This appendix documents what it is that users of CHAMPS see when they construct new Mitigation Action Forms (MAFs). As discussed within the “Integration with Other Planning Initiatives” section, the MAF is the basic unit of data collection.
Module 5: Projects

The Projects module allows users to pre-apply for project funding by submitting a Mitigation Action Form (MAF), then once selected submit a complete application for funding. If the application is chosen to be funded, communities can then manage projects through implementation.

What are the benefits of managing project in CHAMPS?

- Well-coordinated, on-time, and organized projects.
- Guided step-by-step project management templates.
- Easy tracking of project progress that is being managed by multiple contributors.

What can users do?

Users can proactively submit MAFs for funding consideration and complete applications through a guided process. Then upon project implementation, projects can be managed by utilizing the project workspace.

What sub-modules are included?

<table>
<thead>
<tr>
<th>Sub-module</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>MITIGATION ACTIONS OVERVIEW</td>
<td>Once you have a mitigation project idea for your community, completing and submitting a Mitigation Action Form (MAF) is the first step toward being considered for funding. Formerly known as the letter of intent (LOI), the MAF is your pre-application submittal. In this sub-module, you can proactively submit a MAF for review by State-level Grant Specialists.</td>
</tr>
<tr>
<td>MITIGATION PROJECTS OVERVIEW</td>
<td>If your MAF is selected, you can then start on the more detailed mitigation project application in the “Mitigation Projects” sub-module. Then, if your mitigation project is selected to be funded, manage important project milestones in the “Project Workspace” application.</td>
</tr>
<tr>
<td>PROJECTS</td>
<td>The “Projects Overview” sub-module is for all projects other than mitigation. Here you will apply for funding and manage project implementation once funded.</td>
</tr>
<tr>
<td>TEMPLATE BUILDER</td>
<td>Each project within the “Projects Overview” sub-module has customized questions that have been created in the “Project Builder” template-building application. These questions and forms can be applied to one or more project applications for applicants to complete.</td>
</tr>
</tbody>
</table>

Author
**Projects**

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</thead>
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<tr>
<td>Edit</td>
<td>599</td>
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<tr>
<td>Delete</td>
<td>617</td>
</tr>
<tr>
<td>Review Application</td>
<td>619</td>
</tr>
<tr>
<td>Dashboard/Project Management</td>
<td>626</td>
</tr>
<tr>
<td>Publish</td>
<td>628</td>
</tr>
<tr>
<td>Upgrade</td>
<td>631</td>
</tr>
<tr>
<td>Print/Preview</td>
<td>636</td>
</tr>
<tr>
<td>Report</td>
<td>640</td>
</tr>
</tbody>
</table>
Mitigation Actions

Mitigations Actions allow communities to identify projects that would increase their community's resilience to disaster. When seeking funding, a Mitigation Action Form (MAF) can be submitted to serve as an initial application for funding to KYEM. It can also serve as a community's complete mitigation action plan, whether actions that require external funds or not.

After each federally declared disaster, KYEM reviews the MAF's that are submitted for external funding and the Kentucky Hazard Mitigation Council (KYMC) selects the MAF's that provide the most benefit given the funding available. The selected MAFs are then moved into the Projects Module where the application can be completed, and once funding is received, the project can be managed to completion.

There are three major steps in the Mitigation Actions Module. They are Creating/Editing a MAF, Reviewing a MAF, and Selecting a MAF to become a project. For Instructions on creating or editing a MAF use the Mitigation Actions Author section, for instructions on reviewing a MAF use the Mitigation Actions Review section and for instructions on selecting a MAF refer to the Mitigation Actions Select section.

Mitigation Actions Author

Mitigation Action Forms, or MAF's, is a guided 12-step pre-application that assists communities with tracking mitigation needs. Complete a MAF at any time - you do not have to wait until your community is affected by a disaster. Then, if a federally declared disaster affects your community, submitted MAFs will be the first items reviewed when looking to distribute federally awarded funds.
To create a Mitigation Action go to Projects, and select the "Mitigation Actions Overview" option.

Projects

What is the Projects module?
The Projects module allows users to pre-apply for projects by completing a Mitigation Action Form (MAF), which selected states submit a complete application for funding. If the application is chosen to be funded, communities can then manage projects through implementation.

