

File No. 101121

Committee Item No. 5

Board Item No. 01

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee

Date: December 1, 2010

Board of Supervisors Meeting

Date 12/14/10

Cmte Board

- | | | |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Ethics Form 126 |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form (for hearings) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER

(Use back side if additional space is needed)

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Completed by: Victor Young

Date: November 23, 2010

Completed by: Victor Young

Date: _____

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.

1 [Accept and Expend Grant - FY2010 Regional Catastrophic Preparedness Grant Program and
2 Amend Annual Salary Ordinance, FY2010-2011 - \$3,570,000]

3 Ordinance authorizing the Department of Emergency Management, on behalf of the
4 City and County San Francisco, serving as the primary grantee for the Regional
5 Catastrophic Preparedness Grant Program Bay Area Site and as fiscal agent for the
6 Urban Area Security Initiative Approval Authority, to retroactively accept and expend
7 Regional Catastrophic Preparedness Grant Program grant funds in the amount of
8 \$3,570,000 from the United States Department of Homeland Security, through the
9 California Emergency Management Agency, and to provide \$181,478 as San
10 Francisco's portion of required matching funds; and amending Ordinance No. 191-10
11 (Annual Salary Ordinance, FY2010-2011) to reflect the addition of one grant-funded
12 position (.75 FTE) in Class 5293 Planner IV in the Department of Emergency
13 Management.

14 Note: Additions are single-underline italics Times New Roman;
15 deletions are ~~strikethrough italics Times New Roman~~.
16 Board amendment additions are double underlined.
17 Board amendment deletions are ~~strikethrough normal~~.

18 Be it ordained by the People of the City and County of San Francisco:

19 Section 1. Findings.

20 (a) Regional Catastrophic Preparedness Grant Program (RCPGP). The United States
21 Department of Homeland Security (DHS) has several Homeland Security Grant Programs,
22 including the RCPGP. The RCPGP is a component of a coordinated federal effort to enhance
23 emergency planning and strengthen the Nation's overall level of preparedness. It is designed
24 to support Tier I and designated Tier II Urban Areas Security Initiative (UASI) Urban Areas
25 (designated by DHS) as they address all threats and hazards in collaboration with federal,

1 state, and local partners. DHS distributes RCPGP grant funds to recipient jurisdictions in
2 California through the California Emergency Management Agency (CalEMA), which
3 administers the RCPGP within the State.

4 (b) Bay Area Site. The Bay Area Urban Area is a Tier I UASI Urban Area comprised of
5 the City and County of San Francisco, the Cities of Oakland and San Jose, and the Counties
6 of Alameda, Contra Costa, Marin, Napa, San Mateo, Santa Clara, Santa Cruz, Solano, and
7 Sonoma. For purposes of the RCPGP, the Bay Area Urban Area jurisdictions, together with
8 the Counties of Monterey and San Benito, collectively comprise the "Bay Area Site."

9 (c) Methodology for allocating funds; San Francisco as primary grantee and fiscal
10 agent. A Memorandum of Understanding (MOU) entered between the City and County of
11 San Francisco, the Cities of Oakland and San Jose, and the Counties of Alameda and Santa
12 Clara, established the UASI Approval Authority as the regional body responsible for decisions
13 related to application, allocation and distribution of UASI grant funds. Under that MOU, San
14 Francisco serves as the primary grantee and fiscal agent for the UASI Approval Authority, and
15 receives and distributes UASI grant funds for the Bay Area Urban Area, per decisions of the
16 Approval Authority. Based on action by the Approval Authority, that UASI governance
17 structure was extended to the RCPGP. Therefore, San Francisco also serves as the primary
18 grantee and fiscal agent for purposes of receiving and distributing RCPGP funds, per direction
19 of the Approval Authority.

20 (d) Regional Catastrophic Planning Team Requirement. For the RCPGP, DHS
21 requires each Site receiving funds to establish a Regional Catastrophic Planning Team
22 (RCPT) to act as an executive steering committee, provide overall governance and coordinate
23 development and implementation of all RCPGP initiatives within the Site, and ensure
24 compliance with RCPGP program requirements. The RCPT is comprised of representatives
25

1 from various local governmental agencies within the RCPGP Bay Area Site. The UASI
2 Approval Authority receives recommendations from the RCPT in making its decisions
3 regarding allocation and distribution of RCPGP grant funds within the Bay Area Site.

4 (e) Fiscal Year 2010 RCPGP Award; Use of RCPGP funds. The Bay Area Site
5 received a fiscal year 2010 RCPGP grant award of \$4,760,000, comprised of \$3,570,000 in
6 federal funds and a required 25% local match of \$1,190,000. Regionally, funds from this
7 award will be used to fund: (1) development of regional recovery plans; (2) trainings and
8 exercises to test completed plans; and (3) development of regional public outreach and
9 messaging campaigns.

10 (f) Performance Period. The performance period for the FY2010 RCPGP grant is from
11 September 20, 2010 to April 30, 2013.

12 (g) The City and County of San Francisco has participated in federal and state
13 homeland security grant programs since their inception, and deems participation in those
14 programs as vital to the continued well-being of its citizens.

15 (h) The City and County of San Francisco intends to use a portion of its share of the
16 RCPGP funds to fund existing grant-funded positions within the City and County. In addition,
17 San Francisco will use its RCPGP funds to add one .75 FTE Class 5293 Planner IV position in
18 the Department of Emergency Management. A spreadsheet reflecting the Department,
19 Program, Index Code, Classification, Job Title, and Compensation Schedule for this position
20 is on file with the Clerk of the Board of Supervisors in File No. 10121, which is
21 hereby declared to be a part of this ordinance as if set forth fully herein.

22 (i) Grant Match. The RCPGP requires a 25 percent match from recipient jurisdictions,
23 either in non-federal funds or in kind services. The total required matching amount for the
24 FY10 RCPGP award is \$1,190,000. Each recipient must provide a portion of the match,
25

1 based on its share of the total grant allocation. San Francisco must provide a match of
2 \$181,478, which represents its portion of the required match based on its allocation of the
3 total grant award. The Department of Emergency Management's Fiscal Year 2010-2011
4 budget includes funds to fulfill the RCPGP match requirement.

5
6 Section 2. Authorization to Accept and Expend Grant Funds.

7 (a) The Board of Supervisors hereby authorizes the Department of Emergency
8 Management to retroactively accept and expend, on behalf of the City and County of San
9 Francisco as the primary RCPGP grantee of the Bay Area Site and as the fiscal agent for the
10 UASI Approval Authority, \$3,570,000 in RCPGP grant funds from the DHS, through the
11 CalEMA; and to provide \$181,478 in matching funds, which represents San Francisco's share
12 of the \$1,190,000 required grant match.

