

Applicants must have prior approval from the Department to submit applications, forms, and supporting documents by mail in lieu of the WebGrants portal.

## Appendix A: Application Form for Grant and Loan Requests for All Categories

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

Name of Local Government: Accomack County, VA

Category Being Applied for (check one):

☒ Capacity Building/Planning

☐ Project

☐ Study

NFIP/DCR Community Identification Number (CID) 510001

Leander N. "Lee" Pambid  
Name of Authorized Official and Title: Deputy County Administrator for Community & Economic Development

Signature of Authorized Official: Leander N. Pambid

Mailing Address (1): 23296 Courthouse Avenue

Mailing Address (2): \_\_\_\_\_

City: Accomack State: VA Zip: 23301

Telephone Number: (757) 787-5726 Cell Phone Number: (    ) \_\_\_\_\_

Email Address: lpambid@co.accomack.va.us

Contact and Title (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 activities that will be included in the project and used for scoring criterion):**

**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.

☐ Other: \_\_\_\_\_

**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, freeboard, or other

higher standards, RiskMAP public noticing requirements, 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 (H&H) studies of floodplains. *Changes to the base flood, as demonstrated by the H&H must be submitted to FEMA within 6 months of the data becoming available.*
- ☐ 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.

**Project Grants and Loans (Check All that Apply – Hybrid Solutions will include items from both the “Nature-Based” and “Other” categories)**

**Nature-based solutions**

- ☐ 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, and where the flood mitigation benefits will be achieved as a part of the same project as the property acquisition.
- ☐ Wetland restoration.
- ☐ Floodplain restoration.
- ☐ Construction of swales and settling ponds.
- ☐ Living shorelines and vegetated buffers.
- ☐ 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, or the acquisition of developed land for future conservation.
- ☐ Dam removal.
- ☐ Stream bank restoration or stabilization.
- ☐ Restoration of floodplains to natural and beneficial function.

**Other Projects**

- ☐ Structural floodwalls, levees, berms, flood gates, structural conveyances.
- ☐ Storm water system upgrades.
- ☐ Medium and large-scale Low Impact Development (LID) in urban areas.

- ☐ Developing flood warning and response systems, which may include gauge installation, to notify residents of potential emergency flooding events.
- ☐ Dam restoration.
- ☐ Beneficial reuse of dredge materials for flood mitigation purposes
- ☐ Removal or relocation of structures from flood-prone areas where the land will not be returned to open space.
- ☐ 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, and where the flood mitigation benefits will **not be** achieved as a part of the same project as the property acquisition.
- ☐ Other project identified in a DCR-approved Resilience Plan.

**Location of Project or Activity (Include Maps):** Accomack County, VA

**NFIP Community Identification Number (CID#) :** 510001

**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):** Zones VE, AE, X

**Flood Insurance Rate Map Number(s) (If Applicable):** \_\_\_\_\_

**Total Cost of Project:** \$6028.00

**Total Amount Requested** \$6028.00

**Amount Requested as Grant** \$6028.00

**Amount Requested as Project Loan (not including short-term loans for up-front costs)**  
\$0.00

**Amount Requested as Short-Term loan for Up-Front Costs (not to exceed 20% of amount requested as Grant) \_\_\_\_\_ \$0.00 \_\_\_\_\_**

**For projects, planning, capacity building, and studies in low-income geographic areas: Are you requesting that match be waived? ☒ Yes ☐ No**

**Additional Information for Loan Requests**

**Requested Loan Security: \_\_\_\_\_**

(General Obligation, Lease, Revenue, Special Fund Revenue, and/or Moral obligation from other government entity)

**Desired loan term: \_\_\_\_\_**

**Since the date of your latest financial statements, did the applicant issue any new debt? \_\_\_\_\_**  
(If yes, provide details)

**Is there any pending or potential litigation by or against the applicant? \_\_\_\_\_**

**Attach five years of current audited financial statements (FY18-22) or refer to website if posted**  
(Not necessary for existing VRA borrowers)