- What are the benefits of managing projects in CHAMPS?
- What can users do?
- What sub-modules are included?
Mitigation Action Form (MAF) Dashboard

Mitigation Action Forms, or MAFs, are intended to assist a community in tracking their mitigation needs. A community may complete a mitigation action form at any time - you do not have to wait until your community is affected by a disaster. This is a tool that is intended to be part of the proactive measures communities take to knowledge and mitigate their risks to natural hazards. Should a federally declared disaster affect your community, available, previously submitted MAFs will be the first item reviewed when looking to distribute federally awarded funds.

<table>
<thead>
<tr>
<th>Name</th>
<th>Type</th>
<th>Jurisdiction</th>
<th>Disaster</th>
<th>Status</th>
<th>Modified By</th>
<th>Modified On</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scottsville, City of (Allen County)</td>
<td>Culverts</td>
<td>Other</td>
<td>N/A</td>
<td>In Progress</td>
<td>Marc Pearson</td>
<td>12/22/2010</td>
<td>$800,000</td>
</tr>
</tbody>
</table>
After clicking the "Create a New MAF" button, you will be taken to the Mitigation Action Form. On this page, you create your "Project Title". The circles with numbers are buttons that will skip you ahead in the application. Please beware that skipping to the black circle "12" so will automatically submit the MAF. At any point you can preview the MAF by clicking on the "*11*" button.

### Mitigation Action Form → Step 1 of 12

**Project Title**

To get started, give your proposed Mitigation Action a name. Be as descriptive as possible - this will be the way the project is referenced in the future. For example, a good name might look like "City of Stanton Main Street Culvert".

<table>
<thead>
<tr>
<th><strong>Project Title</strong></th>
<th>Type your project name here. The project name should provide a clear indication of what the project is, for example &quot;City of Stanton Main Street Culvert&quot;.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create MAF Project</td>
<td>Click this button to create the MAF and to move to step two.</td>
</tr>
<tr>
<td>Save and Exit</td>
<td>Click this button to create the MAF and to exit the application.</td>
</tr>
</tbody>
</table>
Step 2 of the MAF application is to identify information about the applicant, as well as identify the disaster funding source. In general, the disaster funding source should be the most recent federally declared event in Kentucky, the funding source can be updated after each federally declared disaster to reapply for funding.

Mitigation Action Form » Step 2 of 12

Applicant Information

Applicant Type
Please indicate if this is for a State or Local Government or a 501(c)(3) Non-Profit agency.
- Select -

Disaster Funding Source

Federal Disaster
Select a Federal Disaster to which you would like the MAF's funding to apply. You may submit the MAF to KyDM consideration several times under different Disaster Funding Sources.
- Select -

Point of Contact

Please identify a Point of Contact for this Mitigation Action.

Applicant
This is the user logged in to...

Sub-Applicant
This can be a user or organization.

Point of Contact
Must be a user in MERMIS.

Use this drop down menu to indicate if the applicant is a State Government Agency, a Local Government Agency, or a 501(c)(3) Non-Profit agency.

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Step 3 of the MAF application is to identify information about the project and community.

Mitigation Action Form » Step 3 of 12

Project Information

Project Description
Please describe, in detail, the proposed project. Also, explain how the proposed project will solve the problem(s) and provide the level(s) of protection described in the next steps.

Project Type
Please indicate the main project type of your MAF:
- Acquisition
- Construction
- Educational Campaign
- Elevation - Structures
- Initiative - Other
- Mapping
- Planning - Other
- Siren
- Tornado Safe Room
- Admin Training Manual
- Drainage
- Elevation - Roads
- Generator
- Local Mitigation Plan Update
- Other
- Regular - Other
- Stabilization

CRS Participant
Please indicate if the community is a CRS Participant:
- Yes
- No

Community NFIP Status
Please indicate the community NFIP Status:
- Select:

Project Description
Text box to provide in as much detail as possible what the project will be. Detail what the problem is, how the project will solve the problem and to what level protection will be provided and for how long.
### MITIGATION ACTIONS

<table>
<thead>
<tr>
<th>Project Type</th>
<th>CRS Participant</th>
<th>Community NFIP Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acquisition</td>
<td>Yes/No</td>
<td>Select NFIP Status</td>
</tr>
<tr>
<td>Construction</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Educational Campaign</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drainage</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elevation - Roads</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Project Type**

- Administrator controlled Project Types. Select the project type that your MAF fits. The options in this field are subject to change as the HMGP eligibility changes.

