

SAMPLE LOCAL DISASTER DECLARATION

A Disaster Declaration must be issued prior to requesting state or federal assistance.

The following is a sample of the language that should be retyped onto the jurisdiction's official letterhead before submitting. Language should be changed to accurately describe current incident.

WHEREAS, _____ County (or affected city/town) has suffered from a _____ (i.e., tornado, flood, severe storm, etc.) that occurred on _____ (include date(s) and time).

WHEREAS, extensive damage was caused to public and private property, disruption of utility service, and endangerment of health and safety of the residents of _____ County (or city/town) within the disaster area.

WHEREAS, all locally available public and private resources available to mitigate and alleviate the affects of this disaster have been insufficient to meet the needs of the situation,

Therefore, the Chair of the _____ County Commissioners (or the Mayor of _____) has declared a state of emergency on behalf of _____ County (or city/town), and will execute for and on behalf of _____ County (or city/town), the expenditure of emergency funds from all available sources, the invoking of mutual aid agreements, and the requesting assistance from the State.

Chair, _____ County Commissioners

(or Mayor of affected jurisdiction
Or appointed authorized representative)

WITNESS my hand and the seal of my office
This _____ day of _____, 20_____.

County (or City/Town) Clerk

Note: Do not include specific dollar amounts in the Resolution. This Resolution does not guarantee that the jurisdiction or any potential applicants will qualify to receive state or federal funding assistance.