



***Cal* OES**

**GOVERNOR'S OFFICE
OF EMERGENCY SERVICES**

**Fiscal Year 2021
Homeland Security Grant Program**

***California Supplement to the
Federal Notice of Funding Opportunity***

September 2021

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Federal Program Announcement	<p>In February 2021, the U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) issued the Fiscal Year (FY) 2021 Homeland Security Grant Program (HSGP), Notice of Funding Opportunity (NOFO) and the <i>FEMA Preparedness Grants Manual</i>.</p> <p>Subrecipients must follow the programmatic requirements in the NOFO, FEMA Preparedness Grants Manual, and the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located in Title 2, Code of Federal Regulations (C.F.R.), Part 200.</p>
Information Bulletins	<p>DHS issues Information Bulletins (IBs) to provide updates, clarification, and new requirements throughout the life of the grant.</p>
Grant Management Memoranda	<p>Cal OES issues Grant Management Memoranda (GMMs) which provide additional information and requirements regarding HSGP funds.</p>
Purpose of the California Supplement	<p>The FY 2021 HSGP California Supplement to the NOFO (State Supplement) is intended to complement, rather than replace, the NOFO and the FEMA Preparedness Grants Manual. Applicants are highly encouraged to thoroughly read the NOFO and the Preparedness Grants Manual before referring to the State Supplement. The State Supplement will emphasize differences between the FY 2020 and FY 2021 HSGP and highlight additional California policies and requirements applicable to FY 2021 HSGP.</p>
Eligible Subrecipients	<p>Eligible Applicants, referred to as Subrecipients, include Counties/Operational Areas (OAs), Urban Areas (UAs), State Agencies (SAs), Departments, Commissions, and Boards who have or can obtain appropriate state Department of Finance budget authority for awarded funds, and federally-recognized tribes located in California.</p>
Tribal Allocations	<p>The NOFO strongly encourages Cal OES to provide HSGP funds directly to tribes in California. To implement this requirement, a special Request for Proposal will be issued to California's federally-recognized tribes. All Subrecipients are encouraged to coordinate with tribal governments to ensure that tribal needs are considered in their grant applications.</p>

Subrecipient Allocations	FY 2021 HSGP Subrecipient final allocations are provided in Attachment A and reflect reductions to Subrecipients who did not submit minimum thresholds for National Priority Areas, including Subrecipients opting out of the award altogether, and increases to Subrecipients that are helping meet statewide minimum level National Priority Area requirements.
Supplanting	Grant funds must be used to supplement existing funds, not replace (supplant) funds that have been appropriated for the same purpose. Subrecipients may be required to provide supporting documentation that certifies a reduction in non-federal resources that occurred for reasons other than the receipt or expected receipt of federal funds. Supplanting will result in the disallowance of the activity associated with this improper use of federal grant funds.
Public/Private Organizations	Subrecipients may contract with other public or private organizations to perform eligible activities on approved HSGP projects.
Debarred/ Suspended Parties	<p>Subrecipients must not make or permit any award (subaward or contract) at any tier, to any party, that is debarred, suspended, or otherwise excluded from, or ineligible for, participation in federal assistance programs.</p> <p>Subrecipients must obtain documentation of eligibility before making any subaward or contract using HSGP funds and must be prepared to present supporting documentation to monitors/auditors.</p> <p>Before entering into a Grant Subaward, the Subrecipient must notify Cal OES if it knows if any of the principals under the subaward fall under one or more of the four criteria listed at 2 C.F.R. § 180.335. The rule also applies to Subrecipients who pass-through funding to other local entities.</p> <p>If at any time after accepting a subaward, Subrecipients learn that any of its principals fall under one or more of the criteria listed at 2 C.F.R. § 180.335, immediate written notice must be provided to Cal OES and all grant activities halted until further instructions are received from Cal OES. The rule also applies to subawards passed through by Subrecipients to local entities.</p>

Key Changes to the FY 2021 HSGP

National Priority Areas: The FY 2021 NOFO added a fifth National Priority Area: Combating Domestic Violent Extremism, including an increase to minimum allocations for select National Priority Areas. National Priority areas must now reserve a minimum of 30% of the total award amount. Minimum allocations to each of the five National Priority Areas, are as follows:

- Enhancing information and intelligence sharing and cooperation with federal agencies, including DHS – 5%;
- Enhancing the protection of soft targets/crowded places – 5%;
- Enhancing cybersecurity – 7.5%;
- Addressing emerging threats [e.g., transnational criminal organizations, weapons of mass destruction (WMDs), unmanned aerial systems (UASs), etc.] – 5%; and
- **[NEW]** Combating domestic violent extremism through enhanced intelligence collection & analysis, training, and community resilience – 7.5%.

Election Security Projects: Election security projects are no longer required, as a part of the Cybersecurity and Soft Targets/ Crowded Places investments.

Investment Justifications: Investments are updated for FY 2021.

California Homeland Security Strategy: Updated to reflect new goals of the 2021-2024 California Homeland Security Strategy.

Updates to Title 2 of the Code of Federal Regulations: The Office of Management and Budget (OMB) published revisions to various sections of Title 2 of the Code of Federal Regulations (2 C.F.R.) as they relate to federal financial assistance. While some revisions were effective on August 13, 2020, most of the changes took effect on November 12, 2020. We highly encourage all Subrecipients to familiarize themselves with these changes. Information on all 2 C.F.R. revisions can be found at the [Federal Register's Guidance for Grants and Agreements webpage](#).

Performance Bonds: Cal OES will require a performance bond for equipment over \$250,000, or any vehicle, aircraft, or watercraft that has been paid with HSGP funds prior to receiving the final product(s).

FY 2021 National Priorities

DHS/FEMA annually publishes the [National Preparedness Report](#) (NPR) to report national progress in building, sustaining, and delivering the core capabilities outlined in the goal of a secure and resilient nation. This analysis provides a national perspective on critical preparedness trends for whole community partners to use to inform program priorities, allocate resources, and communicate with stakeholders about issues of concern.

HSGP Subrecipients are required to prioritize grant funding to demonstrate how investments support closing capability gaps or sustaining capabilities identified in the Threat Hazard Identification and Risk Assessment (THIRA)/Stakeholder Preparedness Review (SPR) process.

DHS/FEMA continually assess changes to the threat landscape to further the National Preparedness Goal (NPG) of a secure and resilient nation. The following are national priority areas for FY 2021, including the corresponding percentage of funds each subrecipient is required to allocate to each area:

- Enhancing information and intelligence sharing and cooperation with federal agencies, including DHS – 5%;
- Enhancing the protection of soft targets/crowded places - 5%;
- Enhancing cybersecurity – 7.5%;
- Addressing emerging threats (e.g., transnational criminal organizations, WMDs, UASs, etc.) – 5%; and
- Combating domestic violent extremism through enhanced intelligence collection & analysis, training, and community resilience – 7.5%.

Subrecipients are required to allocate minimum amounts of their subaward towards projects that fall within each of the national priority areas, totaling 30% of their subaward. Election security projects are no longer required, as a part of the Cybersecurity and Soft Targets/Crowded Places investments.

National Priority projects will be reviewed for effectiveness by DHS/FEMA and must be deemed effective prior to the obligation or expenditure of funds. Project costs incurred prior to DHS/FEMA project approval will not be allowable.

FY 2021 National Priorities (cont.)

Projects requiring additional information for DHS/FEMA to determine effectiveness of the project, or projects deemed ineffective, will have a hold placed on their subaward pending submission of requested information and DHS/FEMA approval. Once a project is approved by DHS/FEMA, modifications to the project will require DHS/FEMA approval.

Effectiveness will be evaluated by DHS/FEMA, Cybersecurity and Infrastructure Security Agency, DHS Office of Intelligence and Analysis, DHS Countering Weapons of Mass Destruction Office, and/or other DHS components, as appropriate. FEMA will determine whether the proposed approach is clear, logical, and reasonable to address the priority areas of interest and contribute to a culture of national preparedness, based on the following five factors:

- **Investment Strategy (30%):** Projects will be evaluated based on the quality and extent to which the strategy effectively demonstrates supporting the program objective of preventing, preparing for, protecting against, and responding to acts of terrorism, to meet its target capabilities, and otherwise reduce the overall risk to the high-risk urban area, the state, or the nation.
- **Budget (10%):** Projects will be evaluated based on the extent to which a budget plan for each investment demonstrates how grant expenditures maximize cost effectiveness.
- **Impact/Outcomes (30%):** Projects will be evaluated on how this investment helps the jurisdiction close capability gaps identified in its Stakeholder Preparedness Review and addresses national priorities outlined in the FY 2021 NOFO. Further, proposals will be evaluated on their identification and estimated improvement of core capability(ies), the associated standardized target(s) that align with their proposed investment, and the ways in which improvements are measured and/or evaluated.

FY 2021 National Priorities (cont.)

- **Collaboration (30%):** Projects will be evaluated based on the degree to which the proposal adequately details how investments and other means are used to overcome existing logistical, technological, legal, policy, and other impediments to collaborating, networking, sharing information, cooperating, and fostering a culture of national preparedness with federal, state, tribal, and local governments, as well as other regional and nonprofit partners in efforts to prevent, prepare for, protect against, and respond to acts of terrorism. FEMA will consider the information provided by the Subrecipient and may also consider relevant information from other sources.
- **Past Performance (additional consideration):** Projects will be evaluated based on the Subrecipient's demonstrated capability to execute the proposed investments. Under this factor, FEMA will consider the information provided by the Subrecipient and may also consider relevant information from other sources.

A detailed description of allowable investments for each national priority is included in the [FY 2021 HSGP NOFO \(Page 6-8\)](#).

National Campaigns and Programs

Whole Community Preparedness – Subrecipients should engage with the whole community to advance individual and community preparedness and to work as a nation to build and sustain resilience. In doing so, Subrecipients are encouraged to consider the needs of individuals with access and functional needs and limited English proficiency in the activities and projects funded by the grant.

Subrecipients should utilize established best practices for whole community inclusion and engage with stakeholders to advance individual and jurisdictional preparedness and resilience. Subrecipients are encouraged to consider the necessities of all Californians in the activities and projects funded by the grant, including children, seniors, individuals with disabilities or access and functional needs, individuals with diverse culture and language use, individuals with lower economic capacity, and other underserved populations.

National Campaigns and Programs (cont.)

Active Shooter Preparedness – DHS developed a comprehensive [Active Shooter Preparedness website](#), which strives to enhance national preparedness through a whole-community approach by providing the necessary products, tools, and resources to help all stakeholders prepare for and respond to an active shooter incident. Subrecipients are encouraged to review the referenced active shooter resources and evaluate their preparedness needs.

Soft Targets and Crowded Places – States, territories, UAs, and public and private sector partners are encouraged to identify security gaps and build capabilities that address security needs and challenges related to protecting locations or environments that are easily accessible to large numbers of people on a predictable or semi-predictable basis that have limited security or protective measures in place, including town centers, shopping malls, open-air venues, outside hard targets/venues perimeters, and other places of meeting and gathering . For more information, please see DHS's [Hometown Security Program](#).

Community Lifelines – FEMA created Community Lifelines to reframe incident information and impacts using plain language and unity of effort to enable the integration of preparedness efforts, existing plans, and identifies unmet needs to better anticipate response requirements. Additional information may be found at the [Community Lifelines Implementation Toolkit website](#).

Strategic Framework for Countering Terrorism and Targeted Violence – DHS adopted the [DHS Strategic Framework for Countering Terrorism and Targeted Violence](#) which explains how the department will use the tools and expertise that have protected and strengthened the country from foreign terrorist organizations to address the evolving challenges of today.

National Cybersecurity Review

The [National Cybersecurity Review \(NCSR\)](#) is a required assessment for all Subrecipients of State Homeland Security Program (SHSP) and Urban Areas Security Initiative (UASI) funding to be completed between October and December 2021.