**Attach FY2024 adopted budget or refer to website**

**Attach current Capital Improvement Plan**

**Attach adopted Financial Policies**

**Attach a list of the ten largest employers in the Applicant's jurisdiction.**

**Attach a list of the ten largest taxpayers in the Applicant's jurisdiction**

# Scope of Work Narrative

## Assessment of Needs and Problems

Virginia's Eastern Shore is largely shielded from the impact of storm-induced waves and flooding by an extensive chain of barrier islands, one of the longest in the nation. However, a significant portion of the Eastern Shore is at risk of flooding from both severe storms and rising sea levels, as much of the area is low-lying. In Accomack County alone, roughly  $\frac{2}{3}$  of the County (311.5 sq mi, excluding marsh or emergent wetlands) is currently located within a Special Flood Hazard Area (SFHA<sup>1</sup>)<sup>2</sup>. This area potentially exposed to flooding is only expected to increase with sea-level rise.

Despite large areas of Accomack County currently located within the floodplain, the County currently only has one Certified Floodplain Manager (CFM) on-staff. Previously, there were as many as three (3) CFMs on-staff, including the building official and a building inspector. The County's agreement with FEMA for participation in the Community Rating System (CRS) *requires* permits be signed off by a Certified Floodplain Manager (CFM); these permits are delayed any time the existing County CFM is unavailable. Additionally, for the purposes of CRS, the County receives credit for each person who has taken the course or each person who has the CFM credential.

To maintain required levels of service, Accomack County desires to obtain capacity building funding for staff floodplain management training and related travel expenses. This would be for up to three (3) staff persons. The request is generally based on hourly rates of a Planner I, Planner II, and Code Enforcement Officer, with a 10% contingency.

Accomack County's development review services entail multiple functional areas overseen by a Deputy County Administrator for Community and Economic Development. They include:

- Zoning;
- Building Inspections;
- Planning;
- GIS;
- Floodplain Management;
- Environmental Programs (E&S, Stormwater, Wetlands, Ditch Maintenance, and Land Disturbance Review); and,
- Economic Development.

The bench depth for this knowledge is currently non-existent. These areas collectively have seven (7) vacancies. One key management vacancy, the Director of Environmental Programs, was previously filled by a Professional Engineer (PE). While not called upon directly for floodplain management, this person's

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<sup>1</sup> Special Flood Hazard Areas are regions associated with an annual chance of flooding which is 0.2% or greater (return period of 500 years or less).

<sup>2</sup> Eastern Shore Hazard Mitigation Plan, 2021. Ch. 10: Accomack County. p. 150. *"According to the 2015 FEMA Flood Risk Report, 311.5 square miles of Accomack County are in the SFHA and 144.6 square miles are in the V zone. This is approximately 68% and 31% respectively of land area (excluding marsh or emergent wetlands) using the land cover data from NOAA."*

presence made available additional experience and skills should the need have arisen. While always possible, recruitment of an employee with CFM credentials appears unlikely in the near term. Therefore, internal staff development is necessary to meet desired service levels in the interim.

## **Goals and Objectives**

### **Goal: Build Regional Resilience Capacity through Training and Education**

Objective: Up to 3 additional Accomack County staff members will be certified in floodplain management through the Association of State Floodplain Managers within 24 months of CFPF award.

Objective: Accomack County staff will be trained in stormwater management and/or erosion and sediment control, as courses are available from DEQ and feasible to attend (location or virtual) to increase floodplain staff capacity.

## **Work Plan**

### **Major Activities & Tasks**

County staff will be trained in floodplain management, stormwater management and/or erosion and sediment control as soon as possible.

### **Implementation Timeframe**

Staff training will be completed as soon as possible, pending available opportunities, at most occurring within 24 months of CFPF award. This timeline is within the 36-month completion schedule required by the 2023 Funding Manual.

### **Deliverables**

The proposed activities will produce at least three (3) additional Accomack County staff members trained and certified as Certified Floodplain Managers within 24 months of CFPF award.

