

# CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number \_\_\_\_\_

Meeting Type: Regular

Meeting Date: ~~7/10/2014~~  
7/27/14

Action Requested By:  
EMA

Agenda Item Type  
Resolution

Subject Matter:

Grant from The Alabama Emergency Management Agency.

Exact Wording for the Agenda:

Authorizing the Mayor to execute an agreement with the Alabama Emergency Management Agency.

**Note: If amendment, please state title and number of the original**

Item to be considered for: Action

Unanimous Consent Required: No

Briefly state why the action is required; why it is recommended; what Council action will provide, allow and accomplish and; any other information that might be helpful.

This will provide the state portion of the EMPG grant for FY 2014.

Associated Cost: 7,327.00

Budgeted Item: Yes

MAYOR RECOMMENDS OR CONCURS: Select...

Department Head: Wilbur J. Spivey

Date: 6/24/2014

## ROUTING SLIP CONTRACTS AND AGREEMENTS

Originating Department: EMA

Council Meeting Date: ~~7/10/2014~~  
7/24/14

Department Contact: Bill Sizemore

Phone # 5130

Contract or Agreement: Cooperative Agreement Emergency Management Performance Grant

Document Name: Cooperative Agreement Emergency Management Performance Grant (EMPG)

City Obligation Amount:

Total Project Budget: 7,327.00

Uncommitted Account Balance:

Account Number: 01-5266-xxxx-1313

### Procurement Agreements

<u>Not Applicable</u>	<u>Not Applicable</u>
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### Grant-Funded Agreements

<u>State Other</u>	Grant Name:
<del>3100</del> <u>EMA</u>	<u>97.067</u>

Department	Signature	Date
1) Originating	<i>Bill Sizemore</i>	<u>6/24/14</u>
2) Legal	<i>Mary Carter</i>	<u>7/14/14</u>
3) Finance <i>CC</i>	<i>[Signature]</i>	<u>6/25/14</u>
4) Originating		
5) Copy Distribution		
a. Mayor's office (1 copies)		
b. Clerk-Treasurer (Original & 2 copies)		

**RESOLUTION NO. 14-\_\_\_\_\_**

**WHEREAS**, the Alabama Emergency Management Agency (AEMA) wishes to provide funding for the Emergency Management Performance Grant (EMPG) in the amount of \$7,327.00 to support emergency management in Madison County; and

**WHEREAS**, the City of Huntsville dba Huntsville-Madison County Emergency Management Agency will administer said grant.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Huntsville, Alabama, that the Mayor is authorized to execute the Cooperative Agreement, on behalf of the City of Huntsville dba Huntsville-Madison County Emergency Management Agency, said agreement and identified as Cooperative Agreement Emergency Management Performance Grant (EMPG) consisting of one (1) page and the date of July 24, 2014, appearing on the margin of the first page, together with the signature of the President or President Pro Tem of the City Council, and executed copy of said document being permanently kept on file in the Office of the City Clerk-Treasurer of the City of Huntsville, Alabama.

**ADOPTED** this the 24th day of July 2014.

\_\_\_\_\_  
President of the City Council of  
The City of Huntsville, Alabama

**APPROVED** this the 24th day of July 2014.

\_\_\_\_\_  
Mayor of the City of  
Huntsville, Alabama



**ROBERT BENTLEY**  
GOVERNOR

STATE OF ALABAMA  
**EMERGENCY MANAGEMENT AGENCY**  
5898 COUNTY ROAD 41 • P.O. DRAWER 2160 • CLANTON, ALABAMA 35046-2160  
PHONE (205) 280-2200 FAX (205) 280-2495



**ART FAULKNER**  
DIRECTOR

May 20, 2014

**TO:** All County Directors

**From:** Truman Hornsby, CFO  
Administration & Resources Support Section

**RE:** **FY 2014 EMPG State Cooperative Agreement**

Enclosed are three copies of your FY 2014 EMPG Cooperative Agreement for state funding. Please have all copies signed by the appropriate officials and return one copy to my attention as soon as possible. Please read the cooperative agreement thoroughly to ensure that you comply with all guidance and requirements applicable to this fiscal year.

**This award is for your fiscal year 2014, state funds only.** You will receive another cooperative agreement to advise of your 2014 federal award amounts as soon as this funding is made available to our office. Please remember that we must have your signed cooperative agreement before any payments can be released. If you have any questions regarding requirements, please contact your field coordinator.

If you have any financial questions, please call Sharon Strength at (205) 280-2235 or Kristy Ray at (205) 280-2470.

Enclosure(s)

**COOPERATIVE AGREEMENT  
EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG)**

1. Grantee: Madison County EMA
2. Effective Dates: 10/01/13 – 09/30/14
3. Issuing Agency: Alabama EMA  
5898 County Road 41  
P.O. Drawer 2160  
Clanton, AL 35046-2160
4. CA Number: 4EMA
5. Total State Allocation: \$7,327.00

The Director/Coordinator will ensure that state funding is used for the sole purpose of emergency management preparedness programs and will be matched 50/50 with local funds.

It is also agreed that the Alabama Emergency Management Agency Director can elect to withhold or withdraw funds from the Local EMA for not completing program activities and not providing a justification statement explaining the reason why the activity was not accomplished.

Subgrantee agrees that (1) they will provide in a timely manner any information requested by AEMA regarding the subgrantee's emergency management operation; (2) requests for reimbursement of expenditures incurred relative to this grant will be submitted on claim forms provided or approved by AEMA's Fiscal Division; (3) claims will be presented with clear and adequate supporting documentation as instructed by AEMA's Fiscal Division; (4) claims will be submitted on a monthly basis within 30 calendar days after the end of the month for which you are filing. Failure to submit your claim in a timely manner may result in reducing the original claim amount. Submitting your claim to AEMA from day 31 to 60 could result in a 50% reduction. Submitting your claim to AEMA beyond day 60 could result in a 100% reduction for that particular claim; (5) **all** claims relating to this grant will be submitted by October 30, 2014; (6) information requested by AEMA concerning expenditures will be provided immediately; (7) funds will be used to provide support of essential expenses of local EMA offices, such as salaries, benefits, equipment, supplies, maintenance of facilities, & other necessary costs of operation for the local EMA office; (8) All EMPG related files/paperwork will be made available to AEMA personnel for monitoring & review; (9) they will comply with the Department of Homeland Security rules regarding the ISIP, the BSIR, and other provisions of this grant.

Subgrantee agrees that the AEMA Director or his designated agent may elect to withhold or, with ten days notice, withdraw all or part of this funding from the grantee for (1) non-compliance with any portion of the terms stated in this document, or (2) failure to perform appropriately in an emergency situation, or (3) failure to progress toward full compliance with Emergency Management Accreditation Program (EMAP) standards or (4) allowing the position of local EMA Director to remain vacant for more than 30 days without appointing either a new Director or an Acting Director.

**Certification By County Official Authorized To Sign:**

I certify that I understand and agree to comply with the general & fiscal provisions of this grant application including the terms and conditions; to comply with provisions of the regulations governing these funds and all other federal and state laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized by the Applicant to perform the tasks of the Official Authorized to Sign as they relate to the requirements of this grant application; that costs incurred prior to Subgrantee approval may result in the expenditures being absorbed by the subgrantee; and, that the receipt of these grant funds through the Subgrantee will not supplant state or local funds.



Art Faulkner, Director  
Alabama Emergency Management Agency

Local EMA Director/Coordinator

Chief Elected Official

**MAY 20 2014**

Date

Date

Date