



8.0 COORDINATION OF
LOCAL PLANNING

SECTION 8.0 COORDINATION OF LOCAL PLANNING

8.0-1 OVERVIEW

The State of New Jersey recognizes that reducing the impact of hazards occurs at many different levels in many different categories and, therefore, needs to involve multiple sectors, organizations, government agencies, and communities in mitigation planning.

This section has been reviewed and updated to provide an overview of the present processes utilized by the State (primarily New Jersey Office of Emergency Management [NJOEM]) to support and promote mitigation planning at the county and local level and develop processes to help local jurisdictions obtain funding and technical assistance for mitigation planning. This State Hazard Mitigation Plan (SHMP) Update is intended to report on progress in this area and provide a clear, streamlined procedure for developing and supporting local planning. This section provides a description of the process used by the NJOEM to support:

- The development of local multi-jurisdictional mitigation plans through funding and technical assistance
- The development of mitigation projects through funding and technical assistance
- The process of plan integration into the Hazard Mitigation Plan (HMP)
- The development of knowledgeable floodplain administrators at the local level
- The support of local OEM and other officials through funding and technical assistance
- The support for integration of local HMPs into local land use policies and procedures
- The update and adoption of previously approved HMPs

8.0-2 PROCESS FOR DEVELOPING LOCAL PLANS, PROJECTS, AND CONTINUED PLANNING

Element S14 and 44 CFR § 201.3(c)(5) and 201.4(c)(4)(i): The State plan must include a discussion of the process to support the development of approvable local government mitigation plans. This includes providing technical assistance, training, and funding. The plan must provide a summary of barriers to developing or updating, adopting, and implementing FEMA-approved local government mitigation plans and steps to remove barriers to help local governments advance mitigation planning.

NJOEM’s role in supporting hazard mitigation at the local level has increased from its previous function of encouraging the development of initial plans. Its current responsibility includes implementing plans through the funding of high-priority projects identified in local plan mitigation strategies and encouraging timely development and review of the Federal Emergency Management Agency (FEMA) required 5-year updates to maintain jurisdictional eligibility for mitigation funds.

Local HMPs can be developed for single municipalities or multiple jurisdictions. The 21 counties in New Jersey are participating in the hazard mitigation planning program through the development and update of local HMPs. Table 8.0-1 shows the status of statewide HMPs as of April 2023.

Table 8.0-1 County/Municipality Status in County Plans Reported as of April 2023

Hazard Mitigation Plans	Edition	2020 Population	# of Eligible Municipalities	Approval Date	Expiration
State of New Jersey	5	9,288,994	569	April 25, 2019	April 24, 2024
Atlantic County	3	274,534	23	January 26, 2022	January 25, 2027
Bergen County	3	955,732	70	June 7, 2021	June 6, 2026
Burlington County	3	461,860	40	April 22, 2020	April 21, 2025

Hazard Mitigation Plans	Edition	2020 Population	# of Eligible Municipalities	Approval Date	Expiration
Camden County	2	523,485	34	March 7, 2022	March 6, 2027
Cape May County	2	95,263	16	June 18, 2021	June 17, 2026
Cumberland County	2	154,152	14	October 25, 2022	October 24, 2027
Essex County	3	863,728	22	June 4, 2020	June 3, 2025
Gloucester County	2	302,294	24	August 26, 2022	August 25, 2027
Hudson County	3	724,854	17 total with MUA	August 26, 2020	August 25, 2025
Hunterdon County	2	128,947	26	February 16, 2022	February 15, 2027
Mercer County	2	387,340	12	December 10, 2021	December 9, 2026
Middlesex County	2	863,162	25	January 27, 2022	January 26, 2027
Monmouth County	3	643,615	53	February 12, 2021	February 11, 2026
Morris County	3	509,285	39	January 8, 2021	January 7, 2026
Ocean County	2	637,229	33	July 14, 2020	July 13, 2025
Passaic County	3	524,118	16	January 8, 2021	January 7, 2026
Salem County*	2*	64,837	15	January 6, 2017*	January 5, 2022*
Somerset County	3	345,361	23 total with special purpose districts	May 5, 2020	May 19, 2025
Sussex County	2	144,221	24	August 6, 2021	August 5, 2026
Union County	3	573,345	21	December 15, 2021	December 14, 2026
Warren County	2	109,632	22	January 10, 2022	January 9, 2027

*Plan is currently expired, though work is underway to update the plan. A draft of the plan was still under development in summer 2023.

Funding Support

Planning

NJOEM has made funding for local and regional mitigation planning a top priority and has worked closely with counties to obtain their funding. As a result, the State has obtained funding to assist all counties through a variety of federal Hazard Mitigation Assistance (HMA) program grants and has obligated funds for countywide, multi-jurisdictional plans as a way to leverage the funding to efficiently support local planning. The State currently prioritizes funding for county-level multi-jurisdictional HMPs. The State does not intend to fund local municipal-level HMPs in the future. The State has not funded any individual municipal plans from 2011 to present.

NJOEM will continue its role in helping jurisdictions obtain grants in an effort to remain compliant with mitigation planning regulations, as directed in *44 CFR 201*. As noted in various other places in this plan, the State will remain actively engaged with these jurisdictions as they develop their HMPs.

In order to facilitate funding of local HMPs, the State has identified a progress-based schedule in which payment of the federal share of the grant amount will be disbursed per the reimbursement schedule note below. Unless modified by mutual agreement, reimbursements shall be paid at 75 percent of total project cost attributed to each deliverable per the identified milestones:

- Upon project approval, signing of contract with consultant and procurement documentation (10 percent)
- Upon completion of risk analysis and vulnerability assessments (10 percent)
- Upon completion of preliminary plan, including all jurisdictional strategies (15 percent)
- Upon submission of final draft plan to NJOEM (20 percent)
- Upon FEMA approval (20 percent)

- Upon adoption by all participants and request posting of the Final Approved plan on the website and require submission of the plan to NJOEM and distribution of the plan to local participants (25 percent). If all are not received, then the county must show due diligence in trying to obtain local resolutions.

Reimbursement percentages may be updated in the future as NJOEM's SOP is updated.

Projects

NJOEM has been proactive in supporting local mitigation projects. This has been accomplished through garnering numerous Hazard Mitigation Assistance (HMA) mitigation grants covering property acquisitions, structural elevations, flood control, stormwater mitigation, and communications projects. The State has worked closely with municipalities to identify and successfully produce grant applications to obtain funding in counties as noted in Table 8.0-2, which lists federal funding awarded in New Jersey. Grants funding emergency generators have been excluded from this table. At the time of writing this report, the total number of generator-funded Hazard Mitigation Grant Program (HMGP) projects totaled 391.

The NJOEM Mitigation Unit has the mission of enhancing state, county, and municipal risk reduction through the development and implementation of mitigation strategies. The Mitigation Unit accomplishes this task by implementing and administering several grant-based programs in conjunction with FEMA. The primary programs administered are Flood Mitigation Assistance (FMA), Legislative Pre-Disaster Mitigation (LPDM), Building Resilient Infrastructure and Communities (BRIC), HMGP, and the Safeguarding Tomorrow through Ongoing Risk Mitigation (STORM) Revolving Loan Fund (New Jersey State Police 2023).

Counties and municipalities are made aware of these programs through letters announcing upcoming grants for which eligible communities in their jurisdiction may apply. Additional workshops are held to further explain available programs, and municipalities are encouraged to apply for grant funds. Upon receiving completed applications, NJOEM will then narrow down the list of prospective applicants based on existing plans and potential project needs (New Jersey State Police 2023).

NJOEM staff will review the provided projects for eligibility and provide recommendations to the applicants to help improve the competitiveness of the project. Follow-up is conducted through extensive use of email communications and phone contact. The State Hazard Mitigation Team will convene to review all applications for funding. Approved project applications and planning grant information are forwarded to FEMA for review and approval (New Jersey State Police 2023).

Upon notification of approval from FEMA, members of the Mitigation Unit notify appropriate municipalities of the award. NJOEM personnel conduct workshops and participate in public meetings with the goal of successfully completing the grant process. Additional workshops are held around the state with presentations given to explain the various programs and their benefits to potential participants (New Jersey State Police 2023).

Program partnerships with resource agencies such as The League of Municipalities and professional, civic, and trade-based organizations are utilized to disseminate information as well as garner public input and inquires. During a post-disaster period, Mitigation Unit personnel will work closely with all involved communities to assist with the HMGP in the same manner as is done with pre-disaster programs (New Jersey State Police 2023).

The OEM Mitigation Unit focuses on acquisition, elevation, local infrastructure, and energy allocation programs funded through FEMA's grant programs: HMGP, LPDM, FMA, BRIC, and STORM RLF (New Jersey State Police 2023).

NJOEM will continue its role in helping jurisdictions obtain grants (through FEMA and other federal and state sources) to fund needed mitigation projects in vulnerable areas and will remain actively engaged with these jurisdictions as they implement their projects. Additional funding programs available are discussed further in Section 5.0: Capability Assessment and Appendix C - Capability Assessment Supplement.

