

Management Costs

FEMA understands that there will be costs associated with managing the Public Assistance (PA) Program and Grant process, and so has **created a project specifically to capture these costs.**

Category Z Management Costs projects are obligated/awarded at an estimated 5% of the Federal share of all the applicant's other projects for the disaster. Final award amount of the Cat Z Project is based on actual, documented management costs up to 5% of the total project award amount. Management costs will be funded at 100 percent Federal share.

Please note that this is a 5% cap, and that **even eligible management costs incurred above that 5% cap are ineligible** for reimbursement. Management costs will be funded at 100 percent Federal share.

Dates & Deadlines

- The COVID-19 Incident Period closes on **May 11, 2023.**
- **All eligible applicants may claim management costs incurred through May 11, 2025** (two years from the close of the COVID-19 Incident Period)
- The **deadline for submitting** a management costs project application is currently to be determined.

Examples of Eligible Items

- **Meetings about the PA Program** or overall PA damage/cost claim
- **Travel expenses** and/or training
- **Purchased equipment/materials** necessary to manage the grant (*subject to disposition requirements*)
- **Time spent preparing** eligible Small and Large Project Worksheets and/or Streamlined Apps
- **Collecting, copying, filing, or submitting** documents to support an eligible Project Worksheet
- **Requesting disbursement** of PA funds for eligible Project Worksheets

Please Note: *Time/costs spent working on projects that are determined ineligible are also ineligible for Cat Z Management Cost reimbursement.*