

ALL HAZARD MITIGATION PLAN REQUIREMENTS

REQUIREMENT	ELEMENT
1. Adoption by the Local Governing Body	A. Has the local governing body adopted new or updated plan? B. Is supporting documentation, such as a resolution, included?
2. Multi-Jurisdictional Plan Adoption	A. Does the new or updated plan indicate the specific jurisdictions represented in the plan? B. For each jurisdiction, has the local governing body adopted the new or updated plan? C. Is supporting documentation, such as a resolution, included for each participating jurisdiction?
3. Multi-Jurisdictional Planning Participation	A. Does the new or updated plan describe how each jurisdiction participated in the plan's development? B. Does the updated plan identify all participating jurisdictions, including new, continuing, and the jurisdictions that no longer participate in the plan?
4. Documentation of the Planning Process	A. Does the plan provide a narrative description of the process followed to prepare the new or updated plan? B. Does the new or updated plan indicate who was involved in the current planning process? (For example, who led the development at the staff level and were there any external contributors such as contractors? Who participated on the plan committee, provided information, reviewed drafts, etc.?) C. Does the new or updated plan indicate how the public was involved? (Was the public provided an opportunity to comment on the plan during the drafting stage and prior to the plan approval?) D. Does the new or updated plan discuss the opportunity for neighboring communities, agencies, businesses, academia, nonprofits, and other interested parties to be involved in the planning process? E. Does the planning process describe the review and incorporation, if appropriate, of existing plans, studies, reports, and technical information? F. Does the updated plan document how the planning team reviewed and analyzed each section of the plan and whether each section was revised as part of the update process?
5. Identifying Hazards	A. Does the new or updated plan include a description of the types of all natural hazards that affect the jurisdiction?
6. Profiling Hazards	A. Does the risk assessment identify the location (i.e., geographic area affected) of each natural hazard addressed in the new or updated plan? B. Does the risk assessment identify the extent (i.e., magnitude or severity) of each hazard addressed in the new or updated plan? C. Does the plan provide information on previous occurrences of each hazard addressed in the new or updated plan? D. Does the plan include the probability of future events (i.e., chance of occurrence) for each hazard addressed in the new or updated plan?
7. Assessing Vulnerability: Overview	A. Does the new or updated plan include an overall summary description of the jurisdiction's vulnerability to each hazard? B. Does the new or updated plan address the impact of each hazard on the jurisdiction?
8. Assessing Vulnerability: Addressing Repetitive Loss Properties	A. Does the new or updated plan describe vulnerability in terms of the types and numbers of <i>repetitive loss properties</i> located in the identified hazard areas?
9. Assessing Vulnerability: Identifying Structures	A. Does the new or updated plan describe vulnerability in terms of the types and numbers of existing buildings, infrastructure, and critical facilities located in the identified hazard areas? B. Does the new or updated plan describe vulnerability in terms of the types and numbers of future buildings, infrastructure, and critical facilities located in the identified hazard areas?
10. Assessing Vulnerability: Estimating Potential Losses	A. Does the new or updated plan estimate potential dollar losses to vulnerable structures? B. Does the new or updated plan describe the methodology used to prepare the estimate?
11. Assessing Vulnerability: Analyzing Development Trends	A. Does the new or updated plan describe land uses and development trends?
12. Multi-Jurisdictional Risk Assessment	A. Does the new or updated plan include a risk assessment for each participating jurisdiction as needed to reflect unique or varied risks?
13. Local Hazard Mitigation Goals	A. Does the new or updated plan include a description of mitigation goals to reduce or avoid long-term vulnerabilities to the identified hazards?
14. Identification and Analysis of Mitigation Actions	A. Does the new or updated plan identify and analyze a comprehensive range of specific mitigation actions and projects for each hazard? B. Do the identified actions and projects address reducing the effects of hazards on new buildings and infrastructure? C. Do the identified actions and projects address reducing the effects of hazards on existing buildings and infrastructure?
15. Identification and Analysis of Mitigation Actions: National Flood Insurance Program (NFIP) Compliance	A. Does the new or updated plan describe the jurisdiction (s) participation in the NFIP? B. Does the mitigation strategy identify, analyze and prioritize actions related to continued compliance with the NFIP?
16. Implementation of Mitigation Actions	A. Does the new or updated mitigation strategy include how the actions are prioritized ? (For example, is there a discussion of the process and criteria used?) B. Does the new or updated mitigation strategy address how the actions will be implemented and administered, including the responsible department, existing and potential resources and the timeframe to complete each action? C. Does the new or updated prioritization process include an emphasis on the use of a cost-benefit review to maximize benefits? D. Does the updated plan identify the completed, deleted or deferred mitigation actions as a benchmark for progress, and if activities are unchanged (i.e., deferred), does the updated plan describe why no changes occurred?
17. Multi-Jurisdictional Mitigation Actions	A. Does the new or updated plan include identifiable action items for each jurisdiction requesting FEMA approval of the plan? B. Does the updated plan identify the completed, deleted or deferred mitigation actions as a benchmark for progress, and if activities are unchanged (i.e., deferred), does the updated plan describe why no changes occurred?
18. Monitoring, Evaluating, and Updating the Plan	A. Does the new or updated plan describe the method and schedule for monitoring the plan, including the responsible department? B. Does the new or updated plan describe the method and schedule for evaluating the plan, including how, when and by whom (i.e. the responsible department)? C. Does the new or updated plan describe the method and schedule for updating the plan within the five-year cycle?
19. Incorporation into Existing Planning Mechanisms	A. Does the new or updated plan identify other local planning mechanisms available for incorporating the mitigation requirements of the mitigation plan? B. Does the new or updated plan include a process by which the local government will incorporate the mitigation strategy and other information contained in the plan (e.g., risk assessment) into other planning mechanisms, when appropriate? C. Does the updated plan explain how the local government incorporated the mitigation strategy and other information contained in the plan (e.g., risk assessment) into other planning mechanisms, when appropriate?
20. Continued Public Involvement	A. Does the new or updated plan explain how continued public participation will be obtained? (For example, will there be public notices, an on-going mitigation plan committee, or annual review meetings with stakeholders?)