
Sonoma County Multijurisdictional Hazard Mitigation Plan Update 2021

Appendix G. Progress Report Template

G. PROGRESS REPORT TEMPLATE

Reporting Period: *(Insert reporting period)*

Background: A planning partnership of Sonoma County and cities and special districts within the county developed a hazard mitigation plan to reduce risk from hazards by identifying resources, information, and strategies for risk reduction. The federal Disaster Mitigation Act requires state and local governments to develop hazard mitigation plans as a condition for federal disaster grant assistance. To prepare the plan, the planning partnership organized resources, assessed risks from hazards, developed planning goals and objectives, reviewed mitigation alternatives, and developed an action plan to address probable impacts from natural hazards. By completing this process, the participating partners maintained compliance with the Disaster Mitigation Act, achieving eligibility for mitigation grant funding opportunities afforded under the Robert T. Stafford Act. The plan can be viewed on-line at: [\[website address\]](#)

Summary Overview of the Plan's Progress: The performance period for the hazard mitigation plan became effective on [\[date\]](#), with the final approval of the plan by FEMA. The performance period for this plan will be 5 years, with an anticipated update to the plan to occur before [\[date\]](#). As of this reporting period, the performance period for this plan is considered to be [%](#) complete. The hazard mitigation plan has targeted [\[number\]](#) hazard mitigation actions to be pursued during the 5-year performance period. As of the reporting period, the following overall progress can be reported:

- out of actions ([%](#)) reported ongoing action toward completion.
- out of actions ([%](#)) were reported as being complete.
- out of actions ([%](#)) reported no action taken.

Purpose: The purpose of this report is to provide an annual update on the implementation of the action plan identified in the hazard mitigation plan. The objective is to ensure that there is a continuing and responsive planning process that will keep the hazard mitigation plan dynamic and responsive to the needs and capabilities of the planning partners. This report discusses the following:

- Hazard events that have occurred within the last year
- Changes in risk exposure within the planning area
- Mitigation success stories
- Review of the action plan
- Changes in capabilities that could impact plan implementation
- Recommendations for changes/enhancement

New Actions to Include in the Plan: *(List any new actions added to the action plan; see Chapter 21 of the hazard mitigation plan for description of the information to be provided).*

Table 3. New Actions to Add to Action Plan						
		Action #: Action Title—Action Description				
		Hazards Mitigated:				
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		Action #: Action Title—Action Description				
		Hazards Mitigated:				

Changes That May Impact Implementation of the Plan: *(Insert brief overview of any significant changes in the planning area that would have a profound impact on the implementation of the plan. Specify any changes in technical, regulatory, and financial capabilities identified during the plan’s development)*

Recommendations for Changes or Enhancements: Based on the review of this report by the plan maintenance oversight committee, the following recommendations will be noted for future updates or revisions to the plan:

- _____
- _____
- _____
- _____
- _____

Public review notice: *The contents of this report are considered to be public knowledge and have been prepared for total public disclosure. Copies of the report have been provided to the planning partner governing bodies and to local media outlets. The report is posted on the hazard mitigation plan website. Any questions or comments regarding the contents of this report should be directed to:*

Insert Contact Info Here