

## FEMA Non-Congregate Sheltering Reimbursement Quick Reference *State of Oregon – COVID-19 Pandemic*

This document is intended to provide preliminary information that helps state, local, tribal governments and certain Private Nonprofits understand the basics about FEMA Public Assistance eligibility for non-congregate sheltering services in response to the COVID-19 pandemic. It **is not** an all-inclusive source of information. If you are planning to pursue FEMA reimbursement, please carefully review the publications from FEMA linked throughout and at the end of the document.

### **What is considered non congregate sheltering?**

Sheltering for quarantine and isolation may include buying, renting, or building to create quarantine/isolation spaces for individuals who do not need to be in the hospital but do need to be separated. This **requires pre-approval or a waiver from FEMA and must meet standard [FEMA Category B Requirements](#)**.

### **What might FEMA reimbursement cover for non-congregate sheltering?**

- Non-congregate sheltering that is used for health and medical-related needs, such as isolation and quarantine resulting from the public health emergency. For example:
  - Sheltering individuals that are vulnerable to COVID-19, including asymptomatic high-risk (i.e. over 65, has underlying health conditions)
  - Sheltering individuals that have been exposed to COVID-19, and/or are exhibiting COVID-19 symptoms and need to be isolated (including those exiting from hospitals)
  - Sheltering individuals that have tested positive for COVID-19 and need isolation, but do not require hospitalization.
- Eligible costs related to non-congregate sheltering that are necessary based on the type of shelter, the specific needs of those sheltered, and determined necessary to protect public health and safety and in accordance with guidance provided by appropriate health officials.
- Staff labor overtime costs (see [COVID-19 Eligible Emergency Protective Measures Fact Sheet](#))
- Non-congregate shelter supplies and commodities, to include hot and cold meals, snacks, beverages, etc. may be eligible. Operations must be aligned with HHS/CDC guidelines on sheltering in COVID-19 situations. (Refer to pages 65-69 of [this guide](#))
- Household pet sheltering and containment in accordance with CDC guidelines may be eligible (Refer to page 65 of [this guide](#)).
- Decommission and disinfecting

### **What cannot be included for FEMA reimbursement?**

- Support services such as case management, mental health counseling, and others **are not** eligible.

## What is considered congregate sheltering and does not require FEMA pre-approval or waiver?

Additional space for existing congregate sheltering includes buying, renting, and building to add space for existing shelter residents to comply with physical/social distancing guidance issued by public officials. This will generally be eligible subject to standard [FEMA Category B Requirements](#) and does not require pre-approval.

## What if my organization is a Private Nonprofit (PNP)?

- Private Nonprofit (PNP) services may be eligible for non-congregate sheltering activities, but **only if they have legal responsibility to provide a service in response to the pandemic.**
  - It is important that you consult with your Local Public Health Authority and local Emergency Manager in order to determine who has legal responsibility to provide shelter to the population you intend to serve.
  - Often, a county, city or other governmental entity bears legal responsibility to provide the service (especially those that protect life, health and public safety). If this is the case, the governmental entity may apply for FEMA reimbursement and sub-contract with a nonprofit service provider to carry out the sheltering service.
- The services provided must be emergency protective measures directly related to the impacts of COVID-19 in your area (see [FEMA Category B Requirements](#)).

## Where should my organization begin?

- State, local, and tribal governments and certain Private Nonprofits (PNPs) must submit their Request for Public Assistance (RPA) form to be considered for FEMA Public Assistance. The RPA is a simple form that notifies the State and FEMA that you are interested in federal assistance through FEMA Public Assistance program. State and local governments may submit their RPA directly by self-registering in FEMA's Grant Portal at <https://grantee.fema.gov/>. **Completion of this form registers your organization with FEMA but does not constitute pre-approval.**
- Certain PNPs (see pages 10-17 of [this guide](#)) should contact the State Public Assistance team, Dan Gwin at [dan.gwin@state.or.us](mailto:dan.gwin@state.or.us) or Julie Slevin at [Julie.slevin@state.or.us](mailto:Julie.slevin@state.or.us) for submitting their RPA and PNP Questionnaire.
- Non-congregate pre-approval from FEMA (and in some cases, a waiver) must be obtained prior to beginning the non-congregate sheltering service. Requests for pre-approval should be sent to State Public Assistance team, Dan Gwin at [dan.gwin@state.or.us](mailto:dan.gwin@state.or.us) or Julie Slevin at [Julie.slevin@state.or.us](mailto:Julie.slevin@state.or.us).
  - In limited circumstances where the nature of the emergency did not make a request feasible prior to beginning non-congregate sheltering, the FEMA Regional Administrator *may* waive a non-congregate sheltering after it has already commenced.
- Requests for FEMA pre-approval must include documentation of the direction from your local, state, or tribal public health official, or an entity who has designated authority to direct the sheltering service. Please note, although Oregon currently has a state of emergency declared, direction from your Local Public Health Official or designee must be obtained.