13 (b) The grant does not include any provisions for indirect costs, and indirect costs are
14 hereby waived.

15 (c) The Executive Director of the Department of Emergency Management, or designee,
16 is authorized to furnish whatever additional information or assurances the DHS or CalEMA
17 may request in connection with this grant, to execute any and all agreements or other
18 documents, and to take any other steps necessary to accept, distribute and expend the grant
19 funds.

20
21 Section 3. Grant Funded Positions; Amendment to FY 2010-2011 Annual Salary
22 Ordinance. The hereinafter designated section and items of Ordinance No. 191-10 (Annual
23 Salary Ordinance, FY 2010-2011) are hereby amended to add one position at the Department
24 of Emergency Management (DEM) as follows:
25

1 Department: DEMECD
2 Program: BIV
3 Subfund: 2SPPFHLS
4 Index Code: 771008

Department of Emergency Management.
D E M Emergency Services

Amendment	# of Pos.	Class and Item No.	Compensation Schedule
<u>Add</u>	<u>0.75 FTE</u>	<u>5293 Planner IV</u>	<u>\$3,566B\$4,334</u>

8 APPROVED AS TO FORM:
9 DENNIS J. HERRERA, City Attorney

10 By:

11 
KATHARINE HOBIN PORTER
12 Deputy City Attorney

APPROVED AS TO CLASSIFICATION
DEPARTMENT OF HUMAN RESOURCES

By:

13 
MICKI CALLAHAN, Director
14 Department of Human Resources

15 RECOMMENDED:

16 
VICKI HENNESSY, Executive Director
17 Department of Emergency Management

18 
GAVIN NEWSOM
19 Mayor

20 
BEN ROSENFIELD
21 *For* Controller

FILE NO.

LEGISLATIVE DIGEST

[Accept and Expend FY 10 Regional Catastrophic Preparedness Grant Program and Amend Annual Salary Ordinance, FY 2010-2011]

Ordinance authorizing the Department of Emergency Management, on behalf of the City and County San Francisco, serving as the primary grantee for the RCPGP Bay Area Site and as fiscal agent for the UASI Approval Authority, to retroactively accept and expend Regional Catastrophic Preparedness Grant Program (RCPGP) grant funds in the amount of \$3,570,000 from the United States Department of Homeland Security, through the California Emergency Management Agency, and to provide \$181,478 as San Francisco's portion of required matching funds; and amending Ordinance No. 191-10 (Annual Salary Ordinance, FY 2010-2011) to reflect the addition of one grant-funded position (.75 FTE) in Class 5293 Planner IV in the Department of Emergency Management.

Background Information

The U.S. Department of Homeland Security (DHS) Regional Catastrophic Preparedness Grant Program (RCPGP) is an important component of a larger, coordinated federal effort to enhance emergency planning and strengthen the Nation's overall level of preparedness. The goal of the RCPGP is to support an integrated planning system that enables regional all-hazard planning for catastrophic events and the development of necessary plans, protocols, and procedures to manage a catastrophic event. Under the RCPGP, DHS provides 75% of the amount of the grant and recipients must contribute a grant match of 25% (either cash or in kind services) toward the total award. In California, DHS distributes RCPGP funds through the California Department of Emergency Management (CalEMA).

The City and County of San Francisco, together with its regional partners the Cities of Oakland and San Jose and the Counties of Alameda, Contra Costa, Marin, Monterey, Napa, San Benito, San Mateo, Santa Clara, Santa Cruz, Solano, and Sonoma (collectively with San Francisco, the "RCPGP Bay Area Site"), applied for RCPGP funds and received a total grant award of \$4,760,000. That amount is comprised of \$3,570,000 in funds from DHS and \$1,190,000 from the recipient jurisdictions for the required 25 percent match. San Francisco must provide a match of \$181,478, which represents its portion of the required match based on its allocation of the total grant award. The Fiscal Year 2010-2011 budget for the Department of Emergency Management (DEM) includes funds to fulfill San Francisco's match requirement.

The UASI Approval Authority is responsible for decisions regarding application, allocation and distribution of RCPGP grant funds. Under an agreement with other jurisdictions in the Bay Area Site, San Francisco is the primary grantee and fiscal agent for purposes of receiving and distributing RCPGP funds, per direction of the UASI Approval Authority. RCPGP grant funds from this award will be used to fund:

(1) development of regional recovery plans; (2) regional training and exercises; and (3) public outreach. San Francisco intends to use its share of the RCPGP funds to continue existing positions, specifically one Class 0931 Manager III and two Class 5291 Planner III grant-funded positions within the DEM; this Fiscal Year, the grant funds will

be used to add one Class 5293 Planner IV position (.75 FTE). The remaining grant funds will be used to fund these positions in Fiscal Year 2011-2012.

The grant period is from September 20, 2010 to April 30, 2013.

Proposed Ordinance

The proposed ordinance authorizes the DEM, on behalf of the City and County of San Francisco, as the primary grantee of RCPGP funds and as the fiscal agent for the UASI Approval Authority, to accept and expend RCPGP grant funds of \$3,570,000 from the DHS, through the CalEMA. The proposed ordinance authorizes the City to provide a cash match of \$181,478, which represents its proportionate share of the matching funds required under the grant program. The grant does not include any provisions for indirect costs, and the proposed ordinance waives indirect costs. Finally, the proposed ordinance authorizes the DEM Executive Director to take any additional steps necessary to accept, distribute and expend the grant funds.

Pursuant to Administrative Code §10.170-1(b), the ordinance also amends the Annual Salary Ordinance, FY2010-2011, to reflect the addition of one grant-funded position at the DEM, by adding one 0.75 FTE Class 5293 Planner IV at DEM.

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective July 2006)

Purpose: Accompanies proposed Board of Supervisors ordinances authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying ordinance:

1. Grant Title: FY 10 Regional Catastrophic Preparedness Grant Program
2. Department: Department of Emergency Management
3. Contact Person: Mary Landers Telephone: 705-8531
4. Grant Approval Status (check one):
☒ [X] Approved by funding agency ☐ [] Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$3,570,000
- 6a. Matching Funds Required: \$1,190,000
b. Source(s) of matching funds (if applicable): San Francisco general funds and regional funds
- 7a. Grant Source Agency: US Department of Homeland Security (DHS)
b. Grant Pass-Through Agency (if applicable): California Emergency Management Agency (CalEMA)
8. Proposed Grant Project Summary: For the purpose of regional planning to develop plans and procedures in the event of a catastrophic disaster.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: September 20, 2010 End-Date: April 30, 2013
10. Number of new positions created and funded: 1
11. Explain the disposition of employees once the grant ends? Employee service will end.
- 12a. Amount budgeted for contractual services: \$2,556,927
b. Will contractual services be put out to bid? Yes
c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? No. Federal grant does not allow
d. Is this likely to be a one-time or ongoing request for contracting out? One time
- 13a. Does the budget include indirect costs? ☐ [] Yes ☒ [X] No

b1. If yes, how much? \$

b2. How was the amount calculated?

c. If no, why are indirect costs not included?

