

## National Flood Insurance Program (NFIP) Worksheet

Use this worksheet to collect information on your community’s participation in and continued compliance with the NFIP, as well as identify areas for improvement that could be potential mitigation actions. Indicate the source of information, if different from the one included.

NFIP Topic	Source of Information	Comments
<b>Insurance Summary</b>		
How many NFIP policies are in the community? What is the total premium and coverage?	State NFIP Coordinator or FEMA NFIP Specialist	
How many claims have been paid in the community? What is the total amount of paid claims? How many of the claims were for substantial damage?	FEMA NFIP or Insurance Specialist	
How many structures are exposed to flood risk within the community?	Community Floodplain Administrator (FPA)	
Describe any areas of flood risk with limited NFIP policy coverage	Community FPA and FEMA Insurance Specialist	
<b>Staff Resources</b>		
Is the Community FPA or NFIP Coordinator certified?	Community FPA	
Is floodplain management an auxiliary function?	Community FPA	
Provide an explanation of NFIP administration services (e.g., permit review, GIS, education or outreach, inspections, engineering capability)	Community FPA	
What are the barriers to running an effective NFIP program in the community, if any?	Community FPA	
<b>Compliance History</b>		
Is the community in good standing with the NFIP?	State NFIP Coordinator, FEMA NFIP Specialist, community records	
Are there any outstanding compliance issues (i.e., current violations)?		
When was the most recent Community Assistance Visit (CAV) or Community Assistance Contact (CAC)?		
Is a CAV or CAC scheduled or needed?		

# Worksheet 4.3

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<b>Regulation</b>		
When did the community enter the NFIP?	Community Status Book <a href="http://www.fema.gov/national-flood-insurance-program/national-flood-insurance-program-community-status-book">http://www.fema.gov/national-flood-insurance-program/national-flood-insurance-program-community-status-book</a>	
Are the FIRMs digital or paper?	Community FPA	
Do floodplain development regulations meet or exceed FEMA or State minimum requirements? If so, in what ways?	Community FPA	
Provide an explanation of the permitting process.	Community FPA, State, FEMA NFIP  Flood Insurance Manual <a href="http://www.fema.gov/flood-insurance-manual">http://www.fema.gov/flood-insurance-manual</a>  Community FPA, FEMA CRS Coordinator, ISO representative  CRS manual <a href="http://www.fema.gov/library/viewRecord.do?id=2434">http://www.fema.gov/library/viewRecord.do?id=2434</a>	
<b>Community Rating System (CRS)</b>		
Does the community participate in CRS?	Community FPA, State, FEMA NFIP	
What is the community's CRS Class Ranking?	Flood Insurance Manual <a href="http://www.fema.gov/flood-insurance-manual">http://www.fema.gov/flood-insurance-manual</a>	
What categories and activities provide CRS points and how can the class be improved?		
Does the plan include CRS planning requirements	Community FPA, FEMA CRS Coordinator, ISO representative  CRS manual <a href="http://www.fema.gov/library/viewRecord.do?id=2434">http://www.fema.gov/library/viewRecord.do?id=2434</a>	