- See example from King County (attached) and Non congregate shelter Template Request.

**What other things should I be aware of?**

- Local governments and PNPs cannot receive FEMA reimbursement for services which they have received other federal funding to cover. However, local governments and nonprofits that apply for or receive FEMA funding and later have an opportunity to receive federal funding from another source (e.g. the CARES act) may elect to withdraw their application and/or return FEMA funding.
- It is important that that any contracted services follow FEMA's procurement requirements. This means, but is not limited to, including a termination for convenience clause in all contracts. Failure to follow these requirements could result in a loss of funding. See [FEMA's Procurement under Exigent or Emergency Circumstances Guidance](#).

**Important! The info above is not all-encompassing. Please read published FEMA guidance for more detail:**

- ⇒ FEMA News Release on Non-Congregate Sheltering during COVID-19 Pandemic  
<https://www.fema.gov/news-release/2020/03/31/coronavirus-covid-19-pandemic-non-congregate-sheltering>
- ⇒ FEMA Fact Sheet on Non-Congregate Sheltering Delegation of Authority  
<https://www.fema.gov/news-release/2020/03/19/public-assistance-non-congregate-sheltering-delegation-authority>
- ⇒ FEMA COVID-19 Fact Sheet on Private Nonprofits  
<https://www.fema.gov/news-release/2020/04/02/coronavirus-covid19-pandemic-private-nonprofit-organizations>
- ⇒ Fact Sheet on FEMA Assistance for Tribal Governments  
<https://www.fema.gov/news-release/2020/03/26/coronavirus-covid-19-fema-assistance-tribal-governments>
- ⇒ FEMA COVID-19 Public Assistance Fact Sheets  
<https://www.fema.gov/coronavirus/fact-sheets>
- ⇒ FEMA Public Assistance Program and Guidebook (PAPPG)  
<https://www.fema.gov/public-assistance-policy-and-guidance>



STATE OF WASHINGTON  
MILITARY DEPARTMENT  
EMERGENCY MANAGEMENT DIVISION

*MS: TA-20, Building 20B  
Camp Murray, Washington 98430-5122*

April 1, 2020

Mike O'Hare, FEMA Region X Administrator  
Federal Emergency Management Agency  
130 228<sup>th</sup> Street, SW  
Bothell, WA 98021-8627

Thru: Trevor Stanley, Infrastructure Branch Director  
Federal Emergency Management Agency  
130 228<sup>th</sup> Street, SW  
Bothell, WA 98021-8627

RE: Reimbursement for Non-Congregate Sheltering – Waiver and Approval Request  
Disaster: FEMA-4481-DR-WA COVID-19  
Subrecipient: King County  
PA ID: 033-99033-00

Mr. O'Hare:

Subsequent to President Trump's March 13, 2020, Nationwide Emergency Declaration for Coronavirus Disease 2019 (COVID-19) and the recognition that non-congregate sheltering may be necessary to save lives and protect health and safety during this Public Health Emergency, King County requests approval for reimbursement of costs associated with non-congregate sheltering for FEMA-4481-DR-WA COVID-19 event.

