



**STATE OF CONNECTICUT
DEPARTMENT OF
EMERGENCY MANAGEMENT AND HOMELAND SECURITY**



MEMORANDUM

To: Municipal CEOs and EMDs, State Agency Heads, Private Non-Profit Liaisons, and Tribal Organizations in Fairfield, Hartford, Litchfield, New Haven, New London, and Tolland Counties

From: Peter J. Boynton, Commissioner
Department of Emergency Management and Homeland Security

Date: March 16, 2011

Re: Schedule of Applicants' Briefings for FEMA Public Assistance for DR-1958-CT
For **January 11-12, 2011 Snowstorm Disaster**

Attached is the schedule of Applicants' Briefings for FEMA disaster assistance #DR-1958-CT authorized for Connecticut by President Obama on March 3, 2011, at the request of Governor Dannel P. Malloy.

State agencies; municipal agencies; tribal organizations; and private non-profit organizations with educational, utility, emergency, custodial care, or other facilities which provide essential, governmental type service to the general public are eligible for FEMA assistance under this program.

At the Applicants' Briefings, applicants will be required to complete a Request for Public Assistance (RPA) form and sign a Receipt of List of Assurances document. The remainder of the briefing will consist of an explanation of the application process by staff of the Department of Emergency Management and Homeland Security (DEMHS) followed by a question and answer period. Federal Emergency Management Agency Public Assistance staff will also be available to answer questions.

It is ESSENTIAL that all eligible applicants send a representative to the Applicants' Briefing held in their respective county, another county briefing, or the make-up session. It is strongly recommended that the representative be the applicant's chief financial officer (or designee) or the head of the applicant's public works department (or designee).

We are also asking your help in informing special district governments and essential services PNP's that they may be eligible for Public Assistance. Please see attached.

If you have any questions, please contact Dana Conover, Public Assistance Coordinator, at 860-883-3904 or email dana.conover@ct.gov. Or contact Deputy Public Assistance Coordinators Judy Pahl at 860-256-0877, email judy.pahl@ct.gov and Mark Scerra, at (860) 256-0831 or email mark.scerra@ct.gov.

We look forward to seeing you at the Applicants' Briefing.

SCHEDULE OF APPLICANTS' BRIEFINGS

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| FAIRFIELD COUNTY Westport Town Hall 110 Myrtle Avenue Westport, CT | Wednesday, March 23, 2011 10 AM - Noon |
| HARTFORD COUNTY The First Cathedral Church 1151 Blues Hill Avenue Bloomfield, CT | Wednesday, March 23, 2011 1 PM – 3 PM |
| LITCHFIELD COUNTY Bantam Fire Department Doyle Road Bantam, CT | Thursday, March 24, 2011 10 AM – Noon |
| NEW HAVEN COUNTY Stanley T. Williams School 1332 Middletown Ave (Route 17) Northford, CT 06472 | Tuesday, March 22, 2011 1 PM – 3 PM |
| NEW LONDON COUNTY Groton Town Hall Annex 134 Groton Long Point Road Groton, CT 06340 | Tuesday, March 22, 2011 10 AM – Noon |
| TOLLAND COUNTY Tolland County Fire Training Center 191 Merrow Road Tolland, CT | Thursday, March 24, 2011 1 PM – 3 PM |
| STATE AGENCIES AND MAKE-UP SESSION State EOC William O'Neill State Armory 360 Broad Street Hartford, CT | Friday, March 25, 2011 10 AM – Noon |