SUFFOLK, CITY OF	SUFFOLK CITY
510157	SURRY COUNTY	SURRY COUNTY
510192	SUSSEX COUNTY	SUSSEX COUNTY
510004	TANGIER, TOWN OF	ACCOMACK COUNTY
510049	TAPPAHANNOCK, TOWN OF	ESSEX COUNTY
510160	TAZEWELL COUNTY	TAZEWELL COUNTY
510164	TAZEWELL, TOWN OF	TAZEWELL COUNTY
510139	TIMBERVILLE, TOWN OF	ROCKINGHAM COUNTY
510233	TOMS BROOK, TOWN OF	SHENANDOAH COUNTY
510021	TROUTVILLE, TOWN OF	BOTETOURT COUNTY
510292	URBANNA, TOWN OF	MIDDLESEX COUNTY
510053	VIENNA, TOWN OF	FAIRFAX COUNTY
510131	VINTON, TOWN OF	ROANOKE COUNTY
515531	VIRGINIA BEACH, CITY OF	VIRGINIA BEACH CITY
510005	WACHAPREAGUE, TOWN OF	ACCOMACK COUNTY
510284	WAKEFIELD, TOWN OF	SUSSEX COUNTY
510166	WARREN COUNTY	WARREN COUNTY
510057	WARRENTON, TOWN OF	FAUQUIER COUNTY
510168	WASHINGTON COUNTY	WASHINGTON COUNTY
510288	WASHINGTON, TOWN OF	RAPPAHANNOCK COUNTY
515532	WAYNESBORO, CITY OF	WAYNESBORO CITY
510146	WEBER CITY, TOWN OF	SCOTT COUNTY
510083	WEST POINT, TOWN OF	KING WILLIAM COUNTY
510250	WESTMORELAND COUNTY	WESTMORELAND COUNTY
510235	WHITE STONE, TOWN OF	LANCASTER COUNTY
510294	WILLIAMSBURG, CITY OF	WILLIAMSBURG CITY
510173	WINCHESTER, CITY OF	WINCHESTER CITY
510295	WINDSOR, TOWN OF	ISLE OF WIGHT COUNTY
510174	WISE COUNTY	WISE COUNTY
510179	WISE, TOWN OF	WISE COUNTY

510150	WOODSTOCK, TOWN OF	SHENANDOAH COUNTY
510180	WYTHE COUNTY	WYTHE COUNTY
510181	WYTHEVILLE, TOWN OF	WYTHE COUNTY
510182	YORK COUNTY	YORK COUNTY

Virginia Communities NOT in the National Flood Insurance Program		
DCR CID Assigned	Community Name	County
510051-DCR1	CLINTWOOD, TOWN OF	DICKENSON COUNTY
510181-DCR1	DENDRON, TOWN OF	SURRY COUNTY
510640-DCR1	GALAX, CITY OF	GALAX CITY
510137-DCR1	GORDONSVILLE, TOWN OF	ORANGE COUNTY
510143-DCR1	GRETNA, TOWN OF	PITTSYLVANIA COUNTY
510107-DCR1	HILLSBORO, TOWN OF	LOUDOUN COUNTY
510001-DCR2	KELLER, TOWN OF	ACCOMACK COUNTY
510117-DCR1	LA CROSSE, TOWN OF	MECKLENBURG COUNTY
510109-DCR1	LOUISA COUNTY	LOUISA COUNTY
510109-DCR2	LOUISA, TOWN OF	LOUISA COUNTY
510001-DCR3	MELFA, TOWN OF	ACCOMACK COUNTY
510109-DCR3	MINERAL, TOWN OF	LOUISA COUNTY
510193-DCR1	MONTROSS, TOWN OF	WESTMORELAND COUNTY
510175-DCR1	NEWSOMS, TOWN OF	SOUTHAMPTON COUNTY
510001-DCR4	PAINTER, TOWN OF	ACCOMACK COUNTY
510083-DCR1	SCOTTSBURG, TOWN OF	HALIFAX COUNTY
510117-DCR2	SOUTH HILL, TOWN OF	MECKLENBURG COUNTY
510061-DCR1	THE PLAINS, TOWN OF	FAUQUIER COUNTY
510077-DCR1	TROUTDALE, TOWN OF	GRAYSON COUNTY

Appendix G: Elements of Resilience Plans

As previously stated in this manual, the contents of a resilience plan for the purpose of this grant round are meant to include the following elements.