**CRS Participant**

- This is a flag to indicate your community’s participation in the Community Rating System (CRS) click “Help” for information on the CRS program.

**Community NFIP Status**

- This drop down is to indicate your community’s status in the National Flood Insurance Program (NFIP) click “Help” for information on the NFIP.

*Next* will take you to the next step of the MAF, *Save and Exit* will leave the MAF application and return you to the "Mitigation Action" main page, and *Back* will take you to the prior screen.
Step 4 of the MAF application is to identify information about the project location and hazards.

Mitigation Action Form » Step 4 of 12

Project Information

Convert from Degrees-Minutes-Seconds to Decimal Degrees

- Project Latitude
  - Latitude

- Project Longitude
  - Longitude

Project Location - County
  - Select

Project Location - Jurisdiction
  - Select

Applicable Hazard Mitigation Plan
  - Select

Hazard Mitigated
- Chemical leak
- Cyber Attack
- Dam Failure
- Drought
- Earthquake
- Flash Flooding
- Flood
- Hail
- Ice Storm
- Karst/Sinkhole
- Landslide
- Man-made hazard
- Mudslides
- Severe Storm
- Severe Winter Storm
- Solar Storm

Please select a Mitigation Activity before continuing.

Show 25 entries

Search: Search this table

No data available in table

Save and Exit  Back  Next
MITIGATION ACTIONS

**Project Latitude**
- **North-South position of a point on the earth's surface in WGS 1984 decimal degrees. This point should be the front porch or centroid of the application area.**

**Project Longitude**
- **East-West position of a point on the earth's surface in WGS 1984 decimal degrees. This point should be the front porch or centroid of the application area.**

**Project Location - County**
- **Select the county that this MAF is proposed for.**

**Project Location - Jurisdiction**
- **Select the jurisdiction that this MAF would be located in. The jurisdiction options are limited by the county selected.**

**Applicable Hazard Mitigation Plan**
- **Select the Hazard Mitigation Plan for the community this MAF would be located in.**

**Hazard Mitigated**
- **Select the primary hazard that this mitigation action would mitigate.**

Mitigation Activities Table: This table lists mitigation activities that were identified in your communities Hazard Mitigation Plan. Select the mitigation activity that best fits this project by clicking the radial "Select" button in the "Select" column of this table.

"Next" will take you to the next step of the MAF. "Save and Exit" will leave the MAF application and return you to the "Mitigation Action" main page, and "Back" will take you to the prior screen.
Step 5 of the MAF application is to identify information about the project's impact.

Mitigation Action Form » Step 5 of 12

Project Information

Does the project impact critical facilities? *(req)*
- Yes
- No

Does the project impact facilities with repetitive loss? *(req)*
- Yes
- No

Does the project impact facilities with severe repetitive loss? *(req)*
- Yes
- No

Will the project impact future buildings or infrastructure? *(req)*
- Yes
- No

Does the project impact existing buildings and infrastructure? *(req)*
- Yes
- No

Approximately how many people does this project impact? *(req)*

Does the project impact a small or impoverished area? *(req)*
- Yes
- No

Is any part of the project located in a mapped 1% floodplain? *(req)*
- Yes
- No

Is any part of the proposed project located in a mapped floodway? *(req)*
- Yes
- No