☒ Not allowed by granting agency

☐ To maximize use of grant funds on direct services

☐ Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs?

14. Any other significant grant requirements or comments:

****Disability Access Checklist****

15. This Grant is intended for activities at (check all that apply):

☒ Existing Site(s)

☒ Existing Structure(s)

☐ Existing Program(s) or Service(s)

☐ Rehabilitated Site(s)

☐ Rehabilitated Structure(s)

☒ New Program(s) or Service(s)

☒ New Site(s)

☐ New Structure(s)

16. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer: Terrence Daniel

(Name)

Date Reviewed: November 1, 2010

Department Approval: Vicki Hennessy

(Name)

Executive Dir. Dept. of Emergency Management

(Title)

(Signature)



Gavin Newsom
Mayor

Department of Emergency Management
1011 Turk Street, San Francisco, CA 94102

Division of Emergency Communications
Phone: (415) 558-3800 Fax: (415) 558-3843

Division of Emergency Services
Phone: (415) 558-2700 Fax: (415) 503-2098



Vicki L. Hennessy
Executive Director

To: Angela Calvillo, Clerk of the Board of Supervisors

From: Vicki Hennessy *Vicki L. Hennessy*
Executive Director, Department of Emergency Management

Date: November 1, 2010

Re: **Ordinance to Accept and Expend 2010 Regional Catastrophic Preparedness Grant Program (RCPGP) Award**

The Department of Emergency Management is pleased to present the following Grant Report in summary of the above-referenced item submitted by the Department of Emergency Management.

Legislation For Approval:

The proposed ordinance seeks the Board of Supervisors' approval for the acceptance (retroactive) and expenditure of \$4,760,000 (federal share \$3,570,000, applicant share \$1,190,000) from the United States Department of Homeland Security (DHS), through the California Emergency Management Agency (CalEMA), to support an integrated planning system for the development of necessary plans, protocols, and procedures to manage a catastrophic event. It further seeks to amend the Annual Salary Ordinance for Fiscal Year 2010-2011 to add one (1) FTE.

Departments:

Department of Emergency Management (DEM). Expenditures benefiting San Francisco, the cities of Oakland and San Jose and the Counties of Alameda, Contra Costa, Marin, Monterey, Napa, San Benito, San Mateo, Santa Clara, Santa Cruz, Solano, and Sonoma.

DEM serves as the fiscal agent for the Bay Area UASI, which is administering the grant for the Bay Area region. DEM would be authorized to accept and expend these grant funds on behalf of the 12 Bay Area counties and 3 core cities of San Francisco, San Jose, and Oakland, and to receive grant reimbursements for expenses incurred on behalf of the region.

As the Fiscal Agent, DEM is responsible for administering the grant, ensuring that the grant funds are spent according to the grant guidelines,

and ensuring that each of the Bay Area counties and cities that may receive a portion of these grant funds adhere to the grant eligibility and financial guidelines.

Each sub-recipient county or city that participates in this grant will be required to enter into a grant MOU with DEM that outlines their obligation under the grant allocation, including requirements for match, contracting and procurement, record keeping, and adherence to federal grant assurances.

Amount: \$3,570,000

Grant Period: September 20, 2010 through April 30, 2013

Retroactivity: The Accept and Expend Legislation requests retroactive approval because the Federal Grant period commenced before the legislation was introduced. No grant funds will be encumbered or expended until the Board of Supervisors approves the Accept and Expend legislation.

Source of funds: U.S. Department of Homeland Security (DHS) through the California Emergency Management Agency (CalEMA)

Required Match: 25 % (\$1,190,000). San Francisco's proportionate share of the grant match is \$181,478. The other counties and cities will provide the proportionate share of the grant match, either in kind or cash prior to their requests for reimbursement being granted by the fiscal agent

Indirect Costs: The proposed resolution waives indirect costs, because the grant program does not allow the charging of indirect costs.

Description: The proposed ordinance authorizes the Department of Emergency Management (DEM) to accept and expend \$3,570,000 in federal grant funding from the FY 2010 Regional Catastrophic Preparedness Grant Program (Grant Number #2010-CA-T0-0002, OES ID#075-95017), issued by DHS, through CalEMA. The grant requires a 25 percent applicant match in the amount of \$1,190,000 to fund the development of necessary plans, protocols, and procedures to manage a catastrophic event.

Budget: The summary budget by activity for the subject grant is as follows:

(1) **Contracts/Consultants:** \$2,055,400

Contractors will be engaged to develop plans and procedures for a region wide regional Long Term Recovery Framework, a regional Transportation Management Strategy, a regional Restoration of Lifelines plan, a regional Training plan to be integrated into UASI Training plans, and to develop and implement regional public communication and outreach messaging in conjunction with Citizen Corp Programs. Contractors must be qualified to develop these plans for the entire 12 county region.

(2) Personnel: \$621,144

The budgeted amount has been allocated for the purpose of hiring personnel within the 12 Bay Area Counties to assist in the development of the plans and procedures. The planned personnel are allocated as follows: San Francisco – two continuing planners, one continuing grants manager, and one new regional logistics planner; City of Oakland – one continuing planner; Alameda County - one continuing planner; Marin County – one continuing planner.

With respect to San Francisco, the proposed amendment to the Annual Salary Ordinance proposes one planner position.

(3) Exercises: \$714,956

The budgeted amount has been allocated for the purpose of conducting exercises to test the validity of plans developed during the FY 07/08 and FY 09 RCPGP Grant cycles. Funding in the amount of \$212,606 has been allocated to pay for overtime expenses and \$502,350 has been allocated to for the purpose of exercise development.

(4) Management and Administration: \$178,500

Management and Administration expenses include UASI line item office expenses, grants management, Controller's Accounting, City Attorney, office and equipment maintenance and leases. The amount budgeted reflects 5% of the cash grant, which is the maximum allowable under the guidelines.

TOTAL Budget: **\$3,570,000**

CALIFORNIA EMERGENCY MANAGEMENT AGENCY

GRANT APPLICATION COVER SHEET

Attention: to this document may result in delayed application approval, modification requests, or reimbursement requests.
 Subgrantees may be asked to revise and/or re-submit any affected financial documents and forms.