The NCSR is a no-cost, anonymous, and annual self-assessment designed to measure gaps and capabilities of state, local, tribal, territorial, nonprofit, and private sector agencies' cybersecurity programs.

**National
Cybersecurity
Review (cont.)**

Additionally, FEMA recognizes that some subawards will not be issued until after the NCSR has closed. In these cases, Subrecipients will be required to complete the first available NCSR offered after the subaward has been issued by Cal OES.

The Chief Information Officer (CIO), Chief Information Security Officer (CISO), or equivalent should complete the NCSR. If there is no CIO or CISO, the most senior cybersecurity professional should complete the assessment. Additional information may be found in [IB 439](#) and [429a](#).

**NIMS
Implementation**

Prior to the allocation of any federal preparedness awards, Subrecipients must ensure and maintain the adoption and implementation of the [National Incident Management System](#) (NIMS).

**Law
Enforcement
Terrorism
Prevention
Activities**

A minimum of 25 percent of the total subaward amount must be dedicated to Law Enforcement Terrorism Prevention Activities (LETPA). Activities outlined in the National Prevention Framework and National Protection Framework are eligible for use of LETPA-focused funds. All other terrorism prevention activities proposed for funding under LETPA must be formally pre-approved by FEMA. Refer to [IB 412](#) for additional information.

**Management
and
Administration**

The Management and Administration (M&A) allowance for Subrecipients is set at a maximum of 5% for FY 2021 HSGP.

Indirect Costs

Indirect costs are allowable under the FY 2021 HSGP Grant Award. Subrecipients who claim indirect costs may do so, provided they use one of the following two methods:

1. Subrecipients with an indirect cost rate approved by their cognizant federal agency may claim indirect costs based on the established rate. Indirect costs claimed must be calculated using the base approved in the indirect cost negotiation agreement. A copy of the approved negotiation agreement is required at the time of application.
2. Subrecipients who have never received a negotiated indirect cost rate and receive *less than* \$35 million in *direct* federal funding per year may claim the 10 percent de minimis indirect cost rate based on Modified Total Direct Costs (MTDC) as defined in [2 C.F.R. § 200.1](#) and Subpart E.

**Indirect Costs
(cont.)**

Indirect costs are *in addition to* the M&A allowance and must be included in the Grant Award application as a “Project” and reflected in the Financial Management Forms Workbook (FMFW) on the Indirect cost category ledger if being claimed under the award.

Indirect costs must be based on the claimed direct project costs, excluding equipment expenditures and other distorting items. Up to \$25,000 of each subaward may be included as a direct project cost when calculating indirect costs based on MTDC.

Indirect costs must be claimed no more than once annually, and only at the end of the Subrecipient’s fiscal year. An exception to this rule applies if there is a mid-year change to the approved indirect cost rate; in this case, costs incurred to date must be claimed. At that time, a Grant Subaward Modification reflecting the rate change must also be submitted to Cal OES, along with a copy of the new indirect cost rate agreement.

**Organization
Costs - Overtime**

Operational overtime costs are allowable *for increased security measures at critical infrastructure sites* if associated with detecting, deterring, disrupting, and preventing acts of terrorism and other catastrophic events.

Pursuant to page A-3 of the [Preparedness Grants Manual](#), all operational overtime requests must clearly explain how the request meets the criteria of one or more of the categories listed in *Table 2: Authorized Operational Overtime Categories*.

Requests must address the threat environment as it relates to the event or activity requiring operational overtime support and explains how the overtime activity is responsive to the threat. Post-event operational overtime requests will only be considered on a case-by-case basis, where it is demonstrated exigent circumstances prevented submission of a request in advance of the event or activity. Requests for overtime costs must be submitted to Cal OES via the [Request for Operational Overtime Form](#) at the time of application, if the activity will occur within one year of the final application submission. All subsequent requests must be submitted at least 60 days in advance of the activity. **All operational overtime costs must be formally pre-approved in writing by DHS/FEMA.**

Personnel Cap

Pursuant to [6 U.S.C. § 609\(b\)](#), SHSP and UASI funds may be used for personnel costs, totaling up to 50 percent of each fund source. A Subrecipient may request this requirement be waived by DHS/FEMA, via Cal OES. Requests for personnel cap waivers must be submitted separately for each fund source in writing to the Program Representative on official letterhead, with the following information:

- Documentation explaining why the cap should be waived;
- Conditions under which the request is being submitted; and
- A budget and method of calculation of personnel costs both in percentages of the Grant Award **and** in total dollar amount (waivers must be calculated separately for SHSP and UASI, outlining salary, fringe benefits, and any M&A costs).

Subrecipient requests to exceed the personnel cap must be received by Cal OES at the time of application. Subaward modifications impacting the personnel cap will be reviewed on a case-by-case basis and may require the submittal of the above-mentioned information.

Please see [B 421b](#) for more information on the waiver process.

Equipment Typing/ Identification and Use

Allowable HSGP equipment is listed on the [FEMA Authorized Equipment List](#) (AEL) website.

Subrecipients that allocate HSGP funds towards equipment are required to type and identify the capability associated with that equipment. The [FEMA Resource Typing Library Tool \(RTLTL\)](#) can be used to help determine the type and capability.

Per FEMA policy, the purchase of weapons and weapon accessories are not allowed with HSGP funds. Special rules apply to pharmaceutical purchases, medical countermeasures, and critical emergency supplies; refer to page A-10 of the Preparedness Grants Manual for additional information.

Expenditures for general purpose equipment are allowable if they align to and support one or more core capabilities identified in the NPG, and in addition, are deployable/sharable through the Emergency Management Assistance Compact and allowable under 6 U.S.C. § 609. Refer to the NOFO and Preparedness Grants Manual for examples of allowable general-purpose equipment.

Equipment Maintenance/Sustainment

Use of HSGP funds for maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are allowable as described in FEMA [IBs 336](#) and [379](#), as well as Grant Programs Directorate (GPD) Policy [FP-205-402-125-1](#).

Emergency Communications Projects

All Subrecipient emergency communications projects must comply with the SAFECOM Guidance on Emergency Communications Grants and describe in their FMFW how such activities align with the goals of the Statewide Communications Interoperability Plan.

Telecom Equipment and Services Prohibitions

Effective August 13, 2020, section 889(f)(2)-(3) of the [John S. McCain National Defense Authorization Act for FY 2019 \(NDAA\)](#) and [2 C.F.R. § 200.216](#) prohibits DHS/FEMA Recipients and Subrecipients (including their contractors and subcontractors) from using any FEMA funds under open or new awards for the following telecommunications equipment or services:

- 1) Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation, (or any subsidiary or affiliate of such entities);
- 2) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);
- 3) Telecommunications or video surveillance services provided by such entities or using such equipment; or
- 4) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the People's Republic of China.

**Small
Unmanned
Aircraft Systems**

All requests to purchase Small Unmanned Aircraft Systems (SUAS) with FEMA grant funding must comply with [IB 426](#) and include copies of the policies and procedures in place to safeguard individuals' privacy, civil rights, and civil liberties of the jurisdiction that will purchase, take title to, or otherwise use the SUAS equipment. The Authorized Equipment Listing for [03OE-07-SUAS](#) details ten questions that must be included in the Aviation Request justification. Please reference [Presidential Memorandum: Promoting Economic Competitiveness While Safeguarding Privacy, Civil Rights, and Civil Liberties in Domestic Use of Unmanned Aircraft Systems](#) and contact your Program Representative for additional information.

**Emergency
Operations Plans**

Subrecipients must update their Emergency Operations Plan at least once every two years to remain compliant with the [Comprehensive Preparedness Guide 101 version 2.0](#).

**Conflict of
Interest**

To eliminate and reduce the impact of conflicts of interest in the subaward process, Subrecipients and pass-through entities must follow their own policies and procedures regarding the elimination or reduction of conflicts of interest when making subawards. Subrecipients and pass-through entities are also required to follow any applicable federal, state, local, and tribal statutes or regulations governing conflicts of interest in the making of subawards.

Subrecipients must disclose to their Program Representative, in writing, any real or potential conflict of interest as defined by the federal, state, local, or tribal statutes or regulations, which may arise during the administration of the HSGP subaward within five days of learning of the conflict of interest.

**FY 2021
Investments**

The State prioritized the following investment strategies for the FY 2021 subawards:

1. Enhance Information and Intelligence Sharing and Cooperation with Federal Agencies, including DHS **(National Priority)**;
2. Enhance the Protection of Soft Targets/Crowded Places **(National Priority)**;
3. Enhance Cybersecurity **(National Priority)**;
4. Address Emergent Threats **(National Priority)**;
5. Combating Domestic Violent Extremism through Enhanced Intelligence Collection & Analysis, Training, and Community Resilience **(National Priority)**;
6. Strengthen Emergency Communications Capabilities Through Planning, Governance, Technology, and Equipment;
7. Enhance Medical and Public Health Preparedness;
8. Strengthen Information Sharing and Collaboration (non-Fusion Center);
9. Enhance Community Capabilities through Multi-Jurisdictional/ Inter-Jurisdictional All-Hazards Incident Planning, Response & Recovery Coordination, including Partnerships with Volunteers and Community Based Organizations and Programs; and
10. Protect Critical Infrastructure and Key Resources (includes Food and Agriculture).

**California
Homeland
Security Strategy
Goals**

The State prioritized the following California Homeland Security Strategy Goals for the FY 2021 subawards:

1. Enhance Information Collection, Analysis, and Sharing, in Support of Public Safety Operations Across California;
2. Protect Critical Infrastructure and Key Resources from All Threats and Hazards;
3. Strengthen Security and Preparedness Across Cyberspace;
4. Strengthen Communications Capabilities through Planning, Governance, Technology, and Equipment;
5. Enhance Community Preparedness;
6. Enhance Multi-Jurisdictional/Inter-Jurisdictional All-Hazards Incident Catastrophic Planning, Response, and Recovery Capabilities;
7. Improve Medical and Health Capabilities;
8. Enhance Incident Recovery Capabilities;
9. Strengthen Food and Agriculture Preparedness; and
10. Enhance Homeland Security Exercise, Evaluation, and Training Programs.

**State Initiative
Funding**

For FY 2021, Cal OES shall retain 20 percent of the SHSP and 18.5 percent of the UASI funding for state initiatives.

“On Behalf Of”

Cal OES may, in conjunction with local approval authorities, designate funds “on behalf of” local entities who choose to decline or fail to utilize their subaward in a timely manner.

**Public Alert and
Warning**

Cal OES encourages Subrecipients to consider the use of this funding to assist their jurisdiction’s alignment with the [State of California Alert and Warning Guidelines](#), developed pursuant to Senate Bill 833 of the 2018 Legislative Session.

**Financial
Management
Forms Workbook**

The FY 2021 Cal OES FMFW includes:

Grant Subaward Face Sheet – Use the Grant Subaward Face Sheet to apply for grant programs. The Grant Subaward Face Sheet must be signed and printed in portrait format.

Authorized Body of 5 – Provide the contact information of Authorized Agents (AA), delegated via the GBR or Signature Authorization Form, including staff related to grant activities. More than one person is recommended for designation as the AA; in the absence of an AA, an alternate AA can sign requests.

Project Ledger – The project ledger is used in the application process to submit funding information and is used for submitting cash requests, grant subaward modifications, and assists with the completion of the Biannual Strategy Implementation Report (BSIR).

Planning Ledger – Provides detailed information on grant-funded planning activities with a final product identified.

Organization Ledger – Provides detailed information on grant-funded organizational activities.

Equipment Ledger – Detailed information must be provided under the equipment description for all grant-funded equipment. AEL numbers must be included for all items of equipment. Always refer to the AEL for a list of allowable equipment and conditions, if any.

Training Ledger – Provides detailed information on grant-funded training activities. All training activities must receive Cal OES approval prior to starting the event, including a Training Feedback number. The [Training Request Form](#) must be submitted and approved to obtain a Training Feedback number.