1. It is project-based with projects focused on flood control and resilience.
2. It incorporates nature-based infrastructure to the maximum extent possible.
3. It includes considerations of all parts of a locality regardless of socioeconomics or race.
4. It includes coordination with other local and inter-jurisdictional projects, plans, and activities and has a clearly articulated timeline or phasing for plan implementation.
5. Is based on the best available science, and incorporates climate change, sea level rise, storm surge (where appropriate), and current flood maps.

As described earlier, such plans may refer to a previously adopted “stand alone” plan that meets the definition or references the elements of other plans or documents when compiled address the elements of the definition. Sources of elements of compiled plans may include sections from a local comprehensive plan or other land use plans or ordinances, a local hazard mitigation plan, a plan developed that addresses flooding and resilience but may include other elements, and plans developed for the local government by a third party that addresses any of the elements described in 1 – 5 above. These may also include regional strategies or plans in which a local government is a party. In either case, a stand-alone plan, or a document that includes the compiled elements of multiple plans or documents should be submitted and include identification of the sources of the plans or elements submitted.

The following are examples of elements of plans that local governments may possess that would be appropriate for inclusion in a submission.

- ☐ Equity based strategic polices for local government-wide flood protection and prevention.
- ☐ Proposed projects that enables communities to adapt to and thrive through natural or human hazards.
- ☐ Documentation of existing social, economic, natural, and other conditions present in the local government.
- ☐ Review of the vulnerabilities and stressors, both natural and social in the local government.
- ☐ Forward-looking goals, actionable strategies, and priorities through as seen through an equity-based lens.
- ☐ Strategies that guides growth and development away from high-risk locations that may include strategies in comprehensive plans or other land use plans or ordinances or other studies, plans or strategies adopted by a local government.
- ☐ Proposed acquisition of land or conservation easements or identification of areas suitable for conservation particularly areas identified as having high flood attenuation benefit by *ConserveVirginia* or similar data driven tools.

- ❑ Identification of areas suitable for property buyouts in frequently flooded areas.
- ❑ Identification of critical facilities and their vulnerability throughout the local government such as water and sewer or other types identified as “lifelines” by FEMA.
- ❑ Identified ecosystems/wetlands/floodplains suitable for permanent protection.
- ❑ Identified incentives for restoring riparian and wetland vegetation.
- ❑ A framework for implementation, capacity building and community engagement.
- ❑ Strategies for creating knowledgeable, inclusive community leaders and networks.
- ❑ A community dam safety inventory and risk assessment posed by the location and condition of dams.
- ❑ A characterization of the community including population, economics, cultural and historic resources, dependence on the built environment and infrastructure and the risks posed to such infrastructure and characteristics by flooding from climate change, sea level rise, tidal events or storm surges or other weather.
- ❑ Strategies to address other natural hazards that would cause, affect or result from flooding events including:
 - Earthquakes.
 - Storage of hazardous materials
 - Landslides/mud/debris flow/rock falls.
 - Prevention of wildfires that would result in denuded lands making flooding, mudslides or similar events more likely.
 - Preparations for severe weather events including tropical storms or other severe storms, including winter storms.

Scope of Work Narrative – Capacity Building and Planning In Shenandoah County

1. Assess capacity needs and assets to include:

a. Resource needs identification – financial, human, technical assistance, training.

Currently Shenandoah County does not have any staff trained or certified for Floodplain Administration and the County has not allocated funding to provide training for its team of staff.

b. Plan for developing, increasing, or strengthening knowledge, skills and abilities of existing or new staff. This may include training of existing staff, hiring personnel, contracting with of expert consultants or advisors.

The County intends to have its designated Zoning/Subdivision/Floodplain Administrator, Erosion And Sediment Control Administrator, and one additional staff member or community partner trained and certified. The training would be achieved through their attendance of the FEMA administered training at the Emergency Management Institute in Emmitsburg, Maryland. In addition, the staff will obtain membership in ASFPM and take the Certified Floodplain Manager exam. Their training, membership, and certification will increase the capacity and scope of work that can be performed by Shenandoah County for floodplain administration, enforcement, and related project management.

c. Resource development strategies. Where capacity is limited by funding, what strategies will be developed to increase resources in the local government? This may include work with non-governmental organizations, or applying for grants, loans, or other funding sources.