Table 8.0-2 Federal Funding for Hazard Mitigation in New Jersey

Grant	Available Funding	Total Awarded Federal Funding	% of Available Funding Awarded	# of Projects Funded	#of Projects Submitted	%	Total Projects Reviewed	% Projects Awarded Per Fiscal Year
HMGP-4086 (FY2013/2014)	\$325,654,548.00	\$325,654,548.00	100.00%	533	533	100.00%	533	100.00%
HMGP-4231 (FY2016)	\$1,940,095.00	\$1,940,095.00	100.00%	9	9	100.00%	9	100.00%
HMGP-4264 (FY2017)	\$11,586,706.00	\$11,586,706.00	100.00%	7	7	100.00%	7	100.00%
HMGP-4368 (FY2019)	\$5,241,229.00	\$5,241,229.00	100.00%	6	6	100.00%	6	100.00%
HMGP-4488 (FY2022)	\$144,518,865.16	\$144,518,865.16	100.00%	17	17	100.00%	17	100.00%
HMGP-4574 (FY2022)	\$6,634,655.00	\$6,634,655.00	100.00%	1	1	100.00%	1	100.00%
HMGP-4579 (FY2022)	\$2,471,700.00	\$2,471,700.00	100.00%	2	2	100.00%	2	100.00%
HMGP-4614 (FY2022)	\$78,043,000.00	\$78,043,000.00	100.00%	11	11	100.00%	11	100.00%
FMA-2014	\$89,000,000.00	\$-	0.00%	0	8	0.00%	13	15.38%
PDM-2014	\$63,000,000.00	\$22,440.00	0.04%	2	5	40.00%		
FMA-2015	\$150,000,000.00	\$39,760,105.19	26.51%	8	10	80.00%	18	66.67%
PDM-2015	\$30,000,000.00	\$495,000.00	1.65%	4	8	50.00%		
FMA-2016	\$199,000,000.00	\$26,156,500.96	13.14%	8	19	42.11%	31	38.71%
PDM-2016	\$100,000,000.00	\$568,095.00	0.57%	4	12	33.33%		
FMA-2017	\$160,000,000.00	\$16,955,364.52	10.60%	8	11	72.73%	25	60.00%
PDM-2017	\$90,000,000.00	\$1,566,709.60	1.74%	7	14	50.00%		
FMA-2018	\$160,000,000.00	\$10,677,993.03	6.67%	12	17	70.59%	33	69.70%
PDM-2018	\$235,500,000.00	\$23,511,016.76	9.98%	11	16	68.75%		
FMA-2019	\$160,000,000.00	\$19,356,597.00	12.10%	16	22	72.73%	37	56.76%
PDM-2019	\$250,000,000.00	\$3,602,550.73	1.44%	5	15	33.33%		
FMA-2020	\$160,000,000.00	\$12,311,069.28	7.69%	11	25	44.00%	63	26.98%
BRIC-2020*	\$500,000,000.00	\$65,042,369.92	13.01%	6	38	15.79%		
FMA-2021*	\$160,000,000.00	\$21,941,643.12	13.71%	11	28	39.29%	60	35.00%
BRIC-2021	\$1,000,000,000.00	\$28,082,913.78	2.81%	10	32	31.25%		
FMA-22-SWIFT	\$11,000,000.00	\$10,915,040.63	99.23%	1	1	100.00%	1	100.00%
LPDM-2022	\$5,350,000.00	\$5,350,000.00	100.00%	3	3	100.00%	3	100.00%
TOTAL		\$862,406,207.68	-	713	870	81.9%	870	-

Source: NJOEM 2023

Note: *Not all funding has been awarded at the time of this SHMP Update

Planning Integration

In recognition of the critical need for climate science to inform land use planning, on February 4, 2021, Governor Phil Murphy signed into law P.L. 2021, c6. This law requires municipalities to incorporate a climate change-related hazard vulnerability assessment into any Master Plan Land Use Element adopted after the signing.

According to the amended law, these vulnerability assessments must rely on the most recent natural hazard projections and best available science provided by the New Jersey Department of Environmental Protection (NJDEP). They must analyze current and future threats to, and vulnerabilities of, the municipality associated with climate change-related natural hazards, including but not limited to increased temperatures, drought, flooding, hurricanes, and sea level rise.

Technical Assistance and Outreach

The State is committed to a comprehensive mitigation program and actively supports local mitigation planning by providing technical assistance such as workshops, training, and funding. The State provides initial guidance and information to agencies implementing local HMPs or plan updates through the assistance of State planners as needed and as resources are available. Generally, the State requests a meeting with the grant recipient and FEMA to review State and FEMA planning and State and FEMA review checklist requirements. Resources have been available to assist with the initial plan implementation and monitoring of the planning process.

Planning Awareness and Education

The State has established the basic processes for assisting local and regional jurisdictions with mitigation planning. NJOEM is the lead agency responsible for hazard mitigation activities in New Jersey. NJOEM provides statewide awareness and education programs primarily to counties and municipalities with approved HMPs, but the programs are available to all jurisdictions. The State has engaged the services of a contract mitigation planner to support local jurisdictions with plan updates and pre-disaster mitigation funding technical assistance. This will result in the update of the NJOEM Local Hazard Mitigation Planning Standard Operating Procedures (SOP). Specific updates will be made in the SOP to establish best practices for successful outreach to the general public, stakeholders, socially vulnerable populations, and underserved communities. NJOEM will work to provide jurisdictions to identify outreach practices that suit individual jurisdiction's abilities and needs.

Procurement support is provided to the successful planning grant recipients to facilitate the request for proposal and contracting phases of the project. Additionally, the State has prepared a template public announcement, adoption resolution, and extraordinary circumstances letter for use by grant recipients as needed.

In addition, the State has initiated a new reimbursement schedule whereby the sub-grantee is reimbursed by deliverable. The final payment is approved after receipt of all adoption resolutions. If all are not received, then the county must show due diligence in trying to obtain local resolutions.

NJOEM continues to improve the level of technical support provided by the State to counties through dedicated administrative analysts which are able to provide one on one support to local jurisdictions.

NJOEM provides software, materials, and workshops to help jurisdictions as they draft updated plans. NJOEM also holds workshops on various subjects, many with FEMA experts, to help with the training. These workshops include:

- Repetitive Flood Loss
- Severe Repetitive Flood Loss
- Benefit-Cost Analysis
- Hazard Mitigation Planning
- Coastal Mitigation Plans
- Mapping
- HAZUS
- Program Roll-Out

- Application Development Roll-Out
- Planning Software
- Mitigation Project Development
- Funding Sources

Materials have been available upon request. In the upcoming SHMP cycle, the State expects to re-institute workshops that are planned and scheduled based on the grant cycles, well in advance of plan expiration, to ensure that communities that plan to apply for specific grants have the most up-to-date information. NJOEM will also schedule workshops at the request of jurisdictions.

The existing NJOEM procedure includes the following:

- Provision of 44 Code of Federal Regulations (CFR), revised FEMA Local Mitigation Plan Review Guide and FEMA's Local Mitigation Plan Review Tool to jurisdictions at the outset of the planning process.
- Attendance of at least one steering committee meeting, one stakeholder meeting, and one public meeting during the planning process to be a resource to the municipality or county, to answer any questions and to direct planners to state resources or tools. NJOEM staff is also available during the draft plan development to answer any questions or provide guidance and assistance.

NJOEM has adhered to this policy as time and resources permitted.

Contractor Support

NJIT's Technical Assistance for Resiliency Program (NJIT TARP) provides technical assistance to communities in the state that require support in the preparation of applications for FEMA mitigation funds as well as identifying projects that can help communities be more resilient. NJIT TARP can assist those communities with application development and capacity building to provide New Jersey's under-resourced communities with those needed resources (NJIT n.d.). NJOEM is working with Stockton University's Coastal Research Center (CRC) to establish a similar technical assistance hub in southern New Jersey.

Planning Informational Resources

NJOEM has collaborated with Rutgers University in the development of NJ HazAdapt. NJ HazAdapt is a hazard mitigation planning tool intended to provide municipal and county hazard planners with easy access to data and other resources that can assist with development of HMPs consistent with guidance issued by FEMA. Additionally, this tool is designed to help State and local end users assess impacts of flooding on key lifeline sectors, socially vulnerable populations, and individual land parcels. It also includes data on heat hazards to assist end users with understanding impacts of heatwaves and urban heat islands. Currently, this tool includes datasets on the following topics:

- Flooding and heat hazards
- Social vulnerability to hazards to assist hazard planners in preparing communities for natural hazards
- Potential flood analysis for each tax parcel in New Jersey using the Parcels and MOD-IV Composite of New Jersey (Rutgers n.d.)

Hazard-Specific Technical Assistance

State of New Jersey agencies increasingly maintain the best, readily available, documented information that can meet FEMA requirements for local mitigation planning. This information includes an enhanced State of New Jersey risk assessment for use in local mitigation plan updates, digital data such as online and digital maps for flood frequency, landslide susceptibility, peak ground acceleration, and HAZUS loss estimation information.

Technical Assistance for Local Risk Assessments

For the 2024 SHMP Update, hazard-specific information was organized within the vulnerability assessment for each hazard to make it more readable. The reorganization was done to make the plan more user-friendly and useful for local mitigation plans to leverage the enhancements in their plan updates. The critical facility and infrastructure dataset was also expanded to include additional types. In addition, potential losses by jurisdiction were summarized at the county level.

Spatial Data

The NJOEM, the New Jersey Office of Information Technology, NJDEP, and other State of New Jersey agencies involved in the development and use of natural hazards digital data are active members in the New Jersey Geographic Information Network (NJGIN), formerly the New Jersey Geospatial Forum (<http://njgin.nj.gov/>). NJOEM is working to expand information and information sharing through NJGIN and the Urban and Regional Information Systems Association (URISA). URISA is a nonprofit association of professionals using Geographic Information Systems (GIS) and other information technologies to solve challenges in state/provincial and local government agencies and departments. URISA (<https://urisa-portal.org/>) and its mid-Atlantic chapter serving New Jersey, other organizations serving GIS professionals, as well as the larger planning, scientific, engineering, and academic communities are constantly improving and sharing their spatial capabilities with the larger organizations. To help disseminate this information to the counties, NJOEM routinely shares digital data with county emergency management coordinators, who share the data with municipal emergency management agencies.

