

# *NCAI DISASTER PREPAREDNESS GRANT APPLICATION*

## **Overview & Purpose**

Natural disasters have become more frequent in Indian Country over the past several years. Tribal nations and their citizens have endured tremendous loss of life, livelihood, and property. Unlike states, tribal nations have no consistent grant program providing every nation with much needed emergency management capacity building funds. Additionally, the federal government has restricted the avenues for tribal nations to access disaster preparedness and mitigation resources. Even when tribal nations can access disaster preparedness funds often they are not flexible enough to meet all of the tribal nation's needs. The NCAI Disaster Preparedness Grants are shaped to flexibly cover the needs of tribal nations and/or tribal citizens (who live near their nations) as they prepare for future natural disasters such as, tornadoes, wildfires, hurricanes, earthquakes, severe storms, severe winds, blizzards, etc. While grant funds cannot be used to cover the wages of tribal employees or administrative costs, they can be used to prepare for future natural disasters. A tribal nation's preparedness measures can range from purchasing supplies, equipment, and resources to hiring a consultant to craft the nation's emergency operations plan (EOP). An EOP is often a prerequisite for tribal nations to even access FEMA funds. NCAI has a total of \$135,000 available for the grants. Individual grant awards will be capped at \$20,000. This grant program will conclude once the \$135,000 has been fully obligated or no later than February 28, 2021. Applications must be submitted to NCAI by email or fax and will be considered on a rolling basis. The NCAI Review Committee will consider all applications that are submitted by eligible applicants, which are complete, and conform to the application guidelines below.

Your complete application must include the information requested in Part 1, Part 2, and Part 3 of this application form. The information requested in Part 4 of this application is optional to include in your completed application. The NCAI Review Committee will consider all applications that are submitted by eligible applicants, and which are complete and conform to the application guidelines below.

## **Eligibility**

In order to be eligible for this NCAI grant, the applicant must meet following criteria:

- Be a federally recognized Indian tribe or state recognized Indian tribe.
- The proposed purchase or project aims to prepare for or mitigate the impacts of future natural disasters.
- The preparation must focus on disasters located on or near tribal lands or tribal property and/or the property of an enrolled citizen of the tribal nation who resides near their tribal nation's lands or property.
- Funds must be obligated within six months.
- A selected tribal nation must submit a activity summary report to NCAI by June 1, 2021.

## Prohibited Use of Funds

The following types of projects are not eligible for consideration under this NCAI Grant:

- Repairing damage from a past or recent natural disaster.
- Buying supplies or equipment to respond to COVID-19.
- Supplant existing tribal funds.
- Pay for any tribal administrative costs.
- Pay for any portion of a tribal employee's wages.

## Application Guidelines

- **Deadline:** Applications will be reviewed on a rolling basis until all funds are distributed or no later than February 28, 2021.
- Grants will be capped at 20,000.
- Please submit either a fax copy or email copy of your application to NCAI.
- **Digital Submission:** Submit your completed digital application to Keona Proctor, [kproctor@NCAI.org](mailto:kproctor@NCAI.org)
- **Fax Submission:** A copy of your application should be faxed to 202-466-7797 and should include the following information on a cover page:  
*National Congress of American Indians  
Attn: Keona Proctor  
Re: NCAI Disaster Preparedness Grants  
1516 P Street NW  
Washington, D.C. 20005*
- **Application Length:** The completed application for Part 1 and Part 2 below should range between 2 to 5 pages long and does not include Part 3 and Part 4.
- **Application Format:** The application must be completed in size 12 font, Times New Roman, and be single-spaced.
- Your application may cover multiple purchases of supplies, resources, equipment or projects.

