



MEMORANDUM

To: Galveston County Commissioners' Court
From: Betsy Thomas, Grant Writer
Court Date: November 10, 2025
RE: Office of Emergency Management
Texas Division of Emergency Management – HMGP Application Revision

BACKGROUND

The Hazard Mitigation Grant Program (HMGP) from the Texas Department of Emergency Management provides funding to develop hazard mitigation plans and rebuild in a way that reduces, or mitigates future disaster losses in communities. This grant funding is available after a presidentially declared disaster.

SUMMARY

Galveston County has a FEMA-approved Multi-Jurisdictional Hazard Mitigation Plan that is set to expire in July of 2027. A grant application was approved in Commissions Court in April, 2025 to request \$125,000 for the plan update. This original application included a 75/25 match that has been reduced to 90/10 by the state. In addition, the Texas Division of Emergency Management advised the guidelines for multi-jurisdictional plans have mandated increased participation and documentation requirements, leading to an increased quote for the plan update thus resulting in an increased grant request.

With this grant application, The Galveston County Office of Emergency Management is seeking grant funding to procure a contractor/consultant to engage the public and local jurisdictions in the development of an update to the HM Plan for review and approval by Commissioners Court, the State and FEMA.

FINANCIAL SUMMARY

	ORIGINAL	REVISED
HMGP Grant Request	\$93,750.00	\$180,000.00
County Match (25%)	<u>\$31,250.00</u>	<u>\$20,000.00</u>
TOTAL	\$125,000.00	\$200,000.00



RECOMMENDATIONS

Professional Services requests the Court to consider approval to submit the revised DR-4798 HMGP application to the Texas Division of Emergency Management and authorize County Judge to sign 90/10 match commitment letter.

ATTACHMENTS FOR WET SIGNATURE

- ☐ Match Commitment Letter
- ☐ Application for Federal Assistance (SF-424)

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

01/16/2025

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Galveston County

* b. Employer/Taxpayer Identification Number (EIN/TIN):

74-6005908

* c. UEI:

D2P8E015VJ84

d. Address:

* Street1:

712 Moody

Street2:

2nd Floor

* City:

Galveston

County/Parish:

* State:

TX: Texas

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

77550-2517

e. Organizational Unit:

Department Name:

Office of Emergency Management

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Middle Name:

* Last Name:

Suffix:

* First Name:

Betty

Thomas

Title:

Grant Writer

Organizational Affiliation:

* Telephone Number:

409-770-5555

Fax Number:

* Email:

elizabeth.thomas@co.galveston.tx.us

Application for Federal Assistance SF-424

* 8. Type of Applicant 1: Select Applicant Type:

8: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Federal Emergency Management Administration

11. Assistance Listing Number:

Assistance Listing Title:

* 12. Funding Opportunity Number:

* Title:

Hazard Mitigation Grant Program - HR-6795

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

[Add Attachment](#)[Delete Attachment](#)[View Attachment](#)

* 15. Descriptive Title of Applicant's Project:

Galveston County Multi-Jurisdictional Hazard Mitigation Plan

Attach supporting documents as specified in agency instructions.

[Add Attachments](#)[Delete Attachments](#)[View Attachments](#)

Application for Federal Assistance SF-424

16. Congressional Districts: DC

* a. Applicant:

* b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	150,000.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	20,000.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	200,000.00

* 18. Is Application Subject to Review By State Under Executive Order 12372 Process?

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent on Any Federal Debt? #If "Yes," provide explanation in attachment.)

- ☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the "Set of certifications" and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:



* Date Signed:



Mark Henry

**County Judge
County of Galveston**

Galveston County Courthouse
722 Moody Avenue, Galveston, Texas 77550

Tyler Drummond
Chief of Staff
Zach Davidson
Deputy Chief of Staff

November 10, 2025

W. Nim Kidd, MPA, CEM
Chief, Texas Division of Emergency Management
Vice Chancellor – The Texas A&M University System
1033 La Posada Drive, Suite 300
Austin, Texas 78752

**Re: HMGP DR 4798 Galveston County Local Multi-Jurisdictional
Multi-Hazard Mitigation Plan Update**

Dear Chief Kidd,

Galveston County Commissioners Court originally met on April 14, 2025, to review and approve the submission of the HMGP DR-4798 Galveston County Local Multi-Jurisdictional Multi-Hazard Mitigation Plan Update grant application at \$125,000 to the Texas Division of Emergency Management at a 75/25 match (\$31,250).

