

Disaster Designation Bonus Points Step by Step Guide

Table of Content

Part I: Identifying Qualifying Disaster Declarations in Indiana	2
Part II: Analysis of a Declaration: Confirming IA and PA Category Designations	3
Step 1: Navigate to the Specific Disaster Page	3
Step 2: Verify Individual Assistance (IA) Designation	4
Step 3: Verify Public Assistance (PA) Designation and Full A-G Category Scope	4
Method A: Granular Category Check (Primary Method)	4
Method B: The Verification Protocol: Confirmation with the County Emergency Management Agency (EMA)	5
Template EMA Request for Verification	7
List of Counties Approved for Both Individual Assistance and Public Assistance (Categories A–G) Under a Presidential Major Disaster Declaration in the Past Three Years	8

This guide provides information for verifying whether a community in Indiana meets the criteria of a **designation under a Presidential Major Disaster Declaration that authorized both Individual Assistance (IA) and Public Assistance (PA) Categories A through G within the last three years**. Communities that meet this dual criteria are eligible to receive an additional 15 points, if documentation is provided, towards a Community Development Block Grant applications for the [Planning Program](#), [Owner Occupied Program](#), [Wastewater and Drinking Water Program](#), [Stormwater Improvement Program](#), [Main Street Revitalization Program](#), [Facilities Program](#), and [Blight Clearance Program](#). The documentation must be provided by the pre-approval deadline as stated in the program application instructions.

A community that meets both criteria has experienced a severe disaster that needs major federal assistance for both its residents and public infrastructure. This guide outlines the process for obtaining official documentation, which can be used as proof eligibility when applying for CDBG grants.

Part I: Identifying Qualifying Disaster Declarations in Indiana

1. **Access FEMA’s Disaster Declarations Portal:** the official source for every federally declared disaster <https://www.fema.gov/disaster/declarations>
2. **Filtering for Relevant Declarations:** Use the portal’s filtering options to narrow your search to the specific disasters you need. This crucial step refines the results into a concise, relevant list.

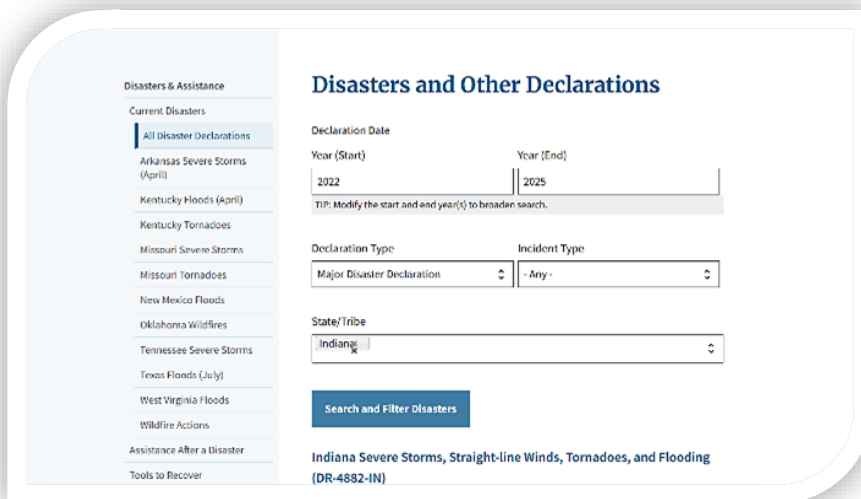
Apply these filters:

➔ **Declaration Date (Start & End):** Choose a rolling three-year window ending today. For example, if today is July 30, 2025, set the start date to July 30, 2022.

➔ **Declaration Type:** Select “Major Disaster (DR)” to exclude Emergency Declarations and Fire Related Events, which don’t cover all Public Assistance categories (A–G) required for bonus points.

➔ **Incident Type:** Choose the event category (hurricane, flood, earthquake, fire, etc.). This classification guides FEMA in issuing a Major Disaster Declaration for widespread damage or an Emergency Declaration for immediate relief.

➔ **State/Tribe:** Select "Indiana".