CFDA # 97.067 HSGP

1. Applicant Name:	Bay Area
2. FIPS #:	075-95017
3. Date:	September 15, 2010
4. Grant Number:	2010-02
5. Program Selection:	
6. Amount Requested:	
7. FOR YEAR:	

Application Approved By:	
Grant Performance Period:	
FIPS Number:	
Grant Number:	
Date:	

Position	Signature	Printed Name	Title	Phone	Email
County Public Health Officer					
County Fire Chief					
Municipal Fire Chief					
County Sheriff					
Chief of Police					
Additional Position (Optional)					
Additional Position (Optional)					

9. Authorized Agent Contact Information					
Authorized Agent's Name	Title	Home Address	City	State	Zip
Laura Phillips	General Manager	10 Lombard St., Suite 410	San Francisco	CA	94111
Terese Scatla	Director of Strategy and Compliance	10 Lombard St., Suite 410	San Francisco	CA	94111
Contacts Name	Title	Home Address	City <td>State</td> <td>Zip</td>	State	Zip
Natali Farquhar	CFO	10 Lombard St., Suite 410	San Francisco	CA	94111
Mary Lunkers	Grant Manager	10 Lombard St., Suite 410	San Francisco	CA	94111

10. Statements of Certification

Select Application Type: Non-Profit, TA, SA, UASI, OA -> **UASI**

Statement of Certification - UASI Authorized Agent - By signing below, I hereby certify I am the duly appointed Authorized Agent and have the authority to apply for this Grant Program and the UASI's application represents the needs for this Grant Program.

11. Authorized Agent name/signature/date	Signature	Date
Printed Name		
Laura Phillips	<i>Laura Phillips</i>	Wednesday, September 15, 2010

GRANT MANAGEMENT

97.067 HSGP

U/5-9501/
September 15, 2010
2010-02

[illegible]

CALIFORNIA EMERGENCY MANAGEMENT AGENCY

PROJECT LEDGER

Alterations to this document may result in delaying application approval, modification requests, or reimbursement requests.
 Subgrantees may be asked to revise and/or re-submit any altered Financial Management Forms Workbook.
 Warning! Decimal usage is not allowed. Attempts to use decimals will prompt error message.

CFDA #

97.067 HSGP

Bay Area

075-95017

2010-02

LEDGER TYPE:	Initial Application
Today's Date:	Wednesday, September 15, 2010
Expenditure Period:	(Date) From: (Date) To:

Item Number	Project Name	Funding Source	Description	Solution Area	Solution Area Sub-Category	Total Obligated	Amount Approved Previous	Amount Requested This	Match Amount	Total Approved	Remaining Balance	Percentage Complete
1	A	Regional Recovery Planning- Contractual	EMG	Plan	Develop and Enhance Plans and Protocols	3,570,600	-	1,190,000	407,437	-	1,200,000	
2	A	Regional Recovery Planning- Personnel	EMG	Plan	Develop and Enhance Plans and Protocols	500,250	-	174,187	-	-	500,250	
3	B	Regional Training and Exercise- Contractual	EMG	Plan	Develop and Enhance Plans and Protocols	88,650	-	36,987	-	-	88,650	
4	B	Regional Training and Exercise- Personnel	EMG	Plan	Develop and Enhance Plans and Protocols	37,519	-	19,943	-	-	37,519	
5	B	Regional Training and Exercise- Contractual	EMG	Exerc	Design/Develop /Conduct/Evalu ate	502,350	-	174,888	-	-	502,350	
6	B	Regional Training and Exercise- Personnel	EMG	Exerc	Overtime	212,606	-	78,307	-	-	212,606	
7	C	Public Outreach- Contractual	EMG	Plan	Develop and Enhance Plans and Protocols	600,000	-	207,438	-	-	600,000	
8	C	Public Outreach- Personnel	EMG	Plan	Develop and Enhance Plans and Protocols	250,125	-	90,813	-	-	250,125	
9	D	M and A	EMG	M & A	Hiring of Full or Part-Time Staff	153,500	-	-	-	-	153,500	
10	D	M and A	EMG	M & A	All Other M&A Expenses	25,000	-	-	-	-	25,000	

CALIFORNIA EMERGENCY MANAGEMENT AGENCY

PROJECT DESCRIPTIONS

Attention to the following may result in additional assessment approval, modification requests, or project status requests. Successes may be added to report and/or re-submit any affected financial management forms. Worksheet

CFDA #

97.067 HSCG

Bay Area
075-95017
September 15, 2010
2010-02

Project	State Investment Justification Goals and Objectives	Project Description	Need	Project Milestone & Justifications
Project A	Investment Goal Objective	Conduct local and regional Recovery Planning efforts. Plans will include: the development of a long term recovery framework, a transportation management strategy and recovery plan, a Logistics plan focusing on pre-positioning of commodities, and a restoration of lifelines plan (including utility databases)	Successful planning for long-term recovery requires involvement from all levels of government, the private sector, and non-governmental organizations, working together to develop a consensus strategy to ensure a speedy economic recovery in the weeks, months and years following an event. This project seeks to provide a coordinated strategy for that effort.	At the 6 month mark, this project will be 5% complete and \$85,012 funds will be expended. At the 12 month mark, this project will be 25% complete and \$425,062 funds will be expended. At the 18 month mark, this project will be 50% complete and \$850,125 funds will be expended.
Project B	Investment Goal Objective	Establish post-specific training as well as exercise and evaluation activities needed to test, evaluate, validate, and improve the previously developed catastrophic plans. Incorporate these activities into the already existing Bay Area VAST Training and Exercise Regional Plan.	Although the need for training and exercises to test, validate and improve all plans was apparent, appropriate funding to practice plan usefulness was lacking. These grant funds will allow for a series of trainings and exercises which will allow for opportunities to test our capabilities and identified gaps.	At the 6 month mark, this project will be 5% complete and \$32,556 funds will be expended. At the 12 month mark, this project will be 25% complete and \$162,552 funds will be expended. At the 18 month mark, this project will be 50% complete and \$325,052 funds will be expended.
Project C	Investment Goal Objective	This project establishes overarching as well as plan-specific public outreach and community preparedness messages and campaigns to involve the community as active partners in the execution of previously developed catastrophic plans.	One of the most important elements of emergency management is a robust public outreach and community preparedness strategy. Prior to an event, targeted outreach activities must be developed and widely disseminated. This will maximize the plans' usefulness and could prove invaluable in a catastrophic event.	At the 6-month mark, this project will be 5% complete and \$8,925 funds will be expended. At the 12-month mark, this project will be 25% complete and \$44,625 funds will be expended. At the 18-month mark, this project will be 50% complete and \$89,250 funds will be expended.
Project D	Investment Goal Objective	Management and Administration	As allowed by grant guidelines	At the 6-month mark, this project will be 5% complete and \$___ funds will be expended. At the 12-month mark, this project will be 25% complete and \$___ funds will be expended. At the 18-month mark, this project will be 50% complete and \$___ funds will be expended.
Project E	Investment Goal Objective			At the 6-month mark, this project will be 5% complete and \$___ funds will be expended. At the 12-month mark, this project will be 25% complete and \$___ funds will be expended. At the 18-month mark, this project will be 50% complete and \$___ funds will be expended.
Project F	Investment Goal Objective			At the 6-month mark, this project will be 5% complete and \$___ funds will be expended. At the 12-month mark, this project will be 25% complete and \$___ funds will be expended. At the 18-month mark, this project will be 50% complete and \$___ funds will be expended.

