



STATE OF NORTH CAROLINA
OFFICE OF STATE BUDGET AND MANAGEMENT

ROY COOPER
GOVERNOR

CHARLES PERUSSE
STATE BUDGET DIRECTOR

September 13, 2018

MEMORANDUM

TO: Department Budget Officers, Chief Financial Officers
All State Departments, Institutions and Agencies

FROM: Charles Perusse *Charles Perusse*

SUBJECT: Preparation for Hurricane Florence

As we prepare for Hurricane Florence, the safety and wellbeing of our citizens is at the forefront of our concerns. As Governor Cooper has said, this is a monster storm and state government stands prepared to provide assistance.

Given the size and scope of this event, agencies should be proactively documenting any incurred costs for storm-related response and gathering data associated with any damages as quickly as possible. Please follow the NC Division of Emergency Management guidelines on documenting these costs, particularly those related to reimbursable staff time associated with storm preparation, emergency protection activities, and immediate response and recovery. These staff costs are often eligible to be reimbursed by federal funds as long as they are documented thoroughly and properly.

This information will be needed soon after the storm when Emergency Management conducts preliminary damage assessments for the Governor and General Assembly. This assessment serves as the basis for subsequent disaster declarations, identifying potential federal and state programs available for assistance, and funding levels needed to meet associated match requirements.

In addition, when procuring emergency goods or services for storm response and recovery you should actively consider and engage small, minority and women owned vendors, which can also help maximize federal disaster reimbursement funds.

Please stay safe. Thank you for everything you do on behalf of the citizens of North Carolina. We are all in this together.

CP/kl