

# How to Appeal FEMA’s Decision

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Mainers who applied for assistance from FEMA for the severe storm and flooding that took place December 17-21, 2023, will receive a determination letter from the agency explaining the result of your application.

Every applicant who disagrees with FEMA’s decision has the right to appeal. Read the letter carefully because it will explain the reason for a denial and what may be needed to submit with your appeal letter. If you feel the amount or type of assistance you were approved for is incorrect, you may submit an appeal letter and any documents needed to support your claim.

## The Appeal Process

To appeal, you must submit a signed letter explaining why you disagree with FEMA’s decision and provide additional information or documents supporting your appeal. The appeal must be submitted within 60 days of the date on the determination letter. Please include the following:

- Applicant’s full name, disaster-damaged primary address, current address and current phone number
- Applicant’s 9-digit FEMA application number on each page, found at the top of the determination letter.
- FEMA disaster declaration number DR 4754 (on every page)
- Applicant’s signature and the date.
- Additional documentation to support your appeal (verifiable contractor’s estimate, insurance paperwork, any additional documents FEMA requested in the eligibility letter)

Questions about your letter or the appeal process can be answered by calling the FEMA’s help line at 800-621-3362. The helpline is available 7 a.m. to 11 p.m. seven days a week and help is available in most languages. You can also visit a Disaster Recovery Center. To find the nearest center, go to: [fema.gov/drc](https://www.fema.gov/drc).

If you choose to have a someone else submit an appeal letter on your behalf, the letter must be signed by that person. Additionally, please include a statement signed by you giving permission for that person to appeal on your behalf.

You can submit your letter and document by:

- **Mail to:** FEMA, P. O. Box 10055, Hyattsville, MD 20782-8055



# FEMA

- Uploading to your account on [DisasterAssistance.gov](https://www.disasterassistance.gov), Click “Check Status” on the home page and follow the instructions.
- fax to 800-827-8112 Attn: FEMA, or
- visiting your nearest Disaster Recovery Center (DRC) and submit your appeal.

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*FEMA’s mission is helping people before, during, and after disasters.*

*All FEMA disaster assistance will be provided without discrimination on the grounds of race, color, sex (including sexual harassment), sexual orientation, religion, national origin, age, disability, limited English proficiency, economic status. If you believe your civil rights are being violated, you can call the Civil Rights Resource line at 833-285-7448.*