King County requests approximately \$47,139,191 be approved for reimbursement under Public Assistance (PA) Category B – Emergency Protective Measures. This request is to support Non-Congregate Sheltering – Isolation and Quarantine. The County request is part a comprehensive strategy to provide hospital bed space capacity while allowing patients to be discharged from the hospital and still recover and address the critical need to provide individuals with quarantine or isolation solutions to limit the COVID-19 spread. The County comprehensive strategy has been guided by local, state, and federal public health authority's guidance to develop the capacity for isolation and quarantine for COVID-19 exposed and confirmed individuals. The County request is to ensure County residents and visitors can recover in a safe location and not infect others around them. As of March 31, the County had 2,330 cases and growing. With growing case numbers, there is a critical need to provide non-congregate sheltering options for individuals to recover from COVID-19 and protect the entire community from further exposure.

**Background:**

COVID-19 continues its devastating impact to the County's population. As of March 31, the County had 2,330 cases and growing. With increasing case numbers, the critical importance of providing non-congregate sheltering options for individuals to recover from COVID-19, or protecting others from exposure, was key to County efforts in flattening the COVID-19 curve. There are key populations requiring non-congregate sheltering during this immediate response to protect public health; these include but are not limited to: first responders, the general public, travelers, and those who are currently unhoused. The County recognized that standing up and implementing non-congregate sheltering to mitigate impacts to the residents of and visitors to the County provided a necessary option to mitigate the effects of this disease.

Of critical importance was support to area hospitals by providing available sheltering for sick individuals outside of the hospital setting while still providing essential services. Hospital bed capacity is vital for those needing significant levels of care. Providing a location for others with mild symptoms will drive down long-term impacts to our healthcare delivery systems. The County recognized early on that quick action was paramount as there was no indication that efforts to flatten the curve would work. The County took decisive actions prior to gaining FEMA Non-Congregate Sheltering – Isolation and Quarantine as timing was of utmost importance. The County executed its non-congregate sheltering plan proactively to get ahead of the COVID-19 curve.

King County surveyed and assessed 125 locations that could support non-congregate sheltering. Through community input, policy guidance (both local and public health), financial considerations, as well as the geographic requirements of our county, various options were elevated to the top of our list. These selection criteria not only support the minimum public health requirements, but provide quick access to healthcare, wrap around services, and most specifically individual living space for recovery. Our county is diverse and expansive. In order to provide accessible options for residents, various facilities are being requested. Additionally, sites have been selected to provide access to the various areas of the county.

**Cost Analysis:**

Pursuant to the Public Assistance Program and Policy Guide (PAPPG), Chapter 2: VI.B.10.b *Sheltering*, the County finds that non-congregate sheltering is the best available option for meeting the urgent needs of individuals displaced by COVID-19 and to protect the immediate health and safety of the community. Initially, non-congregate sheltering will not extend beyond a 30-day duration per PAPPG guidance.

Based on County assessment, based on COVID-19 trends and healthcare authority's guidance and direction, the County anticipates non-congregate sheltering – isolation and quarantine will extend beyond 30 days. As the 30-day duration end date approaches, the County will further reassess the COVID-19 threat and will seek additional non-congregate shelter time be authorized from FEMA Regional Administrator.

The County costs associated with the acquisition and use of non-congregate sheltering facilities from Mar 6 to Apr 30, 2020, unless otherwise requested, totals \$41,068,368 for a total of 1,115 people.

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The costs projected for the acquisition and use of additional non-congregate facilities for emergency sheltering from April 1, 2020 to April 30, 2020, unless otherwise requested, totals \$6,070,823. Altogether, the costs for the acquisition and use of these non-congregate facilities for emergency sheltering from March 6, 2020 through April 30, 2020, unless otherwise requested, totals \$47,139,191.

