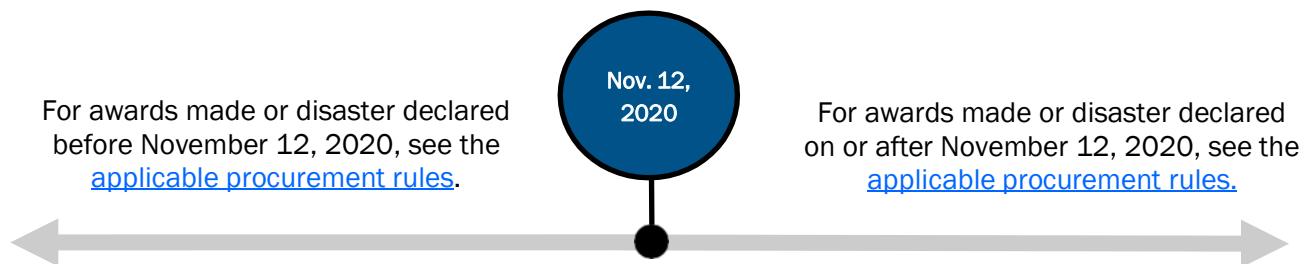


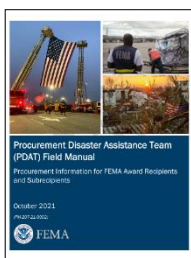
Purchasing Under a FEMA Award: Resource Library

PROCUREMENT REGULATIONS

When purchasing under a FEMA award, recipients and subrecipients must follow the federal procurement rules found in 2 C.F.R. Part 200. The Office of Management and Budget (OMB) updated the regulations on November 12, 2020. To learn more about these revisions, see the [OMB Revisions Fact Sheet](#). Click below to see the rules that apply to your disaster declaration or FEMA award.

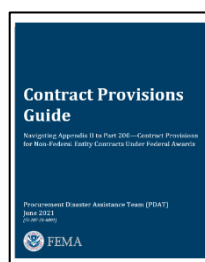


GENERAL PROCUREMENT RESOURCES



PDAT Field Manual

This [comprehensive resource](#) lists, describes, and exemplifies the mandatory requirements for recipients and subrecipients when purchasing under a FEMA award. This manual supersedes the [2014](#), [2016](#), and [2019](#) versions of the Field Manual.



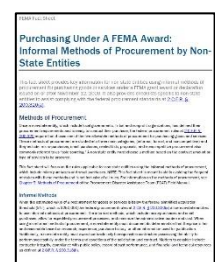
Contract Provisions Guide

This [Contract Provisions Guide](#) helps recipients and subrecipients understand which clauses are required for their contracts and includes sample language for those clauses. This guide is also available [in Spanish](#). This guide supersedes the [2019](#) version of the contract provisions template, [in Spanish](#).



Top 10 Mistakes

This [infographic](#) identifies the most common procurement mistakes and the accompanying [Common Mistakes Fact Sheet](#) further details how to avoid them.



Informal Method of Procurement

This [fact sheet](#) provides key information for non-state entities using informal methods of procurement, which are less than \$250,000. It also provides a checklist specific to these methods.



FEMA

STATE ENTITIES	Purchasing Under a FEMA Award: State Entities	This fact sheet provides information on the federal procurement rules applicable to state entities when purchasing under FEMA awards and disaster declarations issued on or after November 12, 2020. This fact sheet is also available in Spanish .
	State Entity Federal Procurement Under Grant Requirements: FAQs	This document addresses frequently asked questions to assist state Public Assistance applicants in identifying and applying the federal procurement under grants rules. This guidance is applicable to state entities purchasing under FEMA awards and disaster declarations issued before Nov. 12, 2020.
	Procurement of Recovered Materials	This website provides guidance on the U.S. Environmental Protection Agency's Comprehensive Procurement Guidelines Program.