The screenshot shows the FEMA Disaster Declarations Portal search interface. On the left is a sidebar with a list of disaster types including 'All Disaster Declarations', 'Arkansas Severe Storms (April)', 'Kentucky Floods (April)', 'Kentucky Tornadoes', 'Missouri Severe Storms', 'Missouri Tornadoes', 'New Mexico Floods', 'Oklahoma Wildfires', 'Tennessee Severe Storms', 'Texas Floods (July)', 'West Virginia Floods', 'Wildfire Actions', 'Assistance After a Disaster', and 'Tools to Recover'. The main content area is titled 'Disasters and Other Declarations'. It contains three filter sections: 'Declaration Date' with 'Year (Start)' set to 2022 and 'Year (End)' set to 2025; 'Declaration Type' with a dropdown menu set to 'Major Disaster Declaration'; and 'Incident Type' with a dropdown menu set to '- Any -'. Below these is a 'State/Tribe' dropdown menu set to 'Indiana'. A blue button labeled 'Search and Filter Disasters' is positioned below the filters. At the bottom of the main content area, a snippet of search results is visible: 'Indiana Severe Storms, Straight-Line Winds, Tornadoes, and Flooding (DR-4882-IN)'.

3. Review Your Results: The portal will list all Major Disaster Declarations for Indiana in your date range. This is your initial candidate pool. For each declaration, record:

- Declaration Number
- Incident Type/Title
- Declaration Date
- Incident Period

These details form the basis for Part II.

Search and Filter Disasters

Indiana Severe Storms, Straight-line Winds, Tornadoes, and Flooding (DR-4882-IN)

Incident Period: March 30, 2025 - April 9, 2025
Major Disaster Declaration declared on July 22, 2025

Indiana Severe Storms, Straight-line Winds, and Tornadoes (DR-4704-IN)

Incident Period: March 31, 2023 - April 1, 2023
Major Disaster Declaration declared on April 15, 2023

Part II: Analysis of a Declaration: Confirming IA and PA Category Designations

After you have a list of possible declarations in Indiana, choose one to review in detail. Make sure it meets both required criteria by checking the specific types of assistance provided and the areas covered. A general summary is not enough; you need to look at the details for each disaster.

In this section, we will use **Indiana Severe Storms, Straight-line Winds, and Tornadoes (DR-4704-IN)** as an example, to assess whether Owen County and Howard County is eligible for this additional bonus points.

Step 1: Navigate to the Specific Disaster Page

1. Look at the filtered list of disaster declarations.
2. Click the hyperlink for the declaration number you want.
3. This opens the webpage with details about that disaster

All Disaster Declarations

Indiana Severe Storms, Straight-Line Winds, And Tornadoes (DR-4704-IN)

Designated Areas

News & Media

Reports & Notices

How a Disaster Gets Declared

Disaster Authorities

Historic Disasters

Volunteer & Donate

Indiana Severe Storms, Straight-line Winds, and Tornadoes

DR-4704-IN



Incident Period: Mar 31, 2023 - Apr 1, 2023
Declaration Date: Apr 15, 2023

English Español

On This Page

Now Closed: Period to Apply for Disaster Assistance

Local Resources

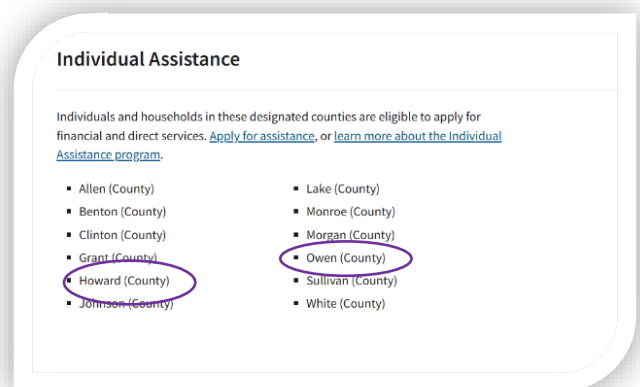
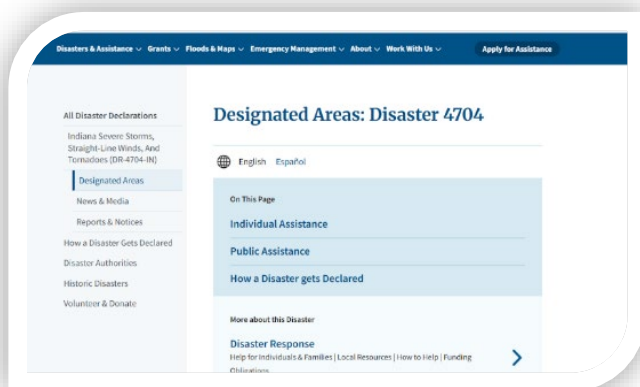
Quick Links

