

## Capability Assessment Survey

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Performing the capability assessment is important to formulate a viable mitigation strategy later in the planning process. A capability assessment has two components: an inventory of a jurisdiction's existing planning and regulatory tools and an analysis of its capacity to use them effectively. The assessment process helps identify existing gaps, conflicts and/or weaknesses that may need to be addressed through future mitigation planning goals, objectives, and actions. It also highlights the measures in place or already undertaken that merit continued support and enhancement through future mitigation efforts. The capability assessment also helps to ensure that proposed mitigation actions are practical considering the local ability to implement them. The community should highlight and describe any successful mitigation projects.

For this exercise, please complete the attached Capability Assessment Survey for your jurisdiction. Only one form needs to be filled out per municipality. There are 6 parts of the capability assessment. For the Planning and Regulatory Capability, review each line of the capability assessment table; if you have a capability, fill out that line. If you do not have a capability, leave the line blank. For the rest of the survey, please fill out each line. Please mail this form to: Columbia County EMA, Attn: Jessica Shoup, PO Box 380, Bloomsburg, PA 17815

# Capability Assessment Survey

*Jurisdiction:* \_\_\_\_\_ *Name/Title:* \_\_\_\_\_

**1. Planning and Regulatory Capability:** Please indicate whether the following planning or regulatory tools and programs are currently in place or under development for your jurisdiction by placing an "X" in the appropriate box, followed by the date of adoption/update. Then, for each particular item in place, identify the department or agency responsible for its implementation and indicate its estimated or anticipated effect on hazard loss reduction (Supports, Neutral or Hinders) with the appropriate symbol and also indicate if there has been a change in the ability of the tool/program to result in loss reduction. Finally, please provide additional comments or explanations in the space provided.

Tools/Program	Status			Dept./ Agency Responsible	Comments
	In Place	Date Adopted or Updated	Under Development		
<b>EXAMPLE: Hazard Mitigation Plan</b>	x	1/1/2006		Hazard County EMA	Interim update in 2008 revised mitigation strategy; completed one action.
<b>Hazard Mitigation Plan</b>					
<b>Emergency Operations Plan</b>					
<b>Disaster Recovery Plan</b>					
<b>Evacuation Plan</b>					
<b>Continuity of Operations Plan</b>					
<b>NFIP</b>					
<b>NFIP-CRS</b>					
<b>Floodplain Regulations</b>					
<b>Floodplain Management Plan</b>					
<b>Zoning Regulations</b>					
<b>Subdivision Regulations</b>					

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Tools/Program	Status			Dept./ Agency Responsible	Comments
	In Place	Date Adopted or Updated	Under Development		
<b>Comprehensive Land Use Plan (or General, Master, or Growth Mgmt. Plan)</b>					
<b>Open Space Management Plan (or Parks/Rec or Greenways Plan)</b>					
<b>Stormwater Management Plan/Ordinance</b>					
<b>Natural Resource Protection Plan</b>					
<b>Capital Improvement Plan</b>					
<b>Economic Development Plan</b>					
<b>Historic Preservation Plan</b>					
<b>Farmland Preservation</b>					
<b>Building Code</b>					
<b>Fire Code</b>					
<b>Firewise</b>					
<b>Storm Ready</b>					
<b>Other</b>					

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**2. Administrative and Technical Capability:** Please indicate whether your jurisdiction maintains the following staff members within its current personnel resources by placing an "X" in the appropriate box. Then, if YES, please identify the department or agency they work under and provide any other comments you may have in the space provided or with attachments.

Staff/Personnel Resources	Yes	No	Department/Agency	Comments
Planners (with land use / land development knowledge)				
Planners or engineers (with natural and/or human caused hazards knowledge)				
Engineers or professionals trained in building and/or infrastructure construction practices (includes building inspectors)				
Emergency manager				
Floodplain manager				
Land surveyors				
Scientists or staff familiar with the hazards of the Community				
Personnel skilled in Geographic Information Systems (GIS) and/or FEMA's HAZUS program				
Grant writers or fiscal staff to handle large/complex Grants				
Other				

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**3. Fiscal Capability:** Please indicate whether your jurisdiction has access to or is eligible to use the following local financial resources *for hazard mitigation purposes* (including as match funds for State of Federal mitigation grant funds). Then, identify the primary department or agency responsible for its administration or allocation and provide any other comments you may have in the space provided or with attachments.

Financial Resources	Yes	No	Department/Agency	Comments
Capital Improvement Programming				
Community Development Block Grants (CDBG)				
Special Purpose Taxes				
Gas / Electric Utility Fees				
Water / Sewer Fees				
Stormwater Utility Fees				
Development Impact Fees				
General Obligation, Revenue, and/or Special Tax Bonds				
Partnering Arrangements or Intergovernmental Agreements				
Other				

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**4. Community Political Capability:** Political capability in this instance is being measured by the degree to which local political leadership (including appointed boards) is willing to enact policies and programs that reduce hazard vulnerabilities in your community, even if met with some opposition. Examples may include guiding development away from identified hazard areas, restricting public investments or capital improvements within hazard areas, or enforcing local development standards that go beyond minimum State or Federal requirements (e.g., building codes, floodplain management, etc.). Rate the jurisdiction’s political capability to enact policies and programs that reduce hazard vulnerabilities on a scale from 0 to 5. Generally, a higher the score corresponds to a higher degree of community political capability.



*5-Very Willing*

*3-Moderately Willing*

*0-Unwilling to Adopt Policies/Programs*

*Score: \_\_\_\_\_*

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**5. Self-Assessment of Capability:** Please provide an approximate measure of your jurisdiction's capability to effectively implement hazard mitigation strategies to reduce hazard vulnerabilities. Using the following table, please place an "X" in the box marking the most appropriate degree of capability (Limited, Moderate or High) based upon best available information and the responses provided in Sections 1-5 of this survey. For multi-jurisdictional plans, record the results of this section into the Self-Assessment Capability Matrix in **Appendix 4**.

Area	Degree of Capability		
	Limited	Moderate	High
<b>Planning and Regulatory Capability</b>			
<b>Administrative and Technical Capability</b>			
<b>Fiscal Capability</b>			
<b>Community Political Capability</b>			
<b>Community Resiliency Capability</b>			