### **Success Indicators & Measures**

The proposed activity will be successful if at least three Accomack County staff members are trained to serve as a Certified Floodplain Manager within 24 months of CFPF award, with potential training of County staff in stormwater management and/or erosion and sediment control through State programs, as available. These certifications will enable Accomack County to meet previous levels of service for county residents and to ensure future compliance with FEMA CRS requirements. The certifications will also (1) ensure future compliance with requirements for resilience project implementation funding through available State and Federal funding paths, and may also (2) enable existing staff to conduct regulatory inspections for a Virginia stormwater management program, review erosion and sediment control (ESC) plans and stormwater management (SWM) plans following State training (as available), and build knowledge in the following areas: Virginia stormwater management law and regulations, basic stormwater principles, construction general permit requirements, stormwater BMPs, Virginia erosion and sediment control law and regulations, fundamentals of erosion and stormwater runoff, and erosion and sediment control measures.

### **Cost Effectiveness**

The funding of this proposal will enable Accomack County to continue to provide an acceptable level of service for floodplain management, and will support future resiliency of County infrastructure through continuity of inclusion in the FEMA CRS and ability to apply for future implementation funding of resilience projects.

### **Outreach & Education Strategies**

Training of existing staff to serve as additional CFMs will maintain required levels of service for county residents.

## **Assess Capacity and Planning Needs & Assets**

### **Resource Needs**

Accomack County currently lacks the capacity to proactively maintain multiple CFMs on-staff. This proposal fulfills resource needs by requesting funds which will support training existing staff in floodplain management, ensuring the County's ability to access funding for future project implementation and potentially justifying future capacity growth.

### **Development Plan**

The proposed activities presented here are intended to increase abilities of existing staff through additional training.

### **Resource Development Strategy**

Existing capacity is limited by financial and human resource needs at the County level. The County is currently pursuing multiple avenues for increasing capacity, largely through working with non-governmental organizations, including the Old Dominion University Institute for Coastal Adaptation and the Chesapeake Bay Foundation, among others. Increased training for County staff is expected to support future project implementation funding and may provide future justification for capacity growth through the hiring of additional part-time or full-time staff.

### **Policy Management**

This application ensures the ability of Accomack County to maintain its existing status in the FEMA CRS.

### **Stakeholder Identification, Outreach, & Education**

This proposal benefits community members through maintaining required levels of service for county stakeholders located within floodplains.