Exercise Ledger – Provides detailed information on grant-funded exercises.

M&A Ledger – Provides information on grant-funded M&A activities.

Indirect Costs Ledger – Provides information on indirect costs.

Financial Management Forms Workbook (cont.)

Consultant-Contractor Ledger – Provides detailed information on grant-funded consultants and contractors.

Authorized Agent Page – The AA Page must be submitted with the application, all cash requests, and Grant Subaward Modifications. The AA Page must include a valid signature on file with Cal OES and the date.

Subrecipient Grants Management Assessment

Per [2 C.F.R. § 200.332](#), Cal OES is required to evaluate the risk of non-compliance with federal statutes, regulations, and grant terms and conditions posed by each Subrecipient of pass-through funding. The [Subrecipient Grants Management Assessment Form](#) contains questions related to an organization's experience in the management of federal grant awards. It is used to determine and provide an appropriate level of technical assistance, training, and grant oversight to Subrecipients during the subaward. The questionnaire must be completed and returned with the grant application.

Application Attachments

Federal Funding Accountability and Transparency Act (FFATA) Financial Disclosure – Use the [FFATA Financial Disclosure Form](#) to provide the information required by the Federal Funding Accountability and Transparency Act of 2006.

Certification Regarding Lobbying – Use the [Certification Regarding Lobbying Form](#) to certify lobbying activities, as stipulated by the Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352.

Intelligence Analysts Certificates – Pursuant to the Preparedness Grants Manual, Cal OES must have certificates for completion of training for fusion center analytical personnel. Please provide copies of certificates for each intelligence analyst, if applicable.

UASI Footprint (UASIs Only) – The Urban Area Working Group (UAWG) establishes the 'footprint' of the UA. A map or list defining the footprint must be included with the application.

UAWG Member Roster (UASIs Only) – A list of all current UAWG members with positions or titles.

Indirect Cost Rate Agreement – If claiming indirect costs at a federally-approved rate, please provide a copy of the approved indirect cost rate agreement.

Standard Assurances

The Standard Assurances list the requirements to which the Subrecipients will be held accountable. All Applicants will be required to submit a signed, **original** of the [FY 2021 Standard Assurances](#) as part of their FY 2021 HSGP application. The required Standard Assurances can be found only in PDF format on the Cal OES website.

NOTE: Self-created Standard Assurances will not be accepted.

Operational Areas and Urban Areas

Governing Body Resolution – The GBR appoints AAs (identified by the individual’s name or by a position title) to act on behalf of the governing body and the Applicant by executing any actions necessary for each application and subaward. All Applicants are required to submit a copy of an approved GBR with their grant application. Resolutions may be valid for up to three grant years given the following:

- The resolution identifies the applicable grant program (e.g., EMPG and/or HSGP);
- The resolution identifies the applicable grant years, (e.g., FY 2020, FY 2021, FY 2022); and
- Adheres to any necessary elements required by local protocols, rules, etc., if applicable.

Resolutions that only identify a single grant program will only be valid for that single program. Resolutions that do not identify applicable grant years will only be valid for the grant year in which the resolution was submitted.

Authorized Agent Information – For each person or position appointed by the governing body, identify the individual in the Authorized Body of 5 ledger of the FMFW.

All changes in AA and contact information must be provided to Cal OES in writing. If the GBR identifies the AA by name, a new Resolution is needed when changes are made. If the GBR identifies the AA by position and/or title, changes may be made by submitting a request on the entity’s letterhead, signed by an existing AA. Cal OES will not accept signatures of an AA’s designee, unless authorized by the Governing Body’s resolution. A change to an AA’s designee must be submitted on agency letterhead and signed by the AA, announcing the change to their designee.

Operational Areas Only

Approval Authority Body – OAs must appoint an Anti-Terrorism Approval Body (Approval Authority) to have final approval of the OA's application for HSGP funds. Each member of the Approval Authority must provide written agreement with the OA's application for HSGP funds. The Approval Authority shall consist of the following representatives, and additional voting members may be added by a simple majority vote of the following standing members:

- County Public Health Officer or designee responsible for Emergency Medical Services
- County Fire Chief or Chief of Fire Authority
- Municipal Fire Chief (selected by the OA Fire Chiefs)
- County Sheriff
- Chief of Police (selected by the OA Police Chiefs)

Urban Areas Only

Urban Area Working Groups (UAWGs) – Membership in the UAWG must provide either direct or indirect representation for all relevant jurisdictions and response disciplines (including law enforcement, fire service, EMS, hospitals, public health, and emergency management) that comprise the defined UA. It also must be inclusive of local Citizen Corps Council and tribal representatives. The UAWG should also ensure the integration of local emergency management, public health, and health care systems into a coordinated sustained local capability to respond effectively to a mass casualty incident. Additional group composition criteria is found in the FEMA [Preparedness Grants Manual](#).

THIRA – Subrecipients are required to submit a THIRA for all 32 core capabilities. Beginning in 2019, UAs are required to submit a THIRA every three years. An annual capability assessment will still be required.

SPR – The SPR is an annual grant requirement for all states, territories, and UAs. It is an annual capability assessment, which helps jurisdictions identify capability gaps and prioritize investment requirements to reach the targets set in their THIRA.

**Fusion Centers
Only**

All projects included in the fusion center investment (IJ #1) must align to, and reference, specific performance areas of the assessment that the funding is intended to support.

Fusion Centers are also required to follow all Reporting and Administrative Metrics for California Fusion Centers, as set forth in the Governor's Homeland Security Advisor/Cal OES Director's letter dated March 16, 2016. These operational and administrative metrics set forth an integrated and coordinated approach for regular and proactive information and intelligence sharing between all fusion centers in the California State Threat Assessment System (STAS).

**State Agencies
and Tribes Only**

State Agencies, and federally-recognized tribes may submit the Signature Authorization Form in lieu of a GBR, signed by the most senior ranking official, such as the Secretary, Director, President, Chancellor, or Chairperson.

Application Submission

Subrecipients must submit an electronic copy of their completed FMFW to their Program Representative for review. After the application is approved, a completed hardcopy of the FMFW, along with all other application components must be mailed, with original signatures, by the application due date. During the application process, if it is determined not all allocated funds can be expended by the end of the period of performance, please inform a Program Representative as soon as possible. The completed application should be received by Cal OES no later than the date provided in the FY 2021 HSGP Timeline, referenced as Attachment B.

Late or Incomplete Application

Late or incomplete applications may be denied. If an application is incomplete, the Program Representative may request additional information. Requests for late submission of applications must be made in writing to the Program Representative prior to the application due date. Cal OES has sole discretion to accept or reject a late or incomplete grant application.

HSGP Contact Information

All Subrecipient application materials, questions, comments, and correspondence should be directed to:

California Governor's Office of Emergency Services
 ATTN: Grants Management (Building E)
 Homeland Security Grants Unit
 3650 Schriever Avenue
 Mather, CA 95655

Darlene Arambula	(916) 845-8427
Christopher Camacho	(916) 845-8789
Laura Halverstadt	(916) 845-8367
Antoinette Johnson	(916) 845-8260
Jim Lane	(916) 845-8428
Vidal Lopez	(916) 845-8744
Miguel Ramirez	(916) 328-7466
Abigayle Tirapelle	(916) 845-8400

The [Program Representative Regional Assignments Map](#) is available at the Cal OES website under "Regional Assignments".

**Subaward
Approval**

Subrecipients will receive a formal notification of award no later than 45 days after Cal OES receives the federal grant award. The award letter must be signed, dated, and returned to Cal OES within 20 calendar days. Once the completed application, along with the signed award letter, is received and approved, reimbursement of eligible subaward expenditures may be requested using the Cal OES FMFW.

Payment Request Process

To request an advance or cash reimbursement of HSGP funds, Subrecipients must first complete a payment request using the Cal OES FMFW, returning it to the appropriate Program Representative. Subrecipients who fail to follow the workbook instructions may experience delays in processing the payment request.

Payments can only be made if the Subrecipient has submitted a completed and approved application.

Advances and Interest Earned on Advances

An Advance payment is a payment that is requested before Subrecipients have disbursed the funds for program purposes. Subrecipients may be paid an advance, provided they maintain a willingness and ability to maintain procedures to minimize the time elapsing between the receipt of funds and their disbursement. The timing and amount of advance payments must be as close as administratively feasible to the actual disbursements by the Subrecipient for project costs.

Federal rules require advances to be deposited in interest-bearing accounts. Interest earned amounts up to \$500 per year may be retained by Subrecipients for administrative expenses; any additional interest earned on federal advance payments must be returned annually to Cal OES.

Semi-Annual Drawdown Requirements

All Subrecipients should be reporting expenditures and requesting funds at least semi-annually throughout the period of performance. Semi-annual drawdowns should be occurring by March and October of each calendar year following final approval of the subaward application, except for the final cash request, which must be submitted within 20 calendar days after the end of the period of performance. Subrecipients not in compliance with this requirement will be required to submit all supporting documentation for subsequent cash requests.

Modifications

Post-award budget, scope, and time modifications must be requested using the [Cal OES HSGP FMFW v1.21](#), signed by the Subrecipient's AA, and submitted to the Program Representative.

The Subrecipient may implement grant modification activities, and incur associated expenses, only after receiving written final approval of the modification from Cal OES.

**Modifications
(cont.)**

Subrecipients must provide a written justification with all modification requests. The justification may be included in the body of the e-mail transmitting the request, or in a document attached to the transmittal e-mail. Please reference [GMM 2018-17](#) for additional information regarding modification requests.

A modification request for any project within the national priority areas must receive DHS/FEMA prior approval. These requests include, but are not limited to, a change in project scope, any change to the project budget, and re-programming of funds. DHS/FEMA and Cal OES may request additional information to validate project effectiveness.

Training

All grant-funded training activities must receive Cal OES approval prior to starting the training event. Cal OES shall allow Subrecipients to develop a “placeholder” for future training conferences when an agenda has not been established at the time Subrecipient applications are due. Please work with a Program Representative and the Training Branch to identify a possible “placeholder” for these types of training activities.

When seeking approval of non-DHS/FEMA developed courses, course materials must be submitted with the approval requests. Conditional approvals are not offered.

Subrecipients must complete a [Training Request Form](#) and submit it electronically to the Cal OES Training Branch to be approved with a Training Feedback Number before beginning any training activities. This includes project components like travel to, materials for, or attendance in training courses. Training Feedback Numbers must be obtained no later than 30 days before the first day of the training or related activities. Training Feedback numbers must be included on the FMFW Training Ledger to be considered for reimbursement.

For more information on this or other training-related inquiries, contact the [Cal OES Training Branch](#) at (916) 845-8752.

**Exercises,
Improvement
Plans, and After-
Action Reporting**

Subrecipients should engage stakeholders to identify long-term training and exercise priorities. These priorities should address capability targets and gaps identified through the THIRA and SPR process, real-world events, previous exercises, and national areas for improvement identified in the NPR.

Exercises, Improvement Plans, and After-Action Reporting (cont.)

Subrecipients must report on all exercises conducted with HSGP grant funds. An After-Action Report (AAR)/Improvement Plan (IP) or Summary Report (for Seminars and Workshops) must be completed and submitted to Cal OES within 90 days after exercise/seminars/workshops are conducted. It is acceptable to submit an *Exercise Summary Report for Seminars and Workshops* in lieu of a full AAR/IP.

Please e-mail AAR/IPs and Summary Reports to:

- hseep@fema.dhs.gov
- exercise@caloes.ca.gov
- christopher.camacho@caloes.ca.gov

For exercise-related issues and/or questions, please email the Cal OES Exercise Team at exercise@caloes.ca.gov.

Exercise costs will not be considered for reimbursement until an AAR/IP is received by Cal OES.

