What is a local resilience plan?

A local resilience plan is a locally adopted plan, approved by DCR, that describes the entire local government’s approach to flooding. The plan must meet the following criteria:

1. Is project-based with projects focused on flood control and resilience
2. Incorporates nature-based infrastructure to the maximum extent possible
3. Includes considerations of all parts of a local government, regardless of socio-economics or race, and addresses needs of underserved populations in the community
4. Identifies and includes all flooding occurring in all areas of the community and provides the number and location of repetitive loss and severe repetitive loss properties
5. Includes strategies and guidelines for equitable property acquisition and/or relocation
   - Property acquisitions must remain undeveloped as permanent open space and under ownership or easement by the locality in perpetuity, except for the building of flood control structures
6. Includes a strategy for debris management, administrative procedures for substantial development or improvement of SFHA structures, and coordination with other local or inter-jurisdictional plans, projects, and activities
7. Is based on the best available science and incorporates climate change, sea level rise, and storm surge (where appropriate), and current flood maps

Note: More information on the Resilience Plan criteria can be found in Appendix F of the CFPF Grant Manual (p. 48-50). Resilience plans may be a locally adopted “stand alone” plan or a combination of documents that, when compiled, meet the minimum requirements outlined in Appendix F.

Resilience Plan Submittal Information

An approved resilience plan is a required component of project funding through the Community Flood Preparedness Fund (CFPF), and the plan must be adopted in the locality in which projects will occur. While it is permissible to submit a draft resilience plan for approval to DCR concurrently with a CFPF project application, localities are encouraged to submit them prior to submitting a project application. Once submitted electronically to cfpf@dcr.resilience.gov, resilience plans may take 3-4 weeks to be approved. Be sure to label your resilience plan file as follows:

**CID#.LocalGovernmentName.resilienceplan** (Example: CID#. Essex.resilienceplan)

For all applications to the Capacity Building and Planning category of the CFPF to create or compile a local resilience plan, see the next page for steps to ensure all components are ready for submission.
A complete electronic file with all required attachments is the preferred method of submission. All electronic applications to the CFPF should be submitted via the WebGrants portal: https://vadc.r.webgrantscloud.com/index.do. Applications may be submitted by mail with approval from DCR. Mail-in applications should be printed on one-sided, 8.5x11 inch pages. The deadline for Department approval of hard-copy submission is ten business days prior to application submission deadline.

All applications to the CFPF must be completed using the forms provided by DCR in the CFPF grant manual. Files should be saved as follows:

CID51XXXX_LocalGovernmentName_CFPF.pdf
(Example: CID510090_LoudounCounty_CFPF.pdf)

- The CID# is a 6-digit designation identifying number unique to each county, city, or town in Virginia and can be found at this link: https://www.fema.gov/cis/VA.html
- If multiple eligible entities are included in one application, applicants should list all localities with their CID#,s for example:

CID510XXX-KellerTown_CID510XXX-MelfaTown_CID510XXX_PainterCFPF-1

Capacity Building & Planning Application Materials

All of the following requirements are available as fill-in forms on the WebGrants portal. Mail-in copies of CFPF applications will require printed versions of each. Applications must include:

Appendix A: Application Form – pg. 33–37

Scope of Work Narrative – including but not limited to:

- detailed needs and problems
- goals and objectives tied to improving flood protection/prevention
- a work plan (including a maintenance plan extending a minimum of 10 years)
- evaluation measures
- resource needs and identification
- plans for building capacity of existing and new staff
- resource development strategies
- policy management/development
- stakeholder identification
Community Flood Preparedness Fund
Resilience Plan Application Outline

Note: Applications from serving low-income geographic areas have a 10% match requirement; all other applicants have a 25% match requirement. Match is not required for Planning and Capacity Building grants in low-income geographic areas when applications request less than $3,000.

To verify Low-Income Geographic Area status:
Search for your locality’s median household income in the US Census Bureau QuickFacts table. If it is less than $59,377.60, the locality qualifies. A Low-Income Geographic Area is defined as: 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 their delegation of authority to the Internal Revenue Service. If there is an area in your community that is designated as an opportunity zone, then applications for projects within that specific area fall under the Low-Income Geographic Area designation.

Budget Narrative - explain all proposed expenditures including:
- estimated total project cost including estimates of work to be completed by third parties
- amount of funds requested from the CFPF
- amount of funds available
- authorization to request funding from governing body or chief exec. of the local gov’t

Note: Indirect costs are not eligible for funding. Salaries of existing staff are ineligible; however, salaries of staff who provide direct and documented support to the grant effort may be considered as match. A budget narrative template is available on page 38 of the CFPF manual. More detail on all of the requirements mentioned above can be found on pages 26-32.

Link to or copy of current floodplain ordinance and comprehensive plan

Social vulnerability index score(s) for the project area from VFRIS SVI Layer

Note: Look up your locality’s Social Vulnerability Score using the AdaptVA viewer. Find instructions here.

If applicant is not a town, city, or county, letters of support from affected localities

Letter of support from impacted stakeholders

Signed pledge agreement from each contributing organization

For a list of potential contractors already working with communities on their CFPF awards for resilience plans, go here (please note this is an educational resource and not an endorsement of any listed contractors).

Fact sheet prepared by Wetlands Watch

Wetlands Watch