



U.S. Department of Homeland Security  
Washington, DC 20472

**FEMA**

June 24, 2025

MEMORANDUM FOR: Robert D. Samaan  
Regional Administrator  
Region IV

FROM: Robert M. Pesapane  
Director, Public Assistance  
Recovery Directorate

A handwritten signature in blue ink that reads "Robert Pesapane".

SUBJECT: FDEM F-ROC Forms Acceptance

As follow-up from lessons learned last hurricane season, I wanted to clarify processes to ensure smooth and efficient public assistance operations. This memo is in response to items raised last year regarding the acceptance of alternate summary sheets.

FEMA will not request an applicant transfer information to FEMA's standard summary sheets. I want to reiterate that FEMA will continue to accept documentation on alternate summary sheets that contain all the same information requested on the standardized FEMA summary sheets. This includes Florida Division of Emergency Management's (FDEM) Florida Recovery Obligation Calculation (F-ROC) forms. FEMA does not require applicants to transfer information to the standardized FEMA summary sheets if the alternate summary sheets already contain the necessary information.

Our goal is to remove any barriers to FEMA programs and ensure that applicants are not asked to duplicate work unnecessarily. FEMA Public Assistance Program appreciates FDEM's commitment to streamline the delivery of Public Assistance and are committed to working collaboratively with FDEM and other stakeholders to facilitate a seamless public assistance process for all applicants.

Cc: Deana Hoisington, Deputy Director (A), Public Assistance Division  
Anthony Wright, Consolidated Resource Center Branch Chief, Public Assistance Division  
Susan Healey, Consolidated Resource Center East Director, Public Assistance Division  
David Grecco, Regulations & Policy Branch Chief, Public Assistance Division  
Robert Ashe, Deputy Regional Administrator, Region IV  
Saidat Thomas, Recovery Division Director, Region IV