The State also has access to digital elevation for use in updating the flood maps for the counties, in the form of LiDAR (Light Detection and Ranging). LiDAR is a high-accuracy, high-resolution digital mapping of surfaces. For our purposes, LiDAR was used to collect outdoor digital surfaces over all of New Jersey and develop a Digital Elevation Model (DEM) of the State. A DEM is a digital model of the earth's surface.

The surveys include:

- Topographic LiDAR from the water line landward, with 1 meter posting between elevation measurements
- Hydrographic LiDAR from the water line seaward 1,000 meters (or to a depth the LiDAR can no longer detect bottom due to turbidity) with 5 meter posting between elevation measurements
- Digital imagery with 20-centimeter (approximately 8 inches) pixel resolution

Technical Assistance for the Flood Hazard

In addition to hazard data, accurate and updated flood maps and data are critical tools to help communities manage land use and floodplains and to help the communities recognize where potential flooding could occur. There are both state and federal mapping improvement initiatives going on simultaneously. Because New Jersey has suffered significantly from flooding events, the State Legislature mandated the design flood discharge used to delineate the limits of the flood hazard areas will be computed using the 100-year discharge plus 25%. This New Jersey Flood Hazard Area standard is a higher standard than FEMA's Digital Flood Insurance Map (DFIRM) standard. In addition, the State has mandated that floodway delineations must be designed to carry a 100-year (one percent annual chance) flood without increasing the water surface elevation by more than 0.2 feet at any point. This New Jersey floodway standard is above FEMA's federal standard of a 1-foot rise and has also been adopted in New Jersey for FEMA DFIRMs.

As a result of increasing flooding from extreme rainfall events, NJDEP has developed the Inland Flood Protection Rule. The Inland Flood Protection Rule became effective July 2023 and aims to ensure that areas at most significant risk to inland flooding are better defined and that new and reconstructed assets in these areas are designed and constructed using the best available climate-informed precipitation data (NJDEP 2023). The Rule accomplishes the following:

- Establishes the new Design Flood Elevation (DFE), which raises fluvial (non-tidal) flood elevation mapped by NJDEP by 2 feet
- Requires use of future projected precipitation when calculating flood elevations
- Ensures that NJDEP's Flood Hazard Area permits conform to NJ UCC standards and meet or exceed minimum FEMA National Flood Insurance Program (NFIP) requirements
- Requires stormwater Best Management Practices (BMPs) to be designed to manage runoff for both today's storms and future storms
- Removes use of Rational and Modified Rational methods for stormwater calculations (NJDEP 2023)

NJDEP anticipates similar rule changes will be established to address increasing flood risk in coastal areas due to sea level rise and storm surge threats.

The status of FEMA’s Risk Mapping, Assessment, and Planning (Risk MAP) deliverables for New Jersey counties is summarized in Section 5.0: Capability Assessment. The NJDEP executed a Cooperating Technical Partners (CTP) partnership agreement with FEMA on May 16, 2006. Since that time, NJDEP has become a full CTP partner with FEMA. Under the CTP agreement, the NJDEP works as a contractor to FEMA Region II on the production of both regulatory and non-regulatory Flood Risk MAP products for the State of New Jersey. Under the CTP program, NJDEP has a dedicated full-time and part-time production team with specialized capabilities in water resource engineering, hydrology, hydraulics, flood risk hazard mapping, GIS, and land surveying.

FEMA and NJDEP are providing communities with these additional tools or non-regulatory Flood Risk MAP products that can be used in planning efforts to mitigate flood risk, communicate with the public, and create a dialogue with neighboring communities about ways to reduce future flood risk. These tools include GIS datasets and maps, as well as supporting reports. The tools are not directly tied to regulatory development and insurance requirements of the NFIP but are important resources to support community planning efforts.

To support the adoption and implementation of new maps, NJDEP Flood Control provides generic model ordinances on the NJDEP website. The New Jersey Model Flood Damage Prevention Ordinances supplied by NJDEP were upgraded to create Model Code Coordinated Ordinances in 2021. NJDEP is working with communities to update their ordinances, with the expectation that it will take roughly five years. Atlantic and Cape May County were updated first with roll-out continuing. These updated ordinances represent a strengthening and alignment of codes that dictate floodplain management. The agency also recommends and provides the appropriate model ordinance (coastal or riverine) to the local officials when new maps are issued. NJDEP will often provide a custom-crafted ordinance to the community in Microsoft Word format to facilitate the process. This ordinance includes municipal data and provides information regarding the Floodplain Administrator (FPA) personnel and appeal board. NJDEP provides close assistance, walking the community through the entire ordinance adoption process if necessary. In addition, the agency often conducts a countywide ordinance workshop for communities. During this process, NJDEP recommends higher regulatory standards and provides suggested wording to add to their ordinance as needed.

In addition, NJDEP supports community participation in the Community Rating System (CRS). Specifically, when a community expresses interest in participating in the CRS program, NJDEP provides the community (Mayor, Administrator, Councilperson, etc.) with a standard letter of interest, which the community then sends to FEMA. Once FEMA receives the letter, NJDEP schedules a meeting with the proposed CRS coordinator to review the CRS program activities, the community information (policies, claims, neg. rated post-FIRM structures, substantially damaged structure, and the what-if statement). The community then decides whether to proceed forward or not. If so, NJDEP schedules a Community Assistance Visit (CAV) and reviews all the elevation certificates, the floodplain management ordinance, and any variances that were issued. In addition, NJDEP reviews the community’s procedures to get a sense of their floodplain management abilities. If the community is in full compliance with the NFIP, NJDEP writes a letter confirming its status. If not, the community is required to correct the identified compliance issues before scheduling the Insurance Organization (ISO) to assist with the application.

NJDEP is helping to promote the four CRS user groups (Middlesex County CRS/MS4 Assist, Monmouth County CRS Users Group, Morris County CRS Users Group, Ocean County CRS Users Group), which will aid communities to achieve or maintain a better class rating. NJDEP provides support during recycle visits and technical assistance during the annual re-certification process and also throughout the year when communities are looking to improve their rankings.

Additional Resources

Table 8.0-3 lists hazard mitigation resources that include interactive mapping, geology, and other useful information to support vulnerability analysis and mitigation activities.

Table 8.0-3 Hazard Mitigation Resources

Information/ Resource	Website
Geological Survey	http://www.State.nj.us/dep/njgs/
Mitigation Planning	https://www.fema.gov/multimedia-library
Weather-Related Incidents	http://www.noaa.gov/
Population	http://www.census.gov/
New Jersey State All Hazard Plan	http://www.State.nj.us/njoem/
Funding Information	http://www.State.nj.us/dep/grantandloanprograms/ https://nj.gov/njoem/mitigation/index.shtml https://www.fema.gov/grants http://www.State.nj.us/dca/grants/ http://www.njeit.org/
Digital Data Collections and Mapping	<p>New Jersey Geographic Information Network Explorer information about a diversity of digital geospatial data available for use with Geographic Information Systems software: https://njgin.nj.gov/</p> <p>I-MAP NJDEP, an online interactive mapping system: http://www.nj.gov/dep/gis/index.html</p> <p>New Jersey Department of State, Office for Planning Advocacy (Formerly the Office of Smart Growth in the New Jersey Department of Community Affairs), online GIS maps and digital data: http://nj.gov/state/planning/resources-maps.html</p> <p>New Jersey Department of Transportation, State and County GIS maps: https://www.nj.gov/transportation/refdata/gis/map.shtml</p> <p>Data.gov: https://data.gov/</p> <p>National Spatial Data Infrastructure Geospatial Data Clearinghouse: http://www.fgdc.gov/dataandservices</p> <p>NJ Flood Mapper (Rutgers, JCNERR, CRSSSA, NOAA CSC): http://www.njfloodmapper.org/</p> <p>Getting To Resilience (GTR) Tool (JCNERR, Barnegat Bay Partnership): http://www.prepareyourcommunitynj.org/</p> <p>FEMA Region II - Coastal Analysis and Mapping Website: https://r2-coastal-fema.hub.arcgis.com/</p> <p>NOAA Digital Coast - Coastal Services Center: https://coast.noaa.gov/digitalcoast/</p> <p>NOAA Digital Coast - Coastal Inundation Toolkit: https://coast.noaa.gov/digitalcoast/topics/coastal-inundation.html</p> <p>FEMA Map Service Center: https://msc.fema.gov/portal/home</p> <p>FEMA Hazard Mapping Information Platform: https://hazards.fema.gov/femaportal/resources/outreach/mip_onepager.htm#:~:text=Working%20with%20FEMA%2C%20the%20National%20Service%20Provider%2C%20is,flood%20hazard%20data%20and%20maps%20via%20the%20Internet</p> <p>FEMA FloodSmart Website: https://www.floodsmart.gov/</p> <p>USGS - Hurricane Storm Tide Mapper: https://www.usgs.gov/node/277952</p> <p>USGS - New Jersey Realtime Gage Networks Portal: http://waterdata.usgs.gov/nj/nwis/rt</p> <p>USFW - Coastal Barrier Resources System Mapper: http://www.fws.gov/cbra/Maps/Mapper.html</p>
Hurricane Recovery	<p>NJOEM Hurricane Sandy Recovery Info: http://www.state.nj.us/njoem/programs/sandy_recovery.html</p> <p>FEMA Hurricane Sandy Recovery Page-DR-4086: http://www.fema.gov/disaster/4086</p> <p>NJDCA - New Jersey's Action Plan for the Community Development Block Grant Disaster Recovery: http://www.nj.gov/dca/announcements/sandy.html</p>
Resiliency and Mitigation Resources	<p>FEMA FloodSmart Website: https://www.floodsmart.gov/</p> <p>NJDEP – Hurricane Sandy Resources Page: http://www.state.nj.us/dep/special/hurricane-sandy/</p> <p>Association of State Floodplain Managers Website: http://www.floods.org/</p> <p>New Jersey Association for Floodplain Management: https://www.njafm.org/</p> <p>Nature Conservancy's Coastal Resilience Resources: http://www.coastalresilience.org/</p> <p>Nature Conservancy's Coastal Resilience Network: http://maps.coastalresilience.org/network/</p>

Effectiveness of State Support

As noted in the sections above, the State has made a concerted effort to fully engage the local jurisdictions in mitigation through awareness, technical assistance, and funding to plan integration and implementation.