CALIFORNIA EMERGENCY MANAGEMENT AGENCY

PLANNING ROSTER

Alterations to this document may result in delayed application approval, modification requests, or reimbursement requests. Subgrantees may be asked to revise and/or re-submit any altered Financial Management Forms Workbook.

Bay Area

075-95017

2010-02

GOV	STATE	FED	STATE	STATE	STATE	STATE	STATE
GOV	STATE	FED	STATE	STATE	STATE	STATE	STATE
GOV	STATE	FED	STATE	STATE	STATE	STATE	STATE
GOV	STATE	FED	STATE	STATE	STATE	STATE	STATE

LEDGER TYPE:	Initial Application
Today's Date:	Wednesday, September 15, 2010
Expenditure Period:	(Date) From: (Date) To:

CFDA #

97.067 HSGP

Project	Planning Activity	Funding Source	Discipline	Solution Area Sub-Category	Final Product	Estimated Cost	Amount Approved Previous	Amount This Request	Cost Request #	Total Approved	Remaining Balance
A	Develop Long Term Regional Recovery Framework- Contract	RCPGP-NC	EMG	Develop and Enhance Plans and Protocols	Regional Recovery Framework	150,000					150,000
A	Develop regional transportation management strategy and recovery plan- Contract	RCPGP-NC	EMG	Develop and Enhance Plans and Protocols	Regional Transportation Management Strategy & Recovery Plan	350,000					350,000
A	Develop regional logistics planning- Contract	RCPGP-NC	EMG	Develop and Enhance Plans and Protocols	Regional Logistics plan focusing on pre-positioning of commodities	350,000					350,000
A	Develop a regional restoration of lifelines plan- Contract	RCPGP-NC	EMG	Develop and Enhance Plans and Protocols	Regional restoration of lifelines plan (including utility databases)	350,000					350,000
A	Develop Long Term Local Recovery Framework- Personnel	RCPGP-NC	EMG	Develop and Enhance Plans and Protocols	Local Recovery Framework	125,062					125,062
A	Develop local transportation management strategy and recovery plan- Personnel	RCPGP-NC	EMG	Develop and Enhance Plans and Protocols	Local Transportation Management Strategy & Recovery Plan	125,062					125,062
A	Develop local logistics planning- Personnel	RCPGP-NC	EMG	Develop and Enhance Plans and Protocols	Local Logistics plan focusing on pre-positioning of commodities	125,063					125,063
A	Develop a local restoration of lifelines plan- Personnel	RCPGP-NC	EMG	Develop and Enhance Plans and Protocols	Local restoration of lifelines plans (including utility databases)	125,063					125,063
B	Develop an RCPGP Training Plan to be integrated into Local Training plans- Personnel	RCPGP-NC	EMG	Develop and Enhance Plans and Protocols	RCPGP Training plan to test previously developed catastrophic plans	88,650					88,650
B	Develop and implement standardized regional public communication and outreach messaging in conjunction with Citizen Corps Programs- Contract	RCPGP-NC	EMG	Develop and Enhance Plans and Protocols	Standardized Regional Public Communications and Outreach Messages	400,000					400,000
C	Integrate, implement, and validate public outreach campaigns- Contract	RCPGP-NC	EMG	Develop and Enhance Plans and Protocols	Updated Regional Public Outreach Plans	200,000					200,000
C	Develop and implement standardized regional public communication and outreach messaging in conjunction with Citizen Corps Programs- Contract	RCPGP-NC	EMG	Develop and Enhance Plans and Protocols	Standardized Regional Public Communications and Outreach Messages	166,750					166,750

CALIFORNIA EMERGENCY MANAGEMENT AGENCY

EXERCISE ROSTER

*-approval to this document may result in loss of state or federal funding, approval, notification requests, or removal of requests.
 Subordinates may be asked to revise and/or re-submit any altered financial management forms worksheet.

CFDA #

97.067 HSGP

2010-02

Ledger Type	Initial Application
Today's Date:	September 15, 2010
Expenditure Period	(Date From:) (Date To:)

Project	Exercise Title	Funding Source	Diagnosis	Subunit Area/ Sub-Category	HR Approval Date	Date of Exercise	Exercise Activity	Identified Host	Date of AAR HSGP	Estimated Cost	Amount Approved (HSGP)	Amount This Request	Cost Requested ?	Total Approved	Summary Balance
B	Debris Management Ex- Contract	RCRGP-NC	EMG	Exercise Consultant		pending	Tabletop			214,885					214,885
B	Debris Management Ex- Contract	RCRGP-NC	EMG	Exercise Consultant		pending	Functional Host			35,882					35,882
B	Debris Management Ex- Personnel	RCRGP-NC	EMG	Overnight		pending	Tabletop			15,186					
B	Debris Management Ex- Personnel	RCRGP-NC	EMG	Overnight		pending	Functional Attendee			15,186					
B	Mass Care/Shelter Ex- Contract	RCRGP-NC	EMG	Exercise Consultant		pending	Tabletop			35,882					35,882
B	Mass Care/Shelter Ex- Contract	RCRGP-NC	EMG	Exercise Consultant		pending	Functional Host			35,882					
B	Mass Care/Shelter Ex- Personnel	RCRGP-NC	EMG	Overnight		pending	Tabletop			15,186					
B	Mass Care/Shelter Ex- Personnel	RCRGP-NC	EMG	Overnight		pending	Functional Attendee			15,186					
B	Intern Housing Ex- Contract	RCRGP-NC	EMG	Exercise Consultant		pending	Tabletop			35,882					35,882
B	Intern Housing Ex- Contract	RCRGP-NC	EMG	Exercise Consultant		pending	Functional Host			35,882					
B	Intern Housing Ex- Personnel	RCRGP-NC	EMG	Overnight		pending	Tabletop			15,186					
B	Intern Housing Ex- Personnel	RCRGP-NC	EMG	Overnight		pending	Functional Attendee			15,186					
B	Volunteer Management- Contract	RCRGP-NC	EMG	Exercise Consultant		pending	Tabletop			35,882					35,882
B	Volunteer Management- Contract	RCRGP-NC	EMG	Exercise Consultant		pending	Functional Host			35,882					
B	Volunteer Management- Personnel	RCRGP-NC	EMG	Overnight		pending	Tabletop			15,186					
B	Volunteer Management- Personnel	RCRGP-NC	EMG	Overnight		pending	Functional Attendee			15,186					
B	Mass Fatality Ex- Contract	RCRGP-NC	EMG	Exercise Consultant		pending	Tabletop			35,882					35,882
B	Mass Fatality Ex- Contract	RCRGP-NC	EMG	Exercise Consultant		pending	Functional Host			35,882					
B	Mass Fatality Ex- Personnel	RCRGP-NC	EMG	Overnight		pending	Tabletop			15,186					
B	Mass Fatality Ex- Personnel	RCRGP-NC	EMG	Overnight		pending	Functional Attendee			15,186					
B	Donations Management Ex- Contract	RCRGP-NC	EMG	Exercise Consultant		pending	Tabletop			35,883					35,883
B	Donations Management Ex- Contract	RCRGP-NC	EMG	Exercise Consultant		pending	Functional Host			35,882					
B	Donations Management Ex- Personnel	RCRGP-NC	EMG	Overnight		pending	Tabletop			15,186					
B	Donations Management Ex- Personnel	RCRGP-NC	EMG	Overnight		pending	Functional Attendee			15,186					
B	Mass Transportation/Evacuation Ex- Contract	RCRGP-NC	EMG	Exercise Consultant		pending	Tabletop			35,883					35,883

