

# Hazard Mitigation Plan Narratives – What to Include:

If you are interested in updating any of the narratives already submitted as part of the County Hazard Mitigation Plan, consider the items listed below as you prepare this document.

- Make your narrative as descriptive as possible. What occurs that causes the hazard? How long does it last? Etc.
- Critical facilities – Does this hazard affect any critical facilities such as police or fire stations, public utility buildings or services, or hospitals?
- Are these effects felt directly or indirectly? An example of a direct effect would be a police station flooding. An indirect effect would be the only road leading to the police station flooding, cutting of access.
- How many structures or facilities does this hazard effect? List the number and types of structures affected.
- How long does the critical situation last? If a road floods, for example, how long does it normally take before the waters recede and the road is passable again.
- Does the Municipality have any engineering studies or technical data relating to this condition? If you hired a consultant to investigate the situation in the past, include the fact that technical details are available in the narrative. List the name of the consultant and date of the study.
- Are there any meeting minutes related to discussions on this condition? Have individuals affected by the condition come to public meetings to comment on correcting the condition? List the dates of those meetings in the narrative.
- List any lawmakers who have been contacted regarding this condition, as well as any funding applications you have made to correct the problem. Have you been granted funding in the past to make repairs? Have you applied for funding to correct the condition and been denied?

The more detailed and complete the project narratives are in the Countywide Hazard Mitigation Plan, the better the chances that we can obtain funding to correct the problem. Spending some time now during the planning process to compile this information increases the chances that any funding requests will be successful when the plan is complete and adopted.

If you have any questions, or would like assistance in preparing any part of your Hazard Mitigation Plan submittal, please contact:

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