Local floodplain administrators, code officials, planners, elected officials, and emergency managers are the primary mitigation contacts at the local level. In the future, local planners will become more intimately involved in implementing HMPs and implement mitigation initiatives.

8.0-3 LOCAL PLAN REVIEW, COORDINATION AND LINKAGE TO THE SHMP

Element S16 and 44 CFR § 201.3(c)(6), 201.4(c)(2)(ii), 2014.4(c)(3)(iii), and 201.4(c)(4)(ii): The State plan must include a description of the state process and timeframe to review, coordinate, and link local mitigation plans with the state mitigation plan. If the state is unable to consistently submit approvable plans to FEMA or submit adoption resolutions from participating jurisdictions the plan must describe actions planned to improve state and local mitigation planning capabilities. The plan must describe the state’s process and timeframe to share risk assessment data and mitigation priorities with local governments.

NJOEM Local Hazard Mitigation Plan Standard Operating Procedure Updates

In coordination with the SHMP Update, NJOEM is updating their local hazard mitigation plan standard operating procedure (SOP). The purpose of the SOP is to establish policy and procedures for the most efficient operation of the NJOEM Hazard Mitigation Planning Section. The updated SOP will be added into the plan as an appendix when completed. Highlights of anticipated updates are also mentioned throughout the rest of this section as they are relevant.

44 CFR 201.4(c)(4)(ii): [The State Plan must include a] ...description of the State process and timeframe by which the local plans will be reviewed, coordinated, and linked to the State Mitigation Plan.

Update: 44 CFR 201.4(d): [The] plan must be reviewed and revised to reflect changes in development, progress in statewide mitigation efforts, and changes in priorities...

The State has supported funding of all countywide plan updates and is actively involved in educating the grantees in enhancing integration of HMPs into municipal plans. Additionally, the State will continue to work with the Department of State Office for Planning Advocacy to ensure that vulnerability assessments in HMPs will be integrated in state and local level master plans.

The NJOEM Mitigation Unit is committed to strengthening its Mitigation Unit with dedicated mitigation staff. Since the 2019 SHMP, the Unit has added three additional staff, a State employee planner, and GIS support. In addition, the State has used consultant support to augment and support the planning process.

The evaluation of local mitigation capabilities using the local HMPs proved challenging due to inconsistent planning methods, information tracking, and reporting processes. In general, the local plans did not offer a detailed description of local capabilities that was conducive to data collection on the state level. The local plan review indicated that most approved plans in the state have noted only high-level summary information on local legal and regulatory capabilities. This review exercise has provided an opportunity to provide constructive feedback to the State regarding the necessity of requiring consistent capability assessment formats in all local plans.

In this SHMP Update, all county plans were reviewed for identified hazards as well as how each plan measured vulnerability and risk for each hazard. Overall, no consistent methodology was used to assess vulnerability across local HMPs. No consistent critical facility or building data set was used to estimate potential risk. NJOEM plans to address this by establishing risk assessment procedures in the local hazard mitigation plan SOP to allow for local hazard mitigation plans in the State of New Jersey to meet minimum FEMA guidance established in FEMA’s Local Mitigation Planning Policy Guide (FP 206-21-0002) and support the State of New Jersey’s goals for hazard mitigation outlined in the 2024 State of New Jersey Hazard Mitigation Plan. Once established,

these procedures for risk assessment will be used by counties as they update their local HMPs so that losses and vulnerability will be assessed using the same factors across all counties.

State Hazard Mitigation Policy Strategy

A mitigation plan is a demonstration of the commitment to reduce risks from natural hazards and serves as a strategic guide for decision makers as they commit resources. The mitigation planning process includes hazard identification and risk assessment. These allow the development of a comprehensive mitigation strategy for reducing risks to life and property and include an action plan identifying which local mitigation activities will be prioritized, implemented, and administered. Ready and operational HMPs are the foundation for effective hazard mitigation.

Full FEMA guidance regarding the need for a HMP is contained in the HMA Unified Guidance. This guidance was updated in March 2023 and is available at <https://www.fema.gov/grants/mitigation/hazard-mitigation-assistance-guidance>.

Per **44 CFR 201.3(c)(4)**, up to 7% of the Grantee's HMGP ceiling (planning set-aside) may be used for mitigation planning activities.

The State of New Jersey is committed to supporting the development of local HMPs that are ready for implementation. The Mitigation Unit will work with both county and municipal governments to ensure that they have a ready, operational, approved, adopted, and integrated HMP. The HMP will describe sound and beneficial projects to alleviate the impacts of all disasters and not just limited to flooding alone. Specific strategies will include the following:

- Facilitate comprehensive mitigation planning by reiterating the State's recognition of the importance of maintaining a ready, operational, and approved HMP and to clearly state New Jersey's intentions to use HMGP planning set-aside for the preparation of updated mitigation plans. This will identify and reduce risks from hazards, serve as a strategic guide for decision-makers as they commit resources, and maintain eligibility to receive federal funding under all FEMA Hazard Mitigation Programs.
- Recognize the need for mitigation on properties determined to be substantially damaged by elevating the priority of actions. Mitigation would address substantially damaged properties impacted by damage of any origin whereby the cost of restoring the building to its before-damaged condition would equal or exceed 50 percent of the market value before the damage occurred. Implementation of these priority efforts may include encouraging training of the declaring officer, making the local declaration as soon as possible, and providing "high priority" to funding applications that will resolve the issue.
- For acquired properties in flood-prone areas, recognize the need for a watershed-based approach to enhance natural floodplain functions by identifying areas suitable for restoration, devising funding methodologies to maximize ecological services, enhancing blue infrastructure (urban infrastructure relating to water), and using acquired properties to assist in the overall hazard mitigation strategy. This strategy will also be included in the score sheet, and consideration should be given to increasing the score.

Unless local municipalities specifically opt out, all State-led mitigation actions in support of the State's NFIP policy or other State-led efforts shall be considered to be covered by the SHMP. To further facilitate these efforts, the State will require all counties to include the above action in their local mitigation plan, by providing suggested language that describes supporting State-led efforts.

All independent Subdivisions of the State of New Jersey, inclusive of but not limited to, Authorities, Commissions, and Utility Authorities, will be encouraged to participate in the local hazard mitigation planning process. However, all such entities will be considered covered by the SHMP and eligible to apply for HMGP funding for critical facilities or for facilities that support the goals of the SHMP.

Multi-use facilities, inclusive of but not limited to schools that serve as shelters, will be encouraged to participate and shall be considered eligible for HMGP funding if the local jurisdiction (municipality) has participated.

All eligible not-for-profit organizations (per **44CFR 201.6**), shall be encouraged to participate in the local hazard mitigation planning process if and when appropriate, but will be considered covered by the SHMP and eligible to apply for HMGP funding for critical facilities or for facilities that support the goals of the SHMP.

Plan Review

Local mitigation plans represent commitments to reduce risks from natural hazards and serve as the basis for the State to provide technical assistance and prioritize project funding. As of November 1, 2004, a local government must have a FEMA-approved mitigation plan to receive HMGP and most HMA project grants. This requirement can be satisfied when a jurisdiction is included in a local HMP. The requirement to have a FEMA-approved plan also applies to the funding under the Unified HMA program. The previously Repetitive Flood Claims Program (RFC) did not require a FEMA-approved plan; however, this program was eliminated by the Biggert Waters Flood Insurance Reform Act of 2012. FEMA requirements for local plans were established in 44 CFR 201.6(d). They require that “plans must be submitted to the State Hazard Mitigation Officer for initial review and coordination. The State will then send the plan to the appropriate FEMA Regional Office for formal review and approval.” Therefore, the State Hazard Mitigation Officer’s (SHMO) role is interpreted to include the following, based on initial review and coordination:

- A finding that the local plan includes all of the elements required by FEMA at **44 CFR 201.6(b) & (c)**
- A finding that the local plan adequately addresses all of the required elements in accordance with FEMA guidance documents and planning requirements and a finding that the local plan does not conflict with provisions of the HMP or defines reasonable measures by which to be reconciled with the HMP at the next HMP update.