Save and Exit « Back Next »
<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does the project impact critical facilities?</td>
<td>This flag indicates if this project will affect any critical facilities. Critical facilities are facilities that are identified as critical in the CHAMPS Infrastructure module.</td>
</tr>
<tr>
<td><em>Yes/No</em></td>
<td></td>
</tr>
<tr>
<td>Does the project impact facilities with repetitive loss?</td>
<td>This flag indicates if this project will affect any facilities that are Repetitive Loss (RL) properties. Repetitive Loss properties are properties that have received two or more claim payments of more than $1,000 from the National Flood Insurance Program within any rolling 10-year period for your home or business. For more information on repetitive loss go to: <a href="http://www.fema.gov/severe-repetitive-loss-program">http://www.fema.gov/severe-repetitive-loss-program</a></td>
</tr>
<tr>
<td><em>Yes/No</em></td>
<td></td>
</tr>
<tr>
<td>Does the project impact facilities with severe repetitive loss?</td>
<td>This flag indicates if this project will affect any facilities that are Severe Repetitive Loss (SRL) properties. SRL property is defined as a residential property that is covered under an NFIP flood insurance policy and:</td>
</tr>
<tr>
<td><em>Yes/No</em></td>
<td>• That has at least four NFIP claim payments (including building and contents) over $5,000 each, and the cumulative amount of such claims payments exceeds $20,000; or</td>
</tr>
<tr>
<td></td>
<td>• For which at least two separate claims payments (building payments only) have been made with the cumulative amount of the building portion of such claims exceeding the market value of the building,</td>
</tr>
<tr>
<td></td>
<td>• For both (a) and (b) above, at least two of the referenced claims must have occurred within any ten-year period, and must be greater than 10 days apart. For more information on Severe Repetitive Loss go to: <a href="http://www.fema.gov/severe-repetitive-loss-program">http://www.fema.gov/severe-repetitive-loss-program</a></td>
</tr>
<tr>
<td>Will the project impact future buildings or infrastructure?</td>
<td>This flag is to indicate if the project will affect any future construction.</td>
</tr>
<tr>
<td><em>Yes/No</em></td>
<td></td>
</tr>
<tr>
<td>Does the project impact existing buildings and infrastructure?</td>
<td>This flag is to indicate if the project will affect and existing buildings or infrastructure.</td>
</tr>
<tr>
<td><em>Yes/No</em></td>
<td></td>
</tr>
<tr>
<td>Approximately how many people does this project impact?</td>
<td>Estimate the number of people that will be impacted by this project.</td>
</tr>
</tbody>
</table>
### MITIGATION ACTIONS

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does the project impact a small or impoverished area? <strong>(Yes)</strong></td>
<td>This FAQ is to indicate if a small or an impoverished area will be affected.</td>
</tr>
<tr>
<td>Is any part of the project located in a mapped 1% floodplain? <strong>(Yes)</strong></td>
<td>This FAQ is to indicate if any part of the project area is located in a FEMA 1% annual probability floodplain.</td>
</tr>
<tr>
<td>Is any part of the proposed project located in a mapped floodway? <strong>(Yes)</strong></td>
<td>This FAQ is to indicate if any part of the project is located in a mapped floodway.</td>
</tr>
</tbody>
</table>

*Next* will take you to the next step of the MAF, *Save and Exit* will leave the MAF application and return you to the *Mitigation Action* main page, and *Back* will take you to the prior screen.
Step 6 of the MAF application is to identify information about the problem and the solution.

Mitigation Action Form » Step 6 of 12

Project Details

Describe the problem your community is encountering in the location of the proposed project. Please provide as much detail as possible.

Describe the proposed mitigation action that will solve the problem. Please provide as much detail as possible.

Text box to describe in as much detail as possible what the problem is that is causing the need for the mitigation project.

Text box to describe what the mitigation action is that will solve the problem and how it will do so.

"Next" will take you to the next step of the MAF, "Save and Exit" will leave the MAF application and return you to the "Mitigation Action" main page, and "Back" will take you to the prior screen.

Author

DRAFT

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Step 7, of the MAF application is to identify information about the location and origins for the project.

Mitigation Action Form » Step 7 of 12

Project Details (cont.)

Please describe the precise location of the project. 

Text box to provide a detailed description of the project location, this should include the address, cross streets, latitudinal and longitudinal coordinates, etc...

Describe why your community has chosen to submit this project. How was the project idea initiated?

Text box to provide a narrative on the process that resulted in this project for submittal.

Next will take you to the next step of the MAF, *Save and Exit* will leave the MAF application and return you to the "Mitigation Action" main page, and *Back* will take you to the prior screen.
Step 8 of the MAF application is to identify information about the cost and funding of the proposed project.

Mitigation Action Form » Step 8 of 12

Funding Breakdown

Total Project Cost

Federal Share: $0
State Share: $0
Local Share: $0

Provide funding sources and estimated amounts for this project. The source of the Local Match must be explained (e.g., local funds, in-kind contributions of services or materials, other outside grants, etc.).