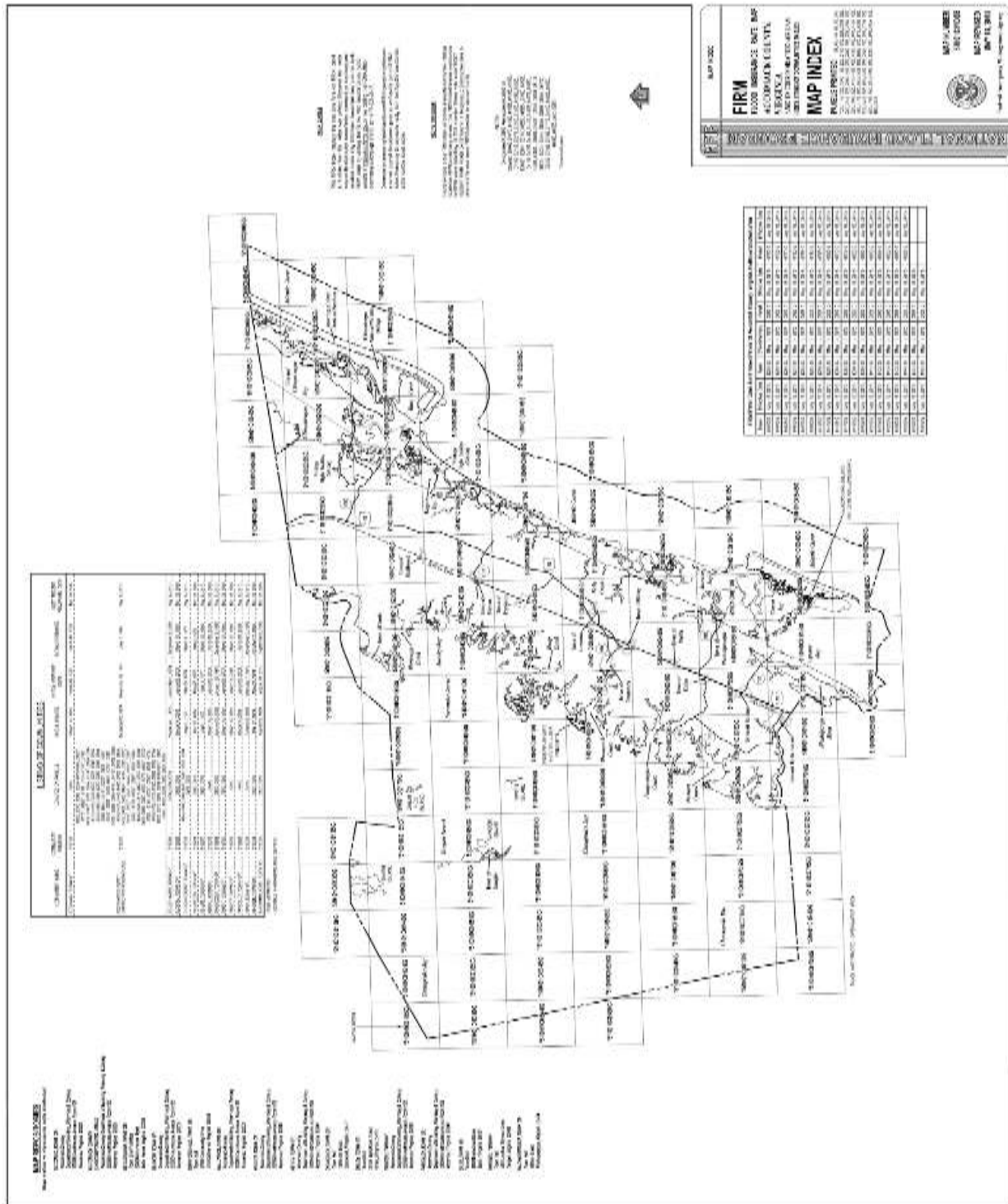
## Supporting Information

### Detailed Map of Project Area:

Per the Eastern Shore Hazard Mitigation Plan (2021; Accomack County is outlined in red):























