APPENDIX L

1. Project Review and Prioritization Process (From Section 3 of the State of Alaska Hazard Mitigation Plan)

All potential mitigation projects are initially submitted to the Alaska Division of Homeland Security & Emergency Management (DHS&EM). DHS&EM identifies member agencies of the State Hazard Mitigation Advisory Committee (SHMAC) to review and prioritize projects in accordance with the State Hazard Mitigation Plan goals.

The State requires a benefit/cost analysis (BCA) for all projects submitted for mitigation program funding. Hazard Mitigation Grant Project (HMGP) applications must contain a detailed narrative describing a project's life-cycle cost, the value of the property it will protect, documented damage that has occurred in past disaster events without the project, and an estimate of damage that the project would prevent over its useful life. A cost-benefit worksheet must be completed that shows total project costs, project life in years, effectiveness of the project, repair costs to pre-disaster conditions, annual maintenance costs, total of all past disaster related costs, displacement costs, and frequency of occurrence of the recent disaster event. Currently, project information is submitted to FEMA Region X's Technical Assistance Section for completion of the BCA analysis. The State is pursuing the necessary training and computer programs to conduct the BCA analyses in the near future.

The BCA is a principle criterion used by the SHMAC during the project evaluation and prioritizing process for each mitigation program grant. Other criteria considered in the evaluation are highest risk, repetitive loss, and intensive development pressured areas.

A summary of project proposals, spreadsheets, and other pertinent information are distributed to SHMAC members via e-mail for review prior to a scheduled teleconference. The teleconference is organized to confer, make decisions, and formalize recommendations for the Governor's Disaster Policy Cabinet (DPC). Each member evaluates the proposed projects and provides feedback to include their experience with the submitting communities or agencies. Member feedback is invaluable during the project selection process. The States priorities are based on 1) life/safety 2) planning/education 3) other good mitigation projects.

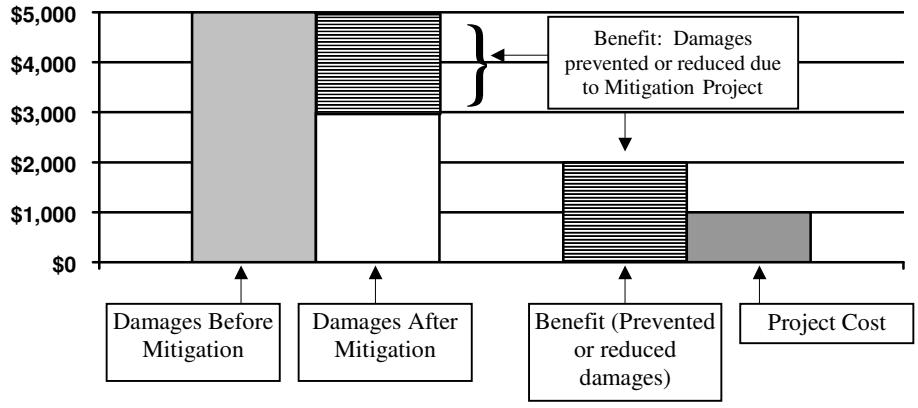
Based on the committee's prioritized recommendations, the SHMO will make final adjustments and present the SHMAC's prioritized recommendations to the DPC for further guidance.

2. FEMA
How to Determine Cost-Effectiveness Of Mitigation Projects

As the well-publicized devastation of floods, earthquakes, and hurricanes attests, disasters are random and inevitable events that we can't control. But how we reduce — or mitigate — damage from disasters is something that we *can* control. That is why FEMA funds hazard mitigation projects: to reduce future damages, losses, casualties, and other devastating impacts from disasters. Some examples of flood mitigation projects include elevating buildings or upgrading culverts. Projects in earthquake-prone areas might focus on retrofitting buildings to lower future damages and casualties. So instead of continuously picking up the pieces after disasters, states and communities can identify and carry out hazard mitigation measures that will reduce damage and hardship —the "loss"— due to future disasters. A key criterion for mitigation projects to be eligible for funding is that they must be cost-effective. If the project benefits are higher than the project costs, then the project is cost-effective.

