



## NATIONAL FLOOD INSURANCE PROGRAM (NFIP) APPLICATION PACKAGE FOR THE STATE OF MINNESOTA

In order to join the NFIP, your community must submit the following information:

1. A completed copy of the attached NFIP application requesting information such as community address, population information, flood map repository location, etc.
2. A certified copy of an adopted resolution of intent to participate in the NFIP. A model resolution is attached.
3. A certified copy of an adopted ordinance that is compliant with Federal and State standards required for participation in the NFIP.

**\*\* Note that state law requires DNR to approve the draft ordinance before it is adopted. Also note that a hearing notice must run in the newspaper at least 10 days before the hearing, and the ordinance (or amendment) does not become effective until that ordinance (or amendment), or a summary of the ordinance (or amendment), runs in the newspaper.**

For communities that do not have a map of flood hazard areas (prepared by FEMA), a model ordinance is attached. For communities with a map of flood hazard areas (prepared by FEMA), Minnesota DNR Waters has prepared several model ordinances depending on the type of maps your community has. You can view and download Word or pdf versions of the model ordinances at

[http://www.dnr.state.mn.us/waters/watermgmt\\_section/floodplain/sample\\_ordinances.html](http://www.dnr.state.mn.us/waters/watermgmt_section/floodplain/sample_ordinances.html)

Contact your Area Hydrologist (list at [http://files.dnr.state.mn.us/waters/area\\_hydros.pdf](http://files.dnr.state.mn.us/waters/area_hydros.pdf)) or Ceil Strauss ([ceil.strauss@state.mn.us](mailto:ceil.strauss@state.mn.us) or 651-259-5713) to determine which model ordinance should be used and for any questions related to adopting a floodplain management ordinance.

Please mail any documents related to enrolling in the National Flood Insurance Program (NFIP) or floodplain management ordinance updates / amendments to:

Ms. Ceil Strauss  
DNR Ecological & Water Resources Division  
500 Lafayette Road  
St. Paul, MN 55155-4032  
(651) 259-5713  
[ceil.strauss@state.mn.us](mailto:ceil.strauss@state.mn.us)