CRS Annual Recertification

Community Rating System (CRS) Recertification
CRS Annual Recertification

Housekeeping

- Please ask any questions you may have pertaining to recertification.
- Please do NOT put your phone on “hold”, it may play the hold music for everyone else on this call to hear.
- If you have to step away, please **mute** your phone or you can hang up and rejoin the call later.
Introduction:

Christina Groves, CFM, ISO/CRS Specialist
Sherry Harper, AICP, CFM, Technical Coor.
CRS Annual Recertification

Community Rating System (CRS)

Annual Recertification
CRS Annual Recertification

What we’ll cover

- Background on CRS Annual Recertifications
- CRS Specialist: Preparing for recertifications.
- The Community: What to expect to receive with the recertification materials.
- Where to find answers
- Helpful Hints
- Questions and Answers
Background on CRS Recertification

• Confirmation of continued implementation and practice of credited activities.

• Opportunity to report change.

• Continued Communication
ISO/CRS Specialist: Preparing for annual recertifications.

1. Scheduling In-Office Time
2. Preparing Unique Recertification Documents for Each Community
3. Distribution by August 15th
CRS Annual Recertification

Guidance from the ISO Specialist for your recertification

Recertification Documents

-Cover Letter
-CC-213
-Program Data Table (for those applicable)
-Letter Notifying Progress Report Due
-Progress Report Form
-Sample of Completed Progress Report

Recertification Documents are Delivered Via Email
COVER LETTER

• Read through the letter and make note address changes or delivery specifications requested by the specialist.

• This letter will contain the due date and other important information.

[Image of a letter with text]

July 27th, 2013

Dear CRS Coordinator:

As a condition of continued participation in the Community Rating System (CRS) program, the annual Recertification form, AW-214, is due by October 1st, 2013.

Enclosed is a customized Recertification AW-214 for your community. The AW-214 requires you to certify (in Ink) the continued implementation of credited activities and in some cases, attach additional documentation. Note that Section 2 does require the signature of your CEO. Please submit only the material that is requested.

If your community has submitted a Floodplain Management Plan you are required to provide a Progress Report. You will find a description of the required documentation in the CRS Coordinator’s Manual. The AW-214 will indicate if the Progress Report is required.

The Recertification form with all required attachments must be returned no later than October 1st.

NOTE: Submission Deadlines are strictly enforced.

IMPORTANT POINTS TO REMEMBER WHEN SUBMITTING RECERTIFICATIONS:

• Please submit to the address at the top of this page. Copies to FEMA and the State NFIP Coordinator will be forwarded by me. It is not necessary for you to send these agencies a copy.

• Please do not send forms, signatures required as I travel a substantial amount of time working with communities and forms have been returned to the vendor due to me not being available to sign for several days.

• Please make necessary updates directly on the form, including e-mail address for updating our records. Any blanks on a recertification submitted versions will not be accepted.

By resubmitting this notice from me indicates that I am your ISO/CRS Specialist. I have your CRS file and can respond to any questions you have regarding the Community Rating System. Feel free to contact me with any questions.

Again, please do not hesitate to call or email if you have any questions or comments about the CRS program.

Sincerely,

Christina Groves, CRM
ISO/CRS Specialist

cc: Ms. Connie Witoszynski, FEMA Region VIII
Mr. Tom Money, NFIP State Coordinator
Ms. Sherry Harper, ISO/Technical Coordinator
Community Certification (CC-213, Page 1)

- Section 1 (Community Data) provides the opportunity to update contact information for both the CEO and the CRS Coordinator.
- Section 2 (Certification) requires the signature of the CEO.
• Section 3 (Community Activities) lists credited activities specific to the community.
• Blanks on the left side are for initialing to indicate the continued implementation of the activity described.
• Items listed in **bold text** are asking for asking for supporting documentation to be submitted with the completed form.
• Initial blanks in the middle of statements are to indicate changes have been made that would be pertinent to the activity.
Community Rating System Annual Recertification

Section 3. Community Activities

Community: Kansas City, Kansas

NFIP #: 200363

Your community has been verified as receiving CRS credit for the following activities. If your community is still implementing these activities the CRS Coordinator needs to put his or her initials in the blank and attach the appropriate items. The numbers refer to the activity number which is found in the CRS Coordinator’s Manual.

___ 310 We are maintaining Elevation Certificates on all new and substantially improved buildings in our Special Flood Hazard Area.

___ 310 Attached is the permit list for new or substantially improved structures that have been completed since October 1, 2012.

___ 310 Attached are the Elevation Certificates for new or substantially improved structures that have been completed since October 1, 2012.

___ 310 We continue to make copies of Elevation Certificates on newer properties available at our present office location. [___] Initial here if your office address has changed in the past year. Please provide new address with this form.

___ 310 We continue to maintain storage of our records off site.

___ 320 We are providing Flood Insurance Rate Map information and information on the flood insurance purchase requirement to inquirers. [___] Initial here if the office address or the manner in which requests may be submitted has changed in the last year. Please provide the new office address or manner of submittal with this form.

___ 320 Attached is a copy of the document that told lenders, insurance agents, and real estate offices about this service this year, including informing insurance agents about the availability of elevation certificates. [___] Initial here if the information is included in your annual outreach project to the community or is part of your community’s outreach projects strategy. Mark the attachment to Activity 330 to show where this service is publicized.

___ 320 Attached is a copy of one page of the log, a letter, or other record that we kept on this service this year.
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Community Certification-213
( CC-213 )

*Sample of possible additional pages.*
CRS Annual Recertification

Program Data Table

• Will be updated annually at recertification if:

1. The community applied under the 2013 CRS Coordinator’s Manual

   -or-

1. The community has been through a cycle verification visit under the 2013 CRS Coordinator’s Manual
At the first cycle visit or application with the 2013 **Manual**

Baseline numbers established at the application visit or verification visit that has occurred under the 2013 Manual.