NJOEM provides jurisdictions with a plan review timetable and requirements. NJOEM’s SOP requires an electronic submission of plans and appendices. NJOEM staff uses the FEMA Mitigation Plan Review Tool in its review, to ensure that all requirements are met. State staff will have 60 days to review the HMP. After the review, the State either returns the draft plan to the jurisdiction with required revisions or informs the jurisdiction that, per State review, the plan satisfied the FEMA checklist requirements and will be forwarded to FEMA Region II for review. If substantial improvements are required, the timeframe is re-initiated. If there are minor improvements, the staff will review in 20 days. These timelines and procedures have worked, with turnaround time far below the stated review period, but are always subject to change during and after the declaration of major disasters.

Only in extreme circumstances (i.e., eminent expiration dates, changes in guidance) will a joint review occur. A joint NJOEM-FEMA review procedure is recommended to occur only in such instances of extreme circumstances to expedite the process for plan reviews when multi-hazard mitigation plans are nearing their expiration upon submittal for review by NJOEM.

Table 8.0-4 NJOEM Schedule of Review for Local Hazard Mitigation Plans

Element	Initial Draft Plan Delivered to NJOEM (digital)	Plan Review – Requirements Not Met	Plan Review – Minor Changes	Plan Review – Requirements Met – Revised Draft Plan Delivered to NJOEM (digital)	Plan Review – Requirements Not Met	Plan Review – Minor Changes	Plan Review – Requirements Met
Schedule	NJOEM has 60 days to review. NJOEM provides and end date to the jurisdiction. Initial plan is reviewed and all requirements and recommendations are transmitted to the jurisdiction noted on the crosswalk.	NJOEM reviews draft and requirements are not met. Once the jurisdiction submits the revised plan to NJOEM, the 60-day review begins and NJOEM provides an end date to the jurisdiction.	NJOEM reviews revised draft within 20 days of receipt.	NJOEM informs the jurisdiction the State review is complete and forwards the draft for FEMA Region 2 review.	FEMA will review plans within 45 days (whenever possible) from receipt of draft. If requirements are not met, FEMA provides NJOEM with a detailed explanation and provides recommended revisions. NJOEM has 45 days to inform the jurisdiction in writing about the plan and the State review process starts again.	FEMA will review plans within 45 days (whenever possible) from receipt of draft. FEMA will notify NJOEM that requirements are not met. Once the jurisdiction submits the revised draft, NJOEM reviews the draft within 20 days of receipt.	FEMA will review plans within 45 days (whenever possible). If requirements are met, FEMA approves the plan and informs NJOEM. NJOEM informs the jurisdiction in writing that the plan is approved.

The SHMO will notify the plan participants of FEMA’s approval. Copies of the approved local HMP will be maintained by the local HMP coordinators.

After local plan approval, NJOEM requires an annual review of approved plans by the originating agency to monitor and support the implementation of the plans and mitigation projects. A summary report prepared by each jurisdiction will be received by the State and incorporated as detailed in Sections 5 and 6 of this plan. In addition, the State will incorporate actions identified in the approved plans into the State’s plan per the SHMP maintenance procedure described in Section 9.0: Plan Maintenance. While available for support upon request, capacity limitations caused by events and declared disasters may limit the State’s support for monitored annual local plan reviews due to lack of resources. With the incorporation of new operating and maintenance procedures, the State anticipates a more thorough integration of local plan mitigation strategies into the SHMP in this planning period. The State intends, through implementation of a mitigation action to review plan progress using an online system, to provide feedback and support as necessary to counties and local government, and to assign the responsibility for integration of local plan components into the SHMP to specified personnel. This will also facilitate the integration of local project status into the SHMP electronically.

Coordination of Local Planning Requirements-Plan Review Elements

New Jersey and FEMA have reviewed and approved HMPs that include 100 percent participation of the State’s counties and 99.6 percent participation by municipal governments. 99.9 percent of the State’s population is covered by participation of local governments in HMPs.

The federal enabling legislation and the elements of the CFR governing mitigation set the minimum standards. Section 322(b), Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, 42 USC 5165 directs local mitigation plans to describe hazard mitigation actions and establish a strategy to implement those actions. The **44 CFR 201.6(c)(3) (i) through (iv)** and **201.(c)(4)(ii)** states that the plan shall include a mitigation strategy that provides the jurisdiction's blueprint for reducing potential losses and include a process by which local governments incorporate the requirements of the plan into other planning mechanisms.

FEMA released revised guidance for local HMPs on April 19, 2022. The guidance became effective on April 19, 2023. The revised FEMA Local Mitigation Planning Policy Guide and Plan Review Tool (PRT) are available at: https://www.fema.gov/sites/default/files/documents/fema_local-mitigation-planning-policy-guide_042022.pdf.

Updates to the Local Mitigation Planning Policy Guide include the incorporation of new FEMA grant programs, such as BRIC, HMGP Post-Fire, STORM RLF, and Rehabilitation of High-Hazard Potential Dams grant program. The updates also include a strengthened connection with the Fire Management Assistance Grant Program; alignment with national initiatives and programs such as the National Mitigation Investment Strategy; and with FEMA priorities such as climate adaptation, equity, resilience, and building codes (FEMA 2022).

Many New Jersey counties are presently in the process of updating their approved plan based on the five-year renewal cycle. These counties will be required to use this new guidance to develop their plan updates.

Local governments are encouraged, but not required, to submit a PRT to the State that indicates the locations within the plan where material for meeting the required elements and sub-elements is found. Local mitigation plans and the PRT may be submitted with the adoption resolutions from all participating jurisdictions, or without resolutions, prior to adoption.

Identification of Mitigation Projects

44 CFR 201.6(c)(ii and iii): [The mitigation strategy shall include] a section that identifies and analyzes a comprehensive range of specific mitigation actions and projects being considered ... and an action plan describing how the actions identified will be ... implemented ...

The State of New Jersey requires identification of mitigation activities as an essential element of a local plan review. Information on the status of long-range mitigation strategies shall be contained in the original plan. Self-funded mitigation initiatives as well as past FEMA funded projects should be documented.

Identification of Local Jurisdiction Mitigation Contacts in Plan's Development

44 CFR 201.6(c)(1): [The plan shall document] the planning process used ... including who was involved ...

The State of New Jersey requires identification of mitigation plan participants. Potential plan participants should be kept informed of the planning process. A comprehensive mailing list should identify all potential plan participants. The list should be open-ended, whereby additions can be made and notices of all plan developments should be sent to all the participants. The participant who was invited to the first meeting but could not attend should not be dropped from the notifications and should be kept informed throughout the planning process. Plan participants should include the following:

- Local Management, including Mayor, Administrator, Clerk, Engineer, and Attorney (Management) – Ties all local programs together. Should be encouraged to participate in the planning process.
- Building Code Official – Assures compliance of development by incorporating mitigation elements against tornadoes, earthquakes, and other hazards.
- Emergency Manager, Police, and Fire Department Representatives – Have awareness of risks and problem areas and disaster response capabilities.
- Fiscal and Budget Officer – Identifies local funding sources for projected projects.
- Floodplain Manager – Controls the use and expansion adjacent to flood-prone areas.
- Land Use Planner – Has familiarity with potential development from the onset of the project and includes zoning,

traffic, population growth estimations, park and open space.

- Public Works Director – Has the on-the-ground experience of actual hazard events.
- Critical Facility/Systems Operators – Responsible for critical infrastructure and systems that need to remain operational during and after hazard events.

As part of the update to the NJOEM SOP, staff and officials of jurisdictions participating in the plan will be requested to endorse the plan to certify it is consistent with the professional duties of their office. Requested signatures will include:

- Local management, including mayor/administrator, clerk, and fiscal/budget officer
- Construction staff, including floodplain manager, engineer, zoning and building code official
- Emergency response staff, including the emergency manager and representatives for fire and police
- Land Use Planner
- Public Works Director and Critical Facility/Systems Operators

If the municipality contains a Special Flood Hazard Area (SFHA), the endorsement form must be signed by the floodplain manager. If the municipality has previously experienced life-threatening conditions that required evacuation or rescues, the endorsement form must be signed by the emergency manager.

While the endorsement form is meant to confirm that appropriate staff are aware of and had the opportunity to contribute to the mitigation planning process, the form should also serve as a demonstration of the municipality's staffing capabilities to support hazard mitigation. The endorsement form will be considered in the scoring, selection, and ranking of projects submitted for hazard grant program funding. Figure 8.0-1 illustrates the format of this form.

Figure 8.0-1 Endorsement Form Required as Part of the NJOEM SOP Update

Endorsement Form
 Multi-jurisdictional Hazard Mitigation Plan
 Local Jurisdiction: _____
 Name of Municipality

I have reviewed the Hazard Mitigation Plan and certify it is consistent with the professional duties of my office.

MAYOR/ADMINISTRATOR:
 Name (print) _____ Signature _____ Date _____

ENGINEER
 Name (print) _____ Signature _____ Date _____

FISCAL/CFO
 Name (print) _____ Signature _____ Date _____

BUILDING CODE OFFICIAL
 Name (print) _____ Signature _____ Date _____

FLOODPLAIN ADMINISTRATOR
 Name (print) _____ Signature _____ Date _____

EMERGENCY MANAGER
 Name (print) _____ Signature _____ Date _____

LAND USE PLANNER
 Name (print) _____ Signature _____ Date _____

PUBLIC WORKS DIRECTOR
 Name (print) _____ Signature _____ Date _____

POLICE DEPARTMENT
 Name (print) _____ Signature _____ Date _____

FIRE DEPARTMENT
 Name (print) _____ Signature _____ Date _____

The involvement of local officials shall also be documented and included in the mitigation plan using a tracker similar to the example illustrated in Table 8.0-5.

