

**MAINE EMERGENCY MANAGEMENT AGENCY  
DAMAGE and INJURY ASSESSMENT**

**FORM 7**  
Revised March 2016

GENERAL INFORMATION		
<input type="checkbox"/> Original <input type="checkbox"/> Revision # _____		Date:
Type of disaster:		Date(s) of occurrence:
Jurisdiction (town, county, district, etc.):		County: Select a County/Agency
Area affected (northeast, west side, etc.):		
POINT OF CONTACT		
Name:		Title:
Email:		Desk phone:
		Cell phone:
DAMAGES TO PUBLIC INFRASTRUCTURE		
<b>A</b>	<b>DEBRIS REMOVAL</b> (trees, building wreckage, sand, mud, silt, gravel, vehicles, and other disaster-related material)	\$
<b>B</b>	<b>EMERGENCY PROTECTIVE MEASURES</b> (sandbagging, barricades, signs, extra police and fire, and emergency health measures)	\$
<b>C</b>	<b>ROADS AND BRIDGES</b> (roads, culverts, bridges, and associated facilities)	\$
<b>D</b>	<b>WATER CONTROL FACILITIES</b> (dams, reservoirs, shore protective devices, pumping and irrigation facilities, drainage channels, and levees)	\$
<b>E</b>	<b>BUILDINGS AND EQUIPMENT</b> (buildings, supplies, inventory, vehicles, and equipment)	\$
<b>F</b>	<b>UTILITIES</b> (water treatment plants and delivery systems, power generation and distribution facilities, sewerage collection systems and treatment plants)	\$
<b>G</b>	<b>PARKS, RECREATIONAL, AND OTHER</b> (playground equipment, swimming pools, bath houses, tennis courts, boat docks, piers, picnic tables, cemeteries, and golf courses)	\$
<b>PRIVATE NONPROFITS</b> (education, medical, custodial care, emergency [fire departments, search and rescue, and ambulances], utility, and other [museums, community centers, libraries, homeless shelters, senior citizen centers, health and safety services.] )		\$
<b>PUBLIC DAMAGES GRAND TOTAL</b>		\$ 0.00

**NOTE: Report individual damages and community impacts on Page 2.**

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<b>DAMAGES TO HOMES / BUSINESSES</b>			
<b>Jurisdiction:</b>		<b>Date:</b>	
<b>CASUALTIES</b>		<b>Number</b>	<b>PEOPLE DISPLACED</b>
Deaths		People evacuated	
Injuries		People in community/non-Red Cross shelters	
Missing		People served in warming/cooling centers	
<b>TOTAL CASUALTIES</b>	<b>0</b>	<b>TOTAL PEOPLE DISPLACED</b>	<b>0</b>
<b>PRIMARY HOMES IMPACTED</b>			
Homes destroyed		Mobile homes destroyed	
Homes with major damage		Mobile homes with major damage	
Inaccessible (72 hours or longer)			
<b>TOTAL PRIMARY RESIDENCES IMPACTED</b>			<b>0</b>
<b>BUSINESSES IMPACTED</b>			
Businesses with 40% or more physical damage			
Businesses closed (72 hours or more) because of disaster			
<b>TOTAL BUSINESSES IMPACTED</b>			<b>0</b>
<b>LIFE / SAFETY SERVICES DISRUPTED FOR 72 HOURS OR LONGER – YES / NO</b>			
Police/fire/EMT services disrupted	Yes <input type="checkbox"/> No <input type="checkbox"/>	Public water/sewer services disrupted	Yes <input type="checkbox"/> No <input type="checkbox"/>
Hospitals/clinics/medical services disrupted	Yes <input type="checkbox"/> No <input type="checkbox"/>	Electric/gas/oil delivery services disrupted	Yes <input type="checkbox"/> No <input type="checkbox"/>
Details –			
<b>ESSENTIAL COMMUNITY SERVICES IMPACTED (72 HOURS OR LONGER)</b>			
# Schools closed		# Libraries closed	
# Day care (child / elder) services closed		# Social services programs disrupted	
# Supermarkets closed			
<b>TOTAL ESSENTIAL COMMUNITY SERVICES IMPACTED</b>			<b>0</b>
Details –			
<b>OTHER COMMUNITY IMPACTS</b>			
E.g., impacts to employment, tourist destinations, cultural institutions, vulnerable populations, other –			
Call, fax, or email this information to your <b>COUNTY EMERGENCY                  MANAGEMENT AGENCY</b> as soon as possible (State agencies submit to MEMA)		Look up contact information: <input type="checkbox"/> County EMAs <input type="checkbox"/> MEMA  <div style="border: 1px solid black; padding: 2px; display: inline-block;">                     Submit via e-Mail                 </div> <a href="http://www.maine.gov/mema">http://www.maine.gov/mema</a>	

