

Recommended Rhode Island Local Hazard Mitigation Plan Template

- **Cover Page**
 - Title (*City or Town of ... Rhode Island Local Hazard Mitigation Plan*)
 - Jurisdiction info
 - Name(s) of participating jurisdiction(s)
 - New Plan or Update? Jurisdiction(s) previous FEMA approval date(s)
 - Version (with submittal dates)
 - Funding Assistance **[Optional]**
- **Table of Contents**
- **Executive Summary [Optional]**
- **Adoption Documentation**

SECTION 1 - Background [Optional]

- 1.1 Introduction to [Hazard Mitigation](#) and the [HMP](#) / HMP Update
- 1.2 Community Planning Area
 - a. Location info & Geography
 - b. Demographics/ Census, Housing
 - c. Land Use & Infrastructure
 - d. Community Development & Development Trends
 - e. Historic and Natural Resource/Environmental significance
 - f. Commerce, Industry, Academic
 - g. [NFIP](#), [CRS](#) Community (highlights)
- 1.3 Significant Events since the last plan update (major disasters, major developments, conditions effecting risk in the community)

SECTION 2 - Planning Process

- 2.1 Purpose, Overview and Background
- 2.2 [Building Support: Community Involvement, Roles & Responsibilities](#)
 - a. The Planning Team, Technical Assistance & Local Leadership
 - b. Stakeholders
 - c. Public
- 2.3 [Understanding the Community's Risks](#)
 - a. Discovery & Gathering of Resources
 - b. Review and Incorporation of Information with Stakeholder and Public Exchange
 - c. Developing / Updating the Risk Assessment (Continued in Section 3)
- 2.4 [Developing & Updating the Mitigation Strategy](#) (Continued in Section 4)
 - a. Identification & Review of Goals, Actions, Priorities, Changes, Progress
 - b. Review and Incorporation of Stakeholder and Public Exchange
- 2.5 [Bringing the Plan to Life: Implementation & Maintenance](#)
 - a. Method, Responsibilities, & Schedule
 - i. Plan [Update] Review, Adoption, and Approval
 - ii. Monitoring

- iii. Evaluation (Additional documents in Appendices)
- iv. Updates
- b. Continued Public Involvement (Also see Appendix – Outreach Strategy)

SECTION 3 - Risk Assessment

3.1 Defining Risk & Methodology

3.2 Hazards

- a. Hazard Identification
 - i. Statewide Hazards & Jurisdiction’s Identification Table (to be provided by State)
 - ii. Hazards Excluded from Risk Assessment/explanation
- b. Hazard Profiles (each applicable hazard)
 - i. Natural
 - 1. Description (standard description to be provided by the State)
 - 2. Location
 - 3. Extent
 - 4. Previous Occurrence, Disasters, and Probability of Future Events
 - ii. Technological and Human-Caused **[Optional]**
 - 1. Description (standard description to be provided by the State)
 - 2. Location
 - 3. Extent
 - 4. Previous Occurrence, Disasters, and Probability of Future Events
- c. Climate Change (this could be addressed separately here)

3.3 Vulnerability

- a. Community Assets (exposure to loss)
 - i. People
 - ii. Economy
 - iii. Built Environment
 - 1. Existing structures
 - 2. Infrastructure
 - 3. Critical facilities
 - 4. Historic and Cultural resources
 - 5. Future development
 - iv. Natural Environment
 - 1. Water Resources, Watershed
 - 2. Protected Natural Areas
 - 3. Other

3.4 Risk Analysis & Assessment Matrix

- a. Methodology
 - i. Exposure Analysis
 - ii. Historical Analysis
 - 1. Repetitive & Severe Repetitive Loss Properties
 - iii. Scenario Analysis (if applicable)
 - iv. Changes in Development Analysis [For Plan Update]
- b. Vulnerability Summary (for each hazard)
 - i. Identified Risk in the Community
 - ii. Matrix

SECTION 4 – Capability Assessment

4.1 Purpose – Capabilities for both existing and future risk

- 4.2 Types & Evaluation of Capabilities (this can be outlined by program areas, or recommended by authorities, policies, programs, resources, community support/leadership, and the ability to expand/improve)
- a. Local Government & Program Areas - Highlight applicability of local authorities, staffing, funding, and planning tools or mechanisms for hazard mitigation including but not limited to:
 - i. Form of government (town council, selectboard, planning board, home rule, MPO, etc.)
 - ii. Planning, Building, Housing - Community Development
 - iii. Transportation, Public Works, Utilities,
 - iv. Floodplain Management/Stormwater, Open Space, Land Conservation, Local Forestry
 - v. Emergency Management
 - vi. Economic (Re-)Development
 - vii. Health
 - viii. GIS (including database, modeling abilities of HAZUS, SLOSH, planning scenarios)
 - ix. Dam Safety
 - b. National Flood Insurance Program, CRS
 - c. Partnerships and Other Community Affiliations, Programs, Resources
- 4.3 [Integration with Existing Plans & Local Processes](#) (Other Planning Mechanisms)
- a. Accomplishments
 - b. Opportunities and Process for Integration
 - i. Community Planning Mechanisms or Activities (e.g. next Comp Plan Update)
 - ii. Method & Timeline
- 4.4 Capability Needs/Challenges - Summary

SECTION 5 - Mitigation Strategy

- 5.1 Goals (and Vision, Objectives if available)
- 5.2 Development & Update of Strategy & Actions – Methodology (or in Section 2)
- a. Identifying Types of [Mitigation Actions](#) (identify Preparedness separately or consider in Appendix)
 - i. Existing & New Actions
 - ii. Existing & Future Development
 - iii. NFIP
 - iv. Climate Change Adaptation – Future Risk
 - b. Analysis of Actions
 - c. Prioritization
 - i. [STAPLEE](#)
- 5.3 For Plan Updates: 2008-2013 Actions: Meeting Targets & Progress
- 5.4 2013-2018 Action Plan
- a. Actions Using Risk Assessment Matrix by Vulnerable Area
 - i. Descriptions
 - ii. Action Type
 - iii. Pre or Post Disaster
 - iv. Priority Level (low, medium, high)
 - v. *Change in Priority [For Plan Update]*
 - vi. Lead
 - vii. Supporting
 - viii. Time Frame
 - ix. Financing Options

- x. Cost Estimate
- xi. Benefit

5.5 Table/Matrix

SECTION 6 – Moving towards a safe, resilient, and sustainable Rhode Island community

6.1 Evaluation: Progress & Challenges [For Plan Update]

- a. Involvement, Capabilities, Meeting Goals & Targets
- b. Changes in Development – Impacts to Risk
- c. New Disasters – Changes in Risk

6.2 Changes in Priorities [For Plan Update]

6.3 Success Stories and Best Practices **[Optional]**

References

Appendices

- A. Assessing Risk - Maps
- B. Building Support: Planning Process Additional Documentation
 - 1. Outreach Strategy & Materials
 - 2. Meeting Summaries, Notes, Sign-In Sheets
 - 3. Invites, Public Mtg Announcements, Web/Ad postings
 - 4. Surveys, Questionnaires, Evaluations, etc.
- C. Capability Assessment [Additional documentation, if needed]
- D. Determining Technical and Financial Assistance for Mitigation and Climate Change Adaptation
- E. Emergency/Preparedness Strategy Actions **[Optional]**
- F. Final Local Mitigation Plan Review Tool from Approved Plan
- G. Glossary