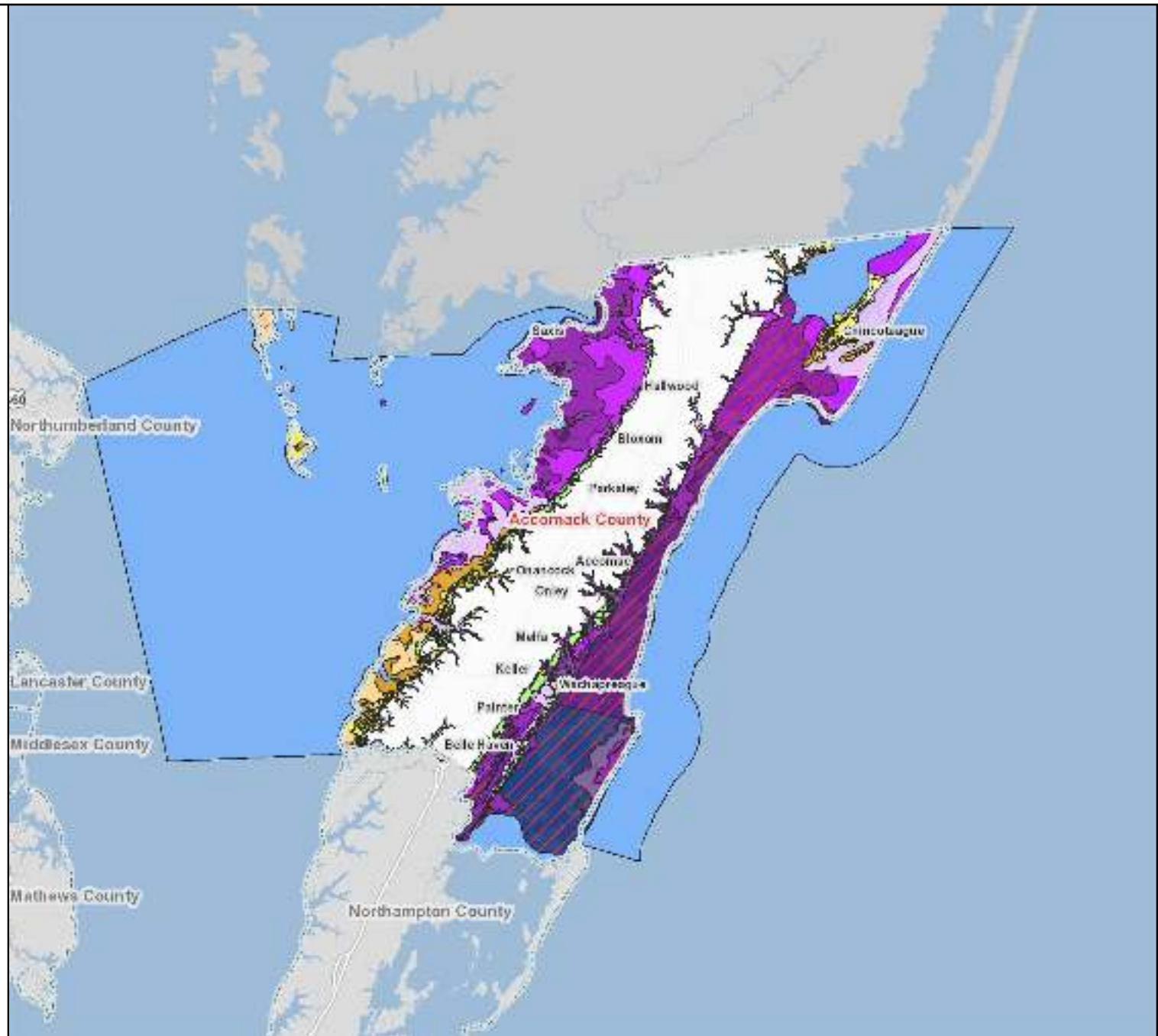
CID510001 - CFPF Round 4



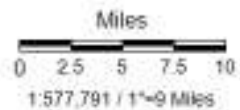
# Accomack County, Virginia

## Legend

-  County Boundaries
- Special Flood Hazard Area - 2015
-  VE, 12 BFE
-  VE, 11 BFE
-  AE, 10 BFE
-  VE, 10 BFE
-  AE, 9 BFE
-  VE, 9 BFE
-  AE, 8 BFE
-  VE, 8 BFE
-  AE, 7 BFE
-  VE, 7 BFE
-  AE, 6 BFE
-  VE, 6 BFE
-  AE, 5 BFE
-  VE, 5 BFE
-  AE, 4 BFE
-  AE, 3 BFE
-  0.2% Annual Chance
-  Not In Flood Zone (X)
-  Open Water



Map Printed from AccoMap  
<https://parcelviewer.geodecisions.com/Accomack>



**Title:**

**Date: 11/9/2023**

*DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Accomack County is not responsible for its accuracy or how current it may be.*

**Historic Flood Damage:**

Historical flood damage information dating back to pre-1564 are available in the Eastern Shore of Virginia Hazard Mitigation Plan (2021)<sup>3</sup>.



*Flooding during the Ash Wednesday Storm of 1962. Photo printed in the Army Corp of Engineers Flood Plain Report for Wachapreague.*

**Current Floodplain Ordinances:**

Accomack County Code of Ordinances, Chapter 106, Article XV: Flood Hazard Overlay District. Codified: 2015. Available at

[https://library.municode.com/va/accmack\\_county/codes/code\\_of\\_ordinances?nodeId=CO\\_CH106ZO\\_ARTXVFLHAOVDI](https://library.municode.com/va/accmack_county/codes/code_of_ordinances?nodeId=CO_CH106ZO_ARTXVFLHAOVDI)

**Non-fund financed Maintenance and Management Plan:**

Staff from the County will aim to maintain ongoing CFM training/support with non-fund finances, seeking alternative coastal management and resilience funds to support staff time necessary to facilitate additional training as opportunities arise.

