



F-ROCKstar Toolkit



Purpose of this document

The purpose of this slide deck is to help you facilitate any conversations you may be having with others in your organization. It walks through the F-ROC journey, beginning after opt-in all the way through abatement and the Post Disaster Questionnaire.

This document was created September 2024. As the program evolves, we will update this document if anything changes.

If anything changes, we will distribute updated versions via the F-ROC communications and the F-ROC website.



Welcome to F-ROC!

We're so glad you're here! If you're reading this, that means **you have officially opted into F-ROC for the 2025/2026 season!**

We'd like to thank you for your dedication to Public Assistance and being a part of the future of recovery in Florida.

You may be thinking, what is a F-ROCKstar toolkit?

This toolkit is intended to **enable** you with tools and resources that will support you on your F-ROC journey. From tailored guides, to training materials, to key contact information, consider this a playbook of resources to **help you get the most out of F-ROC**, with dedicated resources at each key milestone.





How F-ROC Changes Public Assistance

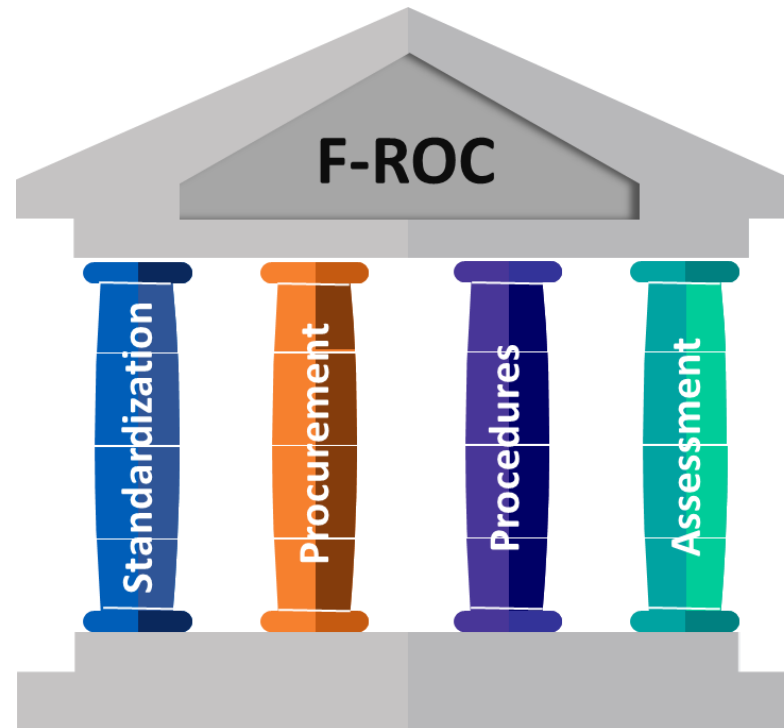
F-ROC addresses current-state challenges by encouraging a proactive and streamlined approach to recovery, reducing risk, and implementing measures that enhance Applicants' ability to successfully navigate the Public Assistance process.

PILLAR 1: STANDARDIZATION

F-ROC standardizes and simplifies forms, making it easier to **submit accurate documentation** for Public Assistance and receive funding timely.

PILLAR 2: PROCUREMENT

F-ROC helps you to ensure goods and services are procured in accordance with your procurement policy, and your **policy meets appropriate federal regulations.**



PILLAR 3: PROCEDURES

F-ROC helps you prepare for events by ensuring you have **policies and procedures** that are accurate, **up-to-date**, and follow **FEMA guidelines.**

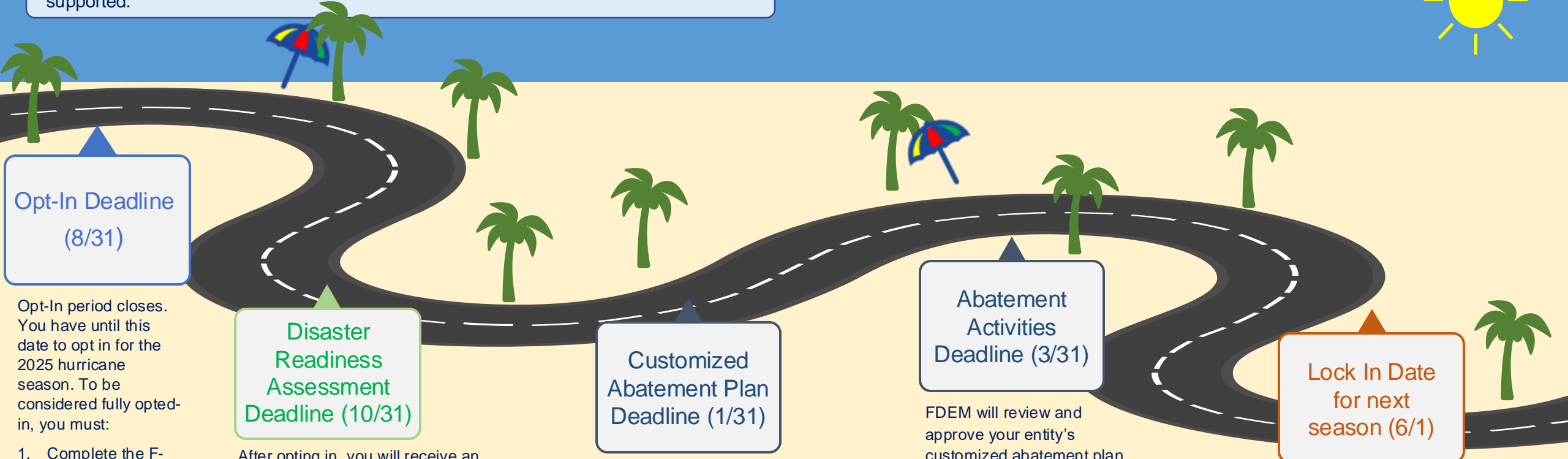
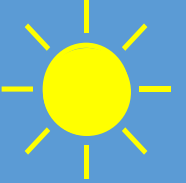
PILLAR 4: ASSESSMENT