Procurement Standards and Written Procedures

Subrecipients must conduct procurement utilizing documented local government procurement standards and procedures, or the federal procurement standards found in [2 C.F.R. Part 200](#), whichever is more strict. Procurement standards must also contain a written conflict of interest policy which reflect applicable federal, state, local, and tribal laws.

Procurement Thresholds

Effective June 20, 2018, the micro-purchase threshold was increased from \$3,500 to \$10,000 and the simplified acquisition threshold was increased from \$150,000 to \$250,000. These increases apply to all Subrecipient procurements executed on or after June 20, 2018. Refer to [IB 434](#) for additional information.

Procurement Documentation

Per [2 C.F.R. § 200.318\(j\)](#), non-federal entities other than states and territories are required to maintain and retain records sufficient to detail the history of procurement covering at least the rationale for the procurement method, contract type, contractor selection or rejection, and the basis for the contract price. For any cost to be allowable, it must be adequately documented per [2 C.F.R. § 200.403\(g\)](#). Examples of the types of documents that would cover this information include, but are not limited to:

Procurement Documentation (cont.)

- Solicitation documentation, such as requests for quotes, invitations for bids, or requests for proposals;
- Responses to solicitations, such as quotes, bids, or proposals;
- Pre-solicitation independent cost estimates and post-solicitation cost/price analyses on file for review by federal personnel, if applicable;
- Contract documents and amendments, including required contract provisions; and Other documents required by federal regulations applicable at the time a grant is awarded to a Subrecipient.

Noncompetitive Procurement

All noncompetitive procurements exceeding the simplified acquisition threshold requires Cal OES **prior** written approval to be eligible for reimbursement. This method of procurement must be approved by the local Purchasing Agent prior to submitting a request for Cal OES approval. A copy of the Purchasing Agent's approval must be included with the Cal OES [Request for Noncompetitive Procurement Authorization](#) form. Cal OES may request additional documentation that supports the procurement effort.

Cal OES will not reimburse for any noncompetitive procurement contracts for any terrorism-related training, regardless of the cost of the training. Exceptions to this policy may be approved in limited circumstances, e.g., related to a procurement effort that has resulted in inadequate competition. Please refer to [GMM2017-01A](#) and [GMM2021-05](#) for additional guidance.

Performance Bond

Due to the risks associated with delays in vendor delivery of large equipment procurements, DHS/FEMA allows Subrecipients to obtain a “performance bond” for items that are paid for up front to ensure delivery of the equipment within the grant performance period.

Cal OES requires Subrecipients obtain a performance bond for any equipment item over \$250,000 or any vehicle, aircraft, or watercraft that has been paid with HSGP funds **prior** to receiving the final product(s). Subrecipients must provide a copy of all performance bonds to their Program Representative no later than the time of reimbursement.

Performance Bond Waivers may be granted on a case-by-case basis and must be submitted to Cal OES prior to procurement.

**Environmental
Planning and
Historic
Preservation**

DHS/FEMA is required to ensure all activities and programs that are funded by the agency comply with federal Environmental Planning and Historic Preservation (EHP) regulations. Subrecipients proposing projects or activities (including, but not limited to, training, exercises, the installation of equipment, and construction or renovation projects) that have the potential to impact the environment or a historic structure must participate in the EHP screening process. EHP Screening Memos must include detailed project information, explain the goals and objectives of the proposed project, and include supporting documentation.

DHS/FEMA may also require the Subrecipient to provide a confidential California Historical Resources Information System (CHRIS) report in addition to the EHP Screening Form. Determination on the necessity of a CHRIS report is based upon information disclosed on the form. Program Representatives will provide additional instructions should this report be required.

[EHP Screening Requests](#) should be submitted to Cal OES as early as possible. All projects/activities triggering EHP must receive DHS/FEMA written approval prior to commencement of the funded activity.

Updated information may be referenced in the [FEMA GPD EHP Policy Guidance](#).

**Construction
and Renovation**

When applying for construction activity at the time of application, including communication towers, Subrecipients must submit evidence of approved zoning ordinances, architectural plans, any other locally required planning permits, and a notice of federal interest. Additionally, Subrecipients are required to submit an SF-424C Budget and Budget Detail that cites project costs. Communication tower construction requests also require evidence that the Federal Communications Commission's Section 106 review process was completed.

Subrecipients using funds for construction projects must comply with the Davis-Bacon Act. Subrecipients must ensure that their contractors or subcontractors for construction projects pay workers no less than the prevailing wages for laborers and mechanics employed on projects of a character like the contract work in the civil subdivision of the state in which the work is to be performed.

Construction and Renovation (cont.)

Project construction using SHSP and UASI funds may not exceed \$1,000,000 or 15 percent of the grant subaward (For the purposes of limitations on funding levels, communications towers are not considered construction).

Written approval for construction must be provided by DHS/FEMA prior to the use of any HSGP funds for construction or renovation.

Inventory Control and Property Management

Subrecipients must use standardized resource management concepts for resource typing and credentialing, in addition to maintaining an inventory by which to facilitate the effective identification, dispatch, deployment, tracking, and recovery of resources.

Subrecipients must have an effective inventory management system, to include:

- Property records that document description, serial/ID number, fund source, title information, acquisition date, cost, federal cost share, location, use, condition, and ultimate disposition;
- A physical inventory conducted at least every two years;
- A control system to prevent loss, damage, and theft of grant purchased equipment and supplies; and
- Adequate maintenance procedures to keep the property in good condition.

Equipment Disposition

When original or replacement equipment acquired under the HSGP is no longer needed for program activities, the Subrecipient must contact the Program Representative to request disposition instructions. See [2 C.F.R. § 200.313\(e\)](#).

Performance Reporting

Subrecipients must complete a BSIR each Winter and Summer using the DHS/FEMA [Grants Reporting Tool](#) (GRT) for the duration of the subaward period of performance or until all grant activities are completed and the subaward is formally closed by Cal OES. Failure to submit a BSIR could result in subaward reduction, suspension, or termination.

Performance Reporting (cont.)

Access to the BSIR may be obtained through the GRT.

To create a new account, please click the link that reads, “Register for an account” and follow the instructions provided. The Subrecipient will be required to ensure up-to-date project information is entered. The Project Ledger in the FMFW may assist with the BSIR data entry process. For additional assistance with the GRT, please contact your Program Representative.

Extension Requests

Extensions to the initial period of performance identified in the subaward will only be considered through formal, written requests to your Program Representative. Upon receipt of the extension request, Cal OES will:

1. Verify compliance with performance reporting requirements by confirming the Subrecipient has submitted all necessary performance reports;
2. Confirm the Subrecipient has provided sufficient justification for the request; and
3. If applicable, confirm the Subrecipient has demonstrated sufficient progress in past situations where an extension was authorized by Cal OES.

Extension requests will be granted only due to compelling legal, policy, or operational challenges, and will only be considered for the following reasons:

1. Contractual commitments with vendors that prevent completion of the project within the period of performance;
2. The project must undergo a complex environmental review which cannot be completed within this timeframe;
3. Projects are long-term by design and therefore, acceleration would compromise core programmatic goals; and
4. Where other special circumstances exist.

To be considered, extension requests must be received no later than 60 days prior to the end of the Subrecipient’s period of performance and must contain specific and compelling justifications as to why an extension is required. All extension requests must address the following:

Extension Requests (cont.)

1. Grant program, fiscal year, and award number;
2. Reason for delay;
3. Current status of the activity/activities;
4. Approved period of performance termination date and new project completion date;
5. Amount of funds drawn down to date;
6. Remaining available funds, both federal and non-federal;
7. Budget outlining how remaining federal and non-federal funds will be expended;
8. Plan for completion, including milestones and timeframes for each milestone and the position/person responsible for implementing the plan for completion; and
9. Certification the activity/activities will be completed within the extended period of performance without any modification to the original Statement of Work.

General questions regarding extension requirements and the extension request form, should be directed to your Program Representative. For additional information, please see IB 379. Extension requests for personnel and salaries do not meet the requirements of IB 379 and will not be granted. Subrecipients are expected to complete all grant-funded personnel activity by the end of the subaward period of performance.

Progress Reports on Grant Extensions

All Subrecipients that receive Cal OES approval to extend their FY 2021 grant subaward period of performance may be required to submit progress reports indicating completed and future project milestones on all extended projects. Progress reports must be submitted electronically to the Subrecipient's Program Representative. Deadlines for the submission of progress reports will be established at the time of extension approval.

Monitoring

Cal OES Grants Monitoring actively monitors Subrecipients, through day-to-day communications, programmatic site visits, and desk and on-site compliance assessments. The purpose of the compliance assessment is to ensure Subrecipients are in compliance with applicable state and federal regulations, grant guidelines, and programmatic requirements. Monitoring activities may include, but are not limited to:

- Verifying that entries recorded on the FMFW categories are properly supported with source documentation;
- Eligibility of and support for expenditures, typically covering two to three years of data;

**Monitoring
(cont.)**

- Comparing actual Subrecipient activities to those approved in the grant application and subsequent modifications, including the review of timesheets and invoices as applicable;
- Procurements and contracts;
- Ensuring equipment lists are properly maintained and physical inventories are conducted;
- Ensuring advances have been disbursed in accordance with applicable guidelines; and
- Confirming compliance with:
 - Standard Assurances, and
 - Information provided on performance reports and payment requests

NOTE: It is the responsibility of all Subrecipients that pass down grant funds to other entities, to maintain and utilize a formal process to monitor the grant activities of their subawards. This requirement includes, but is not limited to, on-site verification of grant activities, as required. It is common for Subrecipients to receive findings in a programmatic site visit or compliance assessment, which require a Corrective Action Plan (CAP) to be submitted by Subrecipients. Those Subrecipients who fail to submit a CAP, as required, shall have a “hold” placed on any future reimbursements until the “finding” is resolved.

**Failure to Submit
Required Reports**

Periodic reporting is required by the grant. Subrecipients who miss a single reporting deadline may receive a letter addressed to their Board of Supervisors informing them of the failure to report. County OAs and tribes who fail to report twice in a row may have subsequent awards reduced by 10 percent until timely reporting is reestablished; UASIs may have a “hold” placed on any future reimbursements.

**Suspension/
Termination**

Cal OES may suspend or terminate grant funding, in whole or in part, or other measures may be imposed for any of the following reasons:

- Failure to submit required reports.
- Failure to expend funds in a timely manner consistent with the grant milestones, guidance, and assurances.
- Failure to comply with the requirements or statutory progress toward the goals or objectives of federal or state law.
- Failure to make satisfactory progress toward the goals or objectives set forth in the Subrecipient application.

**Suspension/
Termination
(cont.)**

- Failure to follow Grant Subaward requirements or Special Conditions.
- Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.
- False certification in the application or document.
- Failure to adequately manage, monitor, or direct the grant funding activities of their Subrecipients.

Before taking action, Cal OES will provide the Subrecipient reasonable notice of intent to impose corrective measures and will make every effort to informally resolve the problem.

Closeout

Cal OES will close-out Subrecipient awards when it determines all applicable administrative actions and all required work of the federal award have been completed.

Subawards will be closed after:

- All funds have been requested and reimbursed, or disencumbered;
- Receiving all applicable Subrecipient reports indicating all approved work has been completed, and all funds have been distributed;
- Completing a review to confirm the accuracy of reported information;
- Reconciling actual costs to subawards, modifications, and payments; and
- Verifying the Subrecipient has submitted a final BSIR showing all grant funds have been expended.

**Records
Retention**

The records retention period is three years from the date of the Cal OES Grant Closeout letter, or until any pending litigation, claim, or audit started before the expiration of the three-year retention period has been resolved and final action is taken.

For indirect cost rate proposals, cost allocation plans, or other rate computation records, the start of the record retention period is dependent on whether the proposal, plan, or other computation is required to be submitted to the federal government (or to the pass-through entity) for negotiation purposes. See [2 C.F.R. § 200.334\(f\)](#).

**Records
Retention (cont.)**

In order for any cost to be allowable, it must be adequately documented per [2 C.F.R. § 200.403\(g\)](#).

