Purpose

The purpose of the Community Assistance Program – State Support Services Element (CAP-SSSE) is to provide, through a State grant mechanism, a means to ensure that communities participating in the National Flood Insurance Program (NFIP) are achieving the flood loss reduction goals of the NFIP. CAP-SSSE is intended to accomplish this by funding States to provide technical assistance to NFIP communities and to evaluate community performance in implementing NFIP floodplain management activities with the additional goal of building community floodplain management expertise and capability.

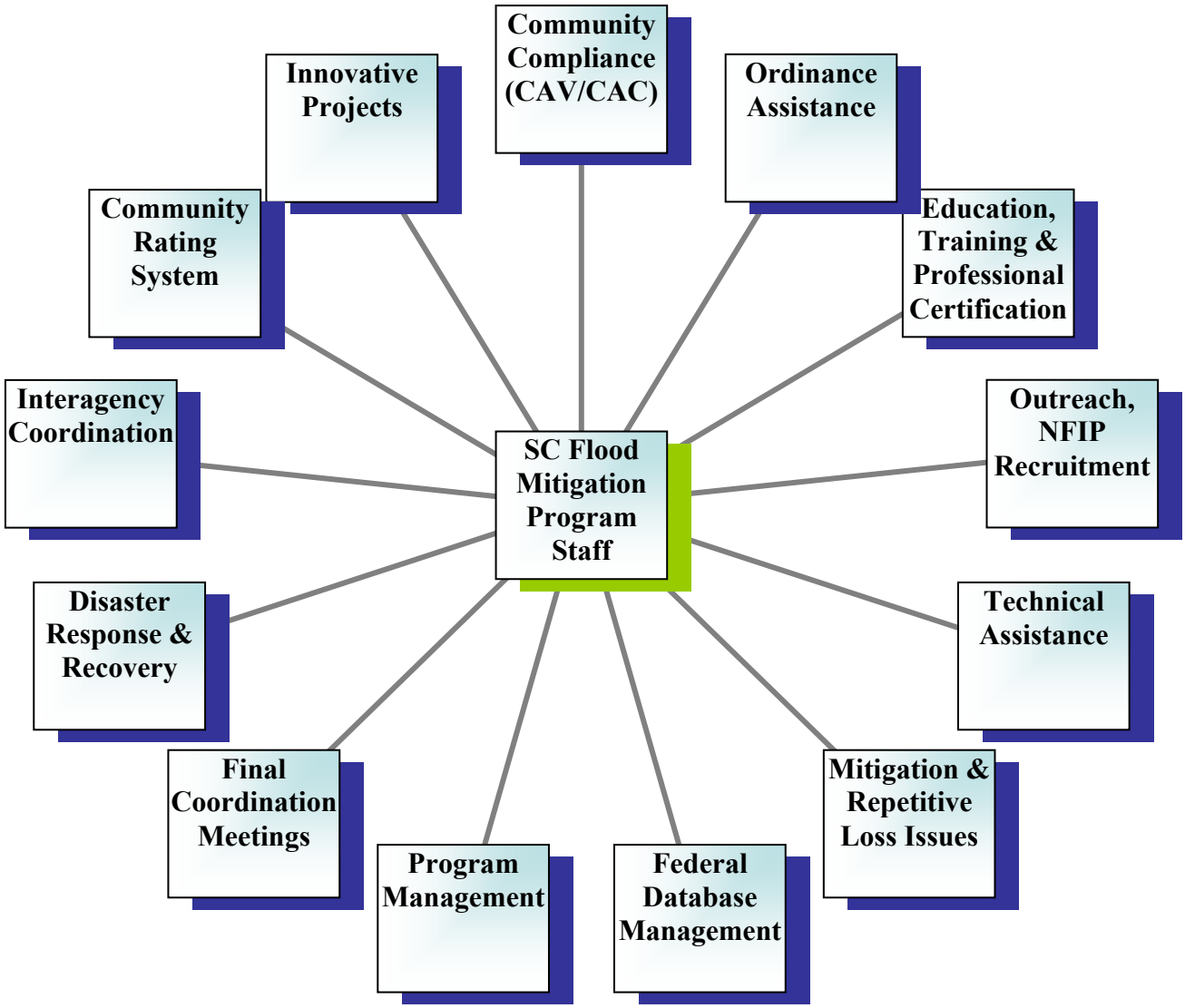
I. State Authority

The Coordination of the National Flood Insurance Program, Flood Mitigation Assistance Programs and the Multi-Hazard Flood Map Modernization initiative is invested in the South Carolina Department of Natural Resources, Land Water and Conservation Division. Various programs within the division contribute to our mission to minimize flood damages and provide assistance to the public. They are listed below.

