

## FEMA BCA Tool - Instructions to Install

1. Download the zipped file for “Benefit Cost Toolkit Version 5.3” at this link:

<https://www.fema.gov/media-library/assets/documents/128334>

2. At the same link are the “Hurricane Hazard Data” and “Earthquake Hazard Data” files. Download and save both files.

NOTE: These files do not need to be unzipped because the Tool installs them as a zip file.

3. To install the Tool, unzip the downloaded file and double-click the installation file (BCAV5\_3\_0\_Setup\_Standard.exe), then follow the prompts. When the installation process is complete, there should be a “BCA Toolkit 5.3.0” icon on the desktop.
4. Read the instructions on the Quick Start Menu and watch the Quick Start Tutorial Movie.

### **Once the BCA has been Completed:**

1. Applicant must include a zip file of the BCA when submitting the application
2. On the application, you must provide the Total Project Cost, Total Value of Project Benefits and the Benefit Cost Ratio. Use the data gathered from the BCA tool to provide this information.