## Examples of Acceptable Preparedness or Mitigation Projects:

- The purchase of emergency food and water supplies or other life sustaining provisions.
- Contracting with a service to supply food, water, and other life sustain provisions to the tribal nation during a future natural disaster.
- The purchase of emergency management equipment or warning systems.
- The purchase of sandbags, additional flood fighting materials or equipment.
- Buying emergency power generators for tribal facilities or tribal elders' homes.
- Pre paying for two weeks of fuel from a local gas station to supply all tribal emergency vehicles with fuel during a future emergency.
- The purchase or repair of a tribal emergency vehicle or emergency equipment.
- Leasing, purchasing, or building a facility to house tribal emergency supplies.
- Building or purchasing tornado shelters for the tribal nation, tribal school, or for tribal elders.
- Hiring a consultant to create or update at tribal nation's emergency operations plan.

- Paying for tribal employee up front travel costs to attend the FEMA Emergency Management Institute.

## **APPLICATION FORM**

Please review all of the guidelines and eligibility criteria *before completing* this application.

### **Part 1. BACKGROUND INFORMATION**

Your responses for Part 1 should be less than one page.

- **Name of Tribal Nation & Address:**
- **Name and Position of the Person Submitting the Application:**
- **Email Address of Person Submitting the Application:**
- **The Telephone Number of the Person Submitting the Application:**
- **In 1-2 Sentences, Summarize the Tribal Emergency Preparedness or Mitigation Purchases or Projects:**

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### **Part 2. DETAILS ABOUT YOUR PROJECT(S)**

Your responses for this section should provide enough detail to allow the NCAI Review Committee to make an informed decision. If your tribal nation is unable to directly speak about future natural disasters due to cultural reasons please let the NCAI Review Committee know. You can then craft your grant application in a way that respects your cultural needs but still provides the necessary information for the Committee to consider. For example, if your emergency operation plan cannot include your nation's name but it can include your neighbor's name that is acceptable.

**1) Describe your proposed disaster preparedness purchases or projects.**

**2) How would you use the NCAI grant funds to prepare for or mitigate the impacts of future natural disasters?**

*Include a detailed description of your plan to prepare for future disaster. Include information about what work needs to be done, equipment and supplies required, if it would be more economically sound to replace the property rather than repair, and if an outside contractor will be engaged to assist.*

**3) Will the NCAI grant support existing funding sources?**

*Describe, if any, other sources of money that will be combined with these funds to prepare for future natural disasters.*

4) What is the estimated timeframe to complete the purchases or project(s) supported by the NCAI grant?

### **Part 3. PROPOSED BUDGET & ADDITIONAL QUESTIONS**

Please fill out a proposed operating budget for the six-month timeline and answer the following questions.

#### **REQUIRED:**

- 1) **An itemized budget of the products and/or services covered by your grant application. Please see the sample budget template below.**
- 2) **Have you received any additional funding for your preparedness or mitigation efforts? Are you applying for funding anywhere else?**
- 3) **Have you been denied funding to prepare for or mitigate the impacts of future natural disasters? If so, who denied your tribal nation funding?**
- 4) **Please acknowledge that NCAI Disaster Preparedness Grant funds may not be used to pay for or supplant the wages of any employee of the tribal nation or cover administrative costs.**
- 5) **Sample Budget Template:** You may modify the budget template as needed.

Description of the activity or task	Who will complete the task?	How much will it cost? (Budget needed to accomplish the task)			
		Item	Cost in \$ (per unit)	Number of Units	Total Cost in \$
1. ...					
2. ...					
3. ...					
4. ...					
5. ...					
<b>Total Cost</b>					

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## **Part 4. SUPPLEMENTARY DOCUMENTS**

Help us assess your application by including any supplementary material that you feel the NCAI Review Committee should consider when reviewing your application. Supplementary documents are not required, but may be helpful for the NCAI Review Committee.

### **Examples of Supplementary Documents:**

- The current state of your tribal nation's emergency preparedness and your need to prepare for future disaster.
- Any relevant price quotes or estimates for your proposed budget. The quotes or estimates must come directly from providers or vendors.
- The CV, resume, or certifications of the consultant that will craft the tribal nation's emergency operation plan.
- The CV, resume, or certifications of the contractor for lifesaving provisions.
- The importance or cultural significance of the property that your tribal nation or tribal citizen seek to protect from future natural disasters.
- Anything else you would like to share with the NCAI Review Committee that is pertinent to the application.