

Appendix XI

CRS Activity Worksheet

Community : _____

510 FLOODPLAIN MANAGEMENT PLANNING

511.a Floodplain Management Planning (FMP)

Credit Points: Enter the section or page number in the plan where each credited item can be found.

CRS Step	Section/Page	Score	Step Total
1. Organize to prepare the plan.			
a. Supervision or direction of a professional planner (2)			
b. Planning committee of department staff (6)			
c. Process formally created by the community's governing board (2)			
2. Involve the public.			
a. Planning process conducted through a planning committee (40)			
b. Public meetings held at the beginning of the planning process (15)			
c. Public meeting held on draft plan (15)			
d. Questionnaires ask the public for information (5)			
e. Recommendations are solicited from advisory groups, etc. (5)			
f. Other public information activities to encourage input (5)			
3. Coordinate with other agencies.			
a. Review of existing studies and plans (REQUIRED) (3)			
b. Invited neighboring communities and other agencies (REQUIRED) (1)			
c. Contacted communities and NFIP and EM agencies (4)			
d. NWS, ARC and others are asked how they can help community (4)			
e. Meetings are held with agencies on mitigation strategies (10)			
f. Draft action plan sent to agencies for comments (3)			
4. Assess the hazard.			
a. Plan includes an assessment of the flood hazard (REQUIRED) with:			
(1) A map of known flood hazards (5)			
(2) A description of known flood hazard (5)			
(3) A discussion of past floods (5)			
b. The plan describes other natural hazards (REQUIRED FOR DMA) (5)			

Community : _____

CRS Step	Section/Page	Score	Total
5. Assess the problem.			
a. Summary of each hazard identified in the hazard assessment and their community impact (REQUIRED) (2)			
b. Description of the impact of the hazards on:			
(1) Life, safety, health, procedures for warning and evacuation (5)			
(2) Critical facilities and infrastructure (5)			
(3) The community's economy and tax base (5)			
c. Number and types of buildings subject to the hazards (5)			
d. Review of all flood insurance claims (4)			
e. Natural and beneficial functions (4)			
Development, redevelopment, and population trends (5)			
f.			
6. Set goals. (REQUIRED) (2)			
7. Review possible activities.			
a. Preventive activities (5)			
b. Property protection activities (5)			
c. Natural resource protection activities (5)			
d. Emergency services activities (5)			
e. Structural projects (5)			
f. Public information activities (5)			
8. Draft an action plan.			
Actions must be prioritized (REQUIRED)			
a. Recommendations for activities from two of the six categories (10)			
b. Recommendations for activities from three of the six categories (20)			
c. Recommendations for activities from four of the six categories (30)			
d. Recommendations for activities from five of the six categories (45)			
e. Post-disaster mitigation policies and procedures (10)			
f. Recommendations from Habitat Conservation Plan (10)			
g. Action items for mitigation of other hazards (5)			

Community : _____

CRS Step	Section/Page	Score	Total
9. Adopt the plan. (2)			
10. Implement, evaluate, and revise.			
a. Procedures to monitor and recommend revisions (REQUIRED) (2)			
b. Same planning committee or successor committee that qualifies under Section 511.a.2(a) does the evaluation (13)			

Add the totals for steps 1 through 10 above: _____

514 Credit Documentation:

- ___ a. FMP: The completed CRS activity worksheet (AW-510-1-510-3) or the mitigation plan review crosswalk.
- ___ b. A copy of the floodplain management plan, hazard mitigation plan, and/or Habitat Conservation Plan.
- ___ c. Documentation showing how the public was involved in preparing or reviewing the plan, including a copy of the notice(s) advising residents about the public meeting(s) held pursuant to steps 2(b) and (c), and a record of the meeting(s).
- ___ d. Copies of correspondence, meeting notes, or other materials that document the coordination with other municipalities, agencies, and organizations credited under Sections 511.a.3(b) – (f).
- ___ e. Documentation showing that the plan was adopted by the community’s governing board.

The following will be needed at the annual recertification:

- ___ g. An annual report on evaluating progress toward implementing the action plan’s objectives.

The following will be needed at least every five years:

- ___ h. An update to the floodplain management or hazard mitigation plan.