

From: Messner, Justin P. <jmessner@nd.gov>
Sent: Tuesday, April 4, 2023 5:07 PM
Subject: Snow Removal Assistance Program Information

This email is being sent to all ND Emergency Managers, as well as the ND Association of Counties, ND League of Cities, and ND Township Officers Association. Please feel free to forward this email on to anyone within your jurisdiction or that works with your organizations that may be interested in submitting their winter season snow removal costs for reimbursement.

On April 4, 2023, Governor Doug Burgum officially signed the final version of SB 2183 which appropriated \$20 million to the ND Department of Emergency Services (NDDDES) to provide grants to counties, townships, cities, and tribes for their excessive snow removal costs from this current winter season. The final bill allows qualifying applicants to get reimbursed up to 60% of their early season snow removal costs and/or their season wide snow removal costs that exceed 150% of average based on their 4 lowest costing years between 2017 and 2021.

Attached to this email is the Snow Removal Assistance Policy that was developed by NDDDES for the purposes of administering this snow removal funding. Please read through this document carefully as it contains a lot of information such as how to submit a Request for Snow Removal Assistance form online (which is how each applicant registers for the program), reimbursement rates, what documentation will be required before a claim will be reimbursed, deadline dates for document submission, and what items are eligible for reimbursement. We will be going through this policy and the spreadsheets that each applicant must submit for their historical and current year expenses in more detail during the Snow Removal Program Overview scheduled for April 10, 2023 from 10 to 11:30 AM CT as well. That program overview will be recorded and placed on our YouTube channel so applicants are able to reference back to the video, and so applicants that were not able to participate can still learn more about the process as well.

As explained in the Snow Removal Assistance Policy, the first step in the reimbursement process is that each county, city and tribe that intends to submit their snow removal costs for reimbursement must fill out a Request for Snow Removal Assistance form no later than **April 30, 2023** to qualify for this program. This form only takes a few minutes to complete, and is found online at the following link: <https://forms.office.com/g/Q8CWJGi0DL>. This form will register your jurisdiction for the snow removal program and help NDDDES track the applicants that we are expecting will submit costs for reimbursement. Townships will not need to submit a Request for Snow Removal Assistance form because they will be submitting their costs under their respective county, the same way that they get costs reimbursed under the Public Assistance (PA) Program.

After an organization registers for the program, NDDDES will send them the spreadsheets that must be filled out to identify their jurisdictions historical costs from 2017 to 2021, and their current year expenditures for the early season and season wide grant periods. All documentation for early season snow removal that occurred from October to December 2022 must be submitted to NDDDES no later than **April 30, 2023**. And all documentation for season wide snow removal costs from October 1, 2022 to April 30, 2023 must be submitted to NDDDES no later than **May 31, 2023**. All of these funds need to be expended by the end of June, so NDDDES cannot guarantee that costs submitted after the above mentioned deadline dates will be able to get reimbursed.

Please reach out to me via email or phone if you have any questions on the overall process and eligibility. I am hoping the program overview scheduled for this next week will also help answer a lot of questions you may have as well.

Thanks everyone,

Justin Messner
Disaster Recovery Chief, CFM

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[LINK TO THE INFORMATION OVERVIEW, MONDAY APRIL 10, 10:00 AM TO 11:30 AM CENTRAL](#)

AFTER THAT TIME THE RECORDING WILL BE POSTED ON YOUTUBE, THE LINK WILL BE AVAILABLE ON THE ASSOCIATION WEBSITE: NDTOA.COM