

Local Disaster Recovery Manager



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Local Disaster Recovery Manager Position Guidance

This guidance is intended to inform local jurisdictions of the desirable knowledge, skills, and abilities of a Local Disaster Recovery Manager (LDRM) as well as resources to help fill the position after a disaster.

LDRM Roles & Responsibilities

1. Establish a local recovery office and oversee the organizational structure, staffing and operations for the implementation of the Local Disaster Recovery Framework (LDRF).
2. Provide leadership and guidance throughout the development and execution of the Long-Term Recovery Plan (LTRP).
3. Engage government agencies, nonprofits, community leaders, and the private sector to facilitate interagency collaboration.
4. Support local public works, economic development, housing, parks, social services, planning and finance departments with the implementation of recovery efforts as part of a cohesive recovery strategy.
5. Identify and layer financial resources through collaboration with state, federal, private sector, and nonprofit partners.
6. Develop and enforce recovery policies in accordance with local, state, and federal regulations to increase local resilience.
7. Engage emergency management agencies to incorporate preparedness, response, and mitigation principles into recovery planning.
8. Oversee financial aspects tied to the recovery strategy, including budget management, grant-seeking, grant administration, and fundraising activities.
9. Implement an equitable recovery strategy that addresses the needs of the whole community including persons have been marginalized or are traditionally underrepresented.

Disaster Manager Key Fundamentals

The LDRM should be able to represent and speak on behalf of their chief executives (e.g., county administrative official, mayor) as the jurisdiction's primary point of contact. It's not necessary that the LDRM be an emergency management professional.

The LDRM works closely with a diverse range of stakeholders, including government agencies, nonprofit organizations, and community leaders.

This position serves as the primary point of contact for local, state, and federal officials, facilitating communication and the alignment of recovery initiatives with local government leadership.

LDRM Funding Sources



Community Development Block Grant Disaster Recovery (CDBG-DR)

CDBG-DR is a HUD administered grant that state and local governments can use to address a wide range of housing and economic development issues, if authorized through the State's CDBG-DR Action Plan.

[*Community Development Block Grant*](#)

Metropolitan Planning Organization (MPO)

MPOs are multi-jurisdictional, public based regional planning and development organizations. These public-sector entities are governed by a regional policy board with majority control by local elected officials. MPOs may be able to fill the LDRM capacity gap while the local government applies for additional funding.

[*Metropolitan Planning Organizations*](#)

Community Foundation

Philanthropic partners such as community foundations can play an essential role in disaster recovery through fundraising activities and the development of grant programs. Also, their expertise can be leveraged to structure aid programs for survivors.

[*Community Foundations*](#)

Community Development Block Grant (CDBG)

With federal approval, states may reallocate existing CDBG funding from the purpose originally described in the CDBG action plan to hire an LDRM that can address disaster impacts to low-to-moderate income, as long as the uses fall within the boundaries of the CDBG program.

[*Community Development Block Grant*](#)

US Economic Development Administration (US EDA)

In the past, US EDA has provided dedicated funding to secure an LDRM to address economic impacts from a disaster, but this can include many cross-cutting support areas including travel and tourism, infrastructure development, and housing reconstruction.

[*US Economic Development Administration*](#)

Volunteer Planner Support

There may be members of the community who are willing to volunteer as an LDRM (e.g., former elected official, government leader). AmeriCorps volunteers can also be used to support day-to-day responsibilities and increase the availability of more experienced staff to serve in the LDRM role.

Staff Restructuring

Eliminating less essential job duties and reassigning employees to priority tasks may create additional capacity to carry out LDRM duties.

Combined Jurisdictional Funding

If a community cannot fund an LDRM, a Regional Disaster Recovery Manager model may allow for joint planning to support a regional recovery plan. This can be supported through the establishment of a Memorandum of Agreement that establishes a cooperative relationship.

Grant Administrative Allotment

Allocations within grants for grant administration can be pooled together to hire an LDRM to manage all the grants as well as other duties that align with the local recovery strategy. The average amount dedicated to grant administration is 13% of the awarded total.

Additional Resources

[Local Disaster Recovery Managers - Guide for Local Government](#)

[California Disaster Recovery Framework](#)

[National Disaster Recovery Framework](#)