Introduction

The Financial Management Support Annex provides basic financial management guidance to state departments that assist communities in responding to and recovering from disasters. The intent is to ensure that funds are provided expeditiously and that operations are conducted in accordance with established laws and policies.

Scope of Operations

- Due to the devastating and widespread effects of a catastrophic event, this annex expands upon the general concepts and operational procedures already detailed in the Comprehensive Emergency Management Plan (CEMP) that would be required for any disaster or emergency event.

- This annex applies to all governmental functions of the State of Mississippi. This is accomplished through a detailed tasking of response actions according to the sixteen (16) Emergency Support Functions (ESFs) detailed in the state CEMP. The ESFs found in the state CEMP will directly correspond with those ESFs found in the National Response Framework (NRF). These ESFs include:

  ESF #1 - Transportation  
  ESF #2 - Communications  
  ESF #3 - Public Works and Engineering  
  ESF #4 - Firefighting  
  ESF #5 - Emergency Management: Information & Planning  
  ESF #6 - Mass Care, Housing and Human Services  
  ESF #7 - Logistics and Resource Support  
  ESF #8 - Public Health and Medical Services  
  ESF #9 - Search and Rescue  
  ESF #10 - Oil and Hazardous Materials Response  
  ESF #11 - Animals, Agriculture and Natural Resources  
  ESF #12 - Energy  
  ESF #13 - Public Safety and Security  
  ESF #14 - Long-Term Community Recovery  
  ESF #15 - External Affairs  
  ESF #16 – Military Support to Civilian Authorities
Situation and Assumptions

Situation

• Disasters have an immediate impact on local and state resources, resulting in shortages that may require the unplanned expenditure of funds by state and local governments. In addition, coordination may be required between local, state, and federal organizations to administer funding designed to assist in the response to and recovery from disasters.

• State funding may be made available to a local jurisdiction when a Governor’s Emergency Declaration is issued that includes that jurisdiction.

• Supplemental federal assistance for eligible response and recovery expenses incurred by governmental entities and/or the private sector may be available from the Federal Emergency Management Agency (FEMA) once a state agreement has been signed.

• Local governments are responsible for first response to emergencies impacting their jurisdictions including the application of fiscal procedures and remedies designed to be used for various applications during local emergencies.

• The State Individual Assistance Program (IA) may be made available for limited private sector losses when an event has been declared locally, by the Governor and the U.S. Small Business Administration (SBA), and declaration criteria has been met.

• State agencies may receive emergency funding from their federal peer organizations or from state funding sources. These agencies will provide MEMA with reports of their ongoing costs and emergency finance activities.

• SBA may provide supplemental federal disaster funds for the private sector following an agency declaration.

Assumptions

• Local jurisdictions will seek emergency supplemental response and recovery funding when funding resources within their jurisdiction have been exhausted.

• The state will seek supplemental response and recovery funding from the federal government when event-related costs meet or exceed federal thresholds and declaration factors.

• The state will follow federal laws, regulations, applicable policies, and grant guidance when federal grants are made to the State of Mississippi.

Concept of Operations

Overview

• The primary and support agencies to this annex will act as a team to address emergency finance issues to ensure the flow of funds during and after disasters. MEMA acts as the lead in the coordination of
emergency finance information and in facilitation with other state agencies on the state share of any federal grants and related budgetary concerns.

- The Mississippi Department of Finance and Administration (DFA) may form and lead a finance team composed of personnel from various state agencies as needed to coordinate fiscal activities related to the emergency.

- In cooperation with the Finance/Administrative Branch Director, FEMA may establish a mechanism for the electronic transfer of federal funds to the state following a Presidential Disaster Declaration.

- As the designated grantee for federal disaster funds, MEMA executes the FEMA/State Agreement with FEMA following a Presidential declaration. This is a grant agreement between FEMA and the State of Mississippi which identifies state staff with the legal authority to obligate disaster funds to eligible recipients according to specific laws, Executive Orders and regulations applicable for grant administration by the state.

- Other federal grants may be awarded during emergencies that are coordinated by other state agencies with their federal counterparts under separate laws and regulations. State agencies will pre-identify funds and programs available from federal peers that may be applied during disasters. MEMA will coordinate and exchange information with these organizations in order to develop a comprehensive overview of available federal, state, and local funds.

- MEMA will conduct its disaster procurement and budget activities and may request assistance from other agencies if needed.

Relationships between Levels of Government

Federal

- FEMA will coordinate with MEMA regarding finance issues when federal resources are activated in response to emergency response and recovery operations in Mississippi.

- Upon request, FEMA will provide MEMA with supplemental financial assistance when needed to address incident-related needs.

State

- The Finance/Administrative Branch Director is responsible for employing and activating the provisions of this annex.

- The financial team maintains a working relationship throughout the emergency response and recovery operations to ensure that policies and procedures are followed.

Local

- Spend grant funds properly and effectively to alleviate the effects of a disaster.

- Take necessary steps to ensure that citizens are aware of all available grants. Efforts will be made during a disaster to ensure that all federal, state, and local finance organizations maintain consistent
and timely communication and coordination with one another to ensure that adequate funding is available to disaster victims.

**Organization and Responsibilities**

**Mississippi Department of Finance and Administration - Coordinator**

- Coordinate with MEMA to determine the need, availability, and identify the source of the state funds in response to a disaster and during recovery.

- Coordinate with MEMA to determine the percent of non-federal match funds for the Public Assistance and Hazard Mitigation Grant Programs.

- Coordinate with MEMA on the availability of grant programs and funds.

- Provide recommendations for identifying financing during disaster response and recovery.

- Provide support and guidance to state agencies during disaster response and recovery.

**Mississippi Emergency Management Agency - Coordinator**

- Coordinate with DFA to determine and provide funding.

- Gather information on total disaster costs from state agencies and local jurisdictions.

- Assemble the finance team as needed.

- Provide information, recommendations, and technical advice to the Office of the Governor.

**Support Agencies (State Government)**

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<tr>
<th>Agency</th>
<th>Functions</th>
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<tbody>
<tr>
<td>State Auditor</td>
<td>• Provide support and guidance to state agencies and to local authorities during disaster response and recovery.</td>
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<tr>
<td>Department of Revenue</td>
<td>• Provide information regarding the financial impact of incidents on tax obligations.</td>
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<tr>
<td>Office of the State Treasurer</td>
<td>• In coordination with MEMA, serve as a liaison to banking and financial institutions during incidents.</td>
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<td>• Provide support and guidance to state agencies during an incident.</td>
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<tr>
<td>Office of the Attorney General</td>
<td>• Address issues related to consumer protection during disaster response and recovery.</td>
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<td>• Provide and information to disaster victims regarding consumer protection against fraud.</td>
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<tr>
<td>Mississippi Military Department</td>
<td>• Provide budgetary estimates and projections to MEMA regarding costs of activation and deactivation.</td>
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Review and Maintenance

As a minimum, the state agency contact will coordinate and conduct a biennial review of this annex with all support agencies. Additional reviews may be conducted if experience with an incident or regulatory changes indicate a need. Recommendations for change will be submitted to MEMA for approval, publication, and distribution.

Authorities and References

Mississippi Comprehensive Emergency Management Plan

National Response Framework


National Disaster Recovery Framework, September, 2011