- Recovery resources: State & Local | National
- Connect: Social Media | Mobile App & Text
- 24/7 counseling: Disaster Distress Helpline

Step 2: Verify Individual Assistance (IA) Designation

1. Go to the disaster-specific page.
2. Locate the tab labeled “Designated Areas.”
3. Review this section for the official list of counties (and sometimes tribal nations) approved for federal assistance.
4. Find the list of counties specifically designated for “Individual Assistance.”
5. Check if the community in question is located within one of these counties.
6. If it is, the first half of the eligibility requirement is met.

For DR-4704-IN example, 12 Indiana counties were approved for Individual Assistance, including Owen and Howard Counties. This means Owen and Howard Counties meets the first requirement for Individual Assistance.



Step 3: Verify Public Assistance (PA) Designation and Full A-G Category Scope

For applicants who clear the first two steps, the final step is to confirm that their county is approved for Public Assistance Categories A through G. There are two ways to verify this.

Method A: Granular Category Check (Primary Method)

Public Assistance (PA) categories are not the same for every county in a disaster area. Each county receives support based on its specific damage.

To verify the type of assistance a county received,

1. Go to the disaster-specific page.
2. Locate the tab labeled “Designated Areas.”
3. Find the county of interest.
4. Check if the county is listed under each Public Assistance category: PA-A, PA-B, PA-C, PA-D, PA-E, PA-F, and PA-G.
5. The county must be on all seven lists to qualify.

- ➔ Example of an eligible county: In DR-4882-IN, Owen County is on all seven lists (A–G). Owen County qualifies for the additional bonus points.
- ➔ Example of an ineligible county: In the same disaster, In DR-4882-IN, Howard County is only not listed. Howard County does not qualify for the bonus points.

Public Assistance

State, local, tribal and territorial governments and certain private-non-profit organizations in these designated counties are eligible for assistance for emergency work and the repair or replacement of disaster-damaged facilities. [Learn more about the Public Assistance program.](#)

PA

- Benton (County)
- Brown (County)
- Clinton (County)
- Johnson (County)
- Monroe (County)
- Morgan (County)
- Owen (County)
- Sullivan (County)
- White (County)

PA-A

- Benton (County)
- Brown (County)
- Clinton (County)
- Johnson (County)
- Monroe (County)
- Morgan (County)
- Owen (County)
- Sullivan (County)
- White (County)

PA-B

- Benton (County)
- Brown (County)
- Clinton (County)
- Johnson (County)
- Monroe (County)
- Morgan (County)
- Owen (County)
- Sullivan (County)
- White (County)

Document Type	What It Proves	Notes
Public Assistance and Individual Assistance screenshots from the official FEMA website.	Counties with designation under a Presidential Major Disaster Declaration that authorized both Individual Assistance (IA) and Public Assistance (PA) Categories A through G.	This documentation is sufficient to proof that the applicant meets the dual criteria

Method B: The Verification Protocol: Confirmation with the County Emergency Management Agency (EMA).

Because of FEMA’s process, counties may receive approval for one type of assistance immediately. However, a county may request additional aid which can take longer and may not immediately appear on FEMA’s website. These requests are handled at the county level, not by general administrative offices like the mayor’s or town clerk’s office. In Indiana, the county Emergency Management Agency (EMA) is responsible for disaster response and recovery. The County EMA Director is the main contact for disaster recovery information and the best source for verification, making documentation from the county EMA the most reliable proof.