Title 48. Environmental Protection and Conservation
Chapter 9. Soil and Water Conservation Districts Law
Article 3. State Land Resources Conservation Commission
Section 48-9-290 (10).
Article 11. Commissioners and Powers of Commissioners and Districts
Section 48-9-1270 (1-10).
Section 48-9-1280
Article 13. Land-Use Regulations
Section 48-9-1600
Section 48-9-1610
Title 48. Environmental Protection and Conservation
Chapter 11. Watershed Conservation Districts
Section 48-11-20
Section 48-11-110 (1-7)
Title 49. Water, Water Resources and Drainage
Chapter 3. Water Resources Planning and Coordinating Act
Section 49-3-40 (a-g)
Section 49-3-50 (e)
State Executive Order 92-12
State Executive Order 82-19
Governor's Letters of Designation for CAP-SSSE, FMA and Map Modernization

II. Snapshot of South Carolina's Existing Floodplain Management Program

The State of South Carolina currently contract with FEMA under the Community Assistance Program-State support services element to perform the following activities.



Community Assistance Visits and Community Assistance Contacts – State staff developed a CAV/CAC Prioritization in FY2002. Since then the State staff has been working to get SC communities on a 3-5 year cycle for regular assessments. The State prioritization has four categories CAV-3 year cycle, CAVs–5-year cycle, CAC brief visits and CAC telephone calls. While these visits have an auditing and compliance component, these visits are treated as educational type visits in order to provide one-on-one technical assistance, as well.

Ordinance Assistance – the State provides ordinance assistance on an as needed basis and during the CAV/CAC process and through technical assistance.

Education, Training & Professional Certification – The State of South Carolina has focused on training and education for a number of years. We offer a three-day floodplain management course at least twice a year, sometime more often depending on the demand. The State offers elevation certificate training, presentations to professionals groups such as surveyors, engineers, real estate professionals, etc. The State has recently redone their floodplain management three-day course along with improving student materials. Since introduction of the ASFPM national Certified Floodplain Manager Exam the state has offered the exam three to four times a year producing a total of 86 Certified Floodplain Managers. Two-thirds of the State staff is also Certified Floodplain Managers.

Outreach & NFIP Enrollment - The State conducts periodic outreach to non-participating communities in an attempt to get them to join the program. This effort is magnified in the event of a disaster. The State has also developed brochures to address local or statewide needs. Most recently the state has published the Quick Guide, which has been mailed to all local governments along with the ASFPM NAI Tool Kit. The State also supports the South Carolina Association of Hazard Mitigation and their roundtable meetings.

Technical Assistance – The State provides technical assistance through telephone, online web access and field visits as warranted. Assistance is provided to local government, citizens, potential property owners and the general public concerning a myriad of NFIP, floodplain management and Mitigation related issues.

Mitigation and Repetitive Loss Issues – The State works with communities in providing insurance claims and repetitive loss data and in order for them to adequately address the risk. We also work with other State agencies in order to assist in the development of the State's All Hazards Plan and are a participant on the Interagency Coordinating Council established by the Governor in the post-Floyd environment.

Federal Database Management – The State has been given access to the Community Information System (CIS) and MNUSS. The State verifies local contact information twice a year and that information is entered into CIS. This year we have begun entering ordinance information in preparation for the Flood Map Modernization initiative. Staff has put considerable effort into maintaining and improving the quality of the data in CIS as has been commented on my regional staff. CAV/CAC information and follow-ups are also documented. MNUSS is updated as mapping needs are reported to the State. The State has a fill able form of their website for local officials and professionals to report mapping needs for State verification. To our knowledge we are the only state that offers this online service. The State also inputs data into TIMS.

Program Management – Program management includes supervisory actives as well as quarterly reporting budgeting and preparation of grant forms and contract management activities.

Final Coordination Meetings - State staff traditionally has attended but had minimal input into these meetings. With the evolution of Map modernization the State is taking the lead coordination and outreach role.

Disaster Response and Recovery – The State has infrequent Federal declared disasters. We do however participate with the Emergency Management Division in their exercises and training. If we do have a disaster the state staff is actively involved in the post-disaster damage assessments and coordination with the Disaster Field Office floodplain management staff in conduction community meetings and outreach.