Name	Address	Capacity (Rooms)	Days	Start-up Costs	Daily Costs	Post-term Costs	Total Costs
<i>1. Non-congregate Sheltering – Isolation and Quarantine established prior to obtaining FEMA approval for Non-Congregate Sheltering – County requests a FEMA Waiver of pre-approval based on exigent circumstances</i>							
Central Avenue Motel	1233 Central Ave, Kent, WA	79	30	\$4,700,000	\$897,764	\$150,000	\$5,747,764
Aurora Modular	1132 North 128th St., Seattle, WA	24	30	\$3,827,964	\$511,858	\$1,148,389	\$5,488,211
Top Hat Modular	206 SW 112th St. Seattle, WA (White Center)	32	30	\$4,220,271	\$572,553	\$1,266,081	\$6,058,905
12th Avenue Hotel	1801 12th Ave NW, Issaquah, WA	100	30	\$1,450,000	\$1,006,921	\$150,000	\$2,606,921
Harbor Island Pallet Shelters	3235 16th Ave SW, Seattle, WA	24	30	\$243,968	\$443,669	\$73,191	\$760,828
SODO Warehouse	1039 6th Ave S, Seattle, WA	250	30	\$3,172,000	\$2,107,603	\$900,000	\$6,179,603
Shoreline AC/RC	19030 1st Ave NE, Shoreline, WA	140	30	\$4,570,000	\$1,193,067	\$1,350,000	\$7,113,067
Eastgate AC/RC	13620 SE Eastgate, Bellevue, WA	140	30	\$4,570,000	\$1,193,067	\$1,350,000	\$7,113,067
<i>Non-Congregate Sheltering – Isolation and Quarantine established prior to obtaining FEMA approval for Non-Congregate Sheltering - Sub-total:</i>							<b>\$41,068,368</b>
<i>2. Non-Congregate Sheltering – Isolation and Quarantine – County requests FEMA approval</i>							
Hotel under negotiation	Renton, WA	225	30	\$2,160,749	\$1,916,176	\$150,000	\$4,226,925
Hotel under negotiation	Seatac, WA	101	30	\$727,200	\$966,698	\$150,000	\$1,843,898
<i>Non-Congregate Sheltering – Isolation and Quarantine - FEMA approval Non-Congregate Sheltering – Sub-total:</i>							<b>\$6,070,823</b>
<i>All Non-congregate Sheltering – Isolation and Quarantine – Waiver Request and Approval Request - Total:</i>							<b>\$47,139,191</b>

**Conclusion:**

King County requests a waiver to the FEMA requirement for pre-approval for Non-Congregate Sheltering – Isolation and Quarantine, and approval for Non-Congregate Sheltering – Isolation



and Quarantine. The County took prudent and necessary action to address a quickly moving COVID-19 pandemic outbreak guided by the best available public health guidance and direction.

King County was the first in the nation to be affected by the COVID-19 pandemic outbreak, and the disease continues to severely impact King County's population. As of March 31, 2020, King County has 2,330 cases, with 150 deaths.

The County proceeded diligently at the direction and guidance of local, state, and federal public health authorities to take timely and decisive activities to address the COVID-19 pandemic outbreak. On January 21, 2020, the County had first-in-the-nation, COVID-19 confirmed case from a person that had traveled from China through the County. In late January-early February 2020, the County, upon CDC request, planned for an influx of persons returning from China, after SeaTac Airport was designated as an airport to receive flights from China. These events launched the County into comprehensive COVID-19 pandemic outbreak planning. The County's top priority during this COVID-19 pandemic outbreak was to ensure the safety of its population and to work towards adequate hospital capacity so they can stay open and accept patients as the surge of patients continues. Working with the latest public health modeling based on COVID-19 local demographics and trends, the County proactively chose non-congregate sheltering to address the immediate public health and safety needs of individuals at most risk.

The County conducted surveys and assessments of 125 locations from parks, camps, hotels, hospitality facilities, county-owned buildings, sports arenas, tax title properties, large warehouses, and assemblages of warehouses. Based on public health direction and guidance for individual living spaces, resource availability, infrastructure requirements, and access needs, use of non-congregate sheltering for the affected population is ultimately the best way forward to preserve the health and safety of the community.

We confirm our review of the Regional Administrator's Memo re: Non-Congregate Sheltering Delegation of Authority and accept all criteria. Specifically, King County confirms that funding to support non-congregate sheltering and alternate care facility have not been received by any other federal agency. The County will follow FEMA's Procurement Under Grants Conducted Under Exigent or Emergency Circumstances guidance; and include a termination for convenience clause in contracts. And applicable Environmental and Historic Preservation laws, regulations, and executive orders apply and will be adhered to as a condition of assistance.

Thank you for your consideration of this request under Public Assistance (PA) Category B Emergency Protective Measures.

If you have any questions, please contact Gerard Urbas at (253) 512-7402 or [gary.urbas@mil.wa.gov](mailto:gary.urbas@mil.wa.gov).

