



## Agreement to Participate 2023 Dane County Natural Hazard Plan Update

This document identifies expectations of the County and the City/Village/Town in participating in Dane County's *2023 Update of the Natural Hazards Mitigation Plan*.

### Introduction / Purpose

In 2017-18, the Department of Emergency Management facilitated the update of the Dane County Natural Hazards Mitigation Plan. Its purpose is to better understand natural hazards and their impacts on the people and property of the County. The plan is intended to be a plan of action, identifying a wide range of actions to reduce the County's vulnerability to natural hazards.

Dane County's current plan is a multi-jurisdictional plan. All local units of government in the County are invited to participate in the planning process (Kick-Off meetings occurred on June 16 & 17, 2021). The decision to participate in the *2023 Update*, as was the 2017-18 process, is a local decision. Local governments have multiple options:

- Not prepare a plan,
- Prepare a stand-alone plan for their jurisdiction,
- Prepare a multi-jurisdictional plan with other municipalities on their own, or
- Participate in the county-wide planning process.

In the county-wide plan, each participating jurisdiction has its own attachment. Local attachments describe risks and vulnerabilities specific to their community and identify action items to be taken by the jurisdiction to reduce those risks.

Dane County's current plan, with the local attachments was approved by FEMA in January of 2018. All are posted on the County's website at: <https://em.countyofdane.com/hazards/mitigation-plan>.

Per FEMA requirements, the plan is required to be updated and resubmitted for approval every five years in order to remain eligible for mitigation funding. Dane County Emergency Management is in the process of updating the countywide plan and encourages the participation of all local units of government within Dane County.

### County Responsibilities

For the 2023 Update of the Dane County Natural Hazards Mitigation Plan, Dane County Emergency Management will facilitate the required plan update process, and:

- A. Establish a planning process, work plan, and timelines to assure that the plan is updated in accordance with FEMA standards.
- B. Facilitate regular planning meetings and other coordination activities between the County and all participating local jurisdictions.

- C. Monitor progress and outcomes with each participating jurisdiction toward achieving the project milestones.
- D. Provide plan templates and data collection tools for local use or adaptation.
- E. Facilitate update of the County’s portions of the plan.
- F. Draft sections of the plan for local jurisdiction approval and adoption.
- G. Compile and submit plan documents to FEMA for approval.

**Partnering Local Government Responsibilities**

Participating jurisdiction will:

- A. Identify a point of contact and an alternate for local plan development and coordination:

<b>LOCAL GOVERNMENT</b>	
Date	
<i>PRIMARY CONTACT</i>	
Name	
Title	
Email	
Telephone	
<i>ALTERNATE CONTACT</i>	
Name	
Title	
Email	
Telephone	

- B. Work with county staff to prepare a plan document that will meet FEMA guidelines for a natural hazards mitigation plan:
  - 1. Dedicate adequate staff time to complete the process in a timely manner.
  - 2. Participate in county-wide planning meetings.
  - 3. Establish a local steering committee.
  - 4. Complete a hazard profile and vulnerability assessment based on local conditions.
  - 5. Develop problem statements.
  - 6. Develop a local mitigation strategy.
  - 7. Identify and prioritize specific goals, objectives, and action steps.
  - 8. Participate in public outreach activities and participate in at least one public meeting.
  - 9. Review and approve draft plan documents.
  - 10. Adopt the final draft of the plan through formal resolution.

By submitting this form, the local jurisdiction agrees to participate in the 2023 Dane County Natural Hazard Plan Update process. By participating, the local jurisdiction does not endorse the plan, but is agreeing to participate in the process and may at any time withdraw that involvement and/or decline to adopt the plan when it is completed.

**Email a completed copy of this form to both:**  
[mclellan@countyofdane.com](mailto:mclellan@countyofdane.com) AND [husen.sara@countyofdane.com](mailto:husen.sara@countyofdane.com)