The Cal OES Grant Closeout Letter will notify the Subrecipient of the start of the records retention period for all programmatic and financial grant-related records.

If the State Administrative Agency's award remains open after the Subrecipient's submission of the final BSIR, Cal OES will complete any additional BSIR reporting required under the award on behalf of the Subrecipient.

Closed grants may still be monitored and audited. Failure to maintain all grant records for the required retention period could result in a reduction of grant funds, and an invoice to return costs associated with the unsupported activities.

If documents are retained longer than the required retention period, FEMA, the DHS Office of Inspector General, Government Accountability Office, and pass-through entity have the right to access these records as well. See [2 C.F.R. §§ 200.333, 200.336](#).

State Homeland Security Program (SHSP)				
Operational Area	Total Award		Operational Area	Total Award
ALAMEDA	1,718,273		ORANGE	3,216,641
ALPINE	72,317		PLACER	472,051
AMADOR	98,048		PLUMAS	92,959
BUTTE	281,822		RIVERSIDE	2,477,018
CALAVERAS	119,280		SACRAMENTO	1,604,710
COLUSA	91,715		SAN BENITO	136,324
CONTRA COSTA	1,209,532		SAN BERNARDINO	2,219,568
DEL NORTE	101,848		SAN DIEGO	3,363,206
EL DORADO	265,040		SAN FRANCISCO	957,996
FRESNO	1,081,477		SAN JOAQUIN	835,871
GLENN	240,480		SAN LUIS OBISPO	347,687
HUMBOLDT	206,104		SAN MATEO	835,489
IMPERIAL	260,662		SANTA BARBARA	555,589
INYO	93,278		SANTA CLARA	2,004,605
KERN	977,418		SANTA CRUZ	341,759
KINGS	226,074		SHASTA	212,592
LAKE	103,488		SIERRA	78,149
LASSEN	90,437		SISKIYOU	118,727
LOS ANGELES	10,192,647		SOLANO	507,962
MADERA	230,538		SONOMA	701,838
MARIN	331,528		STANISLAUS	623,510
MARIPOSA	92,770		SUTTER	174,089
MENDOCINO	161,494		TEHAMA	-
MERCED	353,846		TRINITY	88,324
MODOC	84,412		TULARE	547,060
MONO	88,241		TUOLUMNE	129,010
MONTEREY	508,867		VENTURA	903,983
NAPA	-		YOLO	380,796
NEVADA	171,496		YUBA	-
*Total				43,380,645

*SHSP allocations reflect National Priority Area project adjustments

Fusion Centers	
Region	Total Award
SAN FRANCISCO BAY AREA	1,792,050
SACRAMENTO/CENTRAL VALLEY AREA	2,565,000
GREATER LOS ANGELES AREA	2,983,500
SAN DIEGO AREA	2,047,500
ORANGE AREA	835,000
*Total	10,223,050

* SHSP allocations reflect National Priority Area project adjustments

Urban Areas Security Initiative (UASI)			
*A minimum of 25% of UASI funding must be for Law Enforcement Terrorism Prevention			
Urban Area	Federal Allocation to State	Allocation to UASI	State Initiatives
ANAHEIM/SANTA ANA AREA	5,250,000	4,278,750	971,250
BAY AREA	37,500,000	30,562,500	6,937,500
LOS ANGELES/LONG BEACH AREA	68,000,000	55,420,000	12,580,000
RIVERSIDE AREA	3,900,000	3,178,500	721,500
SACRAMENTO AREA	3,800,000	3,097,000	703,000
SAN DIEGO AREA	16,900,000	13,773,500	3,126,500
Total	135,350,000	110,310,250	25,039,750

DHS/FEMA Announcement of 20201 HSGP	February 25, 2021
Cal OES Application Due to DHS	May 14, 2021
DHS Award to California	September 2021
Subrecipient period of performance begins	September 1, 2021
2021 HSGP California Supplement release	September 2021
Subrecipient Workshops	September 2021
Subrecipient Awards (45 days from DHS award)	November 2021
Subrecipient Final Applications Due to Cal OES	December 31, 2021
Subrecipient period of performance ends	May 31, 2024
Final Cash Requests due to Cal OES	Within twenty (20) calendar days after end of grant
Cal OES's period of performance ends	August 31, 2024

Subrecipient: _____ FIPS#: _____

Program Representative: _____

Financial Management Forms Workbook:

- Grant Award Face Sheet
- Authorized Body of 5
- Project Ledger
- Planning Ledger
- Organization Ledger
- Equipment Ledger
- Training Ledger
- Exercise Ledger
- Consultant/Contractor Ledger
- Management & Administration Ledger
- Indirect Cost Ledger
- Authorized Agent Sheet

Attachments:

- Original Counter-Signed Award Letter
- Governing Body Resolution (Certified)
- Standard Assurances (Signed Originals)
- FFATA Certification
- Lobbying Certification
- Subrecipient Grant Management Assessment Form
- Indirect Cost Rate Negotiation Agreement
- Personnel Cap Waiver (If Applicable)
- Intelligence Analyst(s) Certificates (If Applicable)

UASI Only:

- UASI Footprint
- UAWG Roster

State Agencies and Tribes Only:

- Signature Authority Form (in lieu of Governing Body Resolution)

For Cal OES Use Only

Reviewed by: _____ Date: _____

Management Approval: _____ Date: _____

DUNS

LETPA 25% or >

M&A 5% or <

WORKBOOK INSTRUCTIONS

This worksheet provides instructions on how to complete the FY 2021 Financial Management Forms Workbook (FMFW) v21. It is divided into sections that correspond to each of the worksheets within this workbook. The first section describes the macros used in this workbook and can be ignored if you are using the non-macro version of this FMFW. For further guidance, contact your Program Representative. Completed FMFW's can be mailed electronically to your Program Representative and/or physically to:

Homeland Security Grant Program (HSGP)
 California Governor's Office of Emergency Services
 Attn: Program Specialist's Name
 3650 Schriever Avenue
 Mather, CA 95655

Section 1: MACROS

Below is a table with instructions on how to enable macros in Microsoft Excel, depending on the version.

Note: Some computers may not run Macros correctly even when enabled in Excel. A Non-Macro version of the workbook is available under such circumstances.

Version	Instructions
Excel 2003	1) From the menu bar, click on TOOLS > MACRO > SECURITY. 2) From SECURITY LEVEL tab, select the MEDIUM or LOW. 3) Save, Close, and Re-open the workbook. NOTE: The MEDIUM setting will prompt you to enable or disable macros each time the file is opened. This will prevent potentially unsafe macros from running. The LOW setting will enable macros without prompt. It is recommended that you have virus software installed and updated if other files.
Excel 2007	1) Click the round "Office" button in upper left corner of the window. 2) Click "Excel Options" button near lower-right corner. 3) From "Excel Options" window, select "Trust Center" on left pane. 4) Click on the "Trust Center Settings" button on the right pane, which will open a new "Trust Center" window. 5) From the new "Trust Center" window, pick "Macro Settings" on left pane. 6) Choose "Disable all macros with notification" radio button on the right pane, then click OK. NOTE: Each time a workbook with macros is opened, a security alert will appear. This alert may be a pop-up window or a banner across the top of the window. You must choose to enable for macros to function.
Excel 2010 / 2013 / 2016	1) Click on the File tab, then choose Options, which will then open a new "Excel Options" window. 2) From the new window, click "Trust Center" on the left pane. 3) Click "Trust Center Settings..." button on the right pane, which will then open a new "Trust Center" window. 4) From the "Trust Center" window, pick "Macro Settings" on left pane. 5) Choose "Disable all macros with notification" radio button on the right pane, then click OK. 6) Save, Close, and Re-open the workbook. NOTE: Each time a workbook with macros is opened, a security alert will appear. This alert may be a pop-up window or a banner across the top of the window. You must choose to enable for macros to function.

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

Below is a table of macro buttons available on many of the worksheets in this workbook. Buttons can only be clicked with a mouse. To activate a macro with a keyboard, hold Alt + F8 to open a list of macros and scroll through the list.

Button	Function
Sort (↑)	Sorts by Project Number in ascending order.
Spellcheck	Spellchecks active sheet.
Black Font	Selects the entire row(s) of the selected cell(s) and changes the font color to black. Any strikethroughs will be removed.
Red Strikethrough	Selects the entire row(s) of the selected cell(s) and changes the font color to red. A red strikethrough will be added.
Blue Font	Selects the entire row(s) of the selected cell(s) and changes the font color to blue. Any strikethroughs will be removed.
Toggle Scalable	Changes the background color of the selected row; colored row indicates project is a scalable project.
Add Row	Adds a single row in the table, below the selected cell. A prompt will appear asking to choose a cell before a row is added. Only one row can be added at a time.
Delete Row	Select the cells of the rows to be deleted, then press button. Deletes the entire row of the selected cell. Multiple rows can be deleted, if the selected cells are contiguous.
Formula Reset	Restores formulas to default values in the appropriate cells. Use this if formulas are missing or are not calculating correctly. This button also adjusts the table row height to auto-fit the contents.
New Request	Duplicates the active worksheet for modification and reimbursement requests, placing it immediately after the original worksheet. An input box will appear to name the new worksheet. Remember to use the most recent version of the worksheet when creating a new request.
New Mod Item	Copies the selected line and inserts it immediately below. The font color of the selected row will change to red with a red strikethrough indicating that the line item has been changed. The duplicated line will have blue font color, without a strikethrough, indicating the modified line item.
Initial Application	Populates the Ledger Type field with "Initial Application" and the Date field with today's date.
Advance	Populates the Ledger Type field with "Advance" and the Date field with today's date.
Reimbursement Request	Populates the Ledger Type field with "Reimbursement Request" and the Date field with today's date. A new "Request #" field will appear.
Modification	Populates the Ledger Type field with "Modification" and the Date field with today's date. A new "Request #" field will appear.

Below is a table that lists macros that can be activated by using a keyboard shortcut. A shortcut requires the user to press 2 keys simultaneously; the control button and a letter.

Keyboard Shortcut	Function
Control + S	Spell checks active worksheet.
Control + J	Sorts projects by Investment Justification, from A-Z; then by Funding Source (A-Z), then by Discipline (A-Z); only works on the Project Ledger.
Control + K	Sorts projects by Project Number, from 0-999, then by Funding Source (A-Z); then by Discipline (A-Z); works on all ledgers

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

Section 2: GRANT SUBAWARD FACE SHEET

Use the Grant Subaward Face Sheet to apply for grant programs. Each grant program requires its own separate Grant Subaward Face Sheet. Please print the Grant Subaward Face Sheet in portrait format and provide an original signature from the authorized official. **The use of white out or tape is prohibited and will invalidate the signature on the Grant Subaward Face Sheet.**

Cal OES Section: The top portion of the form contains blocks for four (4) important numbers. Please do not fill in these blocks. These numbers will be entered by Cal OES.