Interagency Coordination – State staff works with a multitude of State agencies on floodplain management, development and mitigation issues. As requested by the State Engineer's Office review state permits for development or substantial improvement for compliance with the minimum NFIP requirements.

Community Rating System – Approximately 80% of the State NFIP policy base are receiving a CRS discount. The State encourages communities to join the CRS program through technical assistance contacts, workshops and the CAV/CAC process.

Innovative projects – The state has recently completed two innovative projects with the completion of the Quick Guide and the CAV/CAC Prioritization project.

III. Strategy to Improve Floodplain Management

The SCDNR strategy for South Carolina over the next five years, beginning in FY-2005, is to continue to maintain its comprehensive approach to NFIP coordination through the CAP-SSSE agreement as developed for FY-2004. Based on the FY-2004 CAP-SSSE Guidance Memo the SCDNR will continue to follow a program that is parallel in scope to that memo. In order to implement an improved CAP-SSSE floodplain management strategy, detailed program milestones have been developed for the five-year life of this work plan. These milestones as related to the South Carolina strategy and vision for FY-2005 through FY-2009 follows.

Five-Year Floodplain Management Work Plan -

- Review the work plan in relation to FY-05--FY-09 CAP-SSSE guidance and, If necessary, amend the work plan.

Community Assistance Visits and Community Assistance Contacts –

- Continue implementation of the CAV/CAC prioritization.
- Coordinate the CAV/CAC cycle with the Map Modernization Effort.
- Complete the CAV/CAC process in accordance with FEMA standards improving where time and funding permits.

Ordinance Assistance:

- Have one State model ordinance which is updated using drop down menus to provide alternatives to the minimum federal standards.
- Provide non-participants with a copy of the State model ordinance.
- Respond to any and all ordinance questions.
- Review ordinances in conjunction with the Flood Hazard Map Modernization Effort.
- Provide communities receiving new maps with the proper ordinance, if necessary.
- Input data into CIS.

Education, Training & Professional Certification:

- Offer two basic floodplain manager workshops (multi-day) per year.
- Offer the CFM exam at least twice a year.
- Offer training to Surveyors and other professional groups on an as needed basis, such as at the time of the release of a new elevation certificate.
- Ensure continuing education is provided for key staff to improve proficiency and quality of work.
- Ensure continuing education in floodplain management is provided to include attendance at the ASFPM Conference and regional meetings.

Outreach & NFIP Enrollment:

- Continue to work with the twenty-eight sanctioned, non-participating communities to enroll them in the program.
- Through Map Modernization work with the ninety-six communities without identified flood hazard area to enroll them in the program, as warranted, based on the outcomes of revised or new Flood Insurance Studies.
- Provide the State Model Ordinance to identified participants whose ordinances are non-compliant The State's model ordinance can be found at: http://www.dnr.state.sc.us/water/envaff/flood/nfiptools.html
- Respond to any and all ordinance questions.
- Work with Map Modernization Communities in adopting or updating their ordinances.

Technical Assistance –

- Continue to provide technical assistance through telephone, online web access and field visits.
- Improve the availability of technical assistance through the State's website.
- Review site and/or construction plans for development in or near the floodplain.
- Provide limited engineering & hydrology services.
- Provide floodplain management policy guidance.
- Provide other general technical assistance.
- Provide technical assistance in the post-disaster environment.
- Distribute publications and information that address compliance, insurance, real estate and technical issues.
- Provide technical assistance to communities in the study and re-study process and attend final meetings.
- Maintain web page with current information and floodplain management tools.
- Increase utilization of the web for assistance and information.
- Maintain historic community Flood Insurance Rate Maps for public reference.
- Maintain a map service center for public assess to the Flood Insurance Rate Maps for communities in the State.

Mitigation and Repetitive Loss Issues:

- Participate in mitigation project review.
- Distribute repetitive loss data to appropriate entities.

Federal Database Management:

- Continue to update CIS, MNUSS and TIMS as needed.

Program Management:

- Contract negotiations.
- Submission of quarterly reports.
- Supervisory duties for CAP-SSSE, FMA, CTP, and MMMS contracts.
- Preparation and submission of grant and financial forms for CAP-SSSE, FMA, CTP, and MMMS contracts.
- Participation at meetings or conference calls as required by the region.