MAINE EMERGENCY MANAGEMENT AGENCY  
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Please complete this form as soon as possible following a disaster, even if you consider damage in your area to be insignificant. A complete picture of the impact of the disaster is necessary for State officials to determine if Federal assistance should be requested. Failure or delay in submission of this information may result in delay or loss of Federal assistance for your county and community.

**When exact figures are not available, reasonable estimates should be used. Do not include state- or federally owned property.**

**GENERAL INFORMATION**

**Original or Revision:** Check one. Each report should include the total of previously reported damages plus the additional information. Continue to supply new information to the county as it is received. Number each revised report consecutively.

**Date:** Enter the current date on each revised form. **Type of disaster:** E.g., flooding, hurricane, ice storm.

**Date(s) of occurrence:** Enter the date or date range the event began, continued, and ended.

**Jurisdiction (town, county, district, etc.):** Enter the name of the reporting entity, such as municipality, county, utility or school district.

**County:** If information is not pre-printed, enter county in which jurisdiction is located.

**Area affected (northeast, west side, etc.):** Enter the section of the municipality or county impacted.

**POINT OF CONTACT**

**Name:** Enter the name, title, email, desk and cell phone numbers of the person who can answer any questions the County or MEMA may have.

**DAMAGES TO PUBLIC INFRASTRUCTURE**

Public damages are damages to government-owned facilities and to those owned by private nonprofits (PNP) that provide essential services to the community. They are based on the estimated cost of returning those properties to their pre-disaster condition.

Public damages also include costs incurred by government in response to the disaster. Certain Private Nonprofits are eligible for reimbursement of disaster-related expenses.

**A. DEBRIS REMOVAL:** The debris must be a direct result of the disaster and be an immediate threat to lives, public health and safety. Enter costs incurred or projected for removing debris from the jurisdiction's property that meet both these criteria. Do not include estimated debris removal from private property unless the reporting jurisdiction would normally have a legal responsibility to do so.

**B. EMERGENCY PROTECTIVE MEASURES:** Protective measures include the cost of evacuation, sheltering, search and rescue, demolition of unsafe structures, and other actions taken by the reporting jurisdiction to reduce the threat to public health and safety. In all cases, the disaster must be the cause for the costs reported here.

**C. ROADS AND BRIDGES:** Enter the actual or estimated cost to return the following public property which was damaged by this disaster to its pre-disaster condition: roads, streets, bridges, rights-of-way, culverts, curbs, gutters, sidewalks, etc. Do not include state- or federally owned property.

**D. WATER CONTROL FACILITIES:** Enter the actual or estimated cost to repair or replace to pre-disaster levels the capabilities of flood control, drainage, and irrigation facilities owned, operated, controlled, or maintained by the reporting jurisdiction. In all cases, the disaster must be the cause for the repair or replacement.

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**E. BUILDINGS AND EQUIPMENT:** Enter the estimated cost of repairs to any facility or equipment owned, operated, or maintained by the reporting jurisdiction that was damaged by this disaster. Do not include damages that occurred during response.

**F. UTILITIES:** Enter all costs disaster-related damages to public utilities and utility systems. These costs can be both for emergency repair and/or projected permanent replacement.