CALIFORNIA EMERGENCY MANAGEMENT AGENCY

AUTHORIZED AGENT

Attention: to this document may result in delayed application approval, modification requests, or reimbursement requests. Subgrantees may be asked to revise and/or re-submit any altered Financial Management Forms Workbook.

CFDA #: 97.067 HSGP

Bay Area

075-95017

2010-02

Supporting Information for Reimbursement/Advance of State and Federal Funds

This request is for an/a: Initial Application

This claim is for costs incurred within the grant expenditure period from and does not cross fiscal years.

(Beginning Expenditure Period Date)

through

(Ending Expenditure Period Date)

Under Penalty of Perjury I certify that:

I am the duly authorized officer of the claimant herein. This claim is true, correct, and all expenditures were made in accordance with applicable laws, rules, regulations and grant conditions and assurances.

Statement of Certification - Authorized Agent

By signing below, I hereby certify that I am the duly appointed Authorized Agent and have the authority to apply for the Homeland Security, Transit Security, Non-Profit Security Grant Program, PROP 18, Urban Area Security Initiative, and the Operational Area's application represents the needs for the State Homeland Security Program.

Laura Phillips

Printed Name

Signature of Authorized Agent

Date

9/15/2010

Mail workbooks to:

Rakesh Sharma
Homeland Security Grants - CAIEMA
California Emergency Management Agency
3650 Schriever Avenue



Cal EMA
CALIFORNIA EMERGENCY
MANAGEMENT AGENCY

September 20, 2010

Ms. Mary Landers
Bay Area UASI Regional Planning Manager
10 Lombard Street, Suite 200
San Francisco, CA 94111

SUBJECT: NOTIFICATION OF GRANT AWARD-OFFICIAL
Fiscal Year (FY) 2010 Regional Catastrophic Preparedness Grant Program (RCPGP)
Bay Area Site
OES ID: 075-95017, Grant # 2010-CA-T0-0002

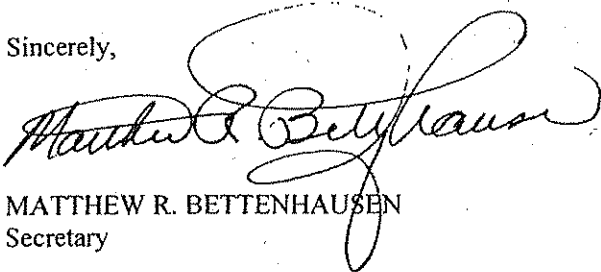
Dear Ms. Landers:

The California Emergency Management Agency (Cal EMA) has approved the Bay Area Site FY 2010 RCPGP application in the amount of \$3,570,000. As of the date of this letter you may request reimbursement of eligible FY 2010 RCPGP grant expenditures. All FY 2010 RCPGP expenditures must be expended by April 30, 2013.

This grant is subject to all policies and provisions of the Federal Single Audit Act of 1984 and the Single Audit Act Amendments of 1996. Any funds received in excess of current needs, approved amounts, or those found owed as a result of a final review or audit, must be refunded to the State within 30 days upon receipt of an invoice from CalEMA.

For further assistance, please contact your CalEMA program representative, Mr. Rakesh Sharma, at (916) 322-2737 or via email at Rakesh.Sharma@ohs.ca.gov.

Sincerely,



MATTHEW R. BETTENHAUSEN
Secretary

3650 SCHRIEVER AVENUE • MATHER, CA 95655
OFFICE OF GRANTS MANAGEMENT
(916) 324-8908 • fax: (916) 322-9053



Cal EMA
CALIFORNIA EMERGENCY
MANAGEMENT AGENCY

September 20, 2010

Ms. Mary Landers
Bay Area UASI Regional Planning Manager
10 Lombard Street, Suite 200
San Francisco, CA 94111

SUBJECT: NOTIFICATION OF GRANT AWARD-OFFICIAL
Fiscal Year (FY) 2010 Regional Catastrophic Preparedness Grant Program (RCPGP)
Bay Area Site
OES ID: 075-95017, Grant # 2010-CA-T0-0002

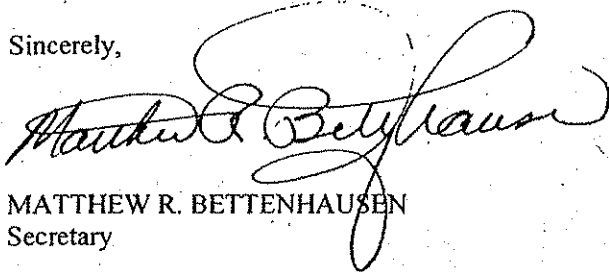
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Sincerely,



MATTHEW R. BETTENHAUSEN
Secretary

3650 SCHRIEVER AVENUE • MATHER, CA 95655
OFFICE OF GRANTS MANAGEMENT
(916) 324-8908 • fax: (916) 322-9053



Cal EMA
CALIFORNIA EMERGENCY
MANAGEMENT AGENCY

FY 2010 Regional Catastrophic Preparedness Grant Program (RCPGP)

Grant Assurances

Name of Applicant: Bay Area Site

Address: 10 Lombard Street #410

City: San Francisco State: CA Zip Code: 94111

Telephone Number: (415) 705-8514 Fax Number: (415) 705-8510

E-Mail Address: Laura.Phillips@sfgov.org

As the duly authorized representative of the applicant, I certify that the applicant named above:

