

# How to Appeal Eligibility Decision

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If you receive a letter from FEMA saying you are ineligible for assistance, FEMA may need more information. You can appeal the decision and provide the information.

FEMA's Individuals and Households Program (IHP) provides financial assistance to eligible survivors of the Dec. 9, 2023 storms and tornadoes. FEMA cannot provide assistance for losses covered by insurance. If your insurance does not cover all your losses, or is delayed, you may be eligible for help from FEMA.

If you are determined ineligible for assistance, FEMA will provide a letter explaining why you did not qualify and an opportunity to appeal the decision.

## The Appeal Process

Appeals must be in writing. In a signed, dated letter, explain the reason(s) for the appeal and include:

- Applicant's full name
- Disaster number (DR-4751-TN)
- Address of the pre-disaster primary residence
- Applicant's current phone number and address
- The FEMA application number on all documents

If someone other than an applicant or co-applicant writes the appeal letter, that person must sign it and provide FEMA with a signed statement authorizing the individual to act for the applicant.

Appeals must be postmarked within 60 days of the date noted on the determination letter. Appeal letters and supporting documents may be uploaded to your personal FEMA online account. To set up an account, visit [DisasterAssistance.gov](https://DisasterAssistance.gov) and follow the directions.

Other ways to submit documents include:

- **By mail:** FEMA National Processing Service Center, P.O. Box 10055, Hyattsville MD 20782-7055
- **By fax:** 800-827-8112 Attention: FEMA

For information on Tennessee's disaster recovery, visit [fema.gov/disaster/4751](https://fema.gov/disaster/4751). Follow FEMA on X, formerly Twitter, at [twitter.com/femaregion4](https://twitter.com/femaregion4) and at [facebook.com/fema](https://facebook.com/fema).



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