The Disaster Readiness Assessment provides you with the insights needed to be successful. Applicants who employ all four pillars of the program can receive **up to 85% of funding** upon obligation.



F-ROC Milestones

The timeline below depicts the various milestones that you will navigate on your F-ROC journey. At each milestone, we have dedicated resources and contacts to ensure you are supported.



**Opt-In Deadline
(8/31)**

Opt-In period closes. You have until this date to opt in for the 2025 hurricane season. To be considered fully opted-in, you must:

1. Complete the F-ROC e-learning course.
2. Sign the participation request form.
3. Complete the 2025 DRA.

Disaster Readiness Assessment Deadline (10/31)

After opting in, you will receive an email to initiate your account in Smart Grants, where you will complete your DRA. Before the DRA deadline, you need to:

1. Upload the relevant documentation in Smart Grants in accordance with your DRA responses.
2. Submit your DRA in Smart Grants.

Customized Abatement Plan Deadline (1/31)

To meet this milestone, you need to:

1. Review your DRA feedback.
2. Select from the proposed abatement activities what you plan to complete.
3. Submit to FDEM for approval.

Abatement Activities Deadline (3/31)

FDEM will review and approve your entity's customized abatement plan. Once it is approved, you have until the abatement deadline to:

1. Complete the activities in your customized abatement plan.
2. Submit to FDEM for review.

Lock In Date for next season (6/1)

By this date, FDEM will have reviewed and approved the abatement activities you submitted. You will receive your new F-ROC score, which equates to the amount that you receive upfront in events that occur in the following year.



F-ROC Scoring

The Florida Iceberg! Just like how most of an iceberg isn't visible, the majority of PA funding can be received upfront through the F-ROC process.

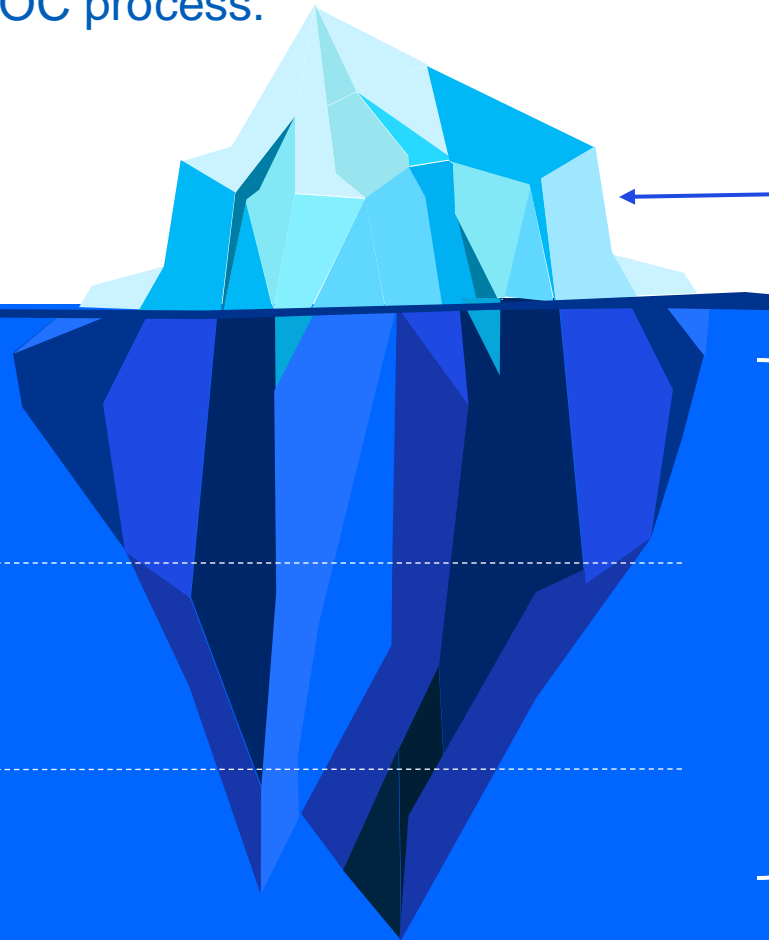
The **maximum F-ROC score is 85**. This score is made up of three components:

20 Post Disaster Questionnaire (F-ROC Forms and Training)

50 Disaster Readiness Assessment

10 Opt-In Baseline

*These points will be awarded upon completion of the DRA.



Once **validation** of supporting documents is **complete**, you will receive the remainder of the validated, obligated amount

With F-ROC, you can receive up to **85% Funding Upfront**

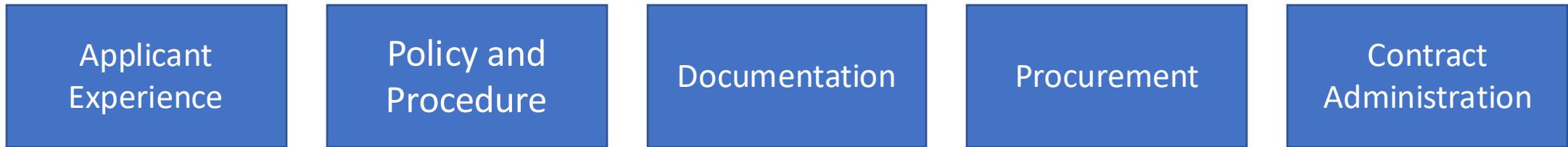
*5 bonus points can be earned with EMAP accreditation



Disaster Readiness Assessment

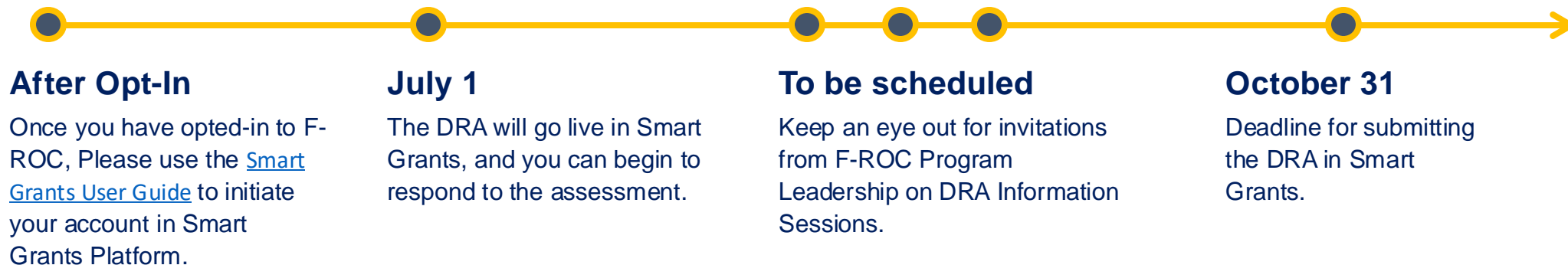
MILESTONE OVERVIEW

The Disaster Readiness Assessment (DRA) is a questionnaire that aims to identify how well your organization is **prepared to Recover**. Completing the DRA provides you with the insights needed to be successful. All DRA questions are broken down into the following sections:



The DRA is completed in the KPMG Smart Grants platform. After opting in, you should receive an email from donotreply-fldrgs@managedgrants.com to initiate your account in Smart Grants.

TIMELINE





Disaster Readiness Assessment

BENEFITS OF COMPLETING THE DRA

- ✓ Completing the DRA enables you to increase your overall F-ROC score, meaning you can recover a higher percentage of funding upfront in future events.
- ✓ Completing the DRA enables you to identify risks in your organization.
- ✓ Completing the DRA offers abatement plans to help address risks.

OUR ASK OF YOU

1. Set up your account using the [Smart Grants Platform](#) guide.
2. Read through the DRA and understand what completing it entails.
3. Attend Information Sessions hosted by FDEM.
4. Review the [DRA FAQ](#) and [‘What is the DRA?’](#) 1 pager.
5. Proactively reach out to your Regional Recovery Coordinator if you need support.
6. Reach out to FDEM with any questions that you may have.
7. Work with others in your entity to complete the DRA.
8. Submit the DRA in Smart Grants before the deadline of 10/31.

The image displays two screenshots of the KPMG Disaster Recovery Grant Solution web application. The top screenshot shows an 'Assessment Questionnaire' with a question: '1: Has this Applicant previous been awarded Federal funding?'. Two options are visible: 'A Yes, the Applicant has been awarded Federal funding for at least 5 out of the last 10 years.' and 'B Yes, the Applicant has been awarded Federal funding for 2-4 out of the last 10 years.' The bottom screenshot shows a 'Disaster Readiness Score' report for 'Davie Fire Rescue'. It features two pie charts and a legend. The 'Disaster Readiness Score' is 'MEDIUM'. The legend for the 'Disaster Readiness Score contribution by category' is as follows:

