



STATE OF FLORIDA  
**DIVISION OF EMERGENCY MANAGEMENT**

RICK SCOTT  
Governor

BRYAN W. KOON  
Director

July 21, 2011

Sumter County  
1010 N. Main St  
Bushnell, FL 33513

Waiver of *De Minimis* Reimbursement

Dear Applicant:

The recovery from a disaster is never easy. Storms can leave a wake of destruction that Florida can only recover from with the assistance of federal funds. A major disaster declaration pursuant to the Stafford Act allows Florida's government entities [and some private non-profit facilities] to clear the debris left by a storm and rebuild their infrastructure through funds issued through individual project worksheets (PWs). The process of issuing a PW, getting the work done and having the project closed can take years, and for the State, this is multiplied by the hundreds and even thousands of PWs that are issued after a disaster.

The closeout process for PWs can be complicated and FEMA requires that obligated funds be reconciled to a zero dollar balance. For many PWs, the time it takes to work through the final payments can take much more time, and money, than is actually at issue. As a result, the Division has been working with FEMA Region IV to develop a process to close PWs with a balance of less than \$50. As a result of these negotiations, FEMA has now agreed to allow the Division to attempt to close out these *de minimis* PWs (i.e., those with a balance owed of less than \$50) without a final reconciliation to zero. This process has been developed as the cost of processing the small payments and refunds can far exceed the amount at issue and thus makes good fiscal policy.

Payment # (s) involves a reimbursement that amounts to only \$0.02. If, in an attempt to limit the processing costs of all involved, you agree to forego the receipt of these funds, please sign and date the form attached to this letter and return to the Division. Once received, the signed waiver form and this letter will be attached to the appropriate payment in [floridapa.org](http://floridapa.org), and the matter will be closed. Please note that the attached Waiver must be executed by a person given the authority to do so in the Applicant's Funding Agreement.

If you have any questions related to payments, please call Renee Singh at 407-858-2761. If you have any questions related to legal concerns, we encourage you to call our Counsel, Heather Komarnisky, at 850-922-1676.

Sincerely,

A handwritten signature in blue ink that reads "Charles S. Hill". The signature is written in a cursive style with a horizontal line underneath the name.

*for*  
Leo Lachat, Recovery Bureau Chief

Waiver of *De Minimis* Reimbursement

DR: 1679  
Payment # 2

Sumter County (the "Applicant") hereby acknowledges that there is a reimbursement in the amount of \$0.02 due on the payment(s) referenced above. In an attempt to minimize the processing costs of the Florida Division of Emergency Management, and our own staff, we have determined that it is in the best interests of Sumter County to waive this reimbursement. It is our understanding that the payment process will be complete, once this waiver is executed. Please note you may email, fax or mail this waiver form back to us to the attention of Renee Singh, Deputy Public Assistance Officer – Finance.

We confirm our agreement to this waiver with our signature below:

  
\_\_\_\_\_  
Signature

JAMES J. WRIGHT  
\_\_\_\_\_  
Print Name

8/2/11  
\_\_\_\_\_  
Date

Return to:

Division of Emergency Management  
Florida Recovery Office  
Renee Singh, Financial Manager  
5900 Lake Ellenor Drive,  
Orlando, FL 32809-4634  
Email: renee.singh@em.myflorida.com  
Telephone: (407) 858-2761  
Fax: (407) 858-2844



STATE OF FLORIDA  
**DIVISION OF EMERGENCY MANAGEMENT**

RICK SCOTT  
Governor

BRYAN W. KOON  
Director

July 21, 2011

Sumter Sheriff Office  
PO Box 188  
Bushnell, FL 33513

Waiver of *De Minimis* Reimbursement

Dear Applicant:

The recovery from a disaster is never easy. Storms can leave a wake of destruction that Florida can only recover from with the assistance of federal funds. A major disaster declaration pursuant to the Stafford Act allows Florida's government entities [and some private non-profit facilities] to clear the debris left by a storm and rebuild their infrastructure through funds issued through individual project worksheets (PWs). The process of issuing a PW, getting the work done and having the project closed can take years, and for the State, this is multiplied by the hundreds and even thousands of PWs that are issued after a disaster.

The closeout process for PWs can be complicated and FEMA requires that obligated funds be reconciled to a zero dollar balance. For many PWs, the time it takes to work through the final payments can take much more time, and money, than is actually at issue. As a result, the Division has been working with FEMA Region IV to develop a process to close PWs with a balance of less than \$50. As a result of these negotiations, FEMA has now agreed to allow the Division to attempt to close out these *de minimis* PWs (i.e., those with a balance owed of less than \$50) without a final reconciliation to zero. This process has been developed as the cost of processing the small payments and refunds can far exceed the amount at issue and thus makes good fiscal policy.

Payment # (s) involves a reimbursement that amounts to only \$0.01. If, in an attempt to limit the processing costs of all involved, you agree to forego the receipt of these funds, please sign and date the form attached to this letter and return to the Division. Once received, the signed waiver form and this letter will be attached to the appropriate payment in [floridapa.org](http://floridapa.org), and the matter will be closed. Please note that the attached Waiver must be executed by a person given the authority to do so in the Applicant's Funding Agreement.

If you have any questions related to payments, please call Renee Singh at 407-858-2761. If you have any questions related to legal concerns, we encourage you to call our Counsel, Heather Komarnisky, at 850-922-1676.

Sincerely,

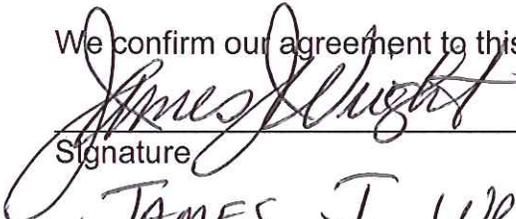
  
for Leo Lachat, Recovery Bureau Chief

Waiver of *De Minimis* Reimbursement

DR: 1679  
Payment # 4

Sumter Sheriff Office (the "Applicant") hereby acknowledges that there is a reimbursement in the amount of \$0.01 due on the payment(s) referenced above. In an attempt to minimize the processing costs of the Florida Division of Emergency Management, and our own staff, we have determined that it is in the best interests of Sumter Sheriff Office to waive this reimbursement. It is our understanding that the payment process will be complete, once this waiver is executed. Please note you may email, fax or mail this waiver form back to us to the attention of Renee Singh, Deputy Public Assistance Officer – Finance.

We confirm our agreement to this waiver with our signature below:

  
\_\_\_\_\_  
Signature  
JAMES J. WRIGHT  
\_\_\_\_\_  
Print Name  
8/2/2011  
\_\_\_\_\_  
Date

Return to:

Division of Emergency Management  
Florida Recovery Office  
Renee Singh, Financial Manager  
5900 Lake Ellenor Drive,  
Orlando, FL 32809-4634  
Email: renee.singh@em.myflorida.com  
Telephone: (407) 858-2761  
Fax: (407) ~~858-2844~~

858-4429