

	Emergency Work		Permanent Work					
	A	B	C	D	E	F	G	Z
	Debris Removal	Emergency Protective Measures	Roads & Bridges	Water Control Facilities	Buildings and Equipment	Utilities	Parks & Rec, Other	Management Costs
Force Account Labor								
Force Account Equipment								
Materials								
Contract								
Rented Equipment								
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Applicant:			Total PDA Estimate = \$					
Annual Operating Budget			\$ -	1% of Annual Operating Budget		\$ -		

Force Account Labor

- Category B: overtime only
- Category A, C-G: regular & overtime (debris pilot for reg time)

Force Account Equipment

- document hours or miles depending on use & type
- equipment rates include fuel, maintenance

Materials

- receipts/invoices for items purchased
- replacement cost for items taken from inventory/stock

Contract

- invoices for work completed
- estimates for work completed
- document competitive procurement process, bid tab, selection criteria, etc.

*State Disaster: Categories A-C

*Federal Disaster: Categories A-Z

Rented Equipment

- invoices/receipts
- rental agreement

Category A: Debris Removal

- cut & toss vs. removal & disposal
- legal responsibility (ownership of road/ROW - local, state, federal)
- document quantity (cubic yards, tons), types (vegetative, C&D), & locations
- Applicant labor & equipment hours
- contracts: competitive procurement process, unit cost, monitoring
- debris management sites: stage, sort, reduce, recycle (DEQ/Solid Waste permit)
- disposal: landfill tipping fee, weigh/load tickets

Category B: Emergency Protective Measures

- protection of life, public health & safety, improved property
- EOC operations, shelters, evacuation, police, fire, EMS, etc.

Categories C-G: Permanent Work

- infrastructure repair: roads, bridges, buildings, utilities, etc.
- damage description/dimensions, scope of work, cost estimate
- insured facilities or items: reimbursement reduced by insurance proceeds
- utilities: emergency restoration vs. permanent repair

Categories Z: Management Costs

- direct administrative costs, indirect costs and other administrative expenses associated with a specific project
- explanation of work performed related only to eligible projects with a representative sample of daily logs/activity
- documentation to substantiate the necessity of any claimed office supplies, equipment, or space
- number and purpose of all meetings and site inspection
- any travel costs including the purpose and the travel policy

