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# Snow Removal Assistance Program Overview

Monday, April 10, 2023



# Senate Bill 2183

- SB 2183 was signed by Governor Burgum on April 3, 2023
- This bill appropriated \$20 million for snow removal assistance
  - \$15 million is earmarked for early season snow removal between October 1, 2022 and December 31, 2022
  - \$5 million is earmarked for season wide snow removal between October 1, 2022 and April 30, 2023
  - Any unused funds from the early season snow removal can be rolled over to season wide



# Eligible Applicants

- Counties, Cities, Tribes, and Townships are eligible to receive funding through this program if they had enough costs to qualify
- Counties, Cities, and Tribes will be their own applicants under this program
- Townships will be included under their respective counties, same process as the Public Assistance (PA) Program



# Reimbursement Rates

- To qualify for reimbursement, an applicant must exceed 150% of their average snow removal costs for the early snow removal months or the season wide snow removal months, with their average based on their 4 lowest costing years between 2017 and 2021
- If they have exceeded 150% of their 4-year average, then the costs in excess of 150% can be reimbursed up to 60%
- If there are more eligible costs than available funding, then the reimbursement rate will be prorated so all applicants receive the same percentage.



# Application Process

- First step, register your County, City, or Tribe using our online registration form
  - <https://forms.office.com/g/Q8CWJGi0DL>
- Once registered, NDDDES will send each applicant an email containing:
  - 2 spreadsheets for Historical Costs (one for each snow removal period)
  - 2 spreadsheets for Current Year Expenditures (one for each snow removal period)
  - FEMA Schedule of Equipment Rates
  - NDDDES Snow Removal Policy Document



# Application Process

- Applicants should use the historical costs spreadsheet to identify their 2017-2021 snow removal expenses
  - Backup documentation will not be required to support historical costs unless a cost seems questionable or incorrect
- Applicants should use the current year expenditure spreadsheets to identify the costs they are submitting for reimbursement.
  - Supporting documentation will be required for these expenses. Examples of documentation that needs to be submitted are timecards or payroll reports; equipment logs; invoices for contractors, materials, and rented equipment, etc.



# Eligible Costs

- Eligible costs can include:
  - Force Account Labor (both regular and overtime, plus benefits)
  - Force Account Equipment
    - Must indicate dates/hours used, type and size of equipment, and local equipment rate. If no rate is available, use FEMA equipment rates instead
  - Rented Equipment and Operator
  - Contractor Services
  - Materials (Sand, salt, cutting edges)
  - Pushback and Hauling



# Ineligible Costs

- Non-Reimbursable items include:
  - Snow removal operations conducted prior to October 1, 2022 or after April 30, 2023
  - Equipment drive train repair or replacement
  - Tire replacement
  - Windshields and windows
  - Tow ropes or log chains
  - Employee time while doing work other than direct snow removal
  - Miscellaneous items such as bolts, nuts, screws, washers, etc.
  - Batteries
  - Miscellaneous office supplies
  - Utility bills for offices/shops
  - Employee or Municipal Official time and travel expense for checking roads





# Submissions

- All snow removal spreadsheets and supporting documentation must be submitted to Justin Messner at [jmessner@nd.gov](mailto:jmessner@nd.gov)
- If an applicant wants to submit hard copies of any paperwork, they must be post dated by the deadline date, and can be sent to:

North Dakota Department of Emergency Services

Attn: Justin Messner

P.O. Box 5511

Bismarck, ND 58506-5511



# Deadlines

- Registration for the snow removal program needs to be completed by **April 30, 2023**
- Spreadsheets and supporting documentation for early season snow removal must be submitted by **April 30, 2023**
- Spreadsheets and supporting documentation for season wide snow removal must be submitted by **May 31, 2023**
- All payments will be issued by COB **June 30, 2023**
- If documents are not submitted by the above deadlines, NDDDES cannot guarantee reimbursement.



# Contact Information

Justin Messner, Disaster Recovery and Mitigation Chief

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