



DEMES Reference Guide Repair and Recovery Program for Hurricane Idalia

Instructions on how to submit an application.

Updated November 16th 2023



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Introduction

The purpose of this document is to provide users instructions on how to submit an application to request funds under the Repair and Recovery Program for Hurricane Idalia using DEMES.

For an overview of DEMES please visit [Division of Emergency Management Enterprise Solution | Florida Disaster](#)

\$50 Million Repair and Recovery Program for Hurricane Idalia

A funding opportunity is available for hurricane repair and recovery projects within counties declared by the Federal Emergency Management Agency (FEMA) for individual assistance and public assistance (categories A-G) for Hurricane Idalia.

- ✓ Mitigation of revenue losses and operating deficits;
- ✓ infrastructure repair and replacement, including road, sewer, and water facilities;
- ✓ beach renourishment;
- ✓ debris removal;
- ✓ dredging of public waterways

The Division is authorized to approve requests for resources by:

- ✓ Local governments,
- ✓ Independent special districts,
- ✓ School boards, including charter schools.

Legislative Appropriation Program Application Types

1. Public Assistance 0% Loans

Local governments with a need to complete permanent work (FEMA Categories C-G) and debris removal (Category A).

2. Infrastructure Grants

Local government issues that are not eligible for FEMA reimbursement due to an eligibility issue, a Determination Memo or some other disqualifying factor.
Examples in this category include non-engineered beaches, dirt roads that are not maintained, or dredging of public water ways.

*50% match for counties that are not fiscally constrained.



3. Loss Revenue

Mitigation of revenue losses and operating deficits for jurisdictions when the Department of Economic Opportunity funding has been exhausted, or upon an applicant's denial of that program funding from the Department.

Basic Requirements

Some examples of the required information may include FEMA project worksheets, insurance claims, denials, determination memos, revenue documentation, etc.

You need to have an account registered in DEMES. If you do not have an account in DEMES you will need to create an account. Please visit [Division of Emergency Management Enterprise Solution | Florida Disaster](#) to view the steps on how to create a DEMES account.

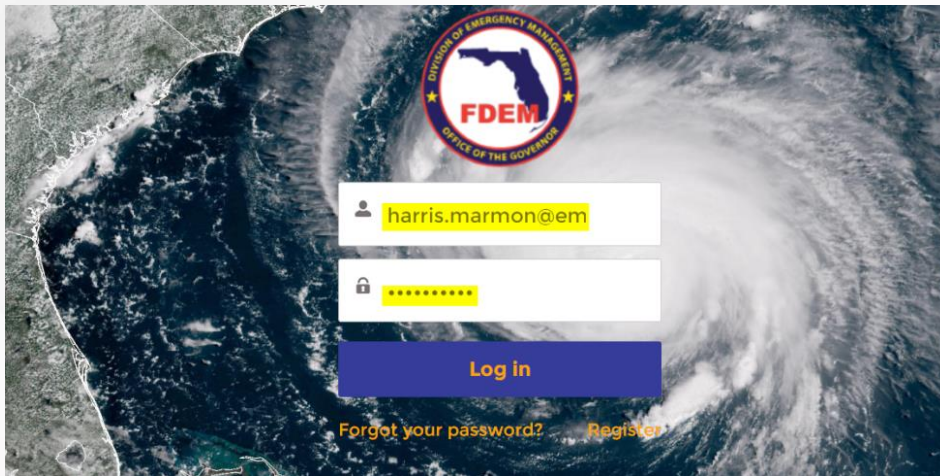


How to apply to Repair and Recovery Program for Hurricane Idalia

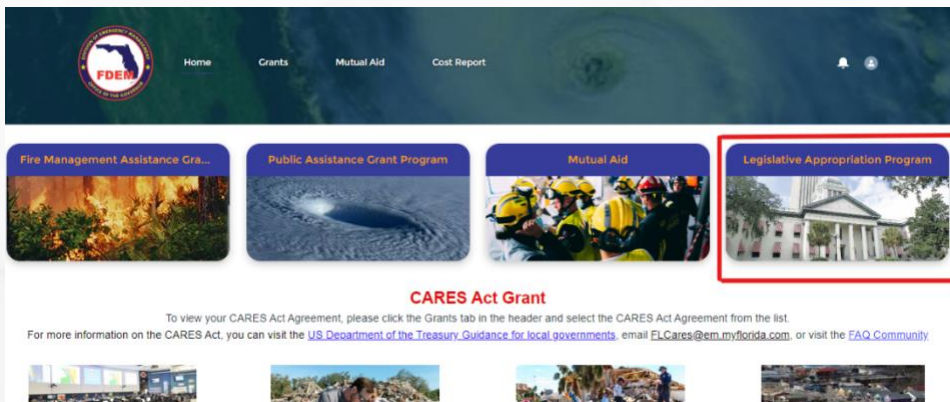
General

[Division of Emergency Management Enterprise Solution | Florida Disaster](#)