Map Modernization Community Coordination:

- Notify Communities of Meetings (Scoping, Final, etc.).
- Coordinate and host aforementioned meetings.
- Outreach based on community issues.
- Attend Regional/National meetings as NFIP Coordinator.

Disaster Response and Recovery:

- Identify outreach and training needs and respond appropriately to meet those needs.
- Provide public information on flood insurance, NFIP claim procedures, and NFIP Increased Cost of Compliance and mitigation opportunities.
- Recruit non-participating communities to join the NFIP.
- Provide technical assistance.

Interagency Coordination

Work more closely with other State agencies and the legislative branch to improve floodplain management and executive orders. Also to more closely link those with the goals of the State hazard Mitigation Plan. Also to:

- Serve as a technical advisor to the Interagency Coordinating Council;
- Contribute our expertise to the State's entire hazard mitigation program relative to floodplain management and mitigation;
- Respond to State agency requests for assistance on study backup data, construction standards, mitigation and insurance questions;
- Review of State Construction permits as requested.

Community Rating System

- Encourage community participation and enrollment.
- Offer training to enable communities to accomplish CRS activities.
- Encourage communities to enact additional activities to lower their CRS classes.
- Participation and attendance at CRS Task Force Meetings.

Innovative Projects

Development of materials to enhance the understanding of floodplain management and related initiatives such as the State's map modernization initiative.

Variation of workload from FY2005 through FY2009

Workload from year to year will depend on the number of staff available to accomplish the work activities. We used the CAV/CAC Prioritization report which was prepared in 2002 along with the State's business plan for accomplishing Map Modernization for the State of South Carolina. Factors contributing to the variation in workload are the number of new studies initiated, staffing and post-disaster activities. ***Ordinance assistance begins with the year that the studies is included in the Mapping Activity Statement (MAS) and concludes when the Flood Insurance Rate Map is finalized.*** For the purposes of this report ordinance work is shown in the year of the initiation of the MAS. The State reserves the right to negotiate based on these factors.

Task	Current Percentages*
CAV	36.92%
CAC Visit	6.56%
CAC Phone	18.71%
Ordinance Asst.	11.32%
Est. # TA Calls	17.44%
Scoping	0.85%
Final Meetings	0.00%
Education & Training	6.15%
Outreach & NFIP Enrollment	0.10%
Mitigation & Rep Loss	0.62%
Federal Database Management	1.22%
Interagency coordination	0.10%
CRS	0.04%

*Based on FY03

IV. NEEDS ANALYSIS AND GAP ASSESSMENT

Task	Unit Hours	FY05 %	FY06	FY07%	FY08%	FY09 %
Development of Baseline Data	5	20.34%	0.00%	0.00%	0.00%	0.00%
CAV	200	23.93%	23.93%	34.19%	30.77%	34.19%
CAC Visit	80	13.68%	20.51%	13.68%	20.51%	20.51%
CAC Phone	24	9.44%	9.44%	9.44%	10.67%	4.92%
Ordinance Asst.	8	6.15%	9.03%	11.21%	7.79%	8.21%
Est. # TA Calls	0.5	114.69%	17.09%	41.82%	17.09%	15.38%
Scoping	37.5	4.49%	3.21%	7.69%	7.05%	4.49%
Final Meetings	37.5	4.49%	3.21%	7.69%	7.05%	4.49%
Education & Training	75	7.69%	7.69%	7.69%	7.69%	7.69%
Outreach & NFIP Enrollment	6	2.05%	2.05%	2.05%	2.05%	2.05%
Mitigation & Rep Loss	2	0.21%	0.27%	0.27%	0.34%	0.34%
Federal Database Management	0.33	2.09%	2.26%	2.26%	2.26%	2.26%
Interagency coordination	5	1.71%	3.93%	0.34%	1.71%	1.71%
CRS	4	0.68%	1.03%	0.68%	0.68%	0.68%
	Current Staff	**GAP ANALYSIS (NO. OF NEW STAFF NEEDED)**				
	2.5	**4**	**1**	**2**	**1**	**1**

Note: Unit hours were negotiated with and agreed to by regional staff on a conference call held on July 6, 2004 with ASFPM.

The above table has been expanded from a 2003 report on the Effects of Map Modernization on the NFIP and reflects ordinance assistance to be provided based on the initial year of funding for the community.

Training of new staff will increase the estimates of unit hours. Technical assistance calls will increase with the release of the new maps. An increase of calls is anticipated from homeowners that have not previously been required to purchase flood insurance and are being required to do so as a result of the lender portfolio review.

