

**City of Annapolis
Budget Revision Request**

Control number GT 4-15

Department
Fire/OEM

Date 10-Sep-2014

Account Name Only	Transfer TO	Transfer FROM
EMA- Salaries		25,000.00
EMA- Supplies	25,000.00	
EMA- Salaries		6,351.00
EMA- Training and Education	6,351.00	
EMA- Salaries		2,000.00
EMA- Contract Services	2,000.00	

\$73,351.00 of EMPG FY 2014 will be applied to the Office of Emergency Management salary account which will release \$73,351.00 of City funding. The released funding will be allocated as follows: \$40,000.00 to salary account for OEM Deputy Director position. The remainder of the funds will be moved to supplement the OEM Operating Budget.

Approved for Financial & Accounting Sufficiency:



Finance Director



Department Director

Approved by:

Mayor

Finance Committee

City Council



Grant Title Emergency Management Performance Grant FY 2014

Grant Award (\$) 73,351.00

Originating Department(s): Fire/OEM

Dept Contact (Name/Phone): Kevin Simmons (410-216-9167)

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries	40,000.00		73,351.00		113,351.00	
Benefits					0.00	
Overtime					0.00	
Supplies	25,000.00				25,000.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education	6,351.00				6,351.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services	2,000.00				2,000.00	
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
Total	73,351.00	0.00	73,351.00	0.00	146,702.00	

TOTAL EXPENDITURES*: 146,702.00

* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

D/C Kevin Simmons
Department Director Signature/Date

OEM
Department

Match is required. Match will be met in the form of ⁽¹⁾ Personnel Salary

I attest that this asset has been approved/appropriated in ⁽²⁾ _____

D/C Kevin Simmons
Department Director Signature/Date

Fire/EPARM
Department

COMMENTS:

A total of \$73,351.00 of EMPG FY 2014 will be applied to the Office of Emergency Management salary account

which will release \$73,351.00 of City funding. The released funding will be allocated as follows: \$40,000.00 will be allocated to the salary account for the OEM Deputy Director position. The remainder of the funds will be moved to supplement the OEM Operating Budget.

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY __ operating budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title Emergency Management Performance Grant FY 2014

Grant Award (\$) 73,351.00

Originating Department(s): Fire/OEM

Dept Contact (Name/Phone): Kevin Simmons (410-216-9167)

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries	73,351.00		73,351.00		146,702.00	25% of Dir. Salary; 50% Dep. Dir. Salary; 50% Office Associate Salary
Benefits					0.00	
Overtime					0.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services					0.00	
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
Total	73,351.00	0.00	73,351.00	0.00	146,702.00	

TOTAL EXPENDITURES*: 146,702.00

* May be different from Grant Award \$ if there is a match requirement.

Match is not required

[Signature] 9-5-14
Department Director Signature/Date

OEM
Department

Match is required. Match will be met in the form of ⁽¹⁾ Personnel Salary

I attest that this asset has been approved/appropriated in ⁽²⁾ _____

[Signature] 9-5-14
Department Director Signature/Date

Fire/EPARM
Department

COMMENTS:

This is the initial grant budgeting. The Emergency Management Performance Grants are issued to salary accounts

initially. The match from the grant will be utilized to establish an Office of Emergency Management Operating budget. 50% of Deputy Director's

Salary, or \$41,000.00, will remain in Salary account for Deputy Director salary requirements. A budget revision is attached for this process of

creating an Operating budget.

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY __ operating budget, a memorandum of understanding, City Council resolution/ordinance.

GRANT Briefing Document, continued

Provide a short narrative. Include:

-program description	- purpose of funds	- due dates
-grant period	-amount of request or award	
-special features, e.g., environmental impact implications, notarization required		

The FY 2014 Emergency Management Performance Grant (EMPG) is grant program offered by the Department of Homeland Security/Federal Emergency Management Agency to enhance and sustain emergency management capabilities at the local level. The EMPG program provides resources to local government emergency management agencies, an all-hazards approach to emergency response, including the development of a comprehensive program of planning, training, and exercises, as well as staffing/EOC upgrades. This program facilitates effective and consistent response to disasters and emergencies, regardless of the cause.