1. Has the legal authority to apply for federal assistance, and has the institutional, managerial and financial capability to ensure proper planning, management and completion of the grant provided by the federal Department of Homeland Security and sub-granted through the State of California, California Emergency Management Agency (CALEMA).
2. Will assure that grant funds are only used for allowable, fair, and reasonable costs and is prohibited from transferring funds between programs (State Homeland Security Program, Urban Area Security Initiative, Citizen Corps Program, and Metropolitan Medical Response System).
3. Will give the federal government, the General Accounting Office, the Comptroller General of the United States, the State of California, through any authorized representative, access to and the right to examine all paper or electronic records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or awarding agency directives.
4. Agrees that funds utilized to establish or enhance state and local fusion centers must support the development of a statewide fusion process that corresponds with the Global Justice/Homeland Security Advisory Council (HSAC) Fusion Center Guidelines and achievement of a baseline level of capability as defined by the Fusion Capability Planning Tool.
5. Will provide progress reports and such other information as may be required by the awarding agency, including the Initial Strategy Implementation Plan (ISIP) within 45 (forty-five) days of the award, and update via a report in the Grant Reporting Tool (GRT) twice each year.

6. Will initiate and complete the work within the applicable time frame after receipt of approval from CALEMA.
7. Will comply with FEMA's codified regulation 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, including part 13.1 regarding the payment of interest earned on advances.
8. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain for themselves or others, particularly those with whom they have family, business or other ties.
9. Agrees that to the extent contractors or subcontractors are utilized, grantees and subgrantees shall use small, minority, women-owned, or disadvantaged business concerns and contractors or subcontractors to the extent practicable.
10. Will comply with 2 CFR 215.25, and will notify CALEMA of any developments that have a significant impact on award-supported activities, including changes to key program staff.
11. Will comply, if applicable, with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
12. Understands and agrees Federal funds will not be used, directly or indirectly, to support the enactment, repeal, modification or adoption of any law, regulation, or policy, at any level of government, without the express prior written approval from FEMA.
13. Will comply with all federal statutes relating to Civil Rights and Nondiscrimination. These include but are not limited to:
 - a. Title VI of the Civil Rights Act of 1964 (P.L. 88-352), as amended, which prohibits discrimination on the basis of race, color or national origin.
 - b. Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683 and 1685-1686), which prohibits discrimination on the basis of gender.
 - c. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794) which prohibits discrimination on the basis of handicaps.
 - d. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107) which prohibits discrimination on the basis of age.
 - e. The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255) as amended, relating to nondiscrimination on the basis of drug abuse.
 - f. The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
 - g. §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records.
 - h. Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing.
 - i. Title 28, Code of Federal Regulations, Part 42, Subparts C, D, E and G.
 - j. Title 28, CFR, Part 35.

- k. Any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made, and
 - l. Title 44 CFR Parts 7, 16, and 19 relating to nondiscrimination.
 - m. The requirements on any other nondiscrimination statute(s) which may apply to the application.
 - n. Will, in the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, gender, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office of Civil Rights, Office of Justice Programs.
 - o. Will provide an Equal Employment Opportunity Plan, if applicable, to the Department of Justice Office of Civil Rights within 60 days of grant award.
 - p. Will comply, and assure the compliance of all its subgrantees and contractors, with the nondiscrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789(d), or the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provision of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1.
14. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. § 4601 et seq. (P.L. 91-646) which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal or federally assisted programs. These requirements apply to all interested in real property acquired for project purposes regardless of federal participation in purchases. Will also comply with Title 44 Code of Federal Regulations, Part 25, Uniform Relocation Assistance and Real Property Acquisition for Federal and federally-assisted programs.
15. Will comply, if applicable, with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 (ten thousand dollars) or more.
16. Will comply with all applicable Federal, State, and local environmental and historical preservation (EHP) requirements. Failure to meet Federal, State, and local EHP requirements and obtain applicable permits may jeopardize Federal funding. Will comply with all conditions placed on any project as the result of the EHP review; any change to the scope of work of a project will require re-evaluation of compliance with these EHP requirements.
17. Agrees not to undertake any project having the potential to impact the EHP resources without the prior written approval of FEMA/CALEMA, including but not limited to communications towers, physical security enhancements, new construction and modifications to buildings that are 50 (fifty) years old or more. Any construction related activities initiated prior to full environmental and historic preservation (EHP) review will result in a non-compliance finding. If ground disturbing activities occur during the project implementation, the recipient must ensure monitoring of the ground disturbance and if any potential archeological resources are discovered, the recipient will immediately cease activity in that area and notify CALEMA/FEMA and the appropriate State Historic Preservation Office.

18. Will ensure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of this project are not listed in the Environmental Protection Agency's (EPA) list of Violating Facilities, and will notify CALEMA and the Federal Grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
19. Will provide any information requested by FEMA/CALEMA to insure compliance with applicable laws including the following:
- a. Institution of environmental quality control measures under the National Environmental Policy Act, National Historical Preservation Act, Archaeological and Historic Preservation Act, Endangered Species Act, and Executive Orders on Floodplains (EO11988), Wetlands (11990) and Environmental Justice (12898) and Environmental Quality (EO11514).
 - b. Title 44 CFR Parts 9 and 10, referencing floodplain management and environmental considerations.
 - c. Notification of violating facilities pursuant to EO 11738.
 - d. Assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.).
 - e. Conformity of federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. § 7401 et seq.).
 - f. Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523).
 - g. California Environmental Quality Act (CEQA). California Public Resources Code Sections 21080-21098. California Code of Regulations, Title 14, Chapter 3 Section 15000-15007.
 - h. Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
 - i. Applicable provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.
 - j. Will comply with all conditions placed on any project as the result of the EHP review; any change to the scope of work of a project will require re-evaluation of compliance with these EHP requirements.
 - k. Agrees not to undertake any project having the potential to impact the EHP resources without the prior written approval of FEMA/CALEMA, including but not limited to communications towers, physical security enhancements, new construction and modifications to buildings that are 50 (fifty) years old or more.
20. Will comply with Standardized Emergency Management System (SEMS) requirements as stated in the California Emergency Services Act, Government Code, Chapter 7 of Division 1 of Title 2, Section 8607.1(e) and CCR Title 19, Sections 2445, 2446, 2447 and 2448.
21. Agrees that all publications created or published with funding under this grant shall prominently contain the following statement: *"This document was prepared under a grant from FEMA's Grant Programs Directorate, U.S. Department of Homeland Security. points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of FEMA's Grant Programs Directorate or the U.S. Department of Homeland Security."* The recipient also agrees that, when practicable, any equipment purchased

with grant funding shall be prominently marked as follows: *"Purchased with funds provided by the U.S. Department of Homeland Security."*