Total Project Cost

Federal Share

$0

Numeric field where the estimated total cost of the project should be entered. The funding breakdowns will be provided in the “Federal Share”, “State Share”, and “Local Share” fields based on the current HMGP funding splits. Note: state agency applicants are responsible for paying the state and local share.

Portion of the project cost federal HMGP funding will pay for; the federal portion is 75%.
<table>
<thead>
<tr>
<th>State Share</th>
<th>Portion of the project that the state will pay for; the state portion is 12%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Share</td>
<td>Portion of the project that your community must fund; the local share is 13%. Communities can meet their 13% match several ways. For example, they can provide in-kind contributions, or identify other outside grants. This text box is available to provide information on local funding sources and the process used to develop the estimate for the project cost.</td>
</tr>
</tbody>
</table>

*Next* will take you to the next step of the MAF, *Save and Exit* will leave the MAF application and return you to the "Mitigation Action" main page, and *Back* will take you to the prior screen.
Step 9 of the MAF application allows the uploading of supporting documents. To upload a file type in the "File Title", "File Description", then click the "Select File" button and navigate to the file location on your computer to upload.

**Mitigation Action Form » Step 9 of 12**

- **Attach Supporting Documents**
  - **File Title**: [Input Field]
  - **File Description**: [Input Field]
  - **Select File** Button
  - **Submit** Button
  - Message: No Files Selected

- **Added Supporting Documents**
  - Message: No Supporting Documents Uploaded

Files must be less than 50mb in size.
Clicking this button will bring up a "File Upload" box unique to your operating system. Navigate to the place on your computer where the file you want to upload is located and select it. Below is an example of what you might see on a Windows 7 PC. On this computer you would click the file you want to upload then click the "Open" button.

The "Submit" button is initially greyed out, but once a file has been selected to be uploaded, it becomes blue. When blue the "Submit" button is clickable and you are able to upload the selected file. Before clicking "Submit", ensure that the "File Title" and "File Description" fields are completed.

"Next" will take you to the next step of the MAF, "Save and Exit" will leave the MAF application and return you to the "Mitigation Action" main page, and "Back" will take you to the prior screen.
Step 10 of the MAF is for project specific questions. If the selected MAF project type has any additional questions, they will be listed here. MAF questions based on project type are administrator controlled and are managed in the System Administrator module.

**Mitigation Action Form > Step 10 of 12**

Additional Questions Based on MAF Project Type

Type Indicated: N/A

This project type does not have any extended questions. You may continue with your application.

“Next” will take you to the next step of the MAF. “Save and Exit” will leave the MAF application and return you to the “Mitigation Action” main page, and “Back” will take you to the prior screen.
Step 11 of the MAF provides the opportunity to review the MAF application prior to submittal. Below is an example MAF.

**Lakeland Storm Water Detention Basin**

**Applicant:** Geis Jo Braunner  
**Self-Applicant:** City of Henderson  
**Point of Contact:** Geis Jo Braunner

### Mitigation Action Form - Step 11 of 12

<table>
<thead>
<tr>
<th>Step</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
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<tr>
<td>3</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
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<td>9</td>
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<tr>
<td>10</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td></td>
</tr>
</tbody>
</table>

#### Review MAF Application

**Project Title:** Lakeland Storm Water Detention Basin

<table>
<thead>
<tr>
<th>Project Type</th>
<th>Funding Type</th>
<th>CRS Participant</th>
<th>NFIP Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drainage</td>
<td>Regular Funding</td>
<td>Yes</td>
<td>Active</td>
</tr>
</tbody>
</table>

**Project Location**

Green River ADD: Henderson County (210286), HENDERSON, CITY OF (210109)

**Project Lat/Lng**

37.81943206, -87.57291710  
[View in Google Maps](#)