Steps to complete this verification protocol are as follows:

1. Search the EMA's contact information in the [Indiana Homeland Security Website](#) for the applicant's county.
2. Request one of the following documentations from the County Emergency Management Agency (EMA) Director, utilizing the [Template EMA Request for Verification](#)
 - ➔ **Formal Letter from County EMA:** The applicant can request a formal letter from the county EMA, on the EMA's official letterhead, signed by the Director. This letter should be concise and explicitly state that the county (and by extension, the community within it) was officially designated for Individual Assistance and Public Assistance (Categories A-G) under the specific Major Disaster Declaration, citing the declaration number (e.g., DR-4704-IN).
 - ➔ **FEMA Award Letter / Declaration Notice:** A formal letter or notice from FEMA to the state or local government. This document should explicitly state the disaster number (e.g., DR-4882-IN) and list the applicant's county as being designated for Individual Assistance and all seven Public Assistance categories (A-G).
 - ➔ **Approved Request for Public Assistance (RPA):** After a declaration, eligible entities file an RPA through the FEMA Grants Portal to begin the process. A copy of the approved RPA showing the applicant's name confirms their formal entry into the PA program.
 - ➔ **Project Worksheets (PWs):** PWs are detailed documents that outline the scope of work and estimated costs for specific recovery projects. A complete set of approved PWs demonstrating work under each of the seven categories (A-G) would serve as definitive proof of full PA eligibility.

Document Type	What It Proves	Notes
Formal Letter from County EMA	County's official confirmation of IA and PA (A-G) status for a specific DR.	Most efficient option. Directly answers the eligibility question.
FEMA Award Letter / Declaration Notice	Official federal notification listing the county for IA and all seven Public Assistance categories.	Gold standard. Direct primary source evidence from the federal level.
Approved Request for Public Assistance (RPA)	Confirms the applicant's formal entry into the Public Assistance program for the disaster.	Strong evidence of Public Assistance participation. Must be cross-referenced with Individual Assistance designation.
Complete Set of Project Worksheets (PWs)	Demonstrates funded projects under each of the seven Public Assistance categories (A-G).	Definitive proof of full Public Assistance scope but can be voluminous to review.

Template EMA Request for Verification

Subject: Verification Request for [GRANT PROGRAM NAME] Application: FEMA DR-[XXXX-IN]

Dear Director XXX,

My name is [GRANT ADMINISTRATOR NAME] and I am the Grant Administrator with [COMMUNITY NAME]. We are currently preparing a grant application for the [GRANT PROGRAM NAME] that will greatly benefit the [COMMUNITY NAME] community.

A key component of this grant application offers bonus points to communities that have been designated for comprehensive federal assistance following a major disaster. Our research indicates that [County Name] was included in the Presidential Major Disaster Declaration DR-[XXXX-IN] event.

To satisfy the grant's documentation requirements, we respectfully request your assistance in verifying the county's designation under this declaration. The ideal documentation would be a formal letter on your agency's letterhead confirming that [COUNTY NAME] was designated for both Individual Assistance (IA) and Public Assistance (PA) Categories A through G under DR-[XXXX-IN]. If providing such a letter is not possible, copies of the official declaration naming the county or the approved Request for Public Assistance (FEMA Form 90-49) for this event would also be immensely helpful.

We would be grateful if this documentation could be provided by [DEADLINE] to meet our application deadline. Thank you for your time and for your dedicated service to the community. We are available to discuss this further at your convenience.

Sincerely,

XXX

List of Counties Approved for Both Individual Assistance and Public Assistance (Categories A–G) Under a Presidential Major Disaster Declaration in the Past Three Years.

Indiana Severe Storms, Straight-line Winds, and Tornadoes (DR-4704-IN) Major Disaster Declaration (April 15, 2023)	
County	Individual Assistance and Public Assistance A-G
White County	Qualified
Benton County	Qualified
Clinton County	Qualified
Morgan County	Qualified
Johnson County	Qualified
Monroe County	Qualified
Owen County	Qualified
Sullivan County	Qualified

Source: <https://www.fema.gov/disaster/4704/designated-areas>