Fiscal Year 2023 Community-Specific
Integrated Emergency Management Course (IEMC) Application Process

Purpose:

To provide an overview of the Community-Specific Integrated Emergency Management Course (IEMC) Application Process for Federal Fiscal Year (FY) 2023 (October 1, 2022–September 30, 2023). **The deadline to apply to the Emergency Management Institute (EMI) for a community-specific IEMC in FY23 is February 1, 2022. Applications must be submitted to your respective FEMA Region by this date.**

Program Description:

Each year, State, local, tribal, territorial, and specialized jurisdictions throughout the United States can apply to EMI to conduct a community-specific IEMC.

IEMCs are exercise-based training workshops that place a jurisdiction's Emergency Operations Center (EOC) personnel in realistic crisis situations within a structured learning environment. The jurisdiction selects the hazard(s) and the Core Capabilities it wishes to include in both the plenary and exercise components of the course to reflect the jurisdiction's hazards or events, EOC type, and organizations included in emergency plans. Data reported in the applicable Stakeholder Preparedness Report and the Threat and Hazard Identification and Risk Assessment should be used as a basis for the request.

A community-specific IEMC builds awareness and skills needed to develop/refine and implement a jurisdiction's policies, plans, procedures, and mutual aid agreements in an EOC environment. Skilled EMI curriculum and exercise specialists conduct extensive virtual planning with jurisdictional staff to collect local information, identify critical infrastructure, study transportation systems, and analyze current response plans. From this information, exercises are built to access the jurisdiction's planned approach to specific hazards and to surface issues that IEMC participants may need to re-evaluate and develop corrective action plans.

Target Audience:

IEMCs are Homeland Security Exercise and Evaluation Program (HSEEP) consistent and designed for personnel who fill specific emergency support positions within their community. A sample of appropriate attendees include:

- Chief elected and appointed officials from local, regional, State, and Federal emergency management agencies;
- Senior-level personnel from response agencies and organizations (e.g., law enforcement, fire, emergency medical services, and public health);
- Managers from Volunteer Organizations Active in Disasters (VOADs); and,
- Representatives from private organizations which participate in local, regional, and State responses.

For a complete list of recommended attendees, refer to the IEMC website (http://training.fema.gov/iemc/iemcpos.aspx)

BULLETIN

How to Apply:

Nomination Packages for Community-Specific IEMCs include questions that require narrative responses addressing:

- Community demographics and critical infrastructure
- Disaster history
- Accomplishments and improvements to emergency management capability
- Major strengths and areas for improvements
- Why the community is requesting an IEMC
- Requested Exercise and Course Specifics
- Preference of an on-campus delivery at the NETC or a field delivery in the jurisdiction

For specifics on how to apply for an IEMC, please refer to the Application Process website (http://training.fema.gov/iemc/selprocess.aspx).

Deadline:

Applications must be received by the appropriate FEMA Regional Offices no later than February 1, 2022. Regional Offices should forward completed nomination packages to the Integrated Emergency Management Branch at EMI no later than February 15, 2022.

Selection for Fiscal Year 2023 Community-Specific Integrated Emergency Management Course (CS-IEMC):

The review process for the awarding of FY2023 CS-IEMCs will be completed by June1, 2022. The process is a collaborative effort between EMI and the FEMA Regions. The IEM Branch will review that applications. If additional information is needed, IEM will contact and discuss the application packets with the appropriate FEMA Regional Office. IEM will provide the Superintendent of EMI with CS-IEMC candidate recommendations for award/non-award, to include the original prioritized ranking of application packets received from the FEMA Regional Administrators. The Superintendent will make the final decision regarding the award/non-award of a CS-IEMC.

Notice to Applicants for EMI courses:

Individuals applying for EMI classes will be required to register using the FEMA Student Identification (SID) number. This number will be used in place of the Social Security Number (SSN) on your application form. **The SSN is no longer required.**

How do I obtain my FEMA SID number?

1. To register, go to Student Identification System (https://cdp.dhs.gov/femasid).
2. Click on the "Register for a FEMA SID" button on screen.
3. Follow the instructions and provide the necessary information to create your account.
4. You will receive an email with your SID number. You should save this number in a secure location.

EMI Point of Contact:

For continual updates on the IEMCs and to sign up for our free email subscription service, click on the link "Sign up via our free e-mail subscription service" (http://www.training.fema.gov/iemc/) on our website:.

For additional information on the IEMC program, please contact the Integrated Emergency Management Branch at fema-emi-iemb@fema.dhs.gov.