Sincerely,



Stacey McClain

State Coordinating Officer / Governor's Authorized Representative

FEMA-3427-EM-WA COVID-19

FEMA-4481-DR-WA COVID-19

Attachments:

- 1) Public Health – Seattle-King County – Local Health Officer order for emergency protective measures to non-congregate sheltering
- 2) King County request letter

ATTACHMENT (1)

**Office of the Director**

401 Fifth Avenue, Suite 1300  
Seattle, WA 98104-1818

206-296-4600 Fax 206-296-0166

TTY Relay: 711

[www.kingcounty.gov/health](http://www.kingcounty.gov/health)

**Public Health**  
Seattle & King County



## LOCAL HEALTH OFFICER ORDER

WHEREAS, on January 21, 2020, the first case of novel coronavirus (COVID-19) was confirmed in a person from Washington, who had traveled from China through King County; and

WHEREAS, in late January and early February 2020, Public Health and Emergency Management officials in King County and from the State of Washington, upon request from the U.S. Centers for Disease Control and Prevention, planned for an influx of persons returning to the United States from China, after SeaTac International Airport was designated as one of eleven airports to receive flights from China; and

WHEREAS, throughout February 2020, the number of cases of COVID-19 increased significantly within King County and its local cities and towns, with the first COVID-19 related death in the United States announced on February 29, 2020; and

WHEREAS, on February 29, 2020, Governor Jay Inslee proclaimed a state of emergency within the State of Washington due to COVID-19; and

WHEREAS, on March 1, 2020, King County Executive Dow Constantine proclaimed a state of emergency within King County due to COVID-19; and

WHEREAS, local jurisdictions within King County have also issued proclamations of emergency; and

WHEREAS, on March 11, 2020, the World Health Organization declared a state of pandemic due to COVID-19; and

WHEREAS on March 13, 2020, President Donald Trump declared a National Emergency due to COVID-19, and on March 22, 2020 a Major Disaster was declared for the State of Washington; and

WHEREAS, on March 23, 2020, Governor Inslee imposed a “Stay Home – Stay Healthy” Order throughout Washington State prohibiting all people in Washington State from leaving their homes or participating in social, spiritual, and recreational gatherings of any kind regardless of the number of participants, and all non-essential businesses in Washington State from conducting business, until midnight on April 6, 2020, unless extended beyond that date; and

WHEREAS, the Revised Code of Washington, Title 70.05.070(2)-(3), requires and empowers the local health officer to take such action as is necessary to maintain health and to control and prevent the spread of any contagious or infectious diseases within the jurisdiction; and

WHEREAS, the Washington Administrative Code, Title 246-100-036, requires the local health officer, when necessary, to institute disease control measures, including assessment, quarantine and isolation as he or she deems necessary based on his or her professional judgment, current standards of practice, and the best available medical and scientific information; and



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WHEREAS, the age, condition, and health of a significant portion of the population of King County and its local cities and towns places it at risk for serious health complications, including death, from COVID-19; and

WHEREAS, although most individuals who contract COVID-19 do not become seriously ill, symptomatic persons, persons with mild symptoms, and asymptomatic persons with COVID-19 may place other vulnerable members of the public at significant risk; and

WHEREAS, a large surge in the number of persons with serious infections can compromise the ability of the regional healthcare system to deliver necessary healthcare to the public; and

WHEREAS, King County and its local cities and towns have a deficit of rental lodging options suitable for quarantine, isolation, or congregate recovery of certain at-risk populations; and

WHEREAS, currently in King County and its local cities and towns there are numerous individuals who have been potentially exposed to COVID-19, have been medically advised to voluntarily quarantine, but cannot quarantine at home due to the presence of a vulnerable individual, or are homeless, or are non-residents, thus lacking a local home where they can safely do so; and

WHEREAS, currently in King County and its local cities and towns there are numerous individuals who have COVID-19, have been medically advised to voluntarily isolate, but cannot isolate at home due to the presence of a vulnerable individual, or are homeless, or are non-residents, thus lacking a local home where they can safely do so; and

