

GA-5-15

GRANT BRIEFING DOCUMENT

rev. 2/13/13

From:

Name: Al Posey Dept: Fire/OEM Phone: 410-216-9167

This is a request to

- review, approve, and/or sign a grant agreement/award
- other

Grant title: 2014 Emergency Management Performance Grant

Grantor: U.S. Department of Homeland Security Amount: \$ 73,351.00

Attestation:

- Match is *not* required.
- Match is required. Match will be met in the form of ¹ 100% Personnel Salary

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


Department Director signature

OEM
Dept

7-14-14
Date

Routing	Initials	Date		Comments
		In	Out	
<input checked="" type="checkbox"/> originating Dept Director	<u>AP</u>	<u>7-14-14</u>	<u>7-14-14</u>	
<input checked="" type="checkbox"/> Grants Coordinator	<u>WEP</u>	<u>7/21/14</u>	<u>7/21/14</u>	
<input checked="" type="checkbox"/> Finance Director	<u>B. [unclear]</u>	<u>7/21/14</u>	<u>7/21/14</u>	
<input type="checkbox"/> City Attorney				
<input type="checkbox"/> City Manager				
<input checked="" type="checkbox"/> Mayor				
<input type="checkbox"/> City Clerk				
<input type="checkbox"/> Finance Committee				
<input type="checkbox"/> Finance Dept				

Return to Originating Department

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, 2013- June 30, 2015.

Date of Award: June 20, 2014

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.



Grant Title Emergency Management Performance Grant FY 2014

Grant Award (\$) 73,351.00

Originating Department(s): Fire/OEM

Dept Contact (Name/Phone): Al Posey (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.

Department Director Signature/Date

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 Ken [Signature] 7-14-14
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.