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<sup>3</sup> Available at: <https://www.esvaplan.org/wp-content/uploads/2023/04/Chapter-1-Hazards-on-the-Shore.pdf>

### Current Comprehensive Plan:

*Accomack County Comprehensive Plan*, 2008. Revised: 2018. Available at

<https://www.co.accomack.va.us/home/showpublisheddocument/10669/636761702081200000>

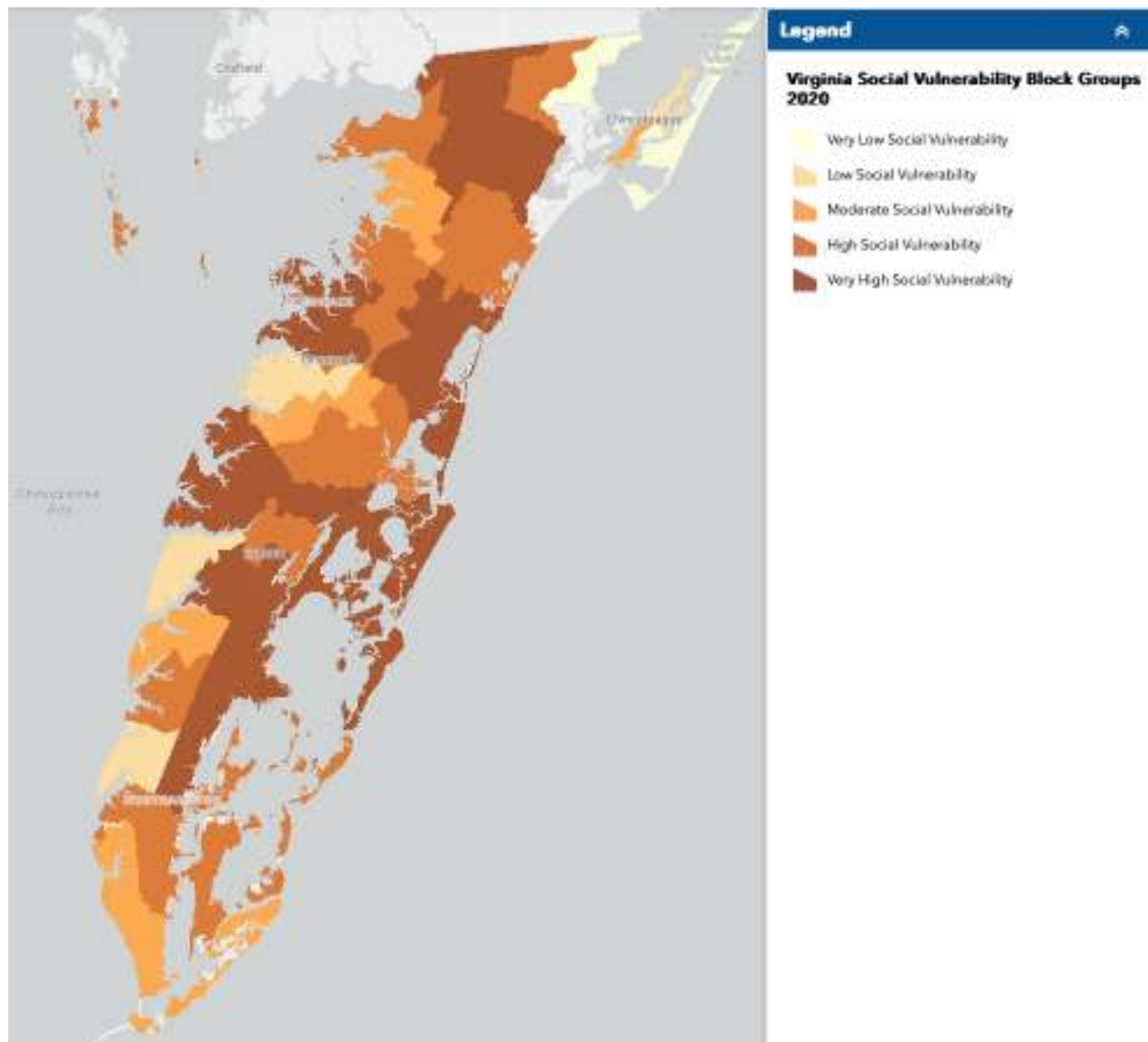
### Social Vulnerability Score:

Per the Virginia Flood Risk Information System (VFRIS, 2020)<sup>4</sup>, the Social Vulnerability Index (SVI) for census blocks within Accomack County ranges from -1.22 to +2.42; the average SVI for the County is +0.97 (see table and VFRIS screenshot below).