Form Field	Instructions
1. Subrecipient	The Subrecipient is the unit of government or community based organization (CBO) that will have legal responsibility for these grant funds (e.g. County of Alameda, City of Fresno or Women's Place of Merced). Enter the legal name of the Subrecipient that is registered with the Internal Revenue Service (IRS). PLEASE NOTE: that all CBOs must be registered, active, and current with the IRS, Department of Justice (DOJ), and Secretary of State (SOS) websites. Failure to be current will result in funds being withheld from Cal OES.
1a. Federal DUNS Number (Subrecipient)	Enter the full 9-digit Federal Data Universal Numbering System (DUNS) ID number for the Subrecipient. If the Subrecipient does not yet have a DUNS number assigned, one may be obtained by contacting Dun & Bradstreet at 866-705-5711 or at www.dnb.com. This requirement applies to federally funded grants only. Your DUNS # must be current and active in the System for Award Management (SAM) at the time of your Award.
2. Implementing Agency	Enter the complete name of the agency responsible for the day-to-day operation of the grant (e.g. Sheriff, Police Department, or Department of Public Works). If the Implementing Agency is the same as the Subrecipient, enter the same title again.
2a. Federal DUNS Number (Implementing Agency)	Enter the full 9-digit Federal Data Universal Numbering System (DUNS) ID number for the Implementing Agency. If the Implementing Agency does not yet have a DUNS number assigned, one may be obtained by contacting Dun & Bradstreet at 866-705-5711 or at www.dnb.com. This applies to federally funded grants only. Your DUNS # must be current and active in the System for Award Management at the time of your Award.
3. Implementing Agency Address	Enter the address of the Implementing Agency. Provide the complete nine digit zip code (Zip+4).
4. Location of Project	Enter the City and County/Operational Area where the project is located. Provide the complete nine digit zip code (Zip+4).
5. Disaster/Program Title	Enter the name of the Disaster or Program providing the funds for this Grant Subaward. A disaster may be referred by the federal declaration number. Program titles should be complete without the use of acronyms.
6. Performance Period	Enter beginning and ending dates of the performance period for the Grant Subaward. (mm/dd/yyyy)
7. Indirect Cost Rate	Indicate whether you are using the 10% de Minimis rate based on Modified Total Direct Costs (MTDC) or your current cognizant agency approved indirect cost rate agreement. A copy of the approved ICR Negotiating Agreement must be enclosed with your application. Indicate N/A if you will not be claiming indirect costs under the award. Indirect costs may or may not be allowable under all Federal fund sources.
8A-13G. Fund Allocations and Total Project Cost	For each fund source used in the program, select the correct grant year and acronym from the drop down lists, the amount of state or federal funds requested, the amount of cash and/or in-kind match contributed and the resulting totals. Please do not enter both state and federal on the same line. Block 12G should correspond to the total project cost specified in the budget.
14. Certification Paragraph	Please review the Certification Paragraph.
15. CA Public Records Act	Please review, and if applicable, provide the necessary documentation.
16. Official Authorized to sign for the Subrecipient	Enter the name and title of the official authorized to enter into the Grant Subaward for the Subrecipient as stated in Block 1 of the Grant Subaward Face Sheet (Cal OES 2-101). Enter the Payment Mailing Address where grant funds should be sent. Provide the complete nine digit zip code (Zip+4).
17. Federal Employer ID Number	Enter the 9-digit Federal Employer Identification Number for the Implementing Agency.

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Section 3: AUTHORIZED BODY OF 5

Provide the contact information of any additional Authorized Agents (AA) or staff related to grant activities. It is recommended that more than one person be designated as an AA, so that if one AA is not available, a second AA can sign the requests for reimbursements and modifications.

Section 4: PROJECT LEDGER

Use this ledger to submit funding information for projects, as well as submitting Reimbursement, Modifications, Advances, and Final Reimbursement.

Ledger Column Name	Instructions
IJ (Investment Justification)	Select the IJ from the drop-down list that best fits the project. IJ's #1-4 represent National Priority objectives and will be automatically highlighted. Refer to this tab for List of IJ's and State Goals .
State Goal	Select the State Goal that best fits the project. Drop-down list will not display unless an IJ is selected.
Direct/Subaward	Use the drop-down list to identify if the Project is Direct or Subaward
Project No.	Enter a three (3) digit Project Number associated with each project. Project numbers must be assigned sequentially and must be unique for each Project.
Project Title	Enter a short, but descriptive name for the project.
Project Description	Enter the project description, citing specific and measurable objectives.
Funding Source	Enter the Funding Source abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Discipline	Enter the Discipline abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Solution Area	Select a Solution Area from the drop-down list.
Core Capabilities	Select a Core Capabilities from the drop-down list.
Capability Building	Select Capability Building from the drop-down list.
Deployable/Shareable	Select from the drop down list.
Total Budgeted Cost	Enter the total amount obligated for the project.
Previously Approved Amount	This field auto-populates with the cumulative expenditures as of the reimbursement request prior to the current request. This value does not include any match amounts.
Amount This Request	This field is for Reimbursement Requests only: Enter the requested reimbursement amount for the line item.
Match Amount	This field auto-populates with the cumulative match amount expended for the line item.
Total Approved	This field auto-populates with the total expenditures to-date for the line item. This value does not include any match amounts.
Remaining Balance	This field auto-populates with the remaining balance allowed for the line item. This value does not include any match amounts.
Percent Expended	This field auto-populates with the amount expended, to-date, as a percentage of the budgeted amount. This value does not include any match amounts.

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

Section 5: **PLANNING**

Provide detailed information on Planning activities.

NOTE: Consultants and Contractors are used interchangeably and changes for either require the completion of the Consultant/Contractor tab. Staff salaries and Staff Intelligence Analyst expenditure categories require the completion of the Personnel tab.

Ledger Column Name	Instructions
Project No.	Enter the project number that corresponds with the Project Ledger
Direct/Subaward	Use the drop down list to identify if the project is Direct or Subaward.
Planning Activity	Enter the planning activity.
Funding Source	Enter the Funding Source abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Discipline	Enter the Discipline abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Solution Area Sub-Category	Select a Solution Area Sub-Category from the drop-down list.
Expenditure Category	Select an Expenditure Category from the drop-down list. This list is dependent on a selection from the Solution Area Sub-Category drop-down list. The Expenditure Category will not display the drop-down list unless a Solution Area Sub-Category is selected.
Final Product	Enter a description of the final product of this planning activity. This must be a tangible item such as a manual, procedure, etc. Please contact your Program Representative for further examples of final products.
Noncompetitive Procurement over 250k	Select YES or NO from the drop-down list.
Budgeted Cost	Enter the total amount of grant funding budgeted for the line item.
Previously Approved Amount	This field auto-populates with the cumulative expenditures as of the reimbursement request prior to the current request. This value does not include any match amounts.
Amount This Request	This field is for Reimbursement Requests only: Enter the requested reimbursement amount for the line item.
Reimbursement Request #	Enter the Reimbursement Request number for this Planning activity.
Total Approved	This field auto-populates with the total expenditures to-date for the line item. This value does not include any match amounts.
Remaining Balance	This field auto-populates with the remaining balance allowed for the line item. This value does not include any match amounts.

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Section 6: ORGANIZATION

Provide detailed information on Organizational activities.

NOTE: Consultants and Contractors are used interchangeably and changes for either require the completion of the Consultant/Contractor tab. Staff salaries and Staff Intelligence Analyst expenditure categories require the completion of the Personnel tab.

Ledger Column Name	Instructions
Project No.	Enter the project number that corresponds with the Project Ledger
Direct/Subaward	Use the drop down list to identify if the project is Direct or Subaward.
Organization	Enter the organizational activity.
Funding Source	Enter the Funding Source abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Discipline	Enter the Discipline abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Solution Area Sub-Category	Select a Solution Area Sub-Category from the drop-down list.
Expenditure Category	Select an Expenditure Category from the drop-down list. This list is dependent on a selection from the Solution Area Sub-Category drop-down list. The Expenditure Category will not display the drop-down list unless a Solution Area Sub-Category is selected.
Detail	Select a Detail option from the drop-down list. Note that "Operational Overtime" has been added to the list.
Certification on File	Select YES, NO, or N/A from the drop-down list.
Budgeted Cost	Enter the total amount of grant funding budgeted for the line item.
Previously Approved Amount	This field auto-populates with the cumulative expenditures as of the reimbursement request prior to the current request. This value does not include any match amounts.
Amount This Request	This field is for Reimbursement Requests only: Enter the requested reimbursement amount for the line item.
Reimbursement Request #	Enter the Reimbursement Request number for this Organizational activity.
Total Approved	This field auto-populates with the total expenditures to-date for the line item. This value does not include any match amounts.
Remaining Balance	This field auto-populates with the remaining balance allowed for the line item. This value does not include any match amounts.

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Section 7: EQUIPMENT

Provide detailed information on any Equipment that is purchased with grant funding.

Ledger Column Name	Instructions
Project No.	Enter the project number that corresponds with the Project Ledger
Equipment Description & Quantity	Provide a description of equipment and quantity. If Item is Mobile or Portable identify as such.
AEL No.	Place the AEL Number for the equipment. The AEL Number and Title can be obtained from the following link: Authorized Equipment List
AEL Title	Enter the AEL Title for the equipment.
Funding Source	Enter the Funding Source abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Discipline	Enter the Discipline abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Solution Area Sub-Category	Select a Solution Area Sub-Category from the drop-down list.
Deployable / Shareable	Select Deployable or Shareable from the drop-down list.
Invoice Number	Enter the Invoice Number for the equipment.
Vendor	Enter the name of vendor from whom the equipment was purchased.
ID Tag Number	Enter the ID Tag Number used to identify this equipment with. Subrecipient may use their own internal numbering format to tag equipment. ID Tag Number must be available during monitoring visits.
Condition and Disposition	Enter the condition of equipment by selecting the appropriate drop-down item. If the equipment is not in use, please use the "Deployed Location" column to explain current status.
Deployed Location	Enter the equipment's current location.
Acquisition Date	Enter the date that this equipment was acquired from vendor.
Noncompetitive Procurement over 250k	Select YES or NO from the drop-down list.
Hold Trigger	Projects may be placed on EHP hold. Please select an option from drop-down list.
Approval Date	Enter the approval date.
Budgeted Cost	Enter the total amount of grant funding budgeted for the line item.
Previously Approved Amount	This field auto-populates with the cumulative expenditures as of the reimbursement request prior to the current request. This value does not include any match amounts.
Amount This Request	This field is for Reimbursement Requests only: Enter the requested reimbursement amount for the line item.
Reimbursement Request #	Enter the Reimbursement Request number for this request.
Total Approved	This field auto-populates with the total expenditures to-date for the line item. This value does not include any match amounts.
Remaining Balance	This field auto-populates with the remaining balance allowed for the line item. This value does not include any match amounts.

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Section 8: TRAINING

Provide detailed information on planned or attended training courses.

NOTE: Consultants and Contractors are used interchangeably and changes for either require the completion of the Consultant/Contractor tab. Staff salaries and Staff Intelligence Analyst expenditure categories require the completion of the Personnel tab.

Ledger Column Name	Instructions
Project No.	Enter the project number that corresponds with the Project Ledger.
Direct/Subaward	Use the drop down list to identify if the project is Direct or Subaward.
Course Name	Enter course name.
Funding Source	Enter the Funding Source abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Discipline	Enter the Discipline abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Solution Area Sub-Category	Select a Solution Area Sub-Category from the drop-down list.
Expenditure Category	Select an Expenditure Category from the drop-down list. This list is dependent on a selection from the Solution Area Sub-Category drop-down list. The Expenditure Category will not display the drop-down list unless a Solution Area Sub-Category is selected.
Feedback Number	Enter the Feedback Number for the Training activity. If you do not know this number, contact CSTI and submit the form from the following link: CSTI Tracking Number Request Form
Training Activity	Please identify your training activity from the drop-down list.
Total # Trainee(s)	Enter the total number of trainee(s).
Identified Host	If you are not the host, please identify who is the host. For further guidance, please refer to your Program Representative.
Noncompetitive Procurement over 250k	Select YES or NO from the drop-down list.
EHP Hold	Select YES or NO from the drop-down list.
EHP Approval Date	Enter the EHP (Environmental and Historic Preservation) approval date, if applicable.
Budgeted Cost	Enter the total amount of grant funding budgeted for the line item.
Previously Approved Amount	This field auto-populates with the cumulative expenditures as of the reimbursement request prior to the current request. This value does not include any match amounts.
Amount This Request	This field is for Reimbursement Requests only: Enter the requested reimbursement amount for the line item.
Reimbursement Request #	Enter the Reimbursement Request number for this request.
Total Approved	This field auto-populates with the total expenditures to-date for the line item. This value does not include any match amounts.
Remaining Balance	This field auto-populates with the remaining balance allowed for the line item. This value does not include any match amounts.

