



**Department of Public Safety  
Division of Emergency Management**

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**MEMORANDUM**

TO: All LMS Members  
FROM: Joe Mercurio, Special Projects/LMS Coordinator  
DATE: August 26, 2020  
RE: Project Submission to Prioritized Project List (PPL) – Fall 2020

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The fall cycle for submission of new or revised projects to update the Local Mitigation Strategy Prioritized Project List (PPL) will begin on September 1, 2020 and will continue until close-of-business (5:00 p.m.) on September 25, 2020. New projects with supporting documentation will only be accepted electronically through the LMS WebEOC® Project/Initiative Form by going to: <http://weeoc.pbcgov.com>. Instructions for how to use the WebEOC® LMS Boards and a project submission guidance document with box-by-box instructions is currently available on our webpage at <http://discover.pbcgov.org/publicsafety/dem/Sections/Planning-Local-Mitigation-Strategy.aspx>.

Note – we utilize the guidance document titled 2018 LMS Guidance Document/Instructions.

Username and passwords were issued previously to all agency/municipalities for the WebEOC® LMS System. If you are having password issues, please use the link on WebEOC® to reset your password. If the designated person at your agency/municipality is no longer working there, please contact the LMS Coordinator Joe Mercurio at [jmercuri@pbcgov.org](mailto:jmercuri@pbcgov.org) to have your municipality/agency username reset to a new person. Please take the time to login to WebEOC® **before** the project submission period begins to verify your ability to access the system, or your ability to submit projects may be delayed.

Existing projects on the PPL are also found in WebEOC® and if unfunded, can be re-submitted for evaluation and scoring. After all projects are received, they will be evaluated and scored by the LMS Evaluation Panel and ranked for the update of the PPL during the Evaluation Period (September 28 – October 2, 2020). The Evaluation Panel will meet on October 7, 2020 for final approval of scores and ranking, and you are invited to virtually attend to observe. All projects will be scored based on the contents of the application only. The Steering Committee will motion to approve the new PPL at a virtual meeting on November 10, 2020.

Updates to existing projects that do not need to be re-evaluated may also be made in WebEOC® during this time in the event that expected project costs have changed.

The PPL contains a variety of proposed and planned mitigation projects that address identified local hazards, vulnerabilities, and mitigation strategies. New projects submitted for consideration in the PPL should address a comprehensive range of mitigation actions in order to reduce the effects of hazards. The Project and Initiative Submission Form has a number of categories to choose from; anything outside of the pre-filled boxes should fall under the category of "other".

Our streamlined submission and scoring process has been utilized by the LMS program to efficiently and effectively apply for and secure funding for mitigation initiatives on behalf of Palm Beach County's LMS partners. Please feel free to contact me with any questions via email or phone (561-712-6481). Thank you for your continued support of the Local Mitigation Strategy.