

# CITY COUNCIL AGENDA ITEM COVER MEMO

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

Meeting Type: Regular

Meeting Date: 4/23/2015  
5/14/15

Action Requested By:  
EMA

Agenda Item Type  
Resolution

Subject Matter:

Cooperative Agreement Emergency Management Performance Grant

Exact Wording for the Agenda:

Authorizing the Mayor to enter into a cooperative agreement between the City of Huntsville dba Huntsville-Madison County Emergency Management Agency and the Alabama Emergency Management Agency for Emergency Management Performance Grant 5 EMA.

**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 provides the state portion of the EMPG grant.

Associated Cost: 6412.00

Budgeted Item: Yes

MAYOR RECOMMENDS OR CONCURS: Select...

Department Head: 

Date: 4/7/2015

## ROUTING SLIP CONTRACTS AND AGREEMENTS

Originating Department: EMA

Council Meeting Date: ~~4/23/2015~~  
5/14/15

Department Contact: **Bill Sizemore**

Phone # 5130

Contract or Agreement: **Cooperative Agreement Emergency Management Performance Grant 5EMA**

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

City Obligation Amount: 6412

Total Project Budget: 6412

Uncommitted Account Balance:

Account Number: 01-5266-xxxx-1313

### Procurement Agreements

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

<b>State Other</b>	<b>Grant Name:</b>
AEMA 5 EMA	

Department	Signature	Date
1) Originating	<i>Bill Sizemore</i>	4/7/15
2) Legal	<i>Mary Cates</i>	5/15/15
3) Finance <i>RC</i>	<i>[Signature]</i>	4/10/15
4) Originating		
5) Copy Distribution		
a. Mayor's office (1 copies)		
b. Clerk-Treasurer (Original & 2 copies)		

RESOLUTION NO. 15-\_\_\_\_\_

**BE IT RESOLVED** by the City of Huntsville, Alabama, that the Mayor be, and he is hereby authorized to enter into an Agreement by and between the City of Huntsville dba Huntsville-Madison County Emergency Management Agency and the Alabama Law Enforcement Agency, on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreement is substantially in words and figures similar to that certain document attached hereto and identified as "Cooperative Agreement between the City of Huntsville dba Huntsville-Madison County Emergency Management Agency and the Alabama Emergency Management Agency for Emergency Management Performance Grant (EMPG). (SEMA)"

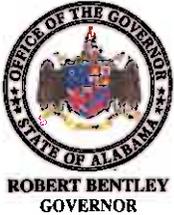
consisting of a total of one(1) page, and the date of April 23, 2015, appearing on the margin of the first page, together with the signature of the President or President Pro Tem of the City Council, an executed copy of said document being permanently kept on file in the Office of the City Clerk-Treasurer of the City of Huntsville, Alabama.

**ADOPTED** this the 14th day of May, 2015.

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

**APPROVED** this the 14th day of May, 2015.

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



STATE OF ALABAMA  
EMERGENCY MANAGEMENT AGENCY

5898 COUNTY ROAD 41 • P.O. DRAWER 2160 • CLANTON, ALABAMA 35046-2160  
(205) 280-2200 FAX # (205) 280-2495



ROBERT BENTLEY  
GOVERNOR

ART FAULKNER  
DIRECTOR

March 23, 2015

TO: All County Directors

From: Art Faulkner, Director   
Alabama Emergency Management Agency

RE: **FY 2015 EMPG State Cooperative Agreement**

Enclosed are three copies of your FY 2015 EMPG Cooperative Agreement for state funding. Please have all copies signed by the appropriate officials and return one copy to Frank McCrory's or Monique Smith's 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 2015, state funds only.** You will receive another cooperative agreement to advise of your 2015 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 contact Leigh McKee at (205) 280-2227, [leigh.mckee@ema.alabama.gov](mailto:leigh.mckee@ema.alabama.gov) or Kristy Ray at (205) 280-2470, [kristy.ray@ema.alabama.gov](mailto:kristy.ray@ema.alabama.gov).

Enclosure(s)

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

1. Grantee: Madison County EMA
2. Effective Dates: 10/01/14 – 09/30/15
3. Issuing Agency: Alabama EMA  
5898 County Road 41  
P.O. Drawer 2160  
Clanton, AL 35046-2160
4. CA Number: 5EMA
5. Total State Allocation: \$6,412.00

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, 2015; (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 a ten day 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

03/23/15

Date

Date

Date

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\_\_\_\_\_  
Art Faulkner, Director  
Alabama Emergency Management Agency

  
\_\_\_\_\_  
Local EMA Director/Coordinator

\_\_\_\_\_  
Chief Elected Official

03/23/15

\_\_\_\_\_  
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 _____ Art Faulkner, Director Alabama Emergency Management Agency	 _____ Local EMA Director/Coordinator	 _____ Chief Elected Official
03/23/15 _____ Date	 _____ Date	 _____ Date