

Capability Assessment Worksheet



Jurisdiction/Agency: _____

The ability to lessen the risk of hazards through the implementation of mitigation strategies is dependent on a jurisdiction's capabilities, either in-house or through arrangements with outside sources. Local mitigation capabilities are existing authorities, policies, programs, and resources that reduce hazard impacts or that could be used to implement hazard mitigation activities.

This community mitigation capabilities assessment examines components that the jurisdictions and agencies rely on in order to fulfill the goals and objectives of this plan. The capabilities fall within the following four categories: planning and regulatory tools, administrative and technical resources, funding resources, and public education and outreach programs.

Please complete the tables and questions on the worksheet as completely as possible. Additional space has been provided to include notes and list other plans, resources, etc. Please add any information on your jurisdiction's capabilities you feel need to be considered for mitigation.

Planning and Regulatory Capabilities

Planning and regulatory capabilities are the plans, policies, codes, and ordinances that prevent and reduce the impacts of hazards. Please answer whether your jurisdiction has the listed plans or programs, when they were last updated, and if the plan or program is being used or followed. For the land use planning and building codes section, please answer if your jurisdiction has the regulatory tool, when it was last updated, and if the tools are adequately administered or enforced. Under ISO Rating please provide the jurisdiction's rating for the Community Rating System (CRS) Program, Property Protection Classification (PPC), and Building Code Effectiveness Grading Schedule (BCEGS) with the rating of 1 to 10. These rating systems provide valuable indicators of how the communities are reducing their hazard vulnerabilities through effective flood plain management, building code enforcement, and fire protection.

Administrative and Technical

In order to realize success with mitigation measures, the jurisdictions must have the administrative and technical resources to carry out the strategies. Staff must be available to oversee the planning and regulatory related measures and they must have the technical expertise to adequately fulfill the roles. Identify whether your community has the listed administrative and technical capabilities, whether they are in-house personnel or outside assistants, if the committees meet regularly, and which department oversees the programs.

Funding Resources

Identification of locally available financial resources and the local government's ability to compete for available mitigation grant resources help the jurisdictions determine how they can finance different mitigation measures. Under the funding resources, identify whether your

jurisdiction has access to or is eligible to use the funding resources for hazard mitigation and which department would oversee such funding.

Education and Outreach

Education and awareness programs are vital, especially in preventing injury or loss of life from hazards. A better educated populous should lead to lower economic and personal impacts from disasters. Please answer whether your jurisdiction has any of the listed programs or organizations in place and which department or agency oversees the program.

Jurisdiction:

Name:

Department:



Planning and Regulatory Capabilities - Codes, ordinances, policies, laws, programs and plans that guide growth and development.	Does the jurisdiction have the plan or program? Yes/No	When was the plan or regulation last updated?	Is the plan or program utilized and/or followed?	Notes
Comprehensive/Master Plan				
Capital Improvements Program				
Economic Development Strategy or Plan				
Natural Resource Plan				
Historic Preservation Plan				
Water Efficiency and Conservation Plan				
Transportation Plan				
Stormwater Management Regulations and Master Plan				
Land Use Plan				
Emergency Action Plan for Dams				
Disaster Recovery Plan				
Local Emergency Operations Plan				
Continuity of Operations Plan				
Community Wildfire Protection Plan				
Other special plans (e.g., brownfields redevelopment, disaster recovery) that include hazard mitigation. Please list.				

Land Use Planning	Does the jurisdiction have the regulatory tool? Yes/No	When was the plan or regulation last updated?	Are the tools adequately administered and/or enforced? Yes/No	Notes
Land use ordinance				
Zoning ordinance				
Subdivision regulations				
Stormwater regulations				
Steep slope regulations				
Wildfire regulations				
Floodplain management				
Flood insurance rate maps (FIRMs)				
Acquisition of land for open space and public recreation uses				
Other land use related ordinances or regulations. Please list.				
Building Codes, Permitting, and Inspections				
Site plan review requirements				
Building Code				
ISO Rating: (#)				
Building Code Effectiveness Grading Schedule (BCEGS) Rating: (#)				
CRS Classification Rating: (#)				
Property Protection Classification (PPC) Rating: (#)				

Jurisdiction:

Name:

Department:



Administrative and Technical - Staff, skills and tools - Does not have to be city/town/county staff. Can be volunteers, consultants or other agencies.	Does the jurisdiction have the staffing or ability to obtain proper assistance? Yes/No	In-house personnel or outside assistance	Notes
Staff/Assistance			
Chief Building Official			
Floodplain Manager			
Emergency Manager			
Community Planner			
Civil Engineer			
GIS Coordinator			
Communication Specialist			
Grant Writer			
Fire Department - local or VFD - please circle one			
Police Department - local or county - please circle one			
Other staff positions or departments that play a role in hazard mitigation/response. Please list.			

Committees/Commissions	Does the jurisdiction have these committees or commissions? Yes/No	Does the committee meet regularly? Yes/No	Notes
Planning Commission			
Mitigation Planning Committee			
Other committees or commissions that play a role in hazard mitigation/response. Please list.			

Tools/Programs	Does the jurisdiction have the listed tool or program? Yes/No	What department oversees the tool or program?	Notes
Warning sirens and maintenance program			
Warning services - (e.g. social media, push notifications)			
Hazard data and information collection			
Maintenance programs to reduce risk (e.g. tree trimming, clearing drainage systems)			
Mutual aid agreements			
Geographical Information System (GIS) resources			
Hazus analysis			
Other available tools or programs that can assist in hazard mitigation/response. Please list.			

Jurisdiction:
Name:
Department:



Financial - Resources to fund mitigation actions. Potential cash or 3rd party in-kind contributions.	Does the jurisdiction have access to the funding source? Yes/No	What department oversees the funding source?	Notes
Funding Resources			
Capital improvements project funding			
Authority to levy taxes for specific purposes - property sales, income or special taxes			
Utility fees for water, sewer, gas, or electric services			
Stormwater utility fee			
Impact fees for new development and redevelopment			
General obligation bonds and/or special tax bonds			
Private or nonprofit grants, loans or funding			
Community Development Block Grant			
Federal funding programs			
State funding programs			
Other available funding sources to help pay for hazard mitigation programs or projects. Please list.			

Education and Outreach - Programs and methods that can communicate about and encourage risk reduction.	Does the jurisdiction employ these programs or have these organizations? Yes/No	Lead Department or Agency	Notes
Local citizen groups or non-profit organizations focused on environmental protection, emergency preparedness, access and functional needs populations, etc.			
Ongoing public education or information programs (e.g., responsible water use, fire safety, household preparedness, environmental education)			
Natural disaster or safety related school programs			
NWS StormReady certification			
Firewise USA program certification			
Public-private partnership initiatives addressing disaster preparedness and recovery			
Flood, dam and levee safety outreach			
Great Shakeout participation			
Community newsletters and publications - including news, webpages and social media			
Other community education or outreach programs or organizations your jurisdiction has access to that address hazards. Please list.			