

SECTION I : ESF AGENCY SUBMISSION

AGENCY:		Current Bill Amount:																									
ADDRESS:		Fiscal POC:																									
		Phone:																									
		Fax:																									
		POC EMAIL Address:																									
Agency Location Code: <input style="width: 100%;" type="text"/>		FEMA Disaster Number: <input style="width: 100%;" type="text"/>																									
Agency Bill Number: <input style="width: 100%;" type="text"/>		Mission Assignment Number: <input style="width: 100%;" type="text"/>																									
Mission Description: (Scope of Work) <input style="width: 100%;" type="text"/>																											
Completion Date (Projected Work) : <input style="width: 100%;" type="text"/> Completion Date (Revised Work) : <input style="width: 100%;" type="text"/>																											
Bill is: Partial Bill <input style="width: 50px;" type="text"/> Resubmitted Bill <input style="width: 50px;" type="text"/> Final Bill <input style="width: 50px;" type="text"/> (no further obligations pending)																											
NOTE: Expenditures claimed have been reviewed and are relevant to the mission assigned. Costs are reasonable, supported by source documents maintained by this agency, and are not funded by another source. <i>(Include applicable signatures)</i>																											
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%; border-bottom: 1px solid black; height: 40px;"></td> <td style="width: 20%; border-bottom: 1px solid black; height: 40px;"></td> <td style="width: 40%; border-bottom: 1px solid black; height: 40px;"></td> </tr> <tr> <td style="text-align: center;">Primary Agency Project/Program Administrator</td> <td style="text-align: center;">Date</td> <td style="text-align: center;">Phone</td> </tr> <tr> <td style="border-bottom: 1px solid black; height: 40px;"></td> <td style="border-bottom: 1px solid black; height: 40px;"></td> <td style="border-bottom: 1px solid black; height: 40px;"></td> </tr> <tr> <td style="text-align: center;">Support (Sub-Task) Agency Project/Program Administrator</td> <td style="text-align: center;">Date</td> <td style="text-align: center;">Phone</td> </tr> <tr> <td style="border-bottom: 1px solid black; height: 40px;"></td> <td style="border-bottom: 1px solid black; height: 40px;"></td> <td style="border-bottom: 1px solid black; height: 40px;"></td> </tr> <tr> <td style="text-align: center;">Primary Agency Financial Officer</td> <td style="text-align: center;">Date</td> <td style="text-align: center;">Phone</td> </tr> <tr> <td style="border-bottom: 1px solid black; height: 40px;"></td> <td style="border-bottom: 1px solid black; height: 40px;"></td> <td style="border-bottom: 1px solid black; height: 40px;"></td> </tr> <tr> <td style="text-align: center;">Support (Sub-Task) Agency Financial Officer</td> <td style="text-align: center;">Date</td> <td style="text-align: center;">Phone</td> </tr> </table>							Primary Agency Project/Program Administrator	Date	Phone				Support (Sub-Task) Agency Project/Program Administrator	Date	Phone				Primary Agency Financial Officer	Date	Phone				Support (Sub-Task) Agency Financial Officer	Date	Phone
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For additional information refer to: National Response Framework (NRF) NRF (National Response Framework) http://www.dhs.gov/dhspublic/interapp/editorial/editorial_0566.xml																											

SECTION II : FEMA USE ONLY

MA Log #: <input style="width: 100%;" type="text"/>	Payment Amount Approved: \$ <input style="width: 100%;" type="text"/>
	Disallowed Amount (if any): \$ <input style="width: 100%;" type="text"/>
FFC - POC <input style="width: 100%;" type="text"/>	State Cost Share %: <input style="width: 100%;" type="text"/>
Date signed: <input style="width: 100%;" type="text"/>	State Cost Share Amount: \$ <input style="width: 100%;" type="text"/>
ROUTING	SIGNATURE AND DATE
PROJECT MANAGER	
MISSION ASSIGNMENT MANAGER (MAM)	
In accordance with the Personal Property Management Program, (FEMA Manual 6150-1), does the MAM need to notify logistics of property item(s) billed?	<input type="checkbox"/> YES <input type="checkbox"/> NO
FEDERAL APPROVING OFFICIAL (FAO)	

SECTION III: BILL SUBMISSIONS

AGENCY BILL ID NUMBER::	0	Previously Billed Amount:	
Number of bills submitted for this MA (including this bill)		Current Bill Amount:	\$0.00
Total MA obligation		Total Billed to date: (including this bill)	

CURRENT CHARGES					\$ AMOUNT
Regular Hours - Unappropriated ONLY					
Overtime or premium pay hours					
11xx Unappropriated wages,OT, and premium pay					
21 xx Travel of persons					
22xx Transport of things					
25xx Service Contracts					
Work Performed by Other Federal Agencies: (Please list agencies below)					
25xx Equipment Lease Contracts					
26xx Materials					
31xx Equipment					
31xx : "Sensitive" items					
31xx : Agency Stock replacement / repair					
Overhead (List each line item)	Qty.		Rate		
				=	\$0.00
				=	\$0.00
				=	\$0.00
				=	\$0.00
				=	\$0.00
				=	\$0.00
				=	\$0.00
				=	\$0.00
				=	\$0.00
				=	\$0.00
All Other (List each line item)	Qty.		Rate		
				=	\$0.00
				=	\$0.00
				=	\$0.00
				=	\$0.00
				=	\$0.00
				=	\$0.00
				=	\$0.00
				=	\$0.00
TOTAL AMOUNT BILLED					\$0.00

Regular labor of permanent federal agency personnel and associated overhead cost are not eligible for reimbursement except when costs incurred would normally be paid from a trust, revolving or other fund. The Financial Manager of the agency requesting reimbursement for these costs must provide written certification with the bill stating that costs would normally be paid from a trust, revolving or other fund.

Indirect cost must be defined and approved in advance.