**Project Impacts Critical Facilities**

No

**Project Impacts Repetitive Loss Facilities**

No

**Project Impacts Severe Repetitive Loss Facilities**

No

**Project Impacts Existing Buildings**

No

**Project Impacts Future Buildings**

No

**Project Impacts Small or Impoverished Areas**

No

**People Impacted by Project**

63

**Project Within Mapped 100-Year (1% Chance) Floodplain**

Yes

**Project Within Mapped Floodway**

Yes

---

**Problem the Community Is Facing at the Proposed Project Location**

The City of Henderson’s Lakeland and Cooper Park Subdivision have been inundated with flooding issues associated with Canoe Creek for several decades. While significant progress has been made on Canoe Creek drainage problems over the past three years, localized flooding has been of major concern to the residents of Lakeland and Cooper Park. Often 25-year rain events flood local streets, making passage to and from their homes impossible. The 100-year rain events cause flooding from homeowners of Lakeland subdivision and ten homes have been identified to have finish-floor elevations below the 100-year flood elevation.

Continued on next page
Proposed Mitigation Action

Henderson Water Utility contracted with Tetra Tech of Louisville, Kentucky in 2003 to study the drainage issues and make recommendations of mitigation solutions. Enclosed is a copy of the study. In 2005 and again in 2006, the City of Henderson experienced back-to-back major rain events that exceeded 200 year storm events. Significant damage occurred to homes in the Lakeland and Cooper Park subdivisions. As a result, the City of Henderson and the Henderson County Fiscal Court formed a task force to identify possible solutions to the Canoe Creek flooding. The task force (Flood Mitigation Board) entered into an agreement in 2008 with Stantec Consulting Services of Louisville, Kentucky. The purpose of the study was to determine the impact of the Canoe Creek watershed in as it drains approximately 70% of the 436 square miles of Henderson County; and to recommend mitigation projects for the reduction of flooding in and along Canoe Creek. The Cooper Park study by Tetra Tech recommended storm drainage improvements to the street right-of-ways. Attached are 17-20 of the Tetra Tech study to explain the project detail. The estimated cost of design and construction in 2003 was $98,000. In today’s dollars, the project can be estimated to cost $140,317 assuming an average rate of inflation of 3%. The Lakeland Subdivision project being submitted is a detention basin to be constructed on property being donated to the City of Henderson by a Lakeland subdivision owner. The detention basin concept is one proposed by Stantec in their study dated January, 2009. The project will retain storm water until Canoe Creek falls back to normal pool levels. The estimated cost of design and construction is $303,782.

Project Location Description

Lakeland Subdivision, vacant lots on Reid and Glover Drive, Henderson, Henderson County, KY 42428 37.819432 -87.5729171

Reason for Submitting Project

The residents of Lakeland and Cooper Park Subdivision have approached the City and County governments for many years for assistance with flooding issues. Enclosed are several newspaper articles validating the much needed flooding improvement projects that are being recommended. The project was initiated at the request of the area residents in conjunction with an area church that too has experienced the same flooding experiences. In addition, the Flood Mitigation Board have identified these projects in the top five mitigation projects.

Total Project Cost

$303,782.90

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<th>Federal Share</th>
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<th>Local Share</th>
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Funding Source Description

Local Match - The City of Henderson and Henderson County Fiscal Court received a Kentucky Infrastructure Authority Grant in the amount of $1,358,000 of which $1,200,000 has been committed to Alternative #1 of Master Plan of projects. The remaining funds will be utilized for Alternative #2 and additional local funding will be shared between the City of Henderson and Henderson County utilizing annual contributions to the Flood Mitigation Fund.
Below is the popup that is presented after clicking “Finalize and Submit”. To submit the MAF click “OK”.

By continuing, you are verifying that the information displayed here is correct. Clicking OK will advance this MAF Application to the next stage for review.

Clicking “OK” will submit the MAF for review, clicking “Cancel” will return you back to the “Review MAF Application” screen.
Step 12, of the MAF provides confirmation that the MAF was submitted. Both "Return to Dashboard" and "Save and Exit" return you to the "Mitigation Action" main page. Remember that for each new Federally Declared Disaster you must resubmit the MAF for that Disaster.

Mitigation Action Form » Step 12 of 12

Your MAF has been Submitted
Your MAF is now submitted for consideration to become a funded project. It will be considered when funds become available and you will be notified by KPGH if it is selected.

"Save and Exit" and "Return to Dashboard" will leave the MAF application and return you to the 'Mitigation Action' main page.
To Edit a Mitigation Action go to Projects, and select the "Mitigation Actions Overview" option.