Table 8.0-5 Example of Tracking Participation and Municipal Participation Documentation

	Subject of Meeting Notice, Emails, etc.*	Date	Building Code Official	Emergency Manager	Financial Budget Officer	Floodplain Manager	Etc.
1.	Kick-Off Meeting Invitation Sent	1/12/12	Y	Y	Y	Y	
2.	Attendance at Meeting Kick-Off	2/8/12	Y	N	Y	Y	
3.	Agenda for Meeting Sent	2/12/12	Y	Y	Y	Y	
4.	Email Announcement to Meeting 2	2/15/12	Y	Y	Y	Y	
5.	Attendance Meeting 2	2/18/12	Y	Y	N	N	
6.	Etc.						

Source: NJOEM 2013

Updating and Reporting on Strategy and Mitigation Actions

The following methodologies are recommended for use in updating and reporting of the status of mitigation strategies and actions proposed in the HMP:

- Step 1 - Regarding reporting on stated mitigation actions: Follow-up by the local jurisdiction will be required by NJOEM on local mitigation actions included in previous plans. The local jurisdiction shall comment on:
 - How existing authorities, policies, program, and resources were affected
 - How authorities, policies, program, and resources have been altered by recent disasters, changing land uses, and new or proposed developments
 - How and if, in narrative form, the stated mitigation actions were met or are being addressed
 - How and if the strategy action was incorporated into other local plans and programs
 - How funding of proposed future strategy actions are being incorporated into the local funding programs or the capital funding budget
- Step 2 - Regarding the development of new mitigation actions: The local government shall demonstrate the relevance of the stated action to specific local conditions and needs. New mitigation actions must be connected to challenges identified within the risk assessment and/or capability assessment. Broadly stated, universally applicable mitigation actions are not considered a reflection of local jurisdictional needs and generic actions will not meet the minimum state requirement.
- Step 3 - Each participating jurisdiction will have an annex in the plan that highlights and details their mitigation actions.

44 CFR 201.6(c)(3)(ii): The mitigation strategy section shall include] a section that identifies and analyzes a comprehensive range of specific mitigation actions and projects being considered to reduce the effects of each hazard, with particular emphasis on new and existing buildings and structures and CFR Reference:

§201.6(c)(3)(iii): an action plan describing the actions identified in section (c)(3)(ii) will be prioritized, implemented and administered by the local jurisdiction. Prioritization shall include a special emphasis on the extent to which benefits are maximized according to a cost-benefit review of the proposed project and their associated costs.

NJOEM already requires reporting on mitigation action accomplished and will require continuity on the disposition of previously stated strategy items and reporting on the successful completion of new strategy items.

Eligibility Based on Participation in a Plan

44 CFR 201.6(c)(1): [The plan shall document] the planning process used ... including who and in accordance with the Requirement of the New Jersey SHMP and 44 CFR 201.6(c)(1): to be eligible for hazard mitigation project funding:

- All independent Subdivisions of the State of New Jersey, inclusive of but not limited to Authorities, Commissions, and Utility Authorities, are encouraged to participate at the local county level. However, all such entities are considered covered by the SHMP and eligible to apply for HMGP funding for critical facilities or for facilities that support the goals of the SHMP.
- Unless local municipalities specifically opt out, all State-led mitigation actions in support of the State's NFIP policy or other State-led efforts, inclusive of but not limited to acquisitions, elevations, and energy resiliency, shall be considered to be covered by the SHMP. To further facilitate these efforts, the State requires all counties to include this action in their local mitigation plan by providing suggested language that describes supporting State-led efforts.
- Multi-use facilities, inclusive of but not limited to schools that serve as shelters, are encouraged to participate and shall be considered eligible for HMGP funding if the local jurisdiction (municipality) has participated.
- All eligible not-for-profit organizations shall be encouraged to participate in the local HMPs if and when appropriate, but are considered covered by the SHMP and eligible to apply for HMGP funding for critical facilities or for facilities that support the goals of the SHMP.

Regional and Stakeholder Involvement

44 CFR 201.6(b)(2): An open public involvement process in the development of an effective Plan ... an opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, and agencies that have the authority to regulate development, as well as businesses, academia, and other private and nonprofit interest to be involved in the planning process.

Stakeholders can provide valuable input, tools, and resources to improve hazard mitigation planning processes. NJOEM will require evidence that the planning process accounts for opportunities for local and regional stakeholder participation. Participation of stakeholders may include:

- Membership in planning committees and planning teams
- Surveying
- Contribution of data
- Contribution of potential mitigation actions
- Attendance at planning meetings

The types of jurisdictions and agencies to be invited to participate in the hazard mitigation planning process should include:

- All neighboring counties (required)
- Regional agencies (regional commissions, watersheds)
- Regulatory agencies such as utility and sewer authorities
- Major businesses and employers
- Land holding colleges and universities, academic organizations that conduct research/monitoring in the region
- Private and nonprofit agencies such as groups that provide social support, service agencies, conservation groups, historic associations, local faith based groups, and local interest groups

Where possible, Steering Committees and Planning Teams should include stakeholder representation to provide outside perspectives and input on the hazard mitigation planning process. Major local and regional stakeholders should be invited to participate in Steering Committee and Planning Teams.

Monitoring, Evaluating, Updating, and Integration/Plan Maintenance Elements

The following series of local coordination elements will be required and have been developed from various multi-jurisdictional (county) local plans submitted to and approved by NJOEM and FEMA. The emphasis is to put into operation those items outlined in the approved HMPs as specific NJOEM requirements. In all of the 21 approved multi-jurisdictional county plans, the county is identified as the organization responsible for monitoring, updating, and evaluating the plan and continuing to act as the coordinator of the mitigation planning effort.

Monitoring the Local Hazard Mitigation Plan

44 CFR 201.6(c)(4)(i) states: The plan maintenance process shall include a section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.

To accomplish this objective, most of the local plans reviewed and approved by NJOEM and FEMA state that annual meetings will be held. NJOEM considers monitoring local HMPs a necessary step in mitigation planning to bringing the hazard mitigation process to life. During those scheduled meetings the lead agency (usually the county) will lead the discussion of progress and address the following suggestions:

Regarding projects:

- Have the hazard mitigation action(s) for which local jurisdiction is responsible been completed?
- If the action has had no progress towards completion:
- What obstacles have prevented completion?
- Should the action be maintained or removed from the mitigation plan? If removing, why?
- If the action has not been accomplished but is in progress:

- What obstacles have prevented completion?
- How much progress has been made towards implementation (describe the stage of work [timelines and milestones] and sources of funding)?
- If the action has been completed:
- How was completion accomplished (sources of funding, timelines, etc.)?
- Were permits or approvals necessary to implement the action?
- Was the effectiveness evaluated? How?
- Are the responsible agencies/entities responsible for implementation of actions the same?
- Have new projects been identified as a result of recent hazard events, emerging threats, or new funding opportunities?

Regarding incorporation into day-to-day operations:

- How have the actions been incorporated within the organization?
- How was the mitigation duty/duties assigned to agency?
- What issues hinder incorporation or implementation?


Evaluating the Approved Plan

44 CFR 201.6(c)(4)(i) states: The plan maintenance process shall include a section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.

To accomplish this objective, most of the plans reviewed and approved by NJOEM and FEMA state that annual meetings will be held. NJOEM considers evaluating the plan a necessary step in mitigation planning to bring the hazard mitigation process to life.

After approval and adoption, the HMP should be evaluated on a regular basis in order to track progress and assess the effectiveness of the plan's implementation. At least one county coordinator meeting per year becomes a hazard mitigation update meeting. During scheduled monitoring meetings, the lead jurisdiction will lead the discussion of progress and address key implementation and plan maintenance issues. Figure 8.0-2 highlights the current suggested format for an annual HMP Monitoring report. This process shall be used to incorporate changes that may affect the mitigation priorities.

Figure 8.0-2 NJOEM Handout on Preparing your annual HMP Monitoring Report



Preparing your Annual HMP Monitoring Report

All Hazard Mitigation Plans have agreed to the provisions of Code of Federal Regulations: Local Mitigation Plan Review Guidance (October 7, 2011) and Element A6 Regulation (5201-Ric) (4) (f) that states: "The plan maintenance process shall include a section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle". The intent of this 4 part supplement is to establish an annual process for jurisdictions to track the progress of the plan's implementation; serves as the basis of the next plan update; and also provides for continued public participation and can reduce the cost and time involved in the formal update of the HMP. This handout outlines and suggests what might be included as you report on progress.