V. Map Modernization activities

The SCDNR will coordinate South Carolina's flood mapping program in keeping with the State and local goals and in accordance with the guidelines provided by FEMA. If funding is available, the State and/or its contractors will undertake several Map Modernization activities. FEMA has provided guidance on activities that can be conducted through the Map Modernization Management Support (MMMS) Program and those that can be conducted through the CTP program. The State's vision is to continue conducting its current NFIP activities and to conduct additional activities through the CTP program for specific mapping projects, including:

- Annual State Business Plan updates
- NFIP compliance efforts related to updated mapping
- Entering data into MNUSS
- Assisting in identifying and prioritizing study/restudy needs
- Mapping project scoping
- Acquiring and preparing digital base maps
- Developing topographic data
- Hydrologic and hydraulic preparation
- DFIRM production
- Maintaining DFIRMs for PMRs
- Coordination for flood insurance studies
- Information Technology Systems
- Conducting outreach activities
- Supervision of Map Modernization Management Support Program and staff.

State of South Carolina's Goals for Map Modernization

- Increase the quality and accuracy of the maps
- Eliminate unnumbered A Zones, to facilitate use of the maps
- Provide 24 hours a day, 7 days a week digital access to the maps
- Increase use and end users' knowledge regarding the maps
- Reduce the costs for creating new maps
- Reduce the costs for updating the maps

The SCDNR Flood Mitigation Program provides a lead role in this effort. Outreach efforts will be important to ensuring that all communities' ordinances are up to date and meet the requirements for continued participation in the NFIP through the completion of an ordinance checklist. By initiating contact with communities during the scoping process we believe that communities will be better prepared to evaluate their local needs for updating their ordinance for CRS, increased compliance, and other considerations, rather than merely meeting a deadline for a map.

The State and FEMA will work with communities to update their ordinances as necessitated by updated FIRMs and also support communities in utilizing the updated data for floodplain management. The State will participate in community outreach by providing informational mailings, participating in SCAHM and community meetings, and providing information on their website for specific projects. The State of South Carolina will play an important role in community coordination and outreach efforts throughout the study process.

The state plans to initiate contact with non-identified communities during the scoping process and follow-up with them after the scoping report is completed to determine if once a flood map is produced they will have a special flood hazard area identified. If it is anticipated that a special flood hazard area will exist in a previously non-identified community, then a specialized one-on-one outreach will be made to ensure that they understand the benefits of participating and assist them in the enrollment process.

VI. System for evaluating your State's performance

On an annual basis the State will conduct a review of the past program year work activities in relation to what was proposed for the program year. One element of that review includes the CAP-SSSE activities. For the purpose of this

five-year floodplain management work plan the State developed the performance measures as outlined below. *The State is requesting assistance from the Regional Mapping Contractor to assist in determining the baseline data as offered to us in the May 2004 meeting.*

Outcome/Output	Method of Measurement
Achieve 90% of communities that adopt new maps by the FIRM effective date.	Compare the number of communities receiving new maps with how many adopted the new maps and have compliant ordinances (i.e., how many were suspended for failure to adopt).
Increase the number of flood prone communities enrolled in the NFIP in your state.	Compare the number of flood prone communities enrolled in the program at the end of FY-2004 with the number in subsequent years. ***Baseline is 28.***
Increase outreach concerning the Community Rating System in the NFIP.	Compare the number of non-CRS community contacts in FY-2004 with the number in subsequent years.
Reduce the number days of technical assistance contacts (CAVs and CACs) to communities remain open.	Compare the number days between the start and closure of CACs and CAVs reported in CIS and compare the number to subsequent year totals beginning with FY04.
Increase (or maintain) the number of communities that have adopted a one-foot or higher freeboard.	Compare the FY-2004 number of communities that have adopted a one-foot or higher freeboard, with the number in subsequent years.
Increase the number of certified floodplain managers (CFM) in your state by 2%.	Compare the number of CFMs certified in FY-2004 with the number in subsequent years.
Establish or increase participation in the South Carolina Association of Hazard Mitigation.	Compare the number of SCAHM participants in FY-2004 with the number in subsequent years.
Quantify general technical assistance calls.	Document all general technical assistance calls in CIS Recommend that the State categorize the type of calls (mapping, flood insurance, etc.) and the constituent group (local govt., citizen, etc). ***NEEDS: This element cannot begin until FEMA initiates the necessary changes to CIS.***