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Section 9: EXERCISE

Provide detailed information on Exercise activities.

NOTE: Consultants and Contractors are used interchangeably and changes for either require the completion of the Consultant/Contractor tab. Staff salaries and Staff Intelligence Analyst expenditure categories require the completion of the Personnel tab.

Ledger Column Name	Instructions
Project No.	Enter the project number that corresponds with the Project Ledger.
Direct/Subaward	Use the drop down list to identify if the project is Direct or Subaward.
Exercise Title	Enter the title of the exercise activity.
Funding Source	Enter the Funding Source abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Discipline	Enter the Discipline abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Solution Area Sub-Category	Select a Solution Area Sub-Category from the drop-down list.
Expenditure Category	Select an Expenditure Category from the drop-down list. This list is dependent on a selection from the Solution Area Sub-Category drop-down list. The Expenditure Category will not display the drop-down list unless a Solution Area Sub-Category is selected.
Date of Exercise	Enter the date of when this exercise was conducted.
Date of AAR entered into HSEEP	Enter the date that the After Action Report (AAR) was e-mailed to hseep@fema.dhs.gov .
Exercise Type	Please select your exercise activity from the drop-down list.
Identified Host	If you are not the host, please identify who the host is. For further guidance, please refer to your Program Representative.
Noncompetitive Procurement over 250k	Select YES or NO from the drop-down list.
EHP Hold	Select YES or NO from the drop-down list.
EHP Approval Date	Enter the EHP (Environmental and Historic Preservation) approval date, if applicable.
Budgeted Cost	Enter the total amount of grant funding budgeted for the line item.
Previously Approved Amount	This field auto-populates with the cumulative expenditures as of the reimbursement request prior to the current request. This value does not include any match amounts.
Amount This Request	This field is for Reimbursement Requests only: Enter the requested reimbursement amount for the line item.
Reimbursement Request #	Enter the Reimbursement Request number for this request.
Total Approved	This field auto-populates with the total expenditures to-date for the line item. This value does not include any match amounts.
Remaining Balance	This field auto-populates with the remaining balance allowed for the line item. This value does not include any match amounts.

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Section 10: M&A

Provide detailed information on M&A activities.

NOTE: Consultants and Contractors are used interchangeably and changes for either require the completion of the Consultant/Contractor tab. Staff salaries and Staff Intelligence Analyst expenditure categories require the completion of the Personnel tab.

Ledger Column Name	Instructions
Project No.	Enter the project number that corresponds with the Project Ledger.
Activity	Provide detailed information on M&A activity.
Funding Source	Enter the Funding Source abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Discipline	Enter the Discipline abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Solution Area Sub-Category	This field auto-populates
Expenditure Category	Select an Expenditure Category from the drop-down list. This list is dependent on a selection from the Solution Area Sub-Category drop-down list. The Expenditure Category will not display the drop-down list unless a Solution Area Sub-Category is selected.
Detail	Select a Detail option from the drop-down list.
Budgeted Cost	Enter the total amount of grant funding budgeted for the line item.
Previously Approved Amount	This field auto-populates with the cumulative expenditures as of the reimbursement request prior to the current request. This value does not include any match amounts.
Amount This Request	This field is for Reimbursement Requests only: Enter the requested reimbursement amount for the line item.
Reimbursement Request #	Enter the Reimbursement Request number for this request.
Total Approved	This field auto-populates with the total expenditures to-date for the line item. This value does not include any match amounts.
Remaining Balance	This field auto-populates with the remaining balance allowed for the line item. This value does not include any match amounts.

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Section 11: INDIRECT COST

If claiming indirect costs under the award, provide detailed information on the total estimated indirect costs and the indirect cost rate at which, you will be claiming. If you have a federally-approved rate, provide information on the direct cost base on which, the rate is calculated, e.g., Salary and Wages (S/W), Salary, Wages and Benefits (SW&B), Total Direct Costs (TDC), Modified Total Direct Costs (MTDC), the De Minimis Rate of 10% of MTDC (10% MTDC), or another base (Other).

Ledger Column Name	Instructions
Project No.	Enter the project number that corresponds with the Project Ledger.
Activity	Provide detailed information on Indirect Cost activity.
Funding Source	Enter the Funding Source abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Solution Area Sub-Category	This field auto-populates.
ICR Base	Select an ICR Base from the drop-down list.
Rate	Enter the Percentage Rate.
Budgeted Cost	Enter the total amount of grant funding budgeted for the line item.
Previously Approved Amount	This field auto-populates with the cumulative expenditures as of the reimbursement request prior to the current request. This value does not include any match amounts.
Amount This Request	This field is for Reimbursement Requests only: Enter the requested reimbursement amount for the line item.
Reimbursement Request Number	Enter the Reimbursement Request number for this request.
Total Approved	This field auto-populates with the total expenditures to-date for the line item. This value does not include any match amounts.
Remaining Balance	This field auto-populates with the remaining balance allowed for the line item. This value does not include any match amounts.

Section 12: CONSULTANT / CONTRACTOR

Provide information on who is being paid with grant funds, and what consultant/contractor costs are being charged to the grant.

Ledger Column Name	Instructions
Project No.	Enter the project number that corresponds with the Project Ledger.
Consulting Firm / Consultant Name	Provide the name of the Consulting Firm and Consultant Name.
Project / Description of Services	Provide detailed information on the project and description of services. If your consultant/contractor invoiced you for their services using a fee for each deliverable, then describe the product in the Deliverable column. (e.g.: \$10,000 for a reverse 911/telephone emergency notification system)
Deliverable	If your consultant/contractor invoiced you for their services using a fee for each deliverable, then describe the product in the Deliverable column. (e.g.: \$10,000 for a reverse 911/telephone emergency notification system)
Solution Area	Select a Solution Area from the drop-down list.
Solution Area Sub-Category	Select a Solution Area Sub-Category from the drop-down list. This list is dependent on a selection from the Solution Area Category drop-down list. The Solution Area Sub-Category will not display the drop-down list unless a Solution Area Category is selected.
Expenditure Category	Select an Expenditure Category from the drop-down list. This list is dependent on a selection from the Solution Area Sub-Category drop-down list. The Expenditure Category will not display the drop-down list unless a Solution Area Sub-Category is selected.
Period of Expenditure	Enter the Period of Expenditure in this column.
Fee for Deliverable	If your consultant/contractor invoiced you for their services using a fee for each deliverable, then fill in the cost for the product in the Fee for Deliverable column. (e.g.: \$10,000 for a reverse 911/telephone emergency notification system)
Total Salary & Benefits Charged for this Reporting Period	If your consultant/contractor invoiced you for their services using an hourly rate, then enter the total invoice amount for this reporting period.
Hourly Billing Rate	If your consultant/contractor invoiced you for their services using an hourly rate, enter the hourly rate charged.
Total Project Hours	If your consultant/contractor invoiced you for their services using an hourly rate, enter number of hours charged during this reporting period.
Reimbursement Request #	Enter the Reimbursement Request number.
Total Cost Charged to this Grant	Enter the Total Cost Charged to the Grant in this column.

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Section 13: PERSONNEL

Provide detailed information on Personnel costs paid for by this grant, if applicable. Contact your Program Representative, if you have questions.

Ledger Column Name	Instructions
Project Letter	Select the project letter from the drop-down list that corresponds with the Project Ledger.
Employee Name	Provide the name of the employee.
Project/Deliverable	Provide detailed information on the project and description of services.
Funding Source	Select from the drop-down list.
Discipline	Select from the drop-down list.
Solution Area	Select a Solution Area from the drop-down list.
Solution Area Sub-Category	Select a Solution Area Sub-Category from the drop-down list. This list is dependent on a selection from the Solution Area Category drop-down list. The Solution Area Sub-Category will not display the drop-down list unless a Solution Area Category is selected.
Dates of Payroll Period	Provide the Dates of the Payroll Period.
Total Salary and Benefits Charged for this Reporting Period	Provide the Total Salary and Benefits Charged for the Reporting Period.
Total Project Hours	Enter the Total Project Hours in this column.
Reimbursement Request Number	Enter the Reimbursement Request number.
Total Cost Charged to this Grant	Enter the Total Cost Charged to the Grant in this column.

Section 14: MATCH

Provide detailed information on the Match amounts expended for this grant, if applicable. If no Match is required, ignore this section.

Ledger Column Name	Instructions
Project No.	Enter the project number that corresponds with the Project Ledger.
Direct/Subaward	Use the drop-down list to identify if the Project is Direct or Subaward
Project Title	Enter the name of the project.
Match Description	Enter the match description.
Discipline	Enter the Discipline abbreviation from the drop-down list. The abbreviation key is in the comment of the first cell of this column.
Solution Area	Select a Solution Area from the drop-down list that aligns to the activities/costs used to meet the EMPG Match Requirement.
Solution Area Sub-Category	Select a Solution Area Sub-Category from the drop-down list that aligns to the activities/costs used to meet the EMPG Match Requirement. This list is dependent on a selection from the Solution Area Category drop-down list. The Solution Area Sub-Category will not display the drop-down list unless a Solution Area Category is selected.
Type of Match	Select the Type of Match options from the drop-down list
Total Budgeted Match	Enter the total budgeted match amount for this project in this column.
Previously Approved Amount	This field auto-populates with the cumulative match expenditures as of the reimbursement request prior to the current request.
Current Match	This field is for Reimbursement Requests only: Enter the match amount for the line item.
Reimbursement Request #	Enter the Reimbursement Request number for this reimbursement.
Total Match Expended	This field auto-populates with the total match expenditures to-date for the line item.
Remaining Balance	This field auto-populates with the remaining match balance for the line item.
Percentage Expended	This field auto-populates with the match amount expended, to-date, as a percentage of the budgeted match amount.

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Section 15: AUTHORIZED AGENT

Authorized Agent sheet must accompany ALL Reimbursement Requests, Modifications and the Initial Application.

Form Field	Instructions
Request Type	Enter the type of request that is being made. Use one of the following types: INITIAL APPLICATION, REIMBURSEMENT REQUEST, FINAL REIMBURSEMENT REQUEST and MODIFICATION
Performance Period	This field is auto-populated with the grant Performance Period as described on the Face Sheet Tab
Request #	Enter the "Reimbursement" or "Modification" request number associated with this request.
Amount This Request	This field is for Cash Requests only: Enter the requested cash amount for this request.
Authorized Agent	Enter the name of Authorized Agent. Sign and date after printing. Original signature required.

Section 16: ICR SUMMARY

Provide detailed information on ICR Summary.