1. Report Format	
The XXX COUNTY Hazard Mitigation Planning Team has monitored activities that have occurred since the <u>20XX Hazard Mitigation Plan (HMP)</u> approval in its effort to keep the plan current. As noted in the HMP's Plan Maintenance section, Chapter XX, the county will keep track of all changes annually and incorporate these updates into a revised plan document at the end of the five-year plan-update cycle in 20XX.	It identifies: <ul style="list-style-type: none"> Your jurisdiction Your plan The HMP chapter/section on "Plan Maintenance" When the current plan expires
2. What the report should cover	
Please find the attached 20XX supplement which includes updates on the planning process, risk assessment, and mitigation strategy chapters of the HMP in addition to a new hazard profile on hazardous materials releases.	It identifies: <ul style="list-style-type: none"> The date of this supplement The sections of the HMP the annex covers
3. Updates (attached) are summarized below:	
3A Section (1) – Chapter 2: Planning Process: Mitigation Planning Team meetings, agency and representative names (with any changes noted), and summary of resiliency initiatives	It references a specific chapter in the HMP and identifies: <ul style="list-style-type: none"> When the meeting was held Who was there An overview of accomplishments
3B Section (2) – Chapter 3: Risk Assessment: Additional resources/reports that increase our knowledge of hazards as well as hazard events that have occurred since the last annual HMP Update Annex	It references a specific chapter in the HMP and identifies: <ul style="list-style-type: none"> New materials, reports, tools, plans and/or information Events that have occurred
3C Section (3) – Chapter 4: Mitigation Strategy: Mitigation Actions Overview and increases in our abilities to implement mitigation strategies	It references a specific chapter in the HMP and identifies: <ul style="list-style-type: none"> Accomplishments Project status Changes in capabilities
4. Optional Special Features	
4A Assessment (Example: the risk and general strategies for reducing the risk of a hazardous materials release incident.)	Identify changes to special sections unique to your HMP. Other topics may cover: <ul style="list-style-type: none"> Climate change Terrorism
4B Posting – Changes will be posted to our website.	Identify website address.

For More Information, Contact:
Sgt. Michael K Gallagher, State Hazard Mitigation Officer
 Phone: (609) 963-6900 ext. 6208 Fax: (609) 530-3649 Email: NJ.Mitigation@ow.nisp.org
Chris Testa, Hazard Mitigation Unit Manager
 Phone: (609) 508-6557 Fax: (609) 530-3649 Email: tpcriste@ow.nisp.org

To accomplish this objective, progress reports should be submitted in sufficient time to be properly reviewed prior to the annual monitoring meeting. They will be reviewed based on the following criteria:

Regarding proposed goals, objectives and actions/strategies:

- Do the stated goals and objectives address current and expected conditions?
- Has any newly available relevant data been included?
- Has the nature and magnitude of risks changed?
- Are the current resources appropriate for implementing the plan?
- Have any implementation problems (such as technical, political, and/or legal) or coordination issues with the other agencies and/or committee members arisen?

Regarding mitigation project(s):

- Has the outcome of completed mitigation projects occurred as expected?
- Have the agencies and other committee partners participated as proposed?
- Has any project received funding assistance?
- Where shortcomings are identified, what can be done to bring things back on track?

Regarding evaluating other programs and policies that address:

- Economic development
- Environmental preservation and permitting

- Health and safety
- Historic preservation
- Land use
- Public education
- Public outreach
- Recreation
- Redevelopment
- Transportation
- Zoning

Following each annual plan monitoring meeting, meeting minutes summarizing the outcome of the evaluation meeting will be distributed via email to all planning team members and NJOEM.

Annual reports of progress, evaluation, and implementation will be considered in the scoring, selection, and ranking of projects submitted for hazard grant program funding. On a case-by-case basis, NJOEM will determine if site visits, phone calls, and/or meetings would be necessary, and if so, NJOEM will initiate these as applicable.

Updating and Amending the Approved Plan Within the Five-Year Cycle

44 CFR 201.6(c)(4)(i) states: The plan maintenance process shall include a section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.

To accomplish this objective, most of the local plans reviewed and approved by NJOEM and FEMA state that annual meetings will be held. NJOEM considers updating the plan a necessary step in mitigation planning to bringing the hazard mitigation process to life.

As part of the process to maintain FEMA mitigation funding eligibility, a revised plan must always be submitted to NJOEM and FEMA for review. This must occur within five years of the original plan's approval by FEMA (and during subsequent five-year cycles thereafter).

To accomplish this objective, the lead agency and the planning team will evaluate the need to amend the existing plan based on the following:

- Have new risks been identified?
- Have capabilities changed relative to participant's ability to plan and implement hazard mitigation projects?
- Has a determination been made that significant changes have occurred in the availability of local funds, or federal and state funding levels, to support the development of hazard mitigation projects?
- Have successful accomplishments or implementations developed additional strategies and actions?

The plan update will involve a comprehensive review and evaluation of each section of the plan and a discussion of the results of evaluation and monitoring activities detailed in the plan maintenance section of the previously approved plan. Plan updates may validate the information in the previously approved plan or may involve a major plan rewrite. A plan update cannot be an annex referring to the previously approved plan; it must stand on its own as a complete and current plan.

Funding for an interim plan update will not be considered.

Plan Update at the End of the Five-Year Cycle

44 CFR 201.6(c)(4)(i) states: The plan maintenance process shall include a section describing the method and schedule of monitoring, evaluating, and updating the mitigation plan within a five-year cycle.

An updated plan is considered a new plan and will be subject to review as if it were a first-time submission. The plan development should follow the procedures described in the FEMA How-To Series (FEMA 386-1, 386-2, 386-3, and 386-4); The Local Mitigation Planning Policy Guide (April 1, 2023) and the Local Mitigation Plan Review Tool (April 1, 2023).

The plan update involves a comprehensive review and evaluation of each section of the plan, including a discussion of the results of evaluation and monitoring activities detailed in the plan maintenance section of the previously approved plan. Plan updates may validate the information in the previously approved plan or may involve a major plan rewrite. A plan update cannot be an annex referring to the previously approved plan. A plan update must stand on its own as a complete and current plan. Other criteria that will be considered during the update include:

- Have changing situations modified goals/objectives/actions and/or hazards?
- Is additional information available to perform more accurate vulnerability assessments?
- Will there be a change in participating jurisdictions - those that wish to be added to and/or removed from the plan?
- Has a determination been made that the plan no longer addresses current and expected future conditions?

Generally, the midpoint year (2.5 years after plan adoption) is identified as the point for the update process to begin. This ensures that sufficient time (30 months) will be available to update the document within the five-year cycle, including:

- Consult with FEMA for the latest guidance regarding plan updates
- Ensure that the latest criteria are addressed in the update process
- Receive FEMA's grant approval
- Allow for local jurisdictions to formally join in the updated plan

Although many approved county plans recommend that the third annual meeting be the kick-off of the plan updating process, NJOEM's experience is that the updating process should start earlier, especially if funding support is being sought. This allows additional time to prepare for any delays and processing.

Continued Public Participation in Plan Maintenance

44 CFR 201.6(c)(4)(iii) states, "[The plan maintenance process shall include a] discussion on how the community will continue public participation in the plan maintenance process."

To meet this requirement, the new HMP should describe:

- What opportunities the public had while the current plan was in place to comment on the progress made to date and on any proposed plan revisions
- What opportunities the public will have during the plan's periodic review to comment on the progress made to date and on any proposed plan revisions
- How targeted outreach to socially vulnerable populations and underserved communities will be maintained and expanded upon

The following activities are examples:

- Mitigation planning website and document repositories continued to be maintained
- Each participating jurisdiction will add a link on their jurisdiction's web page to the county mitigation planning website, if they have not already done so as part of the plan development process
- An annual fact sheet on the plan be prepared and distributed
- Efforts to prepare a survey for the public and other stakeholders which will be posted on the county mitigation planning website and in document repositories
- Participating jurisdictions will conduct annual interviews and/or smaller meetings with civic groups, the public, and other stakeholders
- Participating jurisdictions will consider annual flyers, newsletters, newspaper advertisements, social media, and radio/TV announcements to maintain public awareness of the plan and will implement some or all of the above at the discretion of the jurisdiction
- Establish a telephone hotline service (preferably a toll-free number) for interested parties to ask questions or submit feedback regarding the plan
- Maintain a detailed record of all communications between interested parties subsequent to plan approval and adoption

- Participating jurisdictions will each conduct an annual town hall meeting on the progress of the HMP

Local Plan Integration into Municipal Operations

44 CFR 201.6(c)(4)(ii), “[The plan shall include a] process by which local governments incorporate the requirements of the mitigation plan into other planning mechanisms such as comprehensive or capital improvement plans, when appropriate.”

To meet this requirement, the new HMP should indicate how mitigation recommendations will be integrated into day-to-day operations, including:

- Job descriptions
- Existing planning mechanisms such as comprehensive plans, capital improvement plans, zoning and building codes, site reviews, permitting, and other planning tools
- Other tools as appropriate

In other words, “plan integration” is the process whereby each local government will incorporate the plan findings and projects into their governing systems.

Annual reports of integration will be considered in the scoring, selection, and ranking of projects submitted for hazard grant program funding.

On a case-by-case basis, NJOEM will determine if site visits, phone calls, and/or meetings would be necessary to support the integration of local plans into municipal day-to-day operations, and if so, NJOEM will initiate these as applicable.

Barriers for Local Plan Development and Suggested Solutions

At the time of this SHMP Update, 20 of the 21 counties in New Jersey have adopted and approved local HMPs. Salem County’s HMP is currently expired but undergoing update. Therefore, no insurmountable barriers to local plan development have been identified.

If funding resources currently being used for SHMP Updates are no longer available or are significantly delayed, this may be a barrier for local plan development in the future.

