# Submit Request For Public Assistance (RPA)



# My Organization Dashboard

# Portal Sam, Yosimite 🗸

A Your parent organization has been assigned as the primary Grantee for one or more disasters and you may submit a Request for Public Assistance (RPA) to FEMA's Public Assistance program.

Please click here to begin the RPA submission process.

#### Ocument Help

To upload event-specific documents, go to the appropriate event PA request profile from the Event PA Requests list, or My Organization for documents that **are not** specific to an event.

Alternatively, you can utilize the Document Uploader Utility to assist in uploading documents to the correct location.



Click hyperlink "Please click here to begin RPA submission process"

### **Start Request Public Assistance Process**

#### Portal

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#### Request Public Assistance 1 Start 2 General Info 3 Contacts Addresses Other Info 6 Submit Welcome to the FEMA Request for Public Assistance (RPA) process. Over the next few minutes we will ask you a series of questions regarding your organization, contacts, mailing addresses, and supporting information. Once complete, you will be provided with the opportunity to review your submission and, once you are satisfied, you will then be able to directly submit your RPA to FEMA. Following submission you will receive automatic notifications and will be able to track the progress of your RPA review. If your organization is deemed eligible for Public Assistance by FEMA, you will be automatically notified and will be able to use this system to collaborate with your FEMA partners. Prior to starting this process, you may wish to click here to review your Organization Profile to ensure that all your information is up-to-date. To get started, press the Next button at the bottom of this form. PREV NEXT → CANCEL

Click Next

## **General Information**

### Portal

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#### Request Public Assistance 2 General Info Addresses **5** Other Info 6 Submit 1 Start 3 Contacts Your organization may be eligible to apply for Public Assistance. Below, please indicate the Event for which you are applying for assistance and confirm your DUNS# and FEMA PA Code (i.e., FIPS Code). Also, please indicate whether you have already prepared and submitted a Preliminary Disaster Assessment (PDA). Pre-submission of a PDA is not required to be considered eligible for Public Assistance. Applicant Troy, City of Step 1: FEMA PA Code Select Event DUNS # 938474 Colorado State EOC (CO-EOC) Event Participated in PDA? No NEXT -> PREV CANCEL Step 3: Step 2: Select Click Next Yes or No

# **Primary/Alternate Contact Information**

#### Portal 🛔 Sam, Yosimite 🔻 Request Public Assistance Start 2 General Info 3 Contacts Addresses 5 Other Info 6 Submit Please indicate your primary and alternate contacts. These individuals will receive regular notifications and will be able to use this system to track the progress of your request as well as collaborate with your designated FEMA partners. Following submission, you will have the option of specifying additional team members. If you do not see appropriate personnel in the dropdown lists below, or if their email or phone contact information is incorrect, please click here to manage the Contacts currently assigned to your Organization Profile. **Primary Contact** Name Stapleton, Maureen Step 1: Select Primary Title Executive Administrative Assistant Contact Email maureen.stapleton@troycity.gov Phone (212) 948-5755 Alternate Contact Name Choose Contact... Step 3: Title Click Next Email Step 2: Select Alternate Phone Contact PREV NEXT 🚽 CANCEL

### Verify/Change Primary Location & Mailing Address



# **Other Information/Comments**

### Portal

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### Request Public Assistance



### **Review Request**

#### Portal

#### Request Public Assistance

Please ensure all information listed be will be sent to FEMA of your organizati confirmation. Following submission, yo	low is accurate before clicking the Submit button at the bo ions desire to receive Public Assistance. In addition, your d ou will receive additional guidance describing the FEMA Pu	ttom of this form. By clicking the Submit button, a notification esignated primary and alternate contacts will receive a ablic Assistance process.
General Info		
Applicant	Troy, City of	
Event	Colorado State EOC (CO-EOC)	
Participated in PDA?	No	
Primary Contact		
Name	Stapleton, Maureen	Step 1: Review
Title	Executive Administrative Assistant	Information
Email	maureen.stapleton@troycity.gov	information
Phone	(212) 948-5755	
Primary Location		
Address	3857 Old Bloomingdale	
City	Тгоу	
State	Colorado	
Zip	21938	
County	San Miguel County	
Mailing Address		
Address	3857 Old Bloomingdale	
City	Тгоу	Step 2: Click
State	Colorado	Submit
Zip	21938	Submit
County	San Miguel County	
Other Info Comments	_	

# **Congratulations Screen**

### **Grants Portal**

æ	Dashboard		
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	Organization Profil	e	
	Organization Perso	onnel	
	Applicant Event Pre	ofiles	
	Exploratory Calls		
	Recovery Scoping		
	Meetings		
	Projects		
	Damages		
	Work Order Reques	sts	
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### Request Public Assistance

Congratulations! Your Request for Public Assistance has been successfully processed and has been submitted to your Recipient Organization for review. Once reviewed by your Recipient Organization it will then be submitted onward to be processed by FEMA.

Over the next several days you will receive additional information on the status of your Request for Public Assistance eligibility review. If your organization is deemed eligible for Public Assistance, you will be assigned a Program Delivery Manager (PDMG) who will serve as your single point of contact for FEMA's Public Assistance program. The PDMG will call you to briefly discuss your disaster damages and set up a face-to-face meeting called the Recovery Scoping Meeting. This meeting is designed to discuss in detail your damages and documentation needed to support your claim.

In preparation for the call with the PDMG, please develop a list of damages your organization has sustained from the event and enter them on the Event PA Requests Profile accessible here. Your PDMG will discuss this list with you during the call and emphasize the development of your Damage Inventory using the PA Grants Portal.

Thank you for your submission, and we look forward to working with you and your organization.