



THE COMMONWEALTH OF MASSACHUSETTS  
EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY



MASSACHUSETTS EMERGENCY MANAGEMENT AGENCY

400 Worcester Road Framingham, MA 01702-5399

Tel: 508-820-2000 Fax: 508-820-2030

Website: [www.mass.gov/mema](http://www.mass.gov/mema)

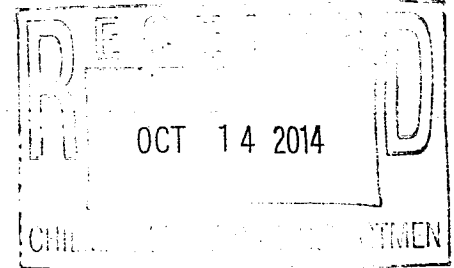
Deval L. Patrick  
Governor

Kurt N. Schwartz  
Director

Andrea J. Cabral  
Secretary

October 10, 2014

Mr. Tim Carroll  
Town of Chilmark  
PO Box 119  
Chilmark, MA 02535



RE: Time Extension for FEMA Public Assistance (PA) Grants, Hurricane Sandy

Dear Mr. Carroll,

As you are aware, the FEMA PA program staff is currently in the process of performing a self-initiated re-review of all project worksheets (PWs) written for Hurricane Sandy (DR-4097) and the 2013 February Blizzard, Nemo (DR-4110). This quality assurance re-review has delayed reimbursement and approval of PWs for many projects. Despite the re-review process, time extension requirements to complete PA projects still apply and may impact your project eligibility/ reimbursement.

Time extensions for all projects less than 100% complete are required if work is not complete within the established project completion time limit, regardless of FEMA's project approval (i.e. even if a PW has not been awarded for a particular project). The deadline dates for completing disaster-related work are established from the date of the disaster declaration, not from the PW award date. If your Hurricane Sandy related project(s) was less than 100% complete as of the dates listed in the chart below, you will need an approved time extension for each project. Without an extension, all project related costs incurred after the deadline date are at risk of being deemed as ineligible and may not be reimbursed.

Type of Work	Months from Declaration Date (December 19, 2012)
Category A and B, Emergency Work: Includes emergency protective measures, (e.g. police/fire overtime, and debris clearance/debris removal)	6 Months (June 19, 2013)
Categories C-G, Permanent Work: Includes repair of roads/bridges, buildings, water control and utilities, parks/recreation	18 Months (June 19, 2014)

For your convenience, I am enclosing a copy of the time extension request form. Please complete and return a separate form for each PA project that is less than 100% complete to MEMA no later than **October 31, 2014**. If you have completed all of your projects by the dates listed in the chart, please reply to this letter no later than **October 31, 2014** confirming completion of all your projects.

I thank you for your assistance in this matter.

If you have any questions, please contact Gina Valentine at 508-820-2004 or at [gina.valentine@state.ma.us](mailto:gina.valentine@state.ma.us).

Sincerely,

A handwritten signature in black ink that reads "Scott MacLeod". The signature is written in a cursive style with a large, sweeping initial 'S'.

Scott MacLeod  
Mitigation & Disaster Recovery Section Chief

Enclosure: Time Extension Request Form

TIME EXTENSION REQUEST

Date:  
To: Scott MacLeod, Mitigation and Disaster Recovery Division Manager  
Massachusetts Emergency Management Agency  
400 Worcester Road, Framingham, MA 01702

From:

Subject: FEMA-4097-DR-MA (Hurricane Sandy)  
Project Worksheet #

I am requesting a time extension for the above referenced Project Worksheet (PW).

Damaged Facility:

Facility/Location:

Current Status of Work:

Reason why work is delayed:

Projected Completion Date:

Percentage of Work Complete:

Signature:

Official Job Title: