

## ESF MISSION ASSIGNMENT SUBTASKING REQUEST

**FEMA-Assigned MA Number:** 4506DR-PA-USFS-03      **ESF Primary Agency:** U.S. Forest Service

**Subtasked Agency:** Department of the Interior      **State:** PA      **Disaster No:** 4506DR

### Tasking Statement/Statement of Work

As directed by and in coordination with FEMA Region III, USFS will provide support resources, to include up to, but not limited to, six (6) Public Information Officers (PIO), to assist with vaccination support in support of the COVID Vaccine Campaign and State COVID Vaccination Support. PIOs shall be qualified as PIO1 or PIO2. USFS will utilize DOI, other federal agency and/or state/local resources under existing agreement, as appropriate. F92119 0901

**Project Completion Date:** See Mission Assignment      **Authorized Funding:** See Mission Assignment

**Reimbursement Procedure:** Upon completion of scope of work, the subtasked Federal agency will submit a SF 1081, or other approved Treasury form to request reimbursement, detailing expenditures and activities to:

USDA / Forest Service, ASC-IF  
5141 Masthead  
Albuquerque, NM 87109

The ESF primary agency will:

- (1) Review the reimbursement request and recommend approval or disapproval within 10 workdays of receipt.
- (2) Return approved reimbursement requests to subtasked agencies that use the Intra-governmental Payment and Collection (IPAC) system for transaction processing and simultaneously forwarding supporting documentation to the DFC.
- (3) Forward approved reimbursement requests from non-IPAC agencies to the Disaster Finance Center. The Disaster Finance Center will send payment directly to the subtasked agency for non-IPAC agencies.

**Statutory Authority:** Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, as amended, 42 U.S.C 5121-5201.

### Authorizing Officials:

*The work described in the above tasking statement will be completed in support of the Federal Response Plan.*

*Erin Horsburgh*

03/28/2021

Authorizing Official, Subtasked Agency

Date

Phone #

*/s/ Heather J. Good*

3/28/2021

Authorizing Official, ESF Primary Agency

Date

986-200-9323

Phone #

**Following signatures please provide information copy to FEMA MAC and Project Officer.**