**NATIONAL INSTITUTE OF BUILDING SCIENCES**
**SCIENTIFIC RESOLUTION PANEL**


**Community Submittal Agreement**

This AGREEMENT is made this __ day of _____, 201_, by and between the
NATIONAL INSTITUTE OF BUILDING SCIENCES ("Institute"), a District of Columbia not-
for-profit corporation, 1090 Vermont Avenue, NW, Suite 700, Washington, D.C. 20005-4950,
and _____ ("Community").


1. The National Flood Insurance Act (42 U.S.C. § 4104(e)) and Federal Emergency
Management Agency (FEMA) regulations (44 C.F.R. § 67.8) provide that the FEMA
Administrator shall review and take fully into account any technical or scientific data submitted
by a community that tend to negate or contradict the information upon which FEMA's proposed
flood elevation determination is based. The Act and regulations further state that the
Administrator may submit the conflicting data to an independent scientific body or appropriate
Federal agency for advice. The decision of such body or agency serves as their recommendation
to the FEMA Administrator. The Administrator makes the final flood elevation determination.

2. The Institute, pursuant to contract with FEMA, has the responsibility as Panel Sponsor to
develop and maintain a cadre of scientific experts (hereinafter referred to as "SRP cadre
members" or "Panelists") to constitute the Scientific Resolution Panel cadre of experts
(hereinafter referred to as "SRP cadre of experts"), from which will be convened an independent
scientific body (hereinafter referred to as an "SRP" or "Panel"); to make the SRP available to
FEMA and communities pursuant to the Act; and to administer SRP operations. The purpose of
this Agreement is to set forth the understanding, terms and conditions by which the Community
submits its conflicting data to an SRP Appeal Panel for resolution.

3. The Institute has selected and invited a number of qualified, independent experts to serve on
the SRP based on their scientific expertise in the field of surface water hydrology, hydraulics,
coastal engineering, or other relevant engineering and scientific fields.

4. The Community has challenged FEMA's proposed flood elevation determination and has
elected to have its technical and/or scientific data reviewed by an SRP to determine whether it
negates or contradicts the information upon which FEMA's proposed flood elevation
determination is based. By doing so, the Community represents that it understands and agrees to
abide by the SRP process as described in the applicable law, FEMA Regulations, and the SRP
Rules and Procedures.

5. The Community shall be entitled to designate a simple majority of the Panel members, e.g.,
three of the members of a Panel of five, from the cadre of SRP members provided by the
Institute. The SRP shall consist of persons who do not have a personal or professional interest in
the appeal or the result of the appeal and do not reside in the State from which the appeal is
taken.

6.  The Panel, once appointed, shall consider the submission of the conflicting data and render a written simple majority advisory decision with rationale, as to whether the Community's technical or scientific data negates or contradicts the information FEMA relied upon in proposing its flood elevation determination according to the applicable rules and procedures of the SRP.  The Panel's written simple majority advisory decision constitutes a recommendation to the FEMA Administrator for final determination of the appeal.

7. The Community agrees to hold the Panel members and the Institute harmless from and against all claims of loss, liability or damages resulting from the decision of the Panel, from an individual panelist's decision or conduct in serving on the Panel, or from the Institute's administration of the SRP or the Panel.

8. The Institute's point of contact for all communications with the SRP is:

Dominique Fernandez
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Washington, DC 20005
Telephone: 202.289.7800
Email: dfernandez@nibs.org


_____           _____
Henry L. Green, Hon. AIA              (Date)           (CEO)                                    (Date)
President                                                   _____
National Institute of Building Sciences               (Community Name)