1. Login to the portal using your username and password:



2. Click "Legislative Appropriation Program" tile. This will take you to the home page:





3. Verify that you can see All Legislative Appropriation Program Names. Click on “Hurricane Idalia Legislative Appropriation Program:”

Legislative Appropriation Program Name	Funding Amount	Available Date	Declared Date
2023/2024 Hurricane Legislative Appropriation Program	\$350,000,000		
Hurricane Idalia Legislative Appropriation Program	\$50,000,000	11/17/2023	8/31/2023
SB4A Waiver Program			

4. Click on New Application button top right:

Legislative Appropriation Program
Hurricane Idalia Legislative Appropriation Program

[New Idalia Application](#) [Printable View](#)

Legislative Appropriation Program Name	Available Date
Hurricane Idalia Legislative Appropriation Program	11/17/2023
Funding Amount	Deadline Date
\$50,000,000	1/12/2024
Declared Date	Declared Date
	8/31/2023

Applications (6)

Application Number	Status	Primary Contact
APP-0090	New	Harris Marmon
APP-0089	New	Harris Marmon
APP-0088	New	Harris Marmon
APP-0087	New	Harris Marmon
APP-0086	New	Harris Marmon
APP-0085	New	Harris Marmon

[View All](#)



5. A pop up for new application will appear:

New Idalia Application

Contact Information and Application Type

Legislative Appropriation Program

Agency

County

What are you applying for?

* Application Type

Estimated Request Amount

Primary Contact

Alternate Point of Contact

[Next](#)

6. Verify that the Legislative Appropriation Program name, Agency, and Primary contact are prepopulated:

New Idalia Application

Contact Information and Application Type

Legislative Appropriation Program

Agency

County

What are you applying for?

* Application Type

Estimated Request Amount

Primary Contact

Alternate Point of Contact

[Next](#)



7. Select your county. Choose the Application Type. *Note there will be outlined steps below depending on the application type selected.*

New Idalia Application

Contact Information and Application Type

Legislative Appropriation Program
Hurricane Idalia Legislative Appropriation Program

Agency
Harris the Agency

County
--None--

What are you applying for?
* Application Type
Public Assistance

Estimated Request Amount

Primary Contact
Harris Marmon

Alternate Point of Contact
Search Contacts...

Next

8. Enter the information for the Agency's Grant Manager, Authorized Agent, and an Alternate Point of Contact. Click Next:

New Idalia Application

Hurricane Idalia Legislative Appropriation Program

Agency
Harris the Agency

County
--None--

What are you applying for?
* Application Type
Public Assistance

Estimated Request Amount

Primary Contact
Harris Marmon

Check this box if your Agency's Grant Manager is the same as the Primary Contact above

Agency Grant Manager
Search Contacts...

Authorized Agent
Search Contacts...

Alternate Point of Contact
Search Contacts...

Next



Selecting "Public Assistance" as the Application Type:

1. Select Public Assistance for Application Type. Enter the Estimated Request Amount. Then click Next:

New Idalia Application

Contact Information and Application Type

Legislative Appropriation Program
Hurricane Idalia Legislative Appropriation Program

Agency
Harris the Agency

County
--None--

What are you applying for?

* Application Type
Public Assistance

Estimated Request Amount

Primary Contact
Harris Marmon

Alternate Point of Contact
Search Contacts...

Next

2. Select your Public Assistance Category, Project Number, DI Number, and enter the Scope of Work. Upload supporting documents to accompany your application. Click Next:

New Idalia Application

Public Assistance Application

* Public Assistance Category
--None--

Grants Portal Project Number (If Applicable)

Damage Inventory Number

Scope of Work

Upload Supporting Documentation

Upload Files Or drop files

Previous Next



3. A "Success" message will pop up to indicate a successful submission. Click Finish.


New Idalia Application

Success!

Your Public Assistance Application has been received and is now in queue for review by FDEM Agents. You will be notified throughout the review process if we need more information, if your application is rejected, or if your application is approved!

