



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, NY 12234

Office of P-12 Education

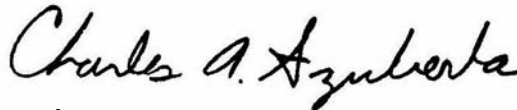
Charles A. Szuberla, Jr., Assistant Commissioner
Office of School Operations
Room 874 EBA

(518) 474-2238

November 29, 2012

TO: District Superintendents

FROM: Charles A. Szuberla, Jr.



SUBJECT: Superstorm Sandy Damage Assessment

I appreciate the tremendous amount of work which has taken place since your communities were impacted by Superstorm Sandy. In an effort to facilitate the recovery and mitigation processes, the State Education Department is partnering with FEMA and the New York State Office of Emergency Management (NYS-OEM) to determine the extent of damage in school districts impacted by the storm in counties declared eligible for FEMA Public Assistance: Nassau, Orange, Putnam, Rockland, Suffolk, Sullivan,, Ulster, and Westchester.

To achieve this, I ask that you complete the attached form and email it to EMSCFP@mail.nysed.gov no later than close of business on Monday, December 17:

- “Sandy” Public School Damage Survey (one per building)

As a reminder, it is essential that all expenses associated with “Sandy” be carefully documented. This includes costs associated with response and recovery including but not limited to costs related to a school’s use as a shelter, the loss of building contents, the loss of school-owned vehicles, employee overtime expenses, equipment rentals, and food spoilage. Photographic documentation, receipts, contracts and purchase orders related to storm damage must be retained to facilitate reimbursement.

Please contact Carl Thurnau at 518-474-3906 with questions or concerns related to this request for information. Please email completed forms to EMSCFP@mail.nysed.gov.

Thank you.

Attachment