**G. PARKS, RECREATIONAL, AND OTHER:** Enter disaster-related repair or replacement costs to public parks, recreational areas, or other public facilities not addressed in other categories. The replacement of trees, shrubs, and other ground cover is not eligible for reimbursement.

**PRIVATE NONPROFITS:** Enter the estimated cost of disaster-related repairs or replacement of any facility owned by a PNP that provides essential services to the community. Operating costs are not eligible for reimbursement through the Public Assistance program.

**DAMAGES TO HOMES / BUSINESSES**

Individual damages include disaster-related impacts to people, primary homes, businesses (including agricultural businesses), life/safety and other essential services. We also need to know the community impact from the disaster, so we want information on people who are self-employed, have a disability or access/functional need, are not English speakers, or are living below the poverty line.

**NOTE: Re-enter jurisdiction and date at the top of second page.**

**CASUALTIES:** Enter the number of deaths, injured and missing people. If unconfirmed, indicate that.

**PEOPLE DISPLACED:** Enter the numbers of people who were evacuated; people staying overnight in community/non-Red Cross shelters; and people served in warming or cooling centers.

**PRIMARY HOMES IMPACTED:** Barns, garages, and other outbuildings are not counted. Camps, vacation homes, and other secondary residences are not eligible for consideration. For apartment buildings, count each occupied unit as a primary home.

**Homes destroyed:** The home is a total loss or not economically feasible to repair. Not habitable.

**Homes with major damage:** Heavy damage to 50% or more of roof/exterior walls; substantial failure of structure. One foot of water on first floor or the furnace, water heater, etc., are under water. Can be livable with extensive repairs requiring a long period of time.

**Mobile homes destroyed / Mobile homes with major damage:** For non-flooding disaster events, use the same criteria as for stick-built homes. For flooding events, modular homes have a lower threshold.

**Inaccessible (72 hours or longer):** Even if homes are not damaged, if they are inaccessible for 72 hours or more due to the disaster, please count them.

**BUSINESSES IMPACTED:** Count all businesses with 40% or more physical damages or that were closed for 72 hours or longer because of the disaster.

**LIFE / SAFETY SERVICES DISRUPTED FOR 72 HOURS OR MORE – YES / NO:** Write “YES” or “NO” regarding the disruption of the listed categories of services for 72 hours or longer. Include any details or explanations in the space provided.

**ESSENTIAL COMMUNITY SERVICES IMPACTED (72 HOURS OR LONGER):** Enter the number of each of the listed entities that were closed or services were disrupted for 72 hours or longer. Social programs include Meals-on-Wheels, etc. Include any details or explanations in the space provided.

**OTHER COMMUNITY IMPACTS:** Briefly describe any other community impacts, such as to people who are self-employed, tourist destinations, cultural institutions or vulnerable populations.



# Public Assistance Information Sheet

## PNP Eligible Critical Services

### Education

- Primary or secondary education as determined under the State law and provided in a day or residential school, including parochial schools, OR
- Higher-education institutions that meet all of the following criteria:
  - Admit students or persons having a high school diploma or equivalent;
  - Are legally authorized to provide education beyond a secondary level;
  - Award a bachelor's degree or a 2 year degree that is acceptable as full credit toward a bachelor's degree or provides at least a 1-year training program to prepare students for gainful employment in a recognized occupation; and
  - Are accredited by a nationally recognized agency or association (as determined by the Secretary of Education).

### Medical

- Emergency medical care (diagnosis or treatment of mental or physical injury or disease) provided in:
  - Clinics
  - Facilities that provide in-patient care for convalescent or chronic disease patients
  - Hospices and nursing homes
  - Hospitals and related facilities, including:
    - Central service facilities operated in connection with hospitals
    - Extended-care facilities

### Utility

- Communications transmission and switching, and distribution of telecommunications traffic
- Electric power generation, transmission, and drinking water supply, fire suppression, or electricity generation
- Irrigation to provide water for drinking water supply, fire suppression, or electricity generation
- Sewer and wastewater collection, transmission, and distribution by a water company supplying municipal water

