

DEPARTMENT OF HOMELAND SECURITY  
Federal Emergency Management Agency  
**MISSION ASSIGNMENT (MA)**

O.M.B. No. 1660-0002  
Expires May 31, 2017

**PAPERWORK BURDEN DISCLOSURE NOTICE**

Public reporting burden for this form is estimated to average 20 minutes per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the needed data, and completing and submitting this form. This collection of information is required to obtain or retain benefits. You are not required to respond to this collection of information unless it displays a valid OMB control number. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing this burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472-3100, Paperwork Reduction Project (1660-0047). **NOTE: Do not send your completed form to this address.**

**I. TRACKING INFORMATION (FEMA Use Only)**

State CA (California) Incident:2020030901-COVID-19 Pandemic	Resource Request Number 2665-569631
Program Code/Event Number 4482DR-CA: COVID-19 PANDEMIC	Date/Time Received 04/26/2021 22:58

**II. ASSISTANCE REQUIRED**  See Attached

Assistance Requested  
BOC 2501(VC) (ARPA) Request to Increase funding by \$15,000.00 and extend POP to 05/31/2021.

This MA is a continuation of MA #4482DR-CA-USDA-FS-02-00 and is being issued to address the change in funding through the American Rescue

Delivery Location RRCC, 1111 Broadway Oakland, CA 94607	Internal Control Number	Date/Time Required 05/01/2021	
Initiator/Requestor Name Shawn Matz	24 Hour Phone Number (510) 627-7035	Email Address	Date 04/26/2021
Site POC Name Shawn Matz	24 Hour Phone Number (510) 627-7035	Email Address	Date 04/26/2021

**III. INITIAL FEDERAL COORDINATION (Operations Section)**

Action to: <input checked="" type="checkbox"/> ESF #: 4 <input type="checkbox"/> Other: _____	Date/Time 04/26/2021 20:52	Priority <input type="checkbox"/> 1. Lifesaving <input type="checkbox"/> 3. High <input checked="" type="checkbox"/> 2. Life sustaining <input type="checkbox"/> 4. Normal
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**IV. DESCRIPTION (Assigned Agency Action Officer)**  See Attached

Statement of Work  
As directed by and in coordination with FEMA, US Forest Service (USFS) will provide appropriate personnel to the RRCC, IOF, JFO, or other facilities in support of disaster operations.

Your agency must validate the unliquidated MA balance at least annually as stipulated by FEMA to maintain reimbursable authority. Accrual data must also be provided to FEMA no later than the third business day after fiscal quarter end close. Information can be submitted to FEMA-Disaster-MA-ULO@dhs.gov. For MA billing and reimbursement information, please visit <http://www.fema.gov/federal-agencies-providing-disaster-assistance>.

Assigned Agency USDA-FS (USDA-FS (STATE/PRIV FORESTRY))	Projected Start Date 05/01/2021	Estimated Projected End Date 05/13/2021
<input checked="" type="checkbox"/> New or <input type="checkbox"/> Amendment to MA #: _____	Total Cost Estimated \$15,000.00	Total Required this Obligation Cycle
ESF/OFA/RSF Action Officer TIMOTHY DUNFEE	Phone # (760) 920-7515	Email timothy.dunfee#64;usda.gov

**V. COORDINATION (FEMA Use Only)**

Type of MA: <input type="checkbox"/> Direct Federal Assistance <input type="checkbox"/> State Cost Share (0%, 10%, 25%)	Federal Operations Support <input checked="" type="checkbox"/> State Share (0%)
State Cost Share Percent 0 %	State Cost Share Amount: \$ 0.00
Fund Citation: 20 2 1 -06- 4 4 8 2 DR- 9 0 9 4 XXXX-250 1 -D	Appropriation code: 70X0702
Mission Assignment Manager (Preparer) SIMONE SMITH	Date 04/26/2021
**FEMA Project Manager/Branch Director (Program Approval) THOMAS ERICKSON	Date 04/27/2021
**Comptroller/Funds Control (Funds Review) KAREN LONG	Date 04/29/2021



**Assistance Requested Continued from Block II**

Plan Act of 2021.

Activate USFS to the RRCC, IOF JFO or other facilities in support of Covid Operations

**Additional Statement of Work**

This MA is funded with American Rescue Plan Act of 2021 funding and must be operationally complete by 09/30/2025. Any expenditures under this MA must be submitted to FEMA no later than 09/30/2030

ADDITIONAL NOTES from FEMA:

- MA task orders (MATOs) may be issued by FEMA for specific requirements, personnel, location(s), date(s), and duration of assignment(s).
- Agencies will be reimbursed for all eligible expenses pursuant to 44 CFR. Supporting documentation is required for reimbursement.
- All equipment and supply purchases must be coordinated with FEMA. If approved, documentation is necessary to ensure reimbursement.
- Activation of agency command center(s), if required, must be coordinated with FEMA as a separate MA.
- The mission-assigned agency is responsible for ensuring that all activity is properly authorized, goods are received, services are provided, and that costs are reasonable and supported by documentation maintained by the respective agency
- MAs shall be considered for closure after 180 days with no financial activity in accordance with FEMA CFO Bulletin #157.

For MAs still operationally open, requests for additional obligations may be withheld if no invoicing, ULO Validation, or additional justification has been provided.