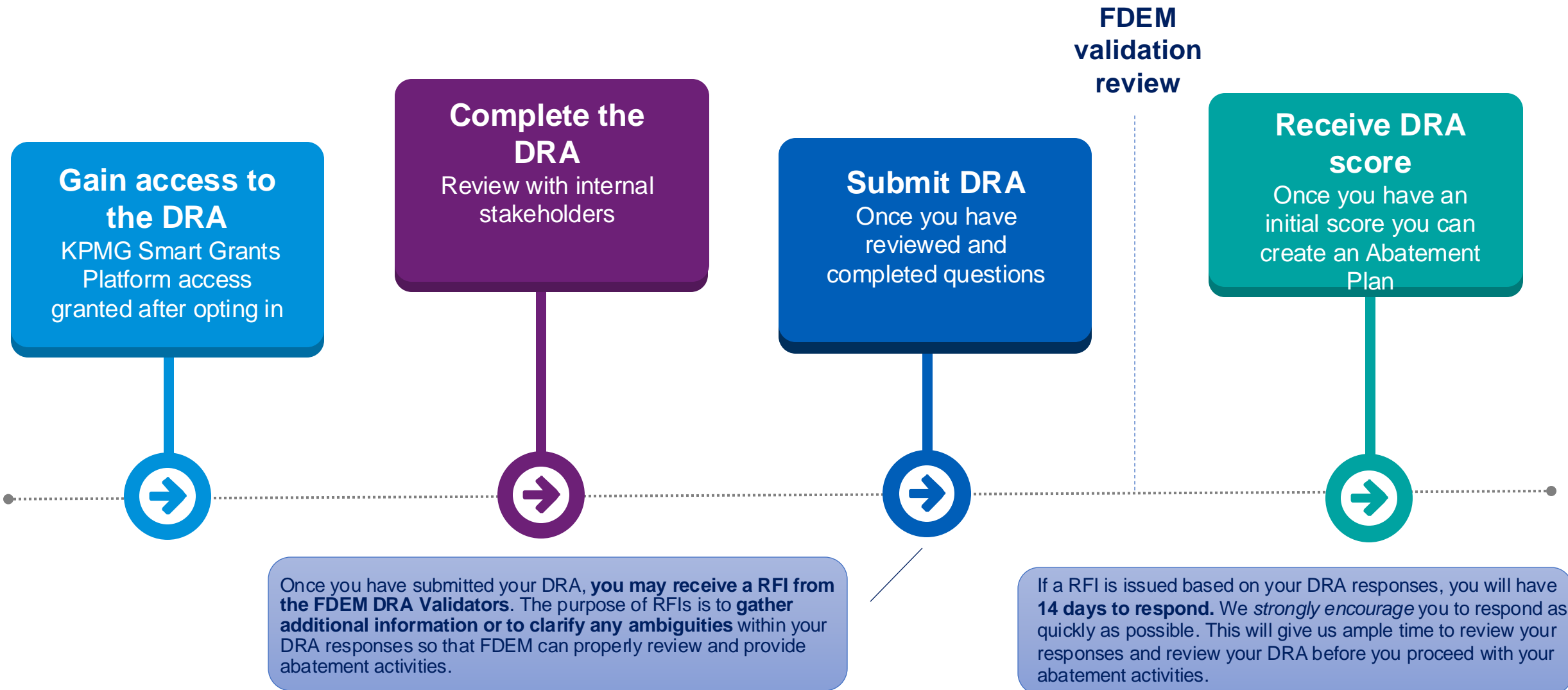
| Category | Percentage |
|-------------------------|------------|
| Applicant Experience | 7% |
| Contract Administration | 9% |
| Documentation | 16% |
| Policy/Procedure | 12% |
| Procurement | 56% |

The 'Disaster Readiness Score contribution by category' for 'Davie Fire Rescue' is as follows:

| Category | Percentage |
|-------------------------|------------|
| Applicant Experience | 11% |
| Contract Administration | 13% |
| Documentation | 24% |
| Policy/Procedure | 37% |
| Procurement | 15% |



DRA Process and RFI's





DRA Resources to Support You

Are you having trouble submitting your Disaster Readiness Assessment? The following resources are available to support you as you navigate the DRA.

Access the [Disaster Readiness Assessment \(DRA\) Form](#)

Review the DRA FAQ
We have compiled and responded to frequently asked questions on the Disaster Readiness Assessment

Click [here](#) to access the DRA FAQ.

Email us at
[F-ROC@em.myflorida.com!](mailto:F-ROC@em.myflorida.com)
We are here to help resolve any roadblocks you may have and figure out what works best for you.

If you can't attend an Information Session, watch a recorded DRA Information session.

Recordings of past information sessions are available on the FDEM website [here](#).

Contact your Regional Recovery Coordinator for support.

Regional Recovery Coordinators are an excellent resource at each phase of your F-ROC journey.

See slide 19 for your RRC's information.

DRA 1 Pager

This is an informative flyer that details key dates relating to the DRA, how it is structured, and the benefits of completing it.

Click [here](#) to access the DRA 1 Pager.



Abatement

MILESTONE OVERVIEW

Abatement is **the last** opportunity for your entity to enhance your readiness and increase your F-ROC score by selecting and completing abatement activities. After your Disaster Readiness Assessment is submitted in Smart Grants, the FDEM Validator team will conduct a thorough review of your responses. Once the FDEM Validator review is complete, you will receive an initial DRA score along with applicable abatement activities that are suggested based on your DRA responses.