DISASTERS	Emergency & Exigent Circumstances Fact Sheet	This fact sheet provides key information to consider when utilizing contracted resources under exigent or emergency circumstances and is also available in Spanish . For disasters declared before November 12, 2020, see the 2020 version of the E&E Fact Sheet.
	Prepare Before a Disaster Fact Sheet	This fact sheet provides information on contracting actions FEMA award recipients and subrecipients can take before a disaster strikes.
	COVID-19 Memo	This memo , issued by FEMA on March 17, 2020, recognizes that emergency or exigent circumstances exists when purchasing in support of COVID-19 relief efforts.
	COVID-19 Video	This video provides guidance on procuring under grants under emergency or exigent circumstances for COVID-19.
	Public Assistance Program and Policy Guide (PAPPG)	The PA Policy and Program Guide (PAPPG) is a comprehensive, consolidated program and policy document for the Public Assistance Program.
	Public Assistance Second Appeals Database	This appeals database is an online, searchable database containing FEMA responses to applicant appeals for assistance, including appeals related to the federal procurement rules.

SOCIOECONOMIC CONTRACTING	Purchasing Under a FEMA Award: Socioeconomic Contracting	This fact sheet illustrates guidance for state and non-state entities to follow when taking the six affirmative steps for socioeconomic contracting as detailed at 2 C.F.R. § 200.321 .
	Utilizing SBA Resources Fact Sheet	This fact sheet provides information regarding Small Business Administration (SBA) resources available to non-federal entities to assist in compliance with the applicable socioeconomic contracting rules found at 2 C.F.R. § 200.321 .
	Dynamic Small Business Search through SBA	The Dynamic Small Business Search Tool through SBA's website can be used to identify small businesses that can be used as potential sources for procurements.
	Minority Business Development Agency (MBDA)	The U.S. Department of Commerce, Minority Business Development Agency (MBDA) website has tools and resources dedicated to the growth and competitiveness of minority business enterprises.



FEMA

	Department of Labor: Labor Surplus Area List	The U.S. Department of Labor issues the Labor Surplus Area (LSA) list on a fiscal year basis. This website provides FAQs as well as a current LSA list.
RESPONSIBLE CONTRACTORS & FRAUD	Suspension & Debarment FAQs	This brochure covers frequently asked questions related to the suspension and debarment of contractors.
	System for Award Management (SAM): Search Records	This website is where non-federal entities can search for contractors to ensure they do not appear on the government wide exclusions list for having been suspended or debarred.
	Fraud Fact Sheet	This fact sheet is intended to inform FEMA award recipients and subrecipients on common findings of procurement fraud, recipient responsibilities, and how fraud and suspicious activities can be reported.
	To Report Fraud:	<p>The FEMA Fraud and Investigation Division FEMA-OCSO-Tipline@fema.dhs.gov 1-866-223-0814</p> <p>The DHS OIG Hotline Complainant Form 1-800-323-8603</p> <p>FEMA Suspension and Debarment femas&d@fema.dhs.gov</p> <p>U.S. Department of Justice, National Center for Disaster Fraud Complaint Form 1-866-223-0814</p>
OTHER RESOURCES	Public Assistance Procurement Compliance Checklist	This checklist is for reviewing procurement under grants by states, local and tribal governments, institutions of higher education, hospitals, and private non-profit organizations.
	Purchasing Goods or Services through the GSA Disaster Purchasing Program	This fact sheet provides information on additional steps necessary to ensure compliance with the federal rules when using the General Services Administration's (GSA's) Disaster Purchasing Program.
	Construction Manager at Risk (CMAR) Contracting Fact Sheet	This fact sheet provides guidance regarding the general use of CMAR and highlights frequent procurement compliance concerns for non-state entities.
	Prohibition on Covered Telecommunications Equipment or Services	This FEMA policy provides guidance to FEMA's recipients and subrecipients and their contractors and subcontractors on prohibitions regarding certain telecommunications and video surveillance equipment and services beginning on or after Aug. 13, 2020.
	FEMA's Office of the Chief Procurement Officer (OCPO)	Explore FEMA Advanced Contracts for goods and services awarded in advance of major disaster declarations for recurring disaster response and recovery requirements. These advanced contracts are managed by FEMA's Office of the Chief Procurement Officer (OCPO) .



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