Under advisement of TDEM, the participating jurisdictions and grant match percentage have been amended. Galveston County Commissioners Court met again on November 10, 2025 to approve the resubmission of the Match Commitment at a 90/10 split. The proposed project has an estimated cost of \$200,000 with a 90/10 match requirement of \$20,000. Galveston County Commissioners' Court approved the allocation of the match amount in the form of cash from the General Fund should other funding not be available from other grant sources.

Please contact Betsy Thomas, Grant Writer if you have any questions about this correspondence or our application at 409-770-5355 or elizabeth.thomas@co.galveston.tx.us.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mark Henry", is written over a horizontal line.

Mark Henry

AMENDED SCOPE OF WORK AND ADJUSTED BUDGET

TDEM/HMGP – 90%

Galveston County – 10%

A. PROJECT DESCRIPTION

The proposed project will develop a Hazard Mitigation Plan (HMP) Update for Galveston County and all participating jurisdictions that meets the requirements of the Disaster Mitigation Act (DMA) of 2000, 44 CFR Part 201.6 and the most current Federal Emergency Management Agency (FEMA) “how-to” planning guidance. The plan will meet the most current FEMA Local Mitigation Plan Review Tool requirements. In addition, the plan will be aligned with the 2026/2027 State of Texas Hazard Mitigation Plan.

B. PROJECT PARTICIPANTS

This will be a multi-jurisdictional plan. The following cities are participating jurisdictions (as defined by FEMA) in this multijurisdictional plan update:

Participating Jurisdictions
Facilitating Entity: Galveston County (including unincorporated areas)
City of Bayou Vista
City of Clear Lake Shores
City of Dickinson
City of Friendswood
City of Galveston
City of Hitchcock
City of Jamaica Beach
City of Kemah
City of La Marque
City of League City
City of Santa Fe
Village of Tiki Island
Bolivar Peninsula Special Utility District
Galveston County Water Control and Improvement District #8
Galveston County Water Control and Improvement District #19
Galveston County Drainage District #1
Clear Creek Independent School District
Galveston Independent School District

C. CONTRACTOR

Galveston County will procure a contractor with FEMA grant funds to:

- 1) Facilitate the planning process;
- 2) Identify the data requirements;
- 3) Conduct research;
- 4) Develop and facilitate the public input process with all participating jurisdictions;

- 5) Conduct and participate in public community meetings for all participating jurisdictions;
- 6) Participate in public meetings with the participating jurisdictions;
- 7) Document the planning process;
- 8) Produce the draft and final plan document; and,
- 9) Facilitate the plan adoption process and respond to any RFIs for all participating jurisdictions.

Proposed Line-Item Budget

Scope of Work Phase	Associated Cost
Organize and Review Plan Structure for Update	\$22,700.00
Capability Assessment	\$13,000.00
Risk Assessment	\$46,600.00
Hazard Mitigation Strategy	\$42,000.00
Maintenance	\$19,500.00
Assemble Plan	\$32,250.00
Plan Review and Adoption	\$11,200.00
Project Management and Coordination	\$12,750.00
TOTAL	\$200,000.00

The contractor will be responsible to the Galveston County Office of Emergency Management for the following four tasks:

- 1) Organizing Resources.
- 2) Hazard Identification and Risk Assessment (HIRA),
- 3) Developing a Mitigation Strategy, and
- 4) Plan Adoption, Monitoring & Evaluation.

The contractor will maintain its project management role until FEMA approves the plan update.

The contractor will assist the Galveston County Office of Emergency Management, as necessary, with documentation for grant management and progress reports.

D. PLAN DEVELOPMENT TASKS

The proposed planning project has five tasks:

1. Organize Resources. The plan will document the planning process used to develop the plan update and how the plan will be maintained within a five-year cycle, including the following information:

a) Contractor along with Galveston County will establish a planning team to oversee the development of the plan. The planning team will include representatives from: participating jurisdictions, local elected officials, local and regional agencies involved in hazard mitigation activities, agencies that have the authority to regulate development, neighboring communities, and other public, private, and non-profit interests;

- b) Each jurisdiction's participation in the planning process and how they met FEMA's participation requirements;
- c) An action plan, involving a variety of methods, for public involvement and comment during the plan development tasks and a public review/comment period. The plan will document both the process and results;
- d) Which plans, reports, and technical information were reviewed and incorporated.
- e) The participating jurisdictions' implementation and maintenance of the current plan since FEMA's approval; and,
- f) How each jurisdiction will continue public participation and monitor, evaluate, and update the plan within a five-year cycle?