There are two key deadlines associated with Abatement:

1. Deadline for submitting your Customized Abatement Plan to FDEM for review and approval.
 1. To meet this deadline, you need to review your DRA Validator feedback, select from the abatement activities to create your Customized Abatement Plan, and submit to FDEM in Smart Grants.
2. Deadline for completing your abatement activities and submitting to FDEM for review.
 1. To meet this deadline, you need to complete the abatement activities and upload the supporting documentation to Smart Grants for FDEM's review and approval.

TIMELINE



After submitting your DRA

Once your DRA is submitted, it will go through FDEM Validator Review.

January 31

Deadline for submitting your Customized Abatement Plan to FDEM for review.

March 31

Deadline for completing your abatement activities and submitting to FDEM for review.



Customized Abatement Plan

OUR ASK OF YOU

1. Once your DRA is reviewed by FDEM, navigate to Smart Grants to view your initial score and feedback.
2. Download your 'Disaster Readiness Assessment (State Validated)' to see the feedback provided.
3. Review the Smart Grants – Abatement guide to initiate abatement and add abatement activities to your Customized Abatement Plan.
4. Once you have identified all the applicable abatement activities that you can complete before the deadline, submit your Customized Abatement Plan in Smart Grants.

KPMG Smart Grants Platform FEMA PA City of Sunshine Notification Emily Ourzdine Logout

Home Assessments Entity Requests Contact Request Abatement Plan Reports Document Management Disaster Readiness Score User Guide

Standardized Review of Procedures/Plans

1. Recommend the Applicant implements a process to have the emergency financial plan reviewed annually. Upload updated emergency financial plan with new verbiage.

Q 6.b: Is the Applicant's emergency financial plan reviewed annually?

Reference(s)

F.S. 252.391; pg. 8

Add Custom Recommendation

Add Information

Clear Save

Missing inventory documentation

1. Recommend the Applicant develops and implements procedures for their equipment inventory records noting the FEMA required information, to

Note: Please select recommendations to add to your Abatement Plan. Once all chosen recommendations have been selected, please click the Add to Abatement Plan button. You can then navigate to the Abatement Plan tab to complete all mandatory fields. Once all fields have been completed, the Generate

Accept Score Generate Abatement

BENEFITS OF COMPLETING ABATEMENT

Completing abatement enables you to increase your overall F-ROC score. ✓

Completing abatement enables you to mitigate risks in your organization. ✓

Completing abatement enables you to increase your preparedness for future events. ✓



Completing Abatement Activities

OUR ASK OF YOU

1. Once FDEM reviews and approves your Customized Abatement Plan, begin working on completing your abatement activities.
2. Once your abatement activities are complete, submit the supporting documentation to FDEM for review and approval.
 1. We have created the Smart Grants – Documentation Guide to walk through how to upload documentation and clarifying comments in the Smart Grants platform. Review this guide to understand how to submit the necessary supporting documentation for FDEM review.

Smart Grants Platform FEMA PA

City of Port Green | Notification | Emily Ourzdine (Applicant) | Logout

Home | Assessments | Entity Requests | Contact Request | Information Requests | Abatement Plan | Reports | Document Management | Disaster Readiness Score | User Guide

Abatement Generated | **Abatement Reviewed** | Abatement Submitted | Refresh

Recommendations Reviewed

Estimated Due Date: 06/26/2024 | 86 Days Remaining

Recommend the Applicant develops and implements written procedures addressing emergency/exigent (non-competitive) procurement in compliance with the C.F.R. 200.320. Upload a copy of approved procedures.

Question

Q31. Does the Applicant have written procedures addressing emergency/exigent (non-competitive) procurement in compliance with 2 C.F.R. 200.320?

Abatement Activities

We will develop and implement written procedures addressing emergency/exigent (non-competitive) procurement in compliance with the C.F.R. 200.320

Owner: Jenny

Comments

State User, Commented on 03/05/2024

Please make sure to include the timing a [redacted] ct needed.