The County is partnering with the Northern Shenandoah Valley Regional Commission to apply for funding for a regional resilience plan. In addition, the County intends to seek grant funding in the future for studies and assessments of the current floodplain ordinance as well as projects related to the resilience plan, which will require the County to have a Certified Floodplain Manager.

d. Policy management and/or development.

With the training and certification of Shenandoah County staff, the County will increase its scope, capacity, and institutional knowledge to better enforce, administer, and manage floodplain related issues and its floodplain ordinance to ensure the protection of the health, safety, and welfare of the community.

2. Goals and objectives tied to improving flood protection and prevention in a whole community approach to resilience. Identify and describe the goals and objectives of the project.

The County's goal is to have professionally trained and certified staff available to address non-compliance to the floodplain ordinance, future revisions to the ordinance per the direction of FEMA and the Virginia Department of Conservation and Recreation, and to manage projects that relate to the floodplain.

3. Stakeholder identification, outreach and education strategies.

With trained and certified staff available, the County will be better prepared to engage the community on floodplain resiliency and community preparedness for flooding. The County is also working on a Master Plan for the North Fork of the Shenandoah River and its watershed in the County with over 30 other groups including Federal, State, and Local agencies and various non-profits and community organizations. With trained and certified staff, the efforts for the Master Plan will have better guidance as it relates to the floodplain.

4. Implementation plan and timelines for specific elements of completion such as training, certifications, plan development, etc.

The plan would include having all three individuals certified within 2 years. This would include attending the training in Emmitsburg, Maryland and successfully passing the CFM exam.

5. Parties responsible for capacity building and/or plan development process.

Shenandoah County's Office of Community Development will be responsible for overseeing capacity building through staff training and certification.

6. Performance outputs and measures. Describe the expected results and benefits and how success will be measured.

Success will be measured by the ability for trained CFM's to adequately address floodplain issues, ordinance changes, complaints, and questions. The expected results is for staff to be trained on how to successfully handle and understand floodplain topics which will benefit the County greatly by ensuring the Floodplain Ordinance is implemented correctly and the Shenandoah River and its tributaries are protected to the best of staff's ability.

7. Plans for maintaining capacity, as necessary, over the long term.

Once certified, the CFM's will attend continuing education opportunities through FEMA to maintain certification.

Shenandoah County Budget: Planning And Capacity Building

Shenandoah County's median household income is \$57,252 compared to Virginia's \$74,222. Shenandoah County meets the low-income geographic area requirement as $\$57,252 / \$74,222 = \sim 77\%$

Item	Notes	Cost	Total For Three Individuals
Travel to Emmitsburg, MD for FEMA E0273 Course at NETC	58.5 cents/mile (2022 IRS Rate) x 103 miles*	\$60.26	\$180.77
Return Travel from Emmitsburg, MD for FEMA E0273 Course at NETC	58.5 cents/mile (2022 IRS Rate) x 103 miles*	\$60.26	\$180.77
NETC Meal Ticket	Purchase of a meal ticket is required to stay on NETC Campus	\$234.28	\$702.84
ASFPM Annual Membership (2 years)	<u>It is more cost-effective to take the CFM exam as a ASFPM member, in order to receive the discounted rate. Cost is for 2 years of ASFPM Membership.</u>	\$330	\$990
CFM Exam Fee	CFM Exam Fee Rate with ASFPM Membership	\$185	\$555
ASFPM CFM Biennial Renewal Fee	CFM Biennial Renewal Fee Rate with ASFPM Membership	\$120	\$360
Total		\$989.79	\$2,969.37
* 103 miles = approximate distance from Shenandoah County, VA to Emmitsburg, MD			

Shenandoah County Budget Narrative Justification

Shenandoah County's median household income is \$57,252 compared to Virginia's \$74,222. Shenandoah County meets the low-income geographic area requirement as $\$57,252 / \$74,222 = \sim 77\%$