Completing the additional lines will lead you to answering lines 6 and 13 which will be needed annually at recertification for all communities under the 2013 Manual.

### CRS Program Data

<table>
<thead>
<tr>
<th></th>
<th>A. In the SFHA</th>
<th>B. In a regulated floodplain outside the SFHA</th>
<th>C. In the rest of the community</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Last report’s number of buildings in the SFHA (bSF) (line 6, last report)</td>
<td>21</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Number of new buildings constructed since last report</td>
<td>+9</td>
<td></td>
<td>130</td>
</tr>
<tr>
<td>3. Number of buildings removed/demolished since last report</td>
<td>-3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Number of buildings affected by map revisions since last report (+ or -)</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Number of buildings affected by corporate limits changes (+ or -)</td>
<td>33</td>
<td>+5</td>
<td></td>
</tr>
<tr>
<td>6. Current total number of buildings in the SFHA (bSF) (total lines 1–5)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Number of substantial improvement/damage projects since last report</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. Number of repetitive loss properties mitigated since last report</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. Number of LOMRs and map revisions (not LOMAs) since last report</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10. Acreage of area(s) (aSFHA) as of the last report (line 13, last report)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. Acreage of area(s) affected by map revisions since last report (+ or -)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12. Acreage of area(s) affected by corporate limits changes (+ or -)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13. Current acreage of the SFHA (aSFHA) (total lines 10–12)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Footnotes

14. Primary source for building data:

15. Primary source for area data:

<table>
<thead>
<tr>
<th>Period covered</th>
<th>Current FIRM date</th>
</tr>
</thead>
</table>

If available, the following data would be useful:

- Number of new manufactured homes installed since last report
- Number of other new 1-4 family buildings constructed since last report
- Number of all other buildings constructed/installed since last report
Letter Notifying 510 Progress Report Due

• If you received credit under Activity 510 (Floodplain Management Planning) an annual progress report is required.

• This letter will contain the due date of this progress report and other pertinent information such as:
  - You are required to submit the progress report to your governing body.
  - What to do if you prepare the report on a different schedule than the annual recertification.
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510 Progress Report Form

CRS Activity 510
Progress Report

Date this Report was Prepared:

Name of Community: Valley Center, KS

Name of Plan: Sedgwick County KS Multi-jurisdictional Plan

Date of Adoption of Plan: 8/18/09

5 Year CRS Expiration Date: 10/1/2014

1. How can a copy of the original plan or area analysis report be obtained:

2. Describe how this evaluation report was prepared and how it was submitted to the governing body, released to the media, and made available to the public:

3. Provide a review of each recommendation or action item in the action plan or area analysis report, including a statement on how much was accomplished during the previous year:

   See Attached

4. Discuss why any objectives were not reached or why implementation is behind schedule:

5. What are the recommendations for new projects or revised recommendations?
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510 Progress Report Form – Completed Sample

DEPARTMENT OF PLANNING SERVICES

CRS Activity 510 for 2013

Date this Report Was Prepared: September 2013

Name of Community: Allen County, IN
Fort Wayne, IN

Name of Plan: Maumee River Basin Commission Master Plan 2008 with 2009 updates

Date of Adoption of Plan: 2009

5-Year CRS Expiration Date: 10/1/2014

1. How can a copy of the original plan or area analysis report be obtained?
   A copy is available in the Department of Planning Services, 200 East Berry Street, Suite 150, Fort Wayne, IN.

2. Describe how this evaluation report was prepared and how it was submitted to the governing body, released to the media, and made available to the public:
   The Maumee River Basin Commission (MRBC) Executive Director, Red Rentenberger, prepared the report. Staff of the Department of Planning Services provided a copy of this report to the Allen County Commissioners. Public Information Officer for Allen County, and public notice was posted for local media announcing the availability of the report.

3. Provide a review of each recommendation or action item in the action plan or area analysis report, including a statement on how much was accomplished during the previous year:
   MRBC prepared report attached.

4. Discuss why any objectives were not reached or why implementation is behind schedule:
   MRBC prepared report attached.

5. What are the recommendations for new projects or revised recommendations?
   MRBC prepared report attached.
Returning Your Completed Recertification Materials

• Digital Submittal

- or -

• Hard Copy

- Please do not send materials signature required because often we travel for several days and materials have been returned to sender in the past when no one was available to sign after multiple delivery attempts.
HELPFUL HINTS

• Keeping your CRS program organized makes the recertification process easier.
• Carefully review all EC’s for accuracy and completeness.

• Stay in contact with your Specialist
• Take advantage of opportunities to further learn about the CRS program.

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U.S. DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY
National Flood Insurance Program

ELEVATION CERTIFICATE
IMPORTANT: Follow the instructions on pages 1-9.

OMB No. 1650-0008
Expiration Date: July 31, 2015

SECTION A – PROPERTY INFORMATION
CRS EC Checklist
FOR INSURANCE COMPANY USE

Policy Number:
Company Name:

Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.):

Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.):

Latitude/Longitude Lat., Long.:

Building Diagram Number:

For a building with an attached garage:

a. Square footage of attached garage:

b. No. of permanent flood openings in the garage:

For a building without an attached garage:

a. No. of permanent flood openings in the building:

b. No. of permanent flood openings in the attached garage:

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Visual Intro-20
Helpful Hints
Pay special attention to:

• Permit List and Elevations Certificates

• Be sure necessary logs are being maintained during the year.

• Be mindful of the expiration date of your credited Floodplain Management Plan (aka MHMP or Hazard Mitigation Plan).

• Ask Questions
Questions ???