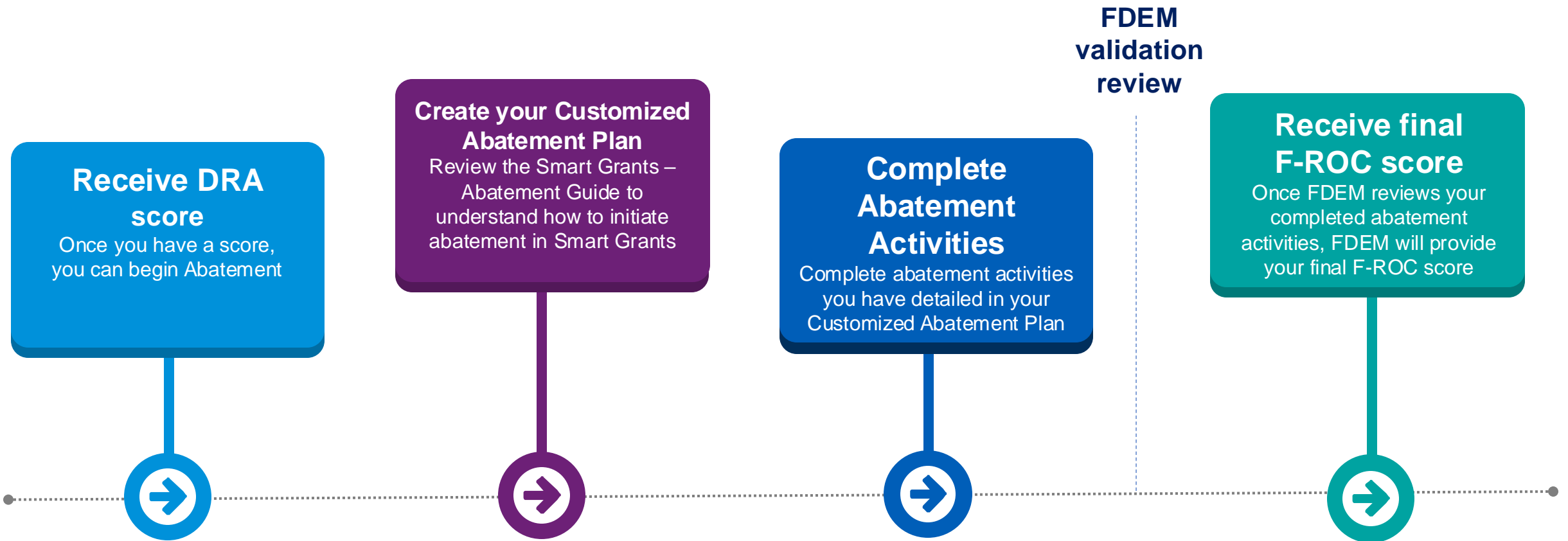
1. Upload Documents Here

2. Add Comments

3. Submit



Abatement Process





Abatement (Tips and Tricks)

If you are planning to complete abatement, do not select 'Accept Score' below. Selecting 'Accept Score' will bypass abatement and finalize your validated score.

KPMG Smart Grants Platform FEMA PA City of Sunshine Notification Emily Ourzdine Logout

Home Assessments Entity Requests Contact Request Abatement Plan Reports Document Management Disaster Readiness Score User Guide

Standardized Review of Procedures/Plans

1. Recommend the Applicant implements a process to have the emergency financial plan reviewed annually. Upload updated emergency financial plan with new verbiage.

Q 6.b: Is the Applicant's emergency financial plan reviewed annually?

Reference(s)

F.S. 252.39; pg. 8

Add Custom Recommendation

Add Information

Clear Save

Missing inventory documentation

1. Recommend the Applicant develops and implements procedures for their equipment inventory records noting the FEMA required information, to

Note: Please select recommendations to add to your Abatement Plan. Once all chosen recommendations have been selected, please click the Add to Abatement Plan button. You can then navigate to the Abatement Plan tab to complete all mandatory fields. Once all fields have been completed, the Generate

Accept Score Generate Abatement



Abatement (Tips and Tricks)

Here's how to navigate in SmartGrants to view direct feedback on your DRA:

The screenshot shows the SmartGrants Platform FEMA PA interface. The top navigation bar includes 'City of Maple Pines', 'Notification', 'Emily Ourzdine (Applicant)', and 'Logout'. The main navigation menu has 'Home', 'Assessments', 'Entity Requests', 'Contact Request', 'Information Requests', 'Abatement Plan', 'Reports', 'Document Management', 'Disaster Readiness Score', and 'User Guide'. The 'Reports' menu is open, showing options: 'Disaster Readiness Assessment (Blank)', 'Disaster Readiness Assessment (Applicant Answers)', 'Disaster Readiness Assessment (State Validated)', 'Download All Documents', and 'Download Recommendations'. The 'Disaster Readiness Assessment (State Validated)' option is highlighted with a red box. Below the navigation, a progress bar shows the assessment process: 'Assessment Initiated', 'Assessment Submitted', 'Assessment In Review', 'Assessment Validated', and 'Abatement Generated'. The 'Assessment Summary' section includes a legend for various statuses. The 'Disaster Readiness Assessment Review' section is active, showing 'Applicant Experience' with 9/9 questions. Question Q1 asks: 'Has this Applicant previously been awarded Federal funding?'. The answer is 'A Yes, the Applicant has received Federal funding.' Below this is a table of uploaded documents:

| Document Types | Uploaded Documents | Unable To Upload Document? | Description | Expiration Date | Action |
|--------------------------------|---------------------------------------|----------------------------|-------------|-----------------|----------|
| Notice of Federal Funding A... | Federal Funding Notice of Award.do... | | | 01/07/2026 | Download |

Question Q1.a asks: 'If yes, has the Applicant been awarded Public Assistance (PA) funding within the last 5 years?'. The answer is 'A Yes, this Applicant has been awarded Public Assistance funding for 2 or more disasters.'

SAMPLE DRA from SmartGrants



Abatement Resources to Support You

Are you having trouble creating/submitting your Customized Abatement Plan, or completing your abatement activities? The following resources are available to support you as you navigate abatement.

Access the
**Recommendations tab for
Customized Abatement
Planning**
in your Smart Grants account.

