

Applicant Review of the Damage Description and Dimensions

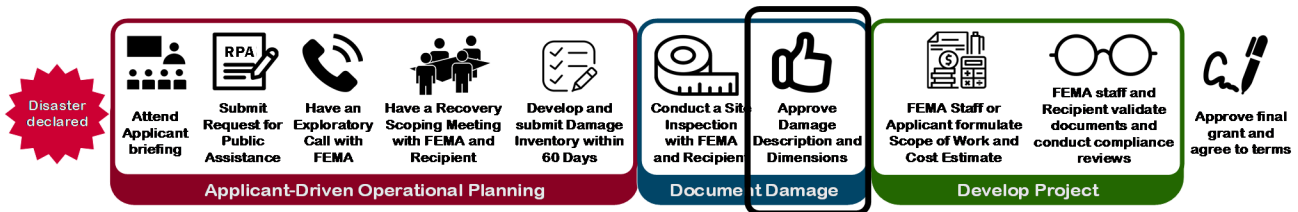
This Quick Guide explains **why the Damage Description and Dimensions is an important component** of FEMA Public Assistance grants. It is **the responsibility of an Applicant to review Damage Description and Dimensions for work that requires a site inspection.** Work that does not require inspection, such as completed emergency measures, is reviewed during formulation of the scope of work and cost estimate.

Applicant
 State, local, tribal, or territorial government or eligible private non-profit entity submitting a request for assistance under the Recipient's Federal award.

What is the Damage Description and Dimensions?

The **Damage Description and Dimensions (often called a DDD)** is the part of a Public Assistance grant that describes the damage to a facility or infrastructure. It is a comprehensive record of incident-related damage that includes the cause of the damage; the dimensions, materials, and design of damaged components; and work conducted to date (if any).

The Public Assistance Program Delivery Process



Why is the Damage Description and Dimensions important?

Public Assistance grants provide reimbursement for costs to repair disaster-related damage. The Damage Description and Dimensions is the basis of the cost reimbursement. **If damage is not in the Damage Description and Dimensions, the cost to repair that damage will not be included in the project.**

What is an Applicant's role in completing the Damage Description and Dimensions?

An Applicant must review the Damage Description and Dimensions for each facility that is inspected to ensure that damage is recorded accurately and completely. The reviewer should be someone familiar with the damaged facility. An Applicant should:

- Review Damage Description and Dimensions to ensure all damage is accurately reflected.**
- If needed, discuss changes with Program Delivery Manager.**
- Approve/concur with the Damage Description and Dimensions through Grants Portal.**
- Discuss the proposed repairs for the facility or infrastructure with Program Delivery Manager.**

The Damage Description and Dimensions is different from a Damage Inventory. A Damage Inventory is a preliminary list for Applicants to identify their damaged facilities. The Damage Description and Dimensions is a section of each grant that details the damages to develop the scope of work and eligible costs to be reimbursed.

The *Quick Guide* series is a set of documents that explain the roles and responsibilities of Recipients and Applicants in key steps in FEMA's Public Assistance Program delivery process. The Public Assistance Program provides Federal grant funding to help communities quickly respond to and recover from major disasters or emergencies declared by the president. Read more about Public Assistance Program delivery in other Quick Guides, the [Public Assistance Program and Policy Guide](#), and resources available on [Grants Portal](#).