[Previous](#) [Finish](#)

4. Verify that the new application is created under the Applications related list:

 Applications (6+)			
Application Number	Status	Primary Contact	
APP-0096	New	Harris Marmon	▼
APP-0090	New	Harris Marmon	▼
APP-0089	New	Harris Marmon	▼
APP-0088	New	Harris Marmon	▼
APP-0087	New	Harris Marmon	▼
APP-0086	New	Harris Marmon	▼
View All			



Selecting “Infrastructure” as the Application Type:

1. Select Infrastructure for the Application Type. Enter the Estimated Request Amount. Certify your understanding of the disclaimer. Click Next:

New Idalia Application

Contact Information and Application Type

Legislative Appropriation Program

Hurricane Idalia Legislative Appropriation Program

Agency

Harris the Agency

County

--None--

What are you applying for?

* Application Type

Infrastructure

I understand that for this Infrastructure Grants, I may be required to provide a 50% match for the funds. This match requirement may be waived for certain counties. Note that FEMA eligible

Estimated Request Amount

Primary Contact

Harris Marmon

Alternate Point of Contact

Search Contacts...

Next

2. Select the Infrastructure Type. Then, select yes or no for Determination Memo. Fill out the scope of work and eligibility for other programs. Finally, select yes or no for 50/50 match.

New Idalia Application

* Infrastructure Type

--None--

* Do you have a Determination Memo?

--None--

Scope of Work

Are you eligible for other programs (including FEMA public assistance)? If so, please describe:

* Do you have the 50% match for this project?

--None--

Please upload any documentation for Determination Memos, Proof of Damages, Scope of Work, Project Estimate, Permits, etc. below:

Upload supporting Documentation

Upload Files Or drop files

Previous Next



3. Upload supporting documents to accompany your application. Click Next:

New Idalia Application

*Infrastructure Type
--None--

*Do you have a Determination Memo?
--None--

Scope of Work

Are you eligible for other programs (including FEMA public assistance)? If so, please describe:

*Do you have the 50% match for this project?
--None--

Please upload any documentation for Determination Memos, Proof of Damages, Scope of Work, Project Estimate, Permits, etc. below:

Upload Supporting Documentation

Or drop files

4. A "Success" message will pop up to indicate a successful submission. Click Finish:


New Idalia Application

Success!

Your Public Assistance Application has been received and is now in queue for review by FDEM Agents. You will be notified throughout the review process if we need more information, if your application is rejected, or if your application is approved!



5. Verify that the new application is created under the Applications related list:

 Applications (6+)			
Application Number	Status	Primary Contact	
APP-0096	New	Harris Marmon	▼
APP-0090	New	Harris Marmon	▼
APP-0089	New	Harris Marmon	▼
APP-0088	New	Harris Marmon	▼
APP-0087	New	Harris Marmon	▼
APP-0086	New	Harris Marmon	▼
View All			



Selecting “Loss of Revenue” as the Application Type:

1. Follow the General steps above. Then, Select Loss of Revenue for Application Type and enter Estimated Request Amount. Click Next:

New Idalia Application

Contact Information and Application Type

Legislative Appropriation Program
Hurricane Idalia Legislative Appropriation Program

Agency
Harris the Agency

County
--None--

What are you applying for?
*Application Type
Loss of Revenue

Estimated Request Amount

Primary Contact
Harris Marmon

Alternate Point of Contact
Search Contacts...

Next



2. Enter revenues for past 3 years and projected revenue for the current year. Then, fill in your Estimated Amount of Revenue Loss. Upload supporting documents to accompany your application. Click Next.

New Idalia Application

Loss of Revenue Application

*Note: If you are a county or municipality located in an area designated in the Federal Emergency Management Agency disaster declaration for Hurricane Idalia you must apply for the Florida Commerce Local Government Emergency Revolving Bridge Loan

* 2020 Revenue

Complete this field.

* 2021 Revenue

* 2022 Revenue

* Projected 2023 Revenue

* Estimated Amount of Revenue Loss

Are you eligible for other Loss of Revenue programs? If so, please describe:

Upload Supporting Documentation

3. A "Success" message will pop up to indicate a successful submission. Click Finish.


New Idalia Application

Success!

Your Public Assistance Application has been received and is now in queue for review by FDEM Agents. You will be notified throughout the review process if we need more information, if your application is rejected, or if your application is approved!