8.0-4 CRITERIA FOR PRIORITIZING MITIGATION PLANNING AND PROJECT GRANTS

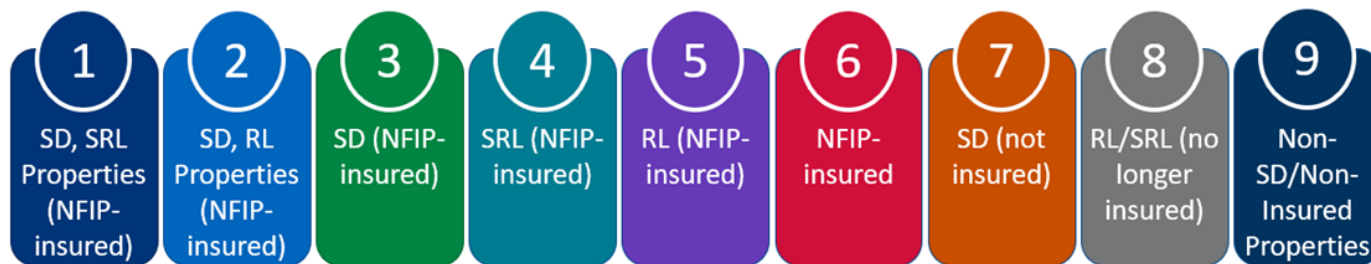
Element S15, HHPD7, and 44 CFR § 201.4(c)(4)(iii): The State plan must include criteria for prioritizing jurisdictions to receive planning and project grants under available federal and non-federal programs. A principal criterion for prioritizing grants will be the degree to which benefits are maximized. Areas of coordination should include communities at the highest risk with the highest vulnerability, including underserved communities and socially vulnerable populations; high-risk properties, including repetitive loss and severe repetitive loss; areas under intense development pressures; and areas that may experience increasingly severe impacts from climate change. If the state is interested in HHPD funding, the plan must describe criteria for prioritizing funding for high hazard potential dams.

The State actively coordinates and prioritizes planning and project grant funding in accordance with the criteria below. In the event that an active disaster declaration has necessitated a FEMA-approved HMGP Administrative Plan, the prioritization is reviewed to ensure compliance with the prevailing guidance. The FEMA-approved HMGP Administrative Plan details the process for prioritizing post-disaster mitigation funding of local mitigation projects.

The State continues to use severe repetitive loss (SRL) and repetitive loss as the top priority for prioritizing mitigation actions. NJOEM reviews actions using nine priorities, with funding NFIP-insured substantially damaged SRL properties as the highest

priority. Reviewing and prioritizing projects in this way allows the State to ensure an effective flood mitigation program is implemented across the State.

Figure 8.0-3 NJOEM Mitigation Action Priority Chart



In addition to SRL and repetitive loss, the State also uses the following criteria for prioritizing grant applications to counties and municipalities:

- Communities experiencing the greatest SRL and repetitive loss damages
- Communities recovering from declared natural disasters
- Communities identified as having higher vulnerability through local and state HMPs
- Communities that are best organized to prepare, update and implement local HMPs
- Communities of unique or special interest as defined by research objectives and special projects of NJOEM, other State of New Jersey agencies, or federal agency initiatives
- Communities adjacent to communities with approved and current local HMPs with a potential to impact, favorably or negatively, the vulnerability of their neighboring communities to one or more natural hazards
- Communities adjacent to communities with approved and current local HMPs and sharing similar natural hazards
- Communities in which the State maintains high levels of investment as defined by the value of State of New Jersey facilities and the amount of State aid (including intergovernmental transfers, Urban Enterprise Zones and other tax abatements programs, payments in lieu of taxes)
- Communities with endorsed plans or actively participating in the process of plan endorsement with the New Jersey State Planning Commission
- Communities with the highest pressures for future development or redevelopment determined in consultation with the New Jersey Office of Planning Advocacy and the appropriate and relevant provisions of the current New Jersey State Development and Redevelopment Plan
- All other communities

Prioritizing Mitigation Planning Funds

Funding planning grants to ensure that all local jurisdictions remain eligible for FEMA funding remains a priority. The overall effort of the State to encourage and support applications for planning grants has been very successful with all 21 counties in the State.

Coordination with NFIP

Special planning considerations are made when large amounts of HMGP money are available, such as:

- More detailed and specific mitigation action items that can be easily translated to HMA applications
- Better risk assessment data when the readily available data is poor, old, or non-existent (for example, mine subsidence, or personal dams)

Local HMPs shall indicate integration into other FEMA mitigation programs and initiatives, such as the NFIP program. Local HMPs will explain how to use NFIP information. Subsections of local HMPs shall include enumeration of Repetitive Loss (RL) and Severe Repetitive Loss (SRL) and areas of concern as well as an indication of substantially damaged properties.

Prioritizing Mitigation Project Funds

Projects to implement natural hazard mitigation measures, ranging from providing field services to data development to capital-intensive construction and property acquisition, require an evaluation of the costs. This evaluation should include the cost to implement projects compared to the benefits of each project, or group of projects, in reducing risks (expressed as costs avoided) of damages associated with potential natural hazards. In some cases, such as data development, it is difficult to precisely ascertain costs and benefits. Therefore, somewhat different criteria must exist for project prioritization. To the extent that discretion exists to establish priorities within the statutory and regulatory requirements, NJOEM will give priority in providing local project implementation assistance to communities (municipalities and groups of neighboring municipalities) for natural hazard mitigation.

NJOEM will coordinate with plan participants to annually review and update, as necessary, these criteria for prioritizing communities and local jurisdictions for receiving future planning and project grants under available funding programs. This prioritization process includes priority consideration for communities and neighborhoods with the highest risks, the highest number and value of SRL and repetitive loss properties, and the most intense pressures for future development or redevelopment. Determining development pressure will be made in consultation with the appropriate and relevant provisions of the current New Jersey State Development and Redevelopment Plan.

Cost-Effectiveness

Mitigation projects must be cost-effective to be eligible for HMA funding. Cost-effectiveness is usually supported by a FEMA-validated benefit-cost analysis (BCA). A BCA evaluates the future benefits (projected losses avoided) of the project in relation to the project costs. This evaluation results in a benefit-cost ratio (BCR).

- If the future benefits are equal to or greater than the cost, then the BCR is equal to or greater than 1.0, and a proposed activity is considered cost-effective.
- If the benefits are less than the cost, then the BCR is less than 1.0, and the proposed activity is not considered cost-effective (excluding planning projects).

Only project sub-applications with a BCR of 1.0 or greater will be considered for FEMA HMA funding. For the BCA, the total cost must include annual maintenance costs for the proposed mitigation activity, even though maintenance costs are not eligible project costs.

For BRIC, current guidance allows for projects totaling less than \$1 million to be submitted in narrative format without a BCA.

For HMGP only, an expedited cost-effectiveness determination is available for property acquisition and structure demolition or relocation projects when certain conditions are met. For structures identified in a riverine SFHA on the current effective Flood Insurance Rate Map (FIRM) and declared by a local authority substantially damaged due to the impacts of flooding, property acquisition, and structure demolition or relocation is considered cost-effective and a BCA is not required to be submitted for the structure.

For 5% Initiative sub-applications for HMGP funding, a narrative description of the project's cost-effectiveness must be provided in lieu of a BCA. For more information on the 5% Initiative, see the HMA Unified Guidance. FEMA BCA procedures are governed by Office of Management and Budget (NJOMB) Circular A- 94, Guidelines and Discount Rates for Benefit-Cost Analysis of Federal Programs.

NJOEM requires that project applicants submit a FEMA BCA that demonstrates cost-effectiveness (greater than one).

Feasibility and Effectiveness Requirement

Mitigation projects funded by HMA must be both feasible and effective at mitigating the risks of the hazard(s) for which the project was designed. A project's feasibility is demonstrated through conformance with accepted engineering practices, established codes, standards, modeling techniques, or best practices. Effective mitigation measures funded under HMA provide a long-term or permanent solution to a risk from a natural hazard.

For additional information about the feasibility and effectiveness requirement for mitigation reconstruction projects, see FEMA HMA Unified Guidance for HMGP and FMA Programs.

NJOEM will require:

- For HMGP, any projects that involve facilities damaged by the declared disaster event should first seek funding under the 406 Public Assistance program
- Confirmation by the applicant that the HMA Unified Guidance has been reviewed and that the scope of the project was listed as an eligible activity
- Confirmation by the applicant that the proposed project is not in conflict with proposals in development and, if in doubt, that consultation with other agencies involved has occurred. For example, a river improvement project that is covered in a United States Army Corps of Engineers (USACE) dredging program

To date, the State’s system for prioritizing mitigation project grants has been successful, as evidenced by the number and types of projects that have been funded.

Post-Disaster Funding Prioritization

In the event that an active disaster declaration has necessitated a FEMA-approved HMGP Administrative Plan, the prioritization is reviewed to ensure compliance with the prevailing guidance. The FEMA-approved HMGP Administrative Plan details the process for prioritizing post-disaster mitigation funding of local mitigation projects.

Following DR-4086, the State developed an HMGP administrative plan to comply with the requirements of **44 CFR 206.437** and to set forth the administrative procedures, organization, and requirements for administering the HMGP in New Jersey. This plan defines the State of New Jersey’s procedures for the delivery of joint federal and state financial assistance to State of New Jersey agencies, local governments, and certain private nonprofit organizations and Native American tribes or tribal organizations under the HMGP.

Eligible projects may be of any nature that will result in protection of public or private property. These projects include but are not limited to:

- Structural hazard control or protection projects
- Construction projects that will result in protection from hazards
- Retrofitting of facilities
- Property acquisition or relocation consistent with **44 CFR 206.434(e)**
- Development of state or local mitigation standards
- Development of comprehensive mitigation programs, with implementation as an essential component
- Development or improvement of warning systems

The State of New Jersey-run reconstruction/elevation program will prioritize homes to be reconstructed or elevated based on nine priorities, with funding NFIP-insured substantially damaged SRL properties as the highest priority.

Figure 8.0-4 NJOEM Mitigation Action Priority Chart