### Emergency

- Ambulance
- Fire Protection
- Rescue

**Administrative and support buildings essential to the operation of PNP critical services are eligible facilities.**





# Public Assistance Information Sheet

## PNP Eligible Non-Critical, Essential Governmental-Type Services

Community centers established and primarily used for the purpose of offering the following services (or similar) to the community at large:

- Art services authorized by a State, Territorial, Tribal, or local government, including, but not limited to:
  - Arts administration, art classes, management of public arts festivals, performing art classes
- Educational enrichment activities that are not vocational, academic, or professional training; examples include hobby or at-home pursuits, such as:
  - Car care, ceramics, gardening, personal financial and tax planning, sewing, stamp and coin collecting
- Multi-purpose arts programming
- Senior citizen projects, rehabilitation programs, community clean-up projects, blood drives, local governmental meetings, and similar activities
- Services and activities intended to serve a specific group of individuals (e.g., women, African-Americans, or teenagers) provided the facility is otherwise available to the public on a non-discriminatory basis
- Social activities to pursue items of mutual interest or concern, such as:
  - Community board meetings, neighborhood barbecues, various social functions of community groups, youth and senior citizen group meetings
- Community centers operated by a religious institution that provides secular activities, such as fundraising, activities that help the community at large

Facilities that do not provide medical care, but do provide:

- Alcohol and drug treatment
- Assisted living
- Custodial care, even if the facility is not open to the general public (including essential administration and support facilities)
- Rehabilitation
- Childcare
- Day care for individuals with disabilities or access and functional needs (for example, those with Alzheimer's disease, autism, muscular dystrophy)
- Food assistance programs
- Health & safety services
- Homeless shelters

- Libraries
- Low-income housing (as defined by Federal, State Territorial, Tribal, or local law or regulation)
- Museums:
  - Constructed, manufactured, or converted with a primary purpose of preserving and exhibiting a documented collection of artistic, historical, scientific, or other objects
  - Buildings, associated facilities, fixed facilities, and equipment primarily used for the preservation or exhibition of the collection, including:
    - Permanent infrastructure, such as walkways & driveways of outdoor museum-type exhibition areas
    - Historic buildings, such as barns & other outbuildings, intended for the preservation & exhibition of historical artifacts within a defined area
    - Permanent facilities & equipment that are part of arboretums & botanical gardens
    - Infrastructure, such as utilities, and administrative facilities necessary for support
  - The grounds at the museums & historic sites are not eligible.
  - Open natural areas/features or entities that promote the preservation/conservation of such areas are not eligible.
- Residential & other services for battered spouses
- Residential services for individuals with disabilities
- Senior citizen centers
- Shelter workshops that create products using the skills of individuals with disabilities
- Zoos
- Performing arts centers with a primary purpose of producing, facilitating, or presenting live performances, including:
  - Construction of production materials, creation of artistic works or productions, design, professional training, public education, rehearsals
- Public broadcasting that monitors, receives & distributes communication from the Emergency Alert System



# Public Assistance Information Sheet

## PNP Ineligible Services

### Education

- Athletic, vocational, academic training, or similar activities
- Political education
- Religious education 44 CFR §206.221 (e)(1)

### Community Center Services

- Religious activities, such as worship, proselytizing, religious instruction, or fundraising activities that benefit a religious institution and not the community at large
- Training individuals to pursue the same activities as full-time paying careers (for example, vocational, academic, or professional training)
- Meetings or activities for only a brief period, or at irregular intervals

### Other Community Services

- Advocacy or lobbying groups not directly providing health services
- Cemeteries
- Conferences
- Day care services not included in the previous table of eligible services
- Irrigation solely for agricultural purposes 44 CFR §206.221 (e)(3)
- Job counseling
- Property owner associations with facilities such as roads and recreational facilities (except those facilities that could be classified as utilities or emergency facilities)
- Public housing, other than low-income housing
- Recreation
- Religious services
- Parking not in direct support of eligible facility

**With the exception of custodial care facilities and museums, administrative and support buildings essential to the operation of PNP non-critical services are NOT eligible facilities.**