A. Travel Costs – Total: \$361.53

- Travel to Emmitsburg, MD for FEMA E0273 Course at NETC.
 - Travel to Emmitsburg, Maryland from Woodstock, Virginia is approximately 103 miles.
 - One individual's cost per the above rate is \$60.255, the total derives from the individual cost being multiplied three times.
 - This was derived using the 2022 IRS Rate of 58.5¢ per mile:
<https://www.irs.gov/newsroom/irs-issues-standard-mileage-rates-for-2022>.
- Return travel from Emmitsburg, MD for FEMA E0273 Course at NETC.
 - Travel to Woodstock, Virginia from Emmitsburg, Maryland is approximately 103 miles.
 - One individual's cost per the above rate is \$60.255, the total derives from the individual cost being multiplied three times.
 - This was derived using the 2022 IRS Rate of 58.5¢ per mile:
<https://www.irs.gov/newsroom/irs-issues-standard-mileage-rates-for-2022>.

B. Food – Total: \$702.84

- Purchase of a meal ticket is required to stay on NETC Campus: <https://netcmealtickets.com/>
- One meal ticket costs \$234.28, the total derives from the individual cost being multiplied three times.

C. Membership - Total: \$990

- It is more cost-effective to take the CFM exam as a ASFPM member, in order to receive the discounted rate. Cost is for 2 years of ASFPM Membership: <https://www.floods.org/membership-communities/start/join-renew/>
- One ASFPM Membership costs \$330, the total derives from the individual cost being multiplied three times.
- This is required in order to ensure ASFPM Membership is provided to the three staff members to be trained and certified.

D. Exam - Total: \$555

- CFM Exam Fee Rate with ASFPM Membership: <https://www.floods.org/certification-program-cfm/getting-certified/#cfm-fee-schedule>
- One CFM Exam costs \$185, the total derives from the individual cost being multiplied three times.
- This is vital to our grant application and project as without the exam we will not have the ability to have certified staff in our County.

E. ASFPM CFM Biennial Renewal Fee - Total: \$360

- CFM Biennial Renewal Fee Rate with ASFPM Membership: <https://www.floods.org/certification-program-cfm/getting-certified/#cfm-fee-schedule>
- One CFM Biennial Renewal Fee Rate with ASFPM Membership costs \$120, the total derives from the individual cost being multiplied three times.
- This is required to maintain ASFPM Membership for the three staff members to be trained and certified.

Total: \$2,969.37

Shenandoah County Comprehensive Plan

<https://shenandoahcountyva.us/planning/wp-content/uploads/sites/35/2019/08/2025-Comprehensive-Plan-Updated-2019.pdf>

Shenandoah County Floodplain Ordinance

<https://ecode360.com/9742507>

Northern Shenandoah Valley Regional Commission Hazard Mitigation Plan

http://users.neo.registeredsite.com/5/4/9/18967945/assets/NSV_Hazard_Mitigation_Plan4596.pdf

Shenandoah County Social Vulnerability Score:

Over 50% of the County is listed as Moderate Social Vulnerability.

http://cmap2.vims.edu/SocialVulnerability/SocioVul_SS.html



CFPF, rr <cfpf@dc.virginia.gov>

Virginia Community Flood Preparedness Fun 2022 Grant

2 messages

Brenna Menefee <BMenefee@shenandoahcountyva.us>
To: "cfpf@dc.virginia.gov" <cfpf@dc.virginia.gov>

Fri, Apr 8, 2022 at 3:50 PM

Please see the attached grant application for Shenandoah County. This grant is for the 2022 Virginia Community Flood Preparedness Fund. Shenandoah County is applying for funds under the Planning and Capacity Building section. Please advice if there is anything else we can provide.

Thank you,

Brenna Menefee

Community Development

600 North Main Street Suite 107

Woodstock, VA 22664

Ph. 540-459-6185

Fax. 540-459-6193

5 attachments **Floodplain Training Grant.pdf**
1251K **Scope Of Work.pdf**
382K **Budget.pdf**
165K **Budget Narrative.pdf**
260K **Grant Links.pdf**
88K

CFPF, rr <cfpf@dc.virginia.gov>
To: Brenna Menefee <BMenefee@shenandoahcountyva.us>

Fri, Apr 8, 2022 at 4:23 PM

Received, thank you.

[Quoted text hidden]