WHEREAS, currently in King County and its local cities and towns, there are numerous individuals who have mild cases of COVID-19 that do not require hospitalization, have been medically advised to voluntarily recover in the community but cannot recover at home due to the presence of a vulnerable individual, or are homeless, or are non-residents, thus lacking a local home where they can safely do so; and

WHEREAS, this Order will help preserve critical and limited healthcare capacity in King County and local cities and towns by reducing the spread of COVID-19; and

WHEREAS, since this outbreak started, King County and its local cities and towns have been leading with innovative strategies to provide solutions so that less ill patients can be discharged from the hospital to recover from, and individuals in need of quarantine or isolation can limit, the spread of COVID-19; and

WHEREAS, the federal and State governments asked King County and local cities and towns to develop non-congregate sheltering capacity for isolation and quarantine of COVID-19 exposed and confirmed individuals at the very onset of the outbreak; and

WHEREAS, King County and local cities and towns proactively chose and continue to explore non-congregate sheltering to address the immediate public health and safety needs of individuals who are at risk, due to public health guidance for individual living spaces, resource availability, infrastructure requirements, and access needs; and

WHEREAS, King County and local cities and towns determined that the use of non-congregate sheltering for the affected population is ultimately the best way forward to preserve the health and safety of the community; and

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WHEREAS, King County and local cities and towns may need to take extraordinary lawful measures to further prevent the spread of COVID-19 among the population, including but not limited to efforts related to the homeless population, facilities used for and by the public, and behavioral health interventions, among others;

NOW, THEREFORE, based upon the above facts, the Local Health Officer hereby finds that providing facilities suitable for isolation, quarantine, or recovery was and remains reasonable and necessary to address public health needs, specifically to maintain health and to control and prevent the spread of a contagious and infectious disease throughout King County due to COVID-19; and

THEREFORE, as the Local Health Officer for King County, I hereby ORDER that King County, through the Executive or his designee, as well as the local cities and towns, are authorized to use legally available resources, whether owned, leased, rented, gifted, loaned, or otherwise provided, for the purpose of assessment and temporary quarantine of persons suspected of being infected with COVID-19, and for the temporary isolation and recovery of persons confirmed to be infected with COVID-19, and for those enumerated purposes only; and

THEREFORE, as the Local Health Officer for King County, I further hereby ORDER that King County, through the Executive or his designee, as well as the local cities and towns, are authorized to use legally available resources to: de-intensify or reduce the density of existing homelessness shelters and encampments, as well as other essential programs such as food services and sobering centers; address hygiene needs of homeless individuals, such as washing, showers, and toilets, and for increased sanitation services such as garbage removal, pumping out of septic containers, and collection of sharps, since normal public and non-profit services are closed or have reduced offerings; disinfecting facilities used for and by the public; and, provide support for services, such as public supportive housing providers and shelter services, who have had enhanced cleaning needs, personal protective equipment (PPE), supplies, and staffing needs since their clients are at a higher risk category and need increased support to understand social distancing, for the purpose of further reducing the spread of COVID-19, and for those enumerated purposes only; and

THEREFORE, as the Local Health Officer for King County, I further hereby ORDER that King County, through the Executive or his designee, as well as the local cities and towns, are authorized to use legally available resources to provide for the behavioral health of the population, as related to the effects of COVID-19, and for that purpose only.

This Order does not authorize use of those resources as a general quarantine, isolation, and congregate recovery facility for treating other infectious diseases, such as tuberculosis and hepatitis, or for any other purpose other than to respond to and mitigate the effects of COVID-19. Neither does this Order authorize illegal means or behavior.

This Order shall **EXPIRE** upon determination by the Local Health Officer that there is no longer a need for assessment and quarantine, and isolation and congregate recovery due to COVID-19.