4. Verify that the new application is created under the Applications related list:

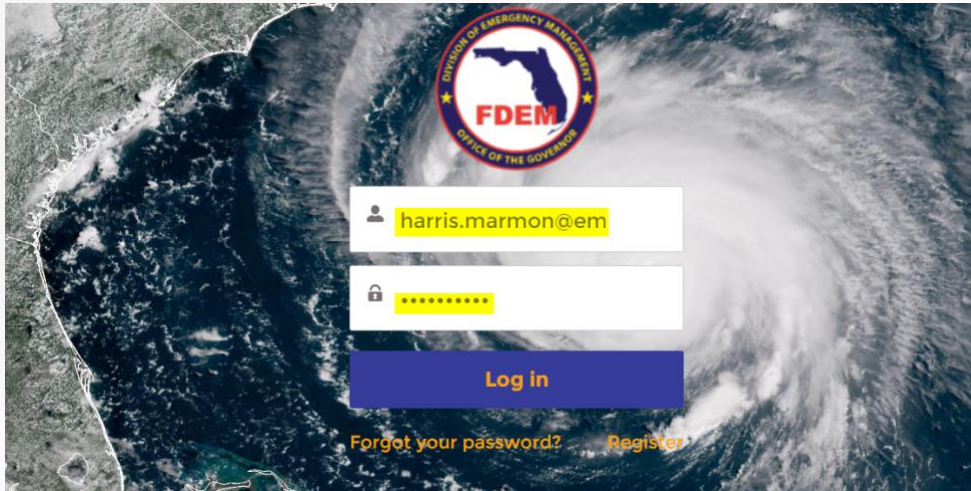
 Applications (6+)			
Application Number	Status	Primary Contact	
APP-0096	New	Harris Marmon	<input type="button" value="▼"/>
APP-0090	New	Harris Marmon	<input type="button" value="▼"/>
APP-0089	New	Harris Marmon	<input type="button" value="▼"/>
APP-0088	New	Harris Marmon	<input type="button" value="▼"/>
APP-0087	New	Harris Marmon	<input type="button" value="▼"/>
APP-0086	New	Harris Marmon	<input type="button" value="▼"/>
View All			



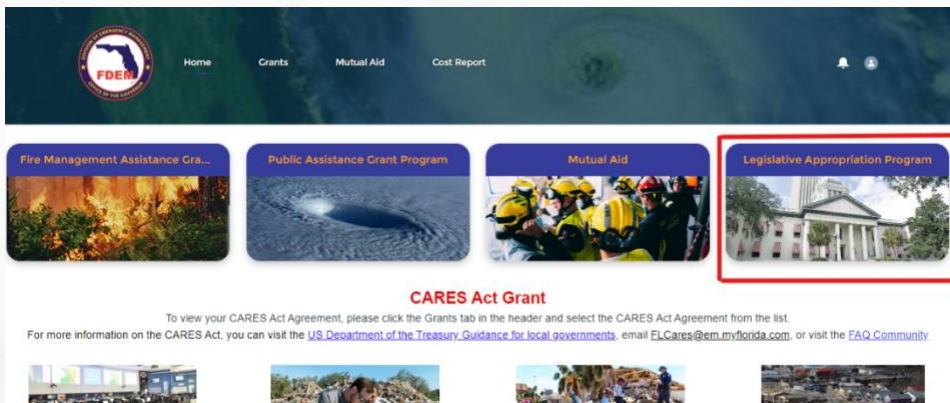
Other:

As a member of the same agency, the user should be able to see all the Applications submitted by another member of the same Agency.

1. Login to the portal using your username and password.



2. You will land on the home page and click on the LAP tile:





3. Click on "Hurricane Idalia Legislative Appropriation Program:"

Legislative Appropriation Program Name	Funding Amount	Available Date	Declared Date
2023/2024 Hurricane Legislative Appropriation Program	\$350,000,000		
Hurricane Idalia Legislative Appropriation Program	\$50,000,000	11/17/2023	8/31/2023
SB4A Waiver Program			

4. You will be able to see ALL Legislative Appropriation applications that are listed under your agency (note – if someone else in your agency submitted an application, you should be able to see that too):

Application Nu...	Status	Primary Contact
APP-0015	New	Meredith Walker
APP-0014	New	Meredith Walker
APP-0013	New	Sweta Test
APP-0011	New	Sweta Test
APP-0010	New	Carly Miller
APP-0009	New	Carly Miller

[View All](#)



Support Available

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