2. Hazard Identification and Risk Assessment (HIRA). The updated plan will include an assessment of the changes in development in hazard prone areas and how the vulnerability of each jurisdiction has been affected. The updated plan will also include hazard events that have occurred and any other appropriate changes in data and analysis since the last plan was developed. The HIRA will include the following information, at a minimum:

- a) Updated or new descriptions of the natural hazards (and additional human-caused or technological hazards if so desired) affecting each participating jurisdiction, as needed;
- b) Analysis of how hazards vary across jurisdictions, if applicable;
- c) Updated information on the location, extent, and previous occurrences of each hazard affecting each jurisdiction;
- d) Updates on any hazard events that have occurred since the last plan date;
- e) Updated information on the probability of future hazard events;
- f) An overall summary for each jurisdiction's vulnerability to each hazard. (Rate the impact, for example high, medium, or low and explain the rating system used and the process followed to achieve the ranking);
- g) For each jurisdiction, describe in general each hazard's impact on buildings, infrastructure, critical facilities, and the vulnerable population;
- h) Describe vulnerability in terms of types and numbers of National Flood Insurance Program (NFIP) insured properties, to include repetitive loss (RL) and severe repetitive loss (SRL) properties, located in the identified hazard areas. Include information regarding insured values and previous claims;
- i) Include the most current FEMA Flood Insurance Rate Map (FIRM) in plan, if available;

- j) Based on best available data, provide updated information on the vulnerability of existing and future buildings, infrastructure, and critical facilities for each jurisdiction. (Specify the types and numbers of buildings, infrastructure, and critical facilities);
- k) Based on best available data, provide estimated potential dollar losses to vulnerable structures, describing the methodology used to prepare the estimate;
- l) Based on best available data, describe vulnerability in terms of land use and development trends;
- m) Based on best available data, analyze the economic impacts from potential hazards;
- n) Based on best available data, describe how potential climate adaptation may impact each jurisdiction's current and future vulnerability to specific hazards; and,
- o) Document each jurisdiction's existing authorities, policies, programs, and resources related to hazard mitigation, and its ability to expand on and improve these existing tools.

3. Develop a Mitigation Strategy. Each jurisdiction will participate in the development of a mitigation strategy that reflects the results of the risk assessment and includes the following:

- a) Overall goals for reducing risk in the planning area. (The participating jurisdictions may also create objectives as part of the mitigation strategy. The plan will describe how the planning team reviewed, and if applicable, updated the goals and objectives);
- b) The plan update will describe mitigation actions in the current plan, identifying which are complete, incomplete (and why), deleted, or continued for each jurisdiction;
- c) Specific mitigation actions and projects to reduce the impacts identified in the risk assessment, with an emphasis on new and existing buildings and infrastructure for each jurisdiction. (There must be new identifiable action items for each jurisdiction seeking adoption of the plan);
- d) A description of each jurisdiction's participation in the NFIP and continued compliance with NFIP requirements, as appropriate;
- e) A description of how the jurisdictions will prioritize and implement the mitigation actions identified for each jurisdiction.

4. Plan Adoption, Monitoring, and Evaluation. The plan will describe a process for adopting, monitoring, and evaluating this plan update, to include the following:

- a) The method and schedule for monitoring and evaluating the plan, including progress on action items, updates to the HIRA or mitigation goals and objectives, and adding new mitigation actions before the next plan update;
- b) The process to incorporate the mitigation plan into other local planning mechanisms for each jurisdiction, and how the previous mitigation plan elements were incorporated into the same;

c) A strategy for continued public participation;

d) Galveston County will submit the draft plan to TDEM Mitigation Planning Team for review of compliance with FEMA HMP requirements. TDEM will forward the plan to FEMA for review and Approvable Pending Adoption status. The contractor will revise the plan as required by TDEM and FEMA.

(Note- These changes may be required after final payment is made to the contractor in order to maximize the grant award, but final payment does not relieve the contractor of delivery of a FEMA approved plan).

Upon receiving APA status, all participating jurisdictions will formally adopt the plan and provide their resolutions of adoption GCOEM for resolutions. GCOEM will submit to TDEM will provide local resolutions to FEMA for final approval.