Review the Smart Grants –
Abatement Guide
*We have outlined the process to initiate
abatement in Smart Grants once you have
received your DRA Validator review.*

Contact your Regional
Recovery Coordinator for
support.
*Regional Recovery Coordinators are an
excellent resource at each phase of your
F-ROC journey.*

Email us at
[F-ROC@em.myflorida.com!](mailto:F-ROC@em.myflorida.com)
*We are here to help resolve any roadblocks
you may have and figure out what works best
for you.*



Post Disaster Questionnaire (PDQ)

MILESTONE OVERVIEW

The Post Disaster Questionnaire (PDQ) is a questionnaire that is deployed after an event that aims to identify how program participants leveraged F-ROC materials. The PDQ seeks to understand if participants used any of FDEM's standardized forms and which ones, if participants attended any F-ROC training, and if the entity is EMAP accredited. Completing the PDQ can increase your F-ROC score by up to 25 points.

There will be one PDQ deployed for every Federally declared event that happens. For example, if there are two hurricanes, there will be two corresponding PDQs, and you may have two different F-ROC scores based on your PDQ responses.

TIMELINE

Event + 10 Days

Within 10 days after an event, a PDQ will go live in SmartGrants for applicants to complete.

Event + 60 Days

Applicants will have 60 days from the date their county was designated to complete the PDQ in SmartGrants.

Once PDQ is submitted

FDEM will review PDQ answers and determine final F-ROC score for the event.

BENEFITS OF COMPLETING THE PDQ

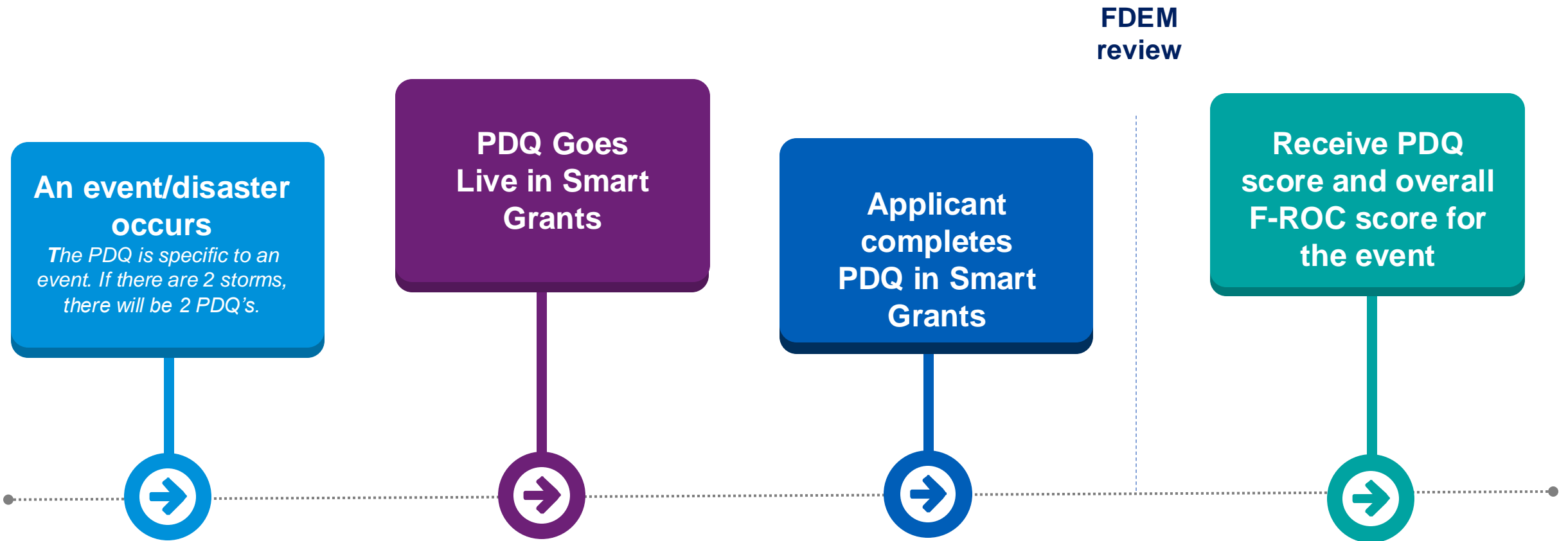
- ✓ Completing the PDQ enables you to increase your overall F-ROC score by up to 25 points.

OUR ASK OF YOU

1. After an event, once the PDQ has gone live and you have completed your request for public assistance, log in to Smart Grants to complete the PDQ.
2. Open the PDQ and respond to all questions, identifying F-ROC trainings you have attended and the F-ROC forms you have leveraged.
3. Submit the PDQ in Smart Grants.



PDQ Process





PDQ Resources to Support You

Are you having trouble completing/submitting your Post Disaster Questionnaire?, or completing your abatement activities? The following resources are available to support you as you navigate the PDQ.

Access the [Post Disaster Questionnaire \(PDQ\)](#)

Review the Smart Grants – PDQ Guide

We have outlined the process to complete the PDQ in Smart Grants.

Email us at [F-ROC@em.myflorida.com!](mailto:F-ROC@em.myflorida.com)

We are here to help resolve any roadblocks you may have and figure out what works best for you.