This grant program requires a 100% local match. The match will be obtained through the Office of Emergency Management personnel salary. Currently, our match capability will exceed the amount required.

The EMPG Program supports the Office of Emergency Management's Operating Budget.

The performance period for this grant is from October 1, 2014- June 30, 2015.

Total Award Amount: \$73,351.00

Total Match Amount: \$73,351.00 (100% Personnel Salary)

Total Award/Match Amount: \$146,703.00

Total Amount Reimbursable: \$73,351.00

¹ Examples: cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

² Examples: FY__ Operating Budget, a memorandum of understanding, City Council resolution/ordinance.



2014 Sub-Recipient Agreement
for
Annapolis Office of Emergency Preparedness

Date of Award
6/20/2014

3. MEMAGMS Award Number: 14-SR
8844-01

1. Sub-Recipient Name and Address

2. Prepared by: *Cosden, Toni*

Annapolis Office of Emergency Preparedness

4. Federal Grant Information

Federal Grant Title:

Emergency Management Performance Grant

Federal Grant Award Number/CFDA Number:

EMW-2014-EP-00011-S01
/ 97.042

Federal Granting Agency:

U.S. Department of Homeland Security
Federal Emergency Management Agency

5. Award Amount and Grant Breakdowns

Total Award Amount

\$73,351.00

100% Match Required.

2014 Emergency Management Performance Grant

Performance Period:

FROM Oct 1, 2013 - Jun 30, 2015

6. Statutory Authority for Grant:

Authorizing Authority for Program National Flood Insurance Act of 1968 (42 U.S.C. 4001 et seq.); Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121 et seq.); Earthquake Hazards Reduction Act of 1977 (42 U.S.C. 7701 et seq.); Reorganization Plan No. 3 of 1978 (5 U.S.C. App.); and, Section 662 of the *Post-Katrina Emergency Management Reform Act of 2006* (PKEMRA), Public Law 109-295, as amended, (6 U.S.C. § 762). Appropriation Authority for Program *The Department of Homeland Security Appropriations Act, 2014*

7. Method of Payment: Primary method is reimbursement.

8. Debarment/Suspension Certification: The Sub-Recipient certifies that the subgrantee and its' contractors/vendors are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded by any federal department or agency and do not appear in the Excluded Parties List System at <http://www.epls.gov>.

9. Agency Approval

Approving SAA Official:

Kenneth J. Mallette, Executive Director
Maryland Emergency Management Agency

Signature of SAA Official:

Date:

10.

Sub-Recipient Acceptance

I have read and understand the attached Special Terms and Conditions and Certifications and Assurances.

Type name and title of Authorized Sub-Recipient official:

Michael Pantelides, Mayor
City of Annapolis

Signature of Sub-Recipient Official:

Michael Pantelides

11. Enter Federal Employer Identification Number (FEIN) and DUNS number:
52-6000764

12. Date Signed:

7/28/14

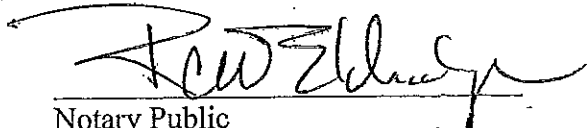
ATTEST:

Regina C. Watkins-Eldridge
Regina C. Watkins-Eldridge, MMC
City Clerk

STATE OF MARYLAND, COUNTY OF ANNE ARUNDEL, to wit:

I HEREBY CERTIFY that on this 28th day of July 2014, before me, the subscriber a Notary Public in and for the State and County aforesaid, personally appeared Michael Pantelides, Mayor of the City of Annapolis, known to me or satisfactorily proven to me to be the persons whose signatures are written above, and he/she has signed in my presence and acknowledge that it is their free and voluntary act made for the purposes stated therein.

AS WITNESS my hand and Notarial Seal.


Notary Public
My Commission Expires: 11/14/15