Census Tract	Block Group	SVI	Census Tract	Block Group	SVI
90700	5	1.98	90401	2	1.16
90800	3	1.18	90300	3	0.44
90800	2	2.27	90401	1	1.03
90700	4	0.91	90300	2	2.2
90700	3	1.22	90300	1	1.1
90800	1	1.16	90600	1	1.06
90700	2	1.3	90202	2	1.52
90700	1	0.12	90202	3	1.84
90600	4	-0.99	90202	1	2.42
90600	3	1.41	90201	1	1.08
90600	2	1.73	90202	2	-1.36
90500	3	1.23	90102	2	0.83
90402	2	2.35	90102	1	0.41
90402	1	1.9	90101	2	-1.22
90500	1	1.25	90101	1	-0.65
90500	2	1.32	980100	1	-1.04
Average:					1.27

<sup>4</sup> See <https://consapps.dcr.virginia.gov/VFRIS/>





### Hazard Mitigation Plan:

*Eastern Shore of Virginia Hazard Mitigation Plan, 2021.* Available at <https://www.esvaplan.org/wp-content/uploads/2022/07/FEMA-Approved-2021-Eastern-Shore-of-Virginia-Hazard-Mitigation-Plan.pdf>

## Budget Narrative

The total cost for capacity building and planning is \$6,028 for three (3) staff to participate in CFM training, including a five (5) days of travel to include CFM training as well as additional State trainings that may arise. Accomack County respectfully requests full funding of this project and a waiver of match funds as Accomack County is a low-income area with a median household income equal to \$46,073 in 2020<sup>5</sup>.

<b>Task</b>	<b>Estimated Budget</b>
Personnel	\$3,300
Travel	\$2,678
Supplies	\$50
<b>Total</b>	<b>\$6,028</b>
<b>Requested Funds</b>	<b>\$6,028</b>

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<sup>5</sup> Eastern Shore Hazard Mitigation Plan, 2021. Ch. 10: Accomack County. Available here: <https://www.esvaplan.org/wp-content/uploads/2023/04/Chapter-10-Accomack-County.pdf>

## Appendix B: Budget Narrative Template

Applicant Name: Accomack County, VA  
 Community Flood Preparedness Fund &  
 Resilient Virginia Revolving Loan Fund  
 Detailed Budget Narrative

Period of Performance: January 2024 through December 2025

Submission Date: Nov 12, 2023

Grand Total State Funding Request									\$ 6028.00
Grand Total Local Share of Project									\$
Federal Funding (if applicable)									\$
Project Grand Total									\$ 6028.00
Locality Cost Match									%
Breakout By Cost Type	Personnel	Fringe	Travel	Equipment	Supplies	Contracts	Indirect Costs	Other Costs	Total
Federal Share (if applicable)									
Local Share									
State Share	3300.00		2678.00		50.00				6028.00
Pre-Award/Startup									
Maintenance									
Total	\$ 3300.00	\$	\$ 2678.00	\$	\$ 50.00	\$	\$	\$	\$ 6028.00



## Appendix C: Checklist All Categories

*(Benefit-cost analysis must be included if the proposed Project is over \$2 million.)*

Virginia Department of Conservation and Recreation

Community Flood Preparedness Fund Grant Program

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- ☐ Detailed map of the project area(s) (Projects/Studies)
- ☐ FIRMette of the project area(s) (Projects/Studies)
- ☐ Historic flood damage data and/or images (Projects/Studies)
- ☐ A link to or a copy of the current floodplain ordinance
- ☐ Non-Fund financed maintenance and management plan for project extending a minimum of 10 years from project close
- ☐ A link to or a copy of the current comprehensive plan
- ☐ Social vulnerability index score(s) for the project area from VFRIS SVI Layer
- ☐ If applicant is not a town, city, or county, letters of support from affected localities
- ☐ Letter of support from impacted stakeholders
- ☐ Budget Narrative
- ☐ Supporting Documentation, including the Benefit-Cost Analysis tool/narrative (for projects over \$2 million)
- ☐ Authorization to request funding from the Fund from governing body or chief executive of the local government

☐ Signed pledge agreement from each contributing organization

☐ Detailed budget and narrative for all costs