Benefit-cost analysis is used for all cost-effectiveness determinations — for flood and earthquake mitigation projects alike. Although the following graph is an oversimplification, the concepts it illustrates are important. At its most basic level, benefit-cost analysis determines whether the cost of investing in a mitigation project today (the "cost") will result in sufficiently reduced damages in the future (the "benefits") to justify spending money on the project. If the benefit is greater than the cost, then the project *is* cost-effective; if the benefit is less than the cost, then the project *is not* cost-effective. This graph provides an example of the kind of comparative benefit and cost data you might see after conducting a benefit-cost analysis.

Basic Benefit-Cost Model



It is important to understand that benefit-cost analysis is basically the same for each type of hazard mitigation project. The only differences are the types of data that are used in the calculations, depending on whether the project is for floods, earthquakes, or other natural hazards. For example, whereas the depth of flooding is used to estimate damage for flood mitigation projects, the severity of ground shaking is used to estimate damage for earthquake mitigation projects.

For more information about FEMA's Benefit-Cost Modules, please contact the FEMA Region X Mitigation Division at 425-487-4600

3. FEMA
Calculating the Benefit-Cost Ratio

In the previous graph, cost-effectiveness is determined by comparing the project cost of $1,000, to the value of damages prevented *after* the mitigation measure, which is $2,000. Because the dollar-value of benefits exceeds the costs of funding the project, the project is cost-effective. This relationship is depicted numerically by dividing the benefits by the costs, resulting in a benefit-cost ratio (BCR). The BCR is simply a way of stating whether benefits exceed project costs, and by how much. To derive the BCR, divide the benefits by the cost ($2,000 ÷ $1,000). If the result is 1.0 or greater, then the project is cost-effective. In this instance, the BCR is 2.0, which far exceeds the 1.0 level. On the other hand, if the cost of the project is $2,000 and the benefits are only $1,000, the project would have a BCR of 0.50 ($1,000 ÷ $2,000) and would not be cost-effective.

By conducting a benefit-cost analysis, you determine one of two things: either the project is cost-effective (BCR > 1.0) or it is not (BCR < 1.0). If the project is cost-effective, then no further work or analysis needs to be done; there is no third step other than to move the project to the next phase in the approval process. If, however, the project is not cost-effective, then it is not eligible for funding.

FEMA utilizes a computer software program to calculate a project's cost-effectiveness. The following is a technical illustration of how benefit-cost analysis works. There are four key elements to all benefit-cost analyses of hazard mitigation projects:

1. an estimate of damages and losses *before* mitigation
2. an estimate of damages and losses *after* mitigation
3. an estimate of the frequency and severity of the hazard causing damages (e.g. floods), and
4. the economic factors of the analysis (i.e. discount rate and mitigation project useful lifetime)

These four key elements and their relationships to one another are detailed in the following example.

EXAMPLE: Consider a 1500 square foot, one-story, single family residence located in the Acorn Park subdivision along Squirrel Creek. A proposed mitigation project will elevate the structure four feet at a cost of $20,000. Whether this project is cost-effective depends on the damages and losses from flooding without the mitigation project; the effectiveness of the mitigation project in reducing those damages and losses; the frequency that the house is flooded and the depth of the flood water; and, the mitigation project's useful lifetime.

If the pre-mitigation damages are frequent and/or severe, then the project is more likely to be cost-effective. Even minor damage that occurs frequently can exceed, over the life of a project, the up-front costs of implementing a mitigation measure. On the other hand, if the building in the example above only flooded once, then it may not be cost-effective to elevate, unless the damages were significant in relation to the value of the structure and its contents.
FEMA is trying to maximize its investment in damage reduction by focusing mitigation resources on those projects that have the best chance of making an impact on losses in property and life. Determining cost-effectiveness of mitigation projects is of critical importance, therefore, to ensure that FEMA is fulfilling its mission of not just responding to disasters, but also in reducing the economic loss and suffering that they bring.