



Virginia Department of  
Emergency Management

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# FEMA Health Equity Reporting Requirements for COVID-19 Vaccination-Related PA Projects

May 18, 2021

# Agenda:

- FEMA Health Equity Policy
- Overview of Current PA Applicants/Projects
- FEMA Health Equity Report Template
- Submission method – FEMA Grants Portal
- Q/A



# FEMA Policy Guidance



## Coronavirus (COVID-19) Pandemic: Medical Care Eligible for Public Assistance (Interim) (Version 2)

**FEMA Policy #104-21-0004**

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### **BACKGROUND**

Under the President's March 13, 2020 COVID-19 nationwide emergency declaration<sup>1</sup> and subsequent major disaster declarations for COVID-19, state, local, tribal, and territorial (SLTT) government entities and certain private non-profit (PNP) organizations are eligible to apply for assistance under the FEMA Public Assistance (PA) Program. This interim policy is applicable to eligible PA Applicants only and is exclusive to emergency and major disaster declarations for COVID-19. This revision supersedes the version of this policy issued on May 9, 2020.

### **PURPOSE**

This interim policy defines the framework, policy details, and requirements for determining the eligibility of medical care work and costs under the PA Program to ensure consistent and appropriate implementation across all COVID-19 emergency and major disaster declarations. Except where specifically stated otherwise in this policy, assistance is subject to PA Program requirements as defined in Version 3.1 of the Public Assistance Program and Policy Guide (PAPPG) published on April 1, 2018.<sup>2</sup>



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# Virginia PA Applicant Health Equity Report Status\*

Vaccination Projects (11 Obligated, 6 in development)

Current reporting required from:

1. VDEM Equity Report due 5/15
2. Arlington Equity Report due 5/15
3. GMU Equity Report due 5/15
4. Alexandria Equity Report due 5/15
5. Loudoun Equity Report due 5/15 (Received 5/12)
6. VDH Equity Report due 5/16
7. Virginia Beach Equity Report due 5/19

Vaccine Administration Projects Created, but not required to report yet because the projects are not obligated. Once obligated they will have 30 days to submit a health equity report:

1. Christopher Newport University
2. Danville
3. Norfolk
4. Rockbridge
5. Transportation District Commission of Hampton Roads
6. Virginia Department of Forestry

\*This information is ever-changing. This listing is as of May 14, 2021

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# FEMA Equity Reporting Template

## Equitable Vaccine Administration Information Submission Template

### How to Use this Template

Recipients and Subrecipients may use this template for submitting information to FEMA. To submit this information to FEMA, Recipients and Subrecipients upload this template (or their own template or report that contains the same information and level of detail) to the Applicant Profile in Grants Portal.

Group 1 Recipients or Subrecipients may use this template to provide the information one time.

Group 2 Recipients or Subrecipients may use this template to provide the information initially and every 30 days thereafter to provide any updates, improvement, or refinements to the strategy, updated status of sites, and to capture any newly established sites. If there are no changes, the information must still be provided with a statement that there are no changes since the last submittal.

Equitable Vaccine Administration Information		
Section 1: Recipient/Subrecipient Information		
Declaration #	Recipient Name Subrecipient Name	FEMA PA Code
Section 2: Equitable Vaccine Administration Strategy		
Overview of Strategy	<i>Narrative (If this is a subsequent 30-day submittal, please define any refinements/improvements derived from the ongoing evaluation)</i>	
Outreach and Engagement	<i>Narrative (If this is a subsequent 30-day submittal, please define any refinements/improvements derived from the ongoing evaluation)</i>	
Registration Process	<i>Narrative (If this is a subsequent 30-day submittal, please define any refinements/improvements derived from the ongoing evaluation)</i>	

Equitable Vaccine Administration Job Aid

March 15, 2021

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# FEMA Equity Reporting Template

Physical Site Design and Access	Narrative (If this is a subsequent 30-day submittal, please define any refinements/improvements derived from the ongoing evaluation)										
Evaluation and Continuous Improvement Plan	Narrative (If this is a subsequent 30-day submittal, please define any changes to the plan)										
<b>Section 3: Site-Specific Information</b>											
<b>(If this is a subsequent 30-day submittal, please define any refinements/improvements derived from the ongoing evaluation)</b>											
Associated FEMA Project #	Site	Name	Location	Status	Index Used	Vulnerability Score	Site Type	Site Capacity	Throughput	Additional site-specific details regarding:	Equitable Selection Considerations
				<input type="checkbox"/> Planned <input type="checkbox"/> Active <input type="checkbox"/> Closed	CDC, SoVI, Other	Numeric Value	I-V	Doses/day projected for the next 30 days	Doses/day in the past 30 days	<ul style="list-style-type: none"> <li>• Outreach and Engagement</li> <li>• Registration Process</li> <li>• Physical Site Design</li> <li>• Evaluation and Continuous Improvement</li> </ul>	Select all that apply: <input type="checkbox"/> Community outreach and engagement was conducted for this site. <input type="checkbox"/> Site location is accessible. <input type="checkbox"/> Registration process addresses digital disparity and/or other limiting factors to registration. <input type="checkbox"/> Site collects data on demographic information as detailed in the Medical Care Policy. <input type="checkbox"/> Site location supports highest-risk communities and underserved populations. <input type="checkbox"/> Acted on results of evaluation and continuous improvement.

Equitable Vaccine Administration Job Aid  
 March 15, 2021  
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# Word Document Version Available

- Guidance document with specific questions and suggestions for Applicants that don't necessarily have "vaccination sites" but have "vaccination-related expenses" that still requiring PA Equity Reports.
- Sent via email to all VDEM Regional and PA Staff.



# Submission in the FEMA Grants Portal

- Under the PA Applicant Event Profile
- Equitable Vaccination Administration





# Resources:

1. [FEMA Coronavirus \(COVID-19\) Pandemic: Medical Care Policy V2](#)
2. The Equitable COVID-19 Response and Recovery Recipient and Subrecipient [Job Aid](#) begins on [Page 16](#) of the [FEMA Medical Care Policy V2](#)
3. The Equitable Vaccination Administration Information [Submission Template](#) is located on [Pages 25 and 26](#) of the [FEMA Medical Care Policy V2](#)



# Questions?



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# THANK YOU!