Signed and ordered this 31st day of March 2020, in Seattle, Washington, by



Jeffrey S. Duchin M.D.  
Local Health Officer



**King County**

**Office of Emergency Management**

Department of Executive Services  
3511 Northeast Second Street  
Renton, WA 98056  
**206.296.3830** TTY Relay: 711  
www.kingcounty.gov

ATTACHMENTS (2)

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March 31, 2020

Stacey McClain

State Coordinating Officer / Governor's Authorized Representative

FEMA 3427-EM-WA COVID-19

FEMA-4481-DR-WA COVID-19

MS: TA-20, Building 20

Camp Murray, Washington 98430-5122

RE: FEMA Non-Congregate Sheltering Delegation of Authority

Dear Mr. McClain:

Pursuant to President Trump's March 13, 2020 Nationwide Emergency Declaration for Coronavirus Disease 2019 (COVID-19) and the subsequent Major Disaster Declaration approved on March 22, 2020, and in accordance with the *Non-Congregate Sheltering Delegations of Authority Waiver* memorandum dated March 21, 2020, the King County Office of Emergency Management requests approval for King County established and managed COVID-19 pandemic outbreak non-congregate sheltering and support services.

Per FEMA COVID-19 Fact Sheets: *Non-Congregate Sheltering Delegation of Authority; Procurement During Emergency/Exigent Circumstances Fact Sheet*; and *Eligible Emergency Protective Measures Fact Sheet*; the following information is provided.

The non-congregate sheltering must be at the direction of and documented through an official order signed by a state, local, tribal, or territorial public health official.

- The Public Health Seattle & King County (PHSKC) Health Officer, Dr. Jeffrey Duchin, working in conjunction with federal and state health authorities in responding to the Public Health and Presidentially declared National Emergency, as well as to the Governor's Emergency Proclamation on COVID-19 related matters and the King County Executive's Proclamation of Emergency, directed the establishment of facilities for the isolation and quarantine of those non-hospital admitted suspected or recovered COVID-19 patients in non-congregate sheltering per best available health authorities guidance.

Any approval is limited to that which is reasonable and necessary to address the public health needs of the event and should not extend beyond the duration of the Public Health Emergency.

- King County elected and appointed officials, responding at the direction and guidance of public health officials and emergency management personnel, for facilities established prior to the FEMA guidance, and for any facilities established after that point, will use and manage non-congregate sheltering for the minimum time necessary to meet the public health needs of the COVID-19 Public Health Emergency.

Applicants must follow FEMA's *Procurement Under Grants Conducted Under Exigent or Emergency Circumstances* guidance and include a termination for convenience clause in their contracts.

- King County will follow local and state contracting requirements as well as the criteria outlined in the *FEMA Procurement Under Grants Conducted Under Exigent or Emergency Circumstances Fact Sheet* guidance. In addition, a termination for convenience clause has been or will be included in the contracts.

Prior to approval, the applicant must provide an analysis of the implementation options that were considered and a justification for the option selected.

- Attached with this letter, King County has provided a cost and feasibility analysis of the non-congregate sheltering options considered given the affected population, the criteria for meeting either quarantine or isolation, and any additional criteria required by cognizant public health authorities. In addition, a justification will be provided for the selected option.

The funding for non-congregate sheltering to meet the needs of the Public Health Emergency cannot be duplicated by another federal agency, including the U.S. Department of Health and Human Services or Centers for Disease Control and Prevention.

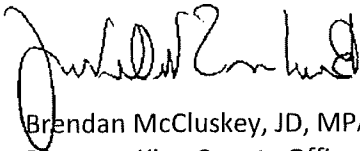
- King County understands that funding for non-congregate sheltering to meet the needs of the Public Health Emergency cannot be duplicated by another federal agency and has not received funding for this requested non-congregate sheltering from any other federal funding source.

Applicable Environmental and Historic Preservation laws, regulations, and executive orders apply and must be adhered to as a condition of assistance.

- King County, as part of the siting of non-congregate sheltering will comply with all local and state requirements. In addition, it is understood that given the nexus of federal funding, applicable federal environmental and historic preservation laws, regulations, and executive orders apply and must be adhered to as a condition of federal financial assistance

If there are any questions regarding this request for FEMA Non-Congregate Sheltering, please contact Alysha Kaplan, Deputy Director, King County Emergency Management, at (206) 205-4062 or [alysha.kaplan@kingcounty.gov](mailto:alysha.kaplan@kingcounty.gov).

Sincerely,



Brendan McCluskey, JD, MPA, CEM, CBCP  
Director, King County Office of Emergency Management

Enclosures:

- Analysis of implementation options considered and justification for option selected
- Local Health Officer Order