



Section 7 Plan Maintenance

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7.1 Interim Final Rule for Plan Maintenance

The Interim Final Rule (IFR) Subsection 201.4 [c] [5] requires the State Hazard Mitigation Plan to include a section that describes the Plan Maintenance Process. “(The State Hazard Mitigation Plan shall include a) section on the *Plan Maintenance Process* that includes:

- (i) An established method and schedule for monitoring, evaluating and updating the plan.
- (ii) A system for monitoring implementation of mitigation measures and project closeouts.
- (iii) A system for reviewing progress on achieving goals as well as activities and projects identified in the mitigation strategy.”

The IFR Subsection 201.4[d] requires the State Hazard Mitigation Plan to be revised and updated every three years.

“The Plan must be reviewed and revised to reflect changes in development, progress in statewide mitigation efforts, and changes in priorities and resubmitted for approval to the appropriate Regional Director every three years. The Regional review will be completed within 45 days after receipt from the State, whenever possible. We also encourage a State to review its plan in the post-disaster timeframe to reflect changing priorities, but it is not required.”

2008 Update Note: This section of the 2005 version of the Plan received a satisfactory rating in the FEMA Region II crosswalk, so there are minimal changes in the 2008 Update. As noted in text, the Mitigation Strategies section of this Plan includes a discussion of progress on various actions that were included in the 2005 version, and there is a new Subsection 7.7 that includes discussion of the Plan maintenance process since 2005. The sections in blue font are retained from the original 2005 version of the Plan. Edits to the original text (except those required for clarity or consistency with the rest of the Plan) are in black font. New text is shown in standard font with no highlighting.



7.2 Method for Monitoring, Evaluating and Updating the Plan

To be effective, the State Hazard Mitigation Plan must be kept current. For example, a supplemental section may be needed in the SHMP to address new hazard mitigation needs or issues, re-prioritize existing recommendations, or expand the SHMP to address additional hazards. In the long term, changes in policy and administration may affect the usefulness of the SHMP and the relevance of issues addressed by it.

Following approval by FEMA, the New Jersey State Hazard Mitigation Plan will be updated at least every three years. The SHMP may also be updated following any future Presidential disaster declaration, in which case the State shall review, update (if necessary), and submit the SHMP to FEMA for review and approval following the 15 day period established by 44 C.F.R. 404(c) for preparation and distribution of the Hazard Mitigation Survey Team Report, but no later than 180 days following the date of the declaration unless the State seeks and is granted an extension in accordance with 44 C.F.R. 206.405(d).

If the State Hazard Mitigation Team determines, based on this review, that an amendment to the Plan is warranted, a planning subcommittee will be appointed to develop the changes for consideration by the State Hazard Mitigation Team. Upon approval of the changes and amended plan, FEMA review and approval will be sought. In order to facilitate future planning efficiency and effectiveness, the State Office of Emergency Management, in cooperation with the other Team members, will utilize GIS and other available technologies to track hazards and hazard events.

The State Hazard Mitigation Plan will also be updated by incorporating approved local hazard mitigation plans, as described in subsection 3.6 of this plan.

In addition to the review and submission procedures set forth above, the State will annually review and update as needed the SHMP in conjunction with the annual review and updating of the State's HMGP Administrative Plan. The results of the annual review and updating shall be submitted to FEMA by September 30 of each year.

The State Hazard Mitigation Officer (SHMO) and the State Hazard Mitigation Team (SHMT) are responsible for monitoring and evaluating implementation of the State Hazard Mitigation Plan and for submitting annual progress reports to FEMA. The progress reports will indicate the status of implementation of the mitigation actions contained within this Plan, and (where appropriate) will include documentation relating to measures that have been implemented.

Designated representatives of the SHMT will be responsible for the monitoring, evaluation and reporting of mitigation activities and related programs to the Chair and Deputy Chair of the SHMT. In support of these activities, NJOEM will do the following for projects funded under FMA, HMGP, SRL, and PDM:

- Establish a tracking and reporting system
- Implement a record keeping and financial management system
- Maintain a file for each project
- Prepare a quarterly progress report

The State Hazard Mitigation Officer is responsible for the continued management and maintenance of the monitoring system, including the time frame for carrying out future reviews.



7.3 System for Monitoring Mitigation Measures and Project Closeouts

Mitigation Projects funded by one of the programs administered through the NJOEM are tracked from their initiation. Municipalities that receive grant awards are required to submit a monthly progress report on the status of their project(s). Site visits are conducted to inspect the work that is being performed and to maintain a close association with the municipality. A final site visit is made after project completion to ensure all requirements of the program have been met.

In the future, NJOEM will request that municipalities that have been involved in elevation projects report the success or lack of success of their project when they are affected by a flooding incident.

NJOEM will report to the SHMT on an annual basis the State's progress in meeting the Hazard Mitigation Goals defined in Section 5 of the State Hazard Mitigation Plan.

7.4 System for Reviewing Progress on Achieving Goals, Activities and Projects in the State Mitigation Strategy

Executive Order 115 (Florio) requires the State Hazard Mitigation Team to meet "at the call of the Chair, but not less frequently than twice a year." The State Hazard Mitigation Team will attempt to meet at least quarterly and at other times determined by the Chair or Deputy Chair. At these meetings, the State Hazard Mitigation team will review the following factors potentially affecting the State Hazard Mitigation Plan:

- New Presidential Disaster or Emergency Declarations
- Progress in completing tasks listed in the Mitigation Strategies section of the Plan Changes in development
- Progress in Statewide mitigation activities, including meeting State Mitigation Goals
- Changes in priorities
- Changes in available funding sources and programs
- Advances in GIS, data acquisition and other technologies
- Increases in available information
- Changes in State or Federal laws, including amendments to FEMA rules and guidance; and
- Other factors affecting the Plan, including:
 - Do goals and objectives still address current and expected conditions
 - Have the nature and magnitude of hazard risks and/or development changed
 - Are the current resources appropriate for implementing the plan
 - Have outcomes of actions been as expected, and
 - Have agencies and other partners participated as originally proposed

7.5 Discussion of Successes and Challenges in Project Implementation and Closeout

Section in progress, pending feedback from MCT