22. Has requested through the State of California, federal financial assistance to be used to perform eligible work approved in the submitted application for federal assistance and after the receipt of federal financial assistance, through the State of California, agree to the following:
 - a. Promptly return to the State of California all the funds received which exceed the approved, actual expenditures as accepted by the federal or state government.
 - b. In the event the approved amount of the grant is reduced, the reimbursement applicable to the amount of the reduction will be promptly refunded to the State of California.
 - c. Separately account for interest earned on grant funds, and will return all interest earned, in excess of \$100 per federal fiscal year.
23. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. Sections 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
24. Will comply with provisions of the Hatch Act (5 U.S.C. Sections 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.
25. Will comply, if applicable, with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
26. Will comply, if applicable, with the Laboratory Animal Welfare Act of 1966 (P. L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
27. Will comply with the minimum wage and maximum hour provisions of the Federal Fair Labor Standards Act (29 U.S.C. 201), as they apply to employees of institutions of higher education, hospitals, and other non-profit organizations.
28. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. Section 276a to 276a-7), the Copeland Act (40 U.S.C. Section 276c and 18 U.S.C. Sections 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. Sections 327-333), regarding labor standards for federally assisted construction sub-agreements.
29. Agrees that:
 - a. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.
 - b. If any other funds than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or an employee of Congress, or employee of a Member of Congress in connection with the federal grant or cooperative agreement, the

undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

- c. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers including subgrants, contracts under grants and cooperative agreements, and subcontract(s) and that all sub recipients shall certify and disclose accordingly.
 - d. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
30. Agrees that equipment acquired or obtained with grant funds:
- a. Will be made available pursuant to applicable terms of the California Disaster and Civil Defense Master Mutual Aid Agreement in consultation with representatives of the various fire, emergency medical, hazardous materials response services, and law enforcement agencies within the jurisdiction of the applicant, and deployed with personnel trained in the use of such equipment in a manner consistent with the California Law Enforcement Mutual Aid Plan or the California Fire Services and Rescue Mutual Aid Plan.
 - b. Is consistent with needs as identified in the State Homeland Security Strategy and will be deployed in conformance with that Strategy.
31. Agrees that funds awarded under this grant will be used to supplement existing funds for program activities, and will not supplant (replace) non-federal funds.
32. Will comply with all applicable Federal statutes, regulations, policies, guidelines and requirements, including OMB Circulars A-21, A-87, A102, A-110, A-122, and A-133, E.O. 12372 and the current Administrative Requirements, Cost Principles, and Audit Requirements. Will also comply with Title 28, Code of Federal Regulations, Parts 66 and 70, that govern the application, acceptance and use of Federal funds for federally assisted projects.
33. Will comply with provisions of 28 CFR applicable to grants and cooperative agreements, Including:
- a. Part 18, Administrative Review Procedures.
 - b. Part 20, Criminal Justice Information Systems.
 - c. Part 22, Confidentiality of Identifiable Research and Statistical Information.
 - d. Part 23, Criminal Intelligence Systems Operating Policies.
 - e. Part 30, Intergovernmental Review of Department of Justice Programs and Activities.
 - f. Part 35, Nondiscrimination on the Basis of Disability in State and Local Government Services.
 - g. Part 38, Equal Treatment of Faith-based Organizations.
 - h. Part 63, Floodplain Management and Wetland Protection Procedures.
 - i. Part 42, Nondiscrimination/Equal Employment Opportunities Policies and Procedures.
 - j. Part 61, Procedures for Implementing the National Environmental Policy Act.
 - k. Part 64, Floodplain Management and Wetland Protection Procedures; and Federal laws or regulations applicable to Federal Assistance Programs.

- l. Part 66, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
 - m. Part 67, Government-Wide Debarment and Suspension (Non-Procurement).
 - n. Part 69, New Restrictions on Lobbying.
 - o. Part 70, Uniform Administrative Requirements for Grants and Cooperative Agreements (including sub-awards) with Institutions of Higher Learning, Hospitals and other Non-Profit Organizations.
 - p. Part 83, Government-Wide Requirements for a Drug Free Workplace (grants).
34. Will comply with Subtitle A, Title II of the Americans with Disabilities Act (ADA) 1990.
35. Agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this agreement.
36. Will maintain procedures to minimize the time elapsing between the award of funds and the disbursement of funds.
37. Will comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide and the current US Department of Homeland Security (DHS) Financial Management Guide.
38. Agrees that all allocations and use of funds under this grant will be in accordance with the FY 2009 Regional Catastrophic Preparedness Grant Program Guidance and Application Kit, and the California Supplement to the FY 2009 Regional Catastrophic Preparedness Grant Program and Guidance and Application Kit. All allocations and use of funds under this grant will be in accordance with the Allocations, and use of grant funding must support the goals and objectives included in the State and/or Urban Area Homeland Security Strategies as well as the investments identified in the Investment Justifications which were submitted as part of the California FY 2009 Regional Catastrophic Preparedness Grant Program application. Further, use of FY09 Regional Catastrophic Preparedness Grant Program funds is limited to those investments included in the FY 2009 Regional Catastrophic Preparedness Grant Program Investment Justification submitted to DHS/FEMA and evaluated through the peer review process.
39. Acknowledges that FEMA reserves a royalty-free, non exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, for Federal government purposes: a) the copyright in any work developed under an award or sub-award; and b) any rights of copyright to which a recipient or sub-recipient purchases ownership with Federal support. the recipient agrees to consult with GPD regarding the allocation of any patent rights that arise from, or are purchased with, this funding.
40. Will not make any award or permit any award (subgrant or contract) to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549 and 12689, "Debarment and Suspension."
41. As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510

a. The applicant certifies that it and its principals:

(i) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency.

(ii) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

(iii) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

b. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

42. Agrees to comply with the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620 and certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

(b) Establishing an on-going drug-free awareness program to inform employees about:

(1) The dangers of drug abuse in the workplace.

(2) The grantee's policy of maintaining a drug-free workplace.

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a).

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to:

Department of Justice, Office of Justice Programs,
ATTN: Control Desk,
633 Indiana Avenue, N.W.,
Washington, D.C. 20531.

Notice shall include the identification number(s) of each affected grant.

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted.

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

43. Will comply with all applicable requirements of all other federal laws, executive orders, regulations, program and administrative requirements, policies and any other requirements governing this program.

44. Understands that failure to comply with any of the above assurances may result in suspension, termination or reduction of grant funds.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

The undersigned represents that he/she is authorized by the above named applicant to enter into this agreement for and on behalf of the said applicant.

Signature of Authorized Agent: _____

James P. Phillips

Printed Name of Authorized Agent: LAURA PHILLIPS

Title: GENERAL MANAGER Date: 9/15/10