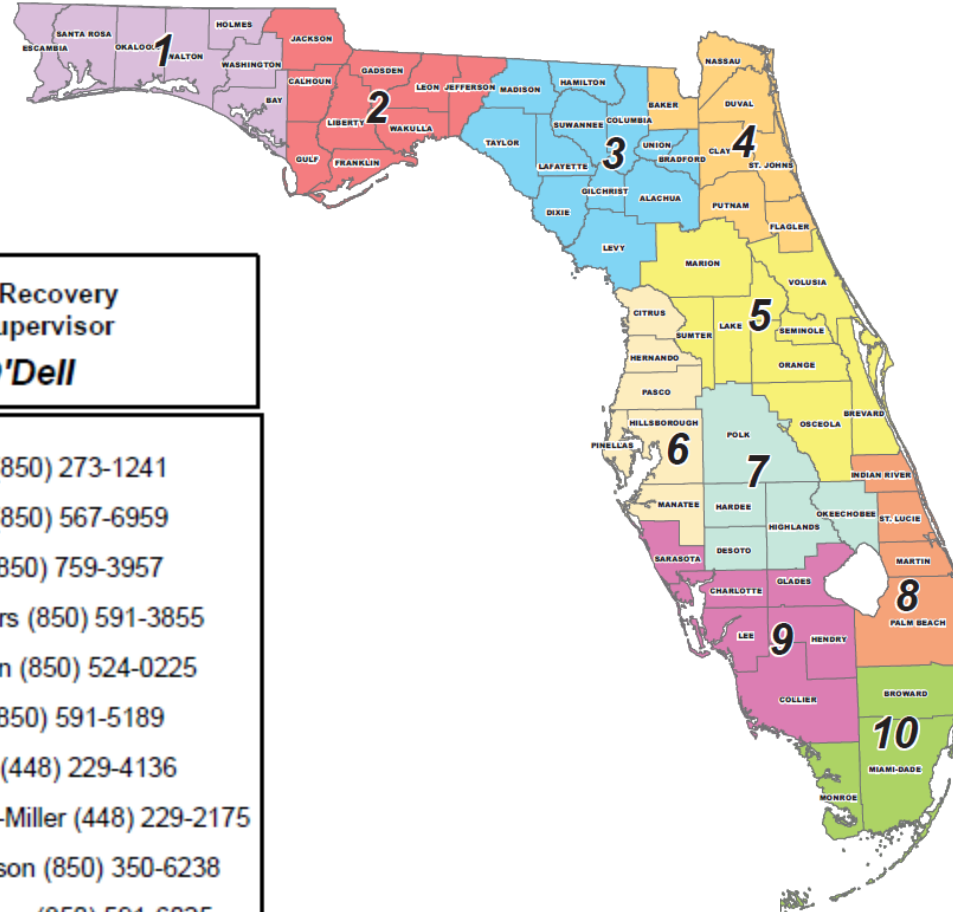
Contact your Regional Recovery Coordinator for support.

Regional Recovery Coordinators are an excellent resource at each phase of your F-ROC journey.



Regional Coordinators

Regional Response and Recovery Coordinators can help to support you and answer your F-ROC questions. See below for the Regional Coordinators in your region.



DEM Regional Coordinator Supervisor
Willie Bouie

| | |
|---|-------------------------------------|
|  | 1 - Jim Roberts (850) 519-8636 |
|  | 2 - Willie Bouie (850) 519-1469 |
|  | 3 - Glen Hammers (850) 591-9947 |
|  | 4 - James Carter (850) 815-5767 |
|  | 5 - Austin Beeghly (850) 559-7459 |
|  | 6 - Paul Siddall (850) 519-8633 |
|  | 7 - Cristian Rivera (850) 273-2707 |
|  | 8 - Mason Kozac (850) 296-5199 |
|  | 9 - Kathryn Thompson (850) 350-6238 |
|  | 10 - Claudia Baker (850) 519-6734 |

DEM Regional Recovery Coordinator Supervisor
Jeremy O'Dell

| | |
|--|---|
|  | 1 - Allison Blevins (850) 273-1241 |
|  | 2 - Justin Lazzara (850) 567-6959 |
|  | 3 - Patrick James (850) 759-3957 |
|  | 4 - Joshua Saunders (850) 591-3855 |
|  | 5 - Elizabeth Caison (850) 524-0225 |
|  | 6 - Jeremy O'Dell (850) 591-5189 |
|  | 7 - Antonia Zapata (448) 229-4136 |
|  | 8 - Ja-Pheth Butler-Miller (448) 229-2175 |
|  | 9 - Kathryn Thompson (850) 350-6238 |
|  | 10 - Dana McGeehan (850) 591-6025 |



F-ROC Website

The F-ROC website, [F-ROC | Florida Disaster](#) is a great resource if you need additional support or information about all things F-ROC. We regularly update the F-ROC website and ensure it contains timely information that you need at each F-ROC milestone.

Timely information on next key milestone

F-ROC Overview Information

Access the F-ROC Forms

E-Learning Videos

Upcoming Training Opportunities

The Future of F-ROC



People You Should Know!



Melissa Foggy
F-ROC Program Manager



Pepper Fleischer
F-ROC Project Manager

For all things F-ROC, please email us at
F-ROC@em.myflorida.com