Ledger Column Name	Instructions
ICR Period	Enter the time period for which the indirect cost rate is used. Use the format: Month/Year through Month/Year
Indirect Cost Rate for Period	Enter the indirect cost rate for period
ICR Base	Select ICR Base from the drop-down
Total Costs	Enter Total Costs
Less Distorting Costs	Enter Less Distorting Costs
Costs Applicable to ICR	This will auto-calculate with the Costs Applicable to ICR

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

FY 2021 Investment Justifications	
IJ #	Description
1	Enhance Information and Intelligence Sharing and Cooperation with Federal Agencies, including DHS
2	Enhance the Protection of Soft Targets/Crowded Places
3	Enhance Cybersecurity
4	Address Emergent Threats
5	Combating Domestic Violent Extremism Through Enhanced Intelligence Collection & Analysis, Training, And Community Resilience
6	Strengthen Communications Capabilities through Planning, Governance, Technology, and Equipment
7	Enhance Medical and Public Health Preparedness
8	Strengthen Information Sharing and Collaboration
9	Enhance Community Capabilities through Multi-Jurisdictional/Inter-Jurisdictional All-Hazards Incident Planning, Response & Recovery Coordination, including Partnerships with Volunteers and Community Based Organizations and Programs
10	Protect Critical Infrastructure and Key Resources (including Food & Agriculture)

State Homeland Security Strategy Goal	
Goal #	Description
1	Enhance Information Collection, Analysis, and Sharing, in Support of Public Safety Operations across California
2	Protect Critical Infrastructure and Key Resources from All Threats and Hazards
3	Strengthen Security and Preparedness across Cyberspace
4	Strengthen Communications Capabilities through Planning, Governance, Technology, and Equipment
5	Enhance Community Preparedness
6	Enhance Multi-Jurisdictional/Inter-Jurisdictional All-Hazards Incident Catastrophic Planning, Response, and Recovery Capabilities
7	Improve Medical and Health Capabilities
8	Enhance Incident Recovery Capabilities
9	Strengthen Food & Agriculture Preparedness
10	Enhance Homeland Security Exercise, Evaluation, and Training Programs

FY 2020 Investment Justifications	
IJ #	Description
1	Enhance Information and Intelligence Sharing and Cooperation with Federal Agencies, including DHS
2	Enhance the Protection of Soft Targets/Crowded Places
3	Enhance Cybersecurity
4	Address Emergent Threats
5	Enhance Medical and Public Health Preparedness
6	Strengthen Communications Capabilities through Planning, Governance, Technology, and Equipment
7	Enhance Community Resilience, including Partnerships with Volunteers and Community-Based Organizations and Programs
8	Strengthen Information Sharing and Collaboration
9	Enhance Multi-Jurisdictional/Inter-Jurisdictional All-Hazards Incident Planning, Response, and Recovery Capabilities
10	Protect Critical Infrastructure and Key Resources (including Food & Agriculture)

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

FY 2019 Investment Justifications	
IJ #	Description
1	Strengthen Capabilities of the State Threat Assessment System
2	Protect Critical Infrastructure and Key Resources (includes Food and Ag)
3	Enhance Cybersecurity
4	Strengthen Emergency Communications Capabilities Through Planning, Governance, Technology and Equipment
5	Enhance Medical and Public Health Preparedness
6	Preventing Violent Extremism Through Multi-Jurisdictional/Inter-Jurisdictional Collaboration and Coordination
7	Enhance Community Resilience, Including Partnerships With Volunteers and Community Based Organizations and Programs
8	Strengthen Information Sharing and Collaboration
9	Enhance Multi-Jurisdictional/Inter-Jurisdictional All-Hazards Incident Planning, Response & Recovery Capabilities
10	Homeland Security Exercise, Evaluation, and Training Programs

FY 2018 Investment Justifications	
IJ #	Description
1	Strengthen Capabilities of the State Threat Assessment System
2	Protect Critical Infrastructure and Key Resources (includes Food and Ag)
3	Enhance Cybersecurity
4	Strengthen Emergency Communications Capabilities Through Planning, Governance, Technology
5	Enhance Medical and Public Health Preparedness
6	Preventing Violent Extremism Through Multi-Jurisdictional/Inter-Jurisdictional Collaborat
7	Enhance Community Resilience, Including Partnerships With Volunteers and Community Based
8	Strengthen Information Sharing and Collaboration
9	Enhance Multi-Jurisdictional/Inter-Jurisdictional All-Hazards Incident Planning, Response
10	Homeland Security Exercise, Evaluation, and Training Programs

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

FY 2017 Investment Justifications	
IJ #	Description
1	Information Sharing and Analysis, Collaboration Capabilities, and Public Safety Response
2	Protect Critical Infrastructure and Key Resources
3	Enhance Cybersecurity
4	Strengthen Communications Capabilities Through Planning, Governance, Technology and Equip
5	Enhance Medical and Public Health Preparedness
6	Preventing Violent Extremism Through Multi-Jurisdictional/Inter-Jurisdictional Collaborat
7	Enhance Community Resilience, Including Partnerships With Volunteers and Community Based
8	Strengthen Food and Agriculture Security
9	Enhance Multi-Jurisdictional/Inter-Jurisdictional All Hazards Incident Planning, Response
10	Homeland Security Exercise, Evaluation and Training Programs

FY 2016 Investment Justifications	
IJ #	Description
1	Information Sharing, Collaboration Capabilities, and Law Enforcement Investigations
2	Protect Critical Infrastructure and Key Resources
3	Enhance Cybersecurity
4	Strengthen Communications Capabilities
5	Enhance Medical and Public Health Preparedness
6	Countering Homegrown Violent Extremism
7	Enhance Community Resilience
8	Strengthen Food and Agriculture Security
9	Enhance Catastrophic Incident Planning, Response & Recovery Capabilities
10	Homeland Security Exercise, Evaluation and Training Programs

FY 2015 Investment Justifications	
IJ #	Description
1	Information Sharing, Collaboration Capabilities, and Law Enforcement Investigations
2	Enhance Critical Infrastructure Protection
3	Strengthen Communications Capabilities
4	Enhance Community Resilience
5	Enhance Catastrophic Incident Planning, Response & Recovery
6	Enhance Medical and Public Health Preparedness
7	Strengthen Food and Agriculture Preparedness
8	Homeland Security Exercise, Evaluation and Training Programs

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

PROJECT LEDGER
Core Capabilities
Access Control and Identity Verification
Community Resilience
Critical Transportation
Cybersecurity
Economic Recovery
Environmental Response / Health and Safety
Fatality Management Services
Fire Management and Suppression
Forensics and Attribution
Health and Social Services
Housing
Infrastructure Systems
Intelligence and Information Sharing
Interdiction and Disruption
Logistics and Supply Chain Management
Long-term Vulnerability Reduction
Mass Care Services
Mass Search and Rescue Operations
Natural and Cultural Resources
On-scene Security, Protection, and Law Enforcement
Operational Communications
Operational Coordination
Physical Protective Measures
Planning
Public Health, Healthcare, and Emergency Medical Services
Public Information and Warning
Risk and Disaster Resilience Assessment
Risk Management for Protection Programs and Activities
Screening, Search, and Detection
Situational Assessment
Supply Chain Integrity and Security
Threats and Hazards Identification

Planning	
Solution Area Sub-Category	Expenditure Category
Conferences	Conference Fees
	Contractors
	Materials / Supplies
	Meals (w/ prior approval)
	Facility Costs > Meeting Space Rental
	Travel
Law Enforcement / Anti-Terrorism Planning	Contractors
	Materials
	Facility Costs > Meeting Space Rental
	Staff
	Travel
Develop & Enhance Plans, Protocols and Systems	Consultants
	Materials / Supplies
	Facility Costs > Meeting Space Rental
	Staff
	Travel
Community Outreach	Consultants
	Materials / Supplies
	Facility Costs > Meeting Space Rental
	Staff
	Travel

ORGANIZATION	
Solution Area Sub-Category	Expenditure Category
Info-Intel Analysis & Sharing / Fusion Center Activities	Contractors
	Intelligence Analysts > Contractor
	Intelligence Analysts > Staff
	Project Mgt Staff Costs
Equip / Resource / Project Mgt	Contractors
	Staff
Increased Threat Level	Contractors
	OT > Border / Maritime Security
	OT > National Guard
	OT > Public Safety Staff
	Staff Salaries
	Staff OT / Backfill
Border Security	Backfill
	OT
Public-Private Partnership	Conferences
	Consultants
	Facility Costs > Meeting Space Rental
	Materials / Supplies
	Meals (w/ prior approval)
	Outreach
	Staff
Travel	

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

EQUIPMENT
Solution Area Sub-Category
Agricultural Terrorism Prevention, Response and Mitigation Equipment
CBRNE Aviation Equipment
CBRNE Incident Response Vehicle
CBRNE Logistical Support Equipment
CBRNE Prevention and Response Watercraft
CBRNE Reference Materials
CBRNE Search and Rescue Equipment
Cyber Security Enhancement Equipment
Decontamination
Detection
Explosive Device Mitigation and Remediation Equipment
Information Technology
Inspection and Screening Equipmnet
Interoperable Communications Equipment
Intervention Equipment
Maintenance & Sustainment
Medical
Other Authorized Equipment
Personal Protective Equipment
Physical Security Enhancement Equipment
Power
Terrorism Incident Prevention Equipment

Training	
Solution Area Sub-Category	Expenditure Category
Staff Expenses	Certificatoin & Re-certification
	OT / Backfill
	Travel
	Tuition
Course Development	Consultant > Design / Conduct / Evaluate Training
	Staff > Design / Conduct / Evaluate Training
Course Delivery & Evaluation	Consultant
	Facility > Metting Space Rental
	Materials / Supplies
	Meals (w/ prior approval)
	Non-AEL Equipment (w/ prior approval)
	Staff
	Travel

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

Exercise		
Solution Area Sub-Category	Expenditure Category	Exercise Type
Design / Develop	Consultant	Workshop / Seminar
	Staff Salaries	Tabletop / Games
	OT / Backfill	Drill Attendee
		Drill Host
Conduct / Evaluate	Consultant	Functional Attendee
	Travel	Functional Host
	OT / Backfill	Full Scale Attendee
	Meals (w/ prior approval)	Full Scale Host
	Staff	
Supplies / Materials / Production Costs	Materials / Supplies	
	Non AEL equipment (w/ prior approval)	
	Facility Costs > Meeting Space Rental	
	Meals (w/ prior approval)	

M&A		
Solution Area Sub-Category	Expenditure Category	Detail
Grant Admin	Communication Services	Staffing
	Contractor	Backfill
	Facility Costs > Meeting Space Rental	Overtime
	Non AEL Equipment (w/ prior approval)	N/A
	Staff Salaries	
	Supplies	
	Training	
	Travel	

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

MR (Cal OES Use Only)

MR

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Cal OES #	FIPS #	019-00000	VS#	02	Subaward #	20210081
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**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
GRANT SUBAWARD FACE SHEET**

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

1. Subrecipient: County of Fresno SAM UEID: GLP5PZLWSZE1
 1a. DUNS#: 556197655

2. Implementing Agency: County of Fresno SAM UEID: GLP5PZLWSZE1
 2a. DUNS#: 556197655

3. Implementing Agency Address: P.O. Box 11867 Fresno 93775-1800
 (Street) (City) (Zip+4)

4. Location of Project: Fresno Fresno 93721-1915
 (City) (County) (Zip+4)

5. Disaster/Program Title: Homeland Security Grant Program 6. Performance Period: 09/01/2021 to 05/31/2024
 (Start Date) (End Date)

7. Indirect Cost Rate: 10% de Minimis Federally Approved ICR (if applicable): _____ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	FY2021 Select	HSGP-SHSP MGE 3/28/22		\$1,081,477				\$0	\$1,081,477
9.	Select	Select						\$0	\$0
10.	Select	Select						\$0	\$0
11.	Select	Select						\$0	\$0
12.	Select	Select						\$0	\$0
Total Project Cost			\$0	\$1,081,477	\$1,081,477	\$0	\$0	\$0	\$1,081,477

13. **Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. **CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. Official Authorized to Sign for Subrecipient:

Name: Steve Brandau Title: Chairman of the Board of Supervisors of the County of Fresno

Payment Mailing Address: P.O. Box 11867 City: Fresno Zip Code+4: 93775-1800

Signature: *[Signature]* Date: December 14, 2021

16. Federal Employer ID Number: 94-6000512

DocuSigned by:	(FOR Cal OES USE ONLY)	DocuSigned by:
<i>Mary Rucker</i>		<i>Heather Carlson</i>
9A3D0B66E24B495... (Cal OES Fiscal Officer)	4/27/2022 (Date)	E7C4D62C0BFD440... (Cal OES Director of Designee)

Received
12/22/2021
Cal OES
ML #747981

ATTEST:
BERNICE E. SEIDEL
Clerk of the Board of Supervisors
County of Fresno, State of California
By: *[Signature]*
Deputy

ENY: 2021-22 Chapter: 21 SL: 14731
 Item: 0690-101-0890 Pgm: 0385
 FAIN#: EMW-2021-SS-00081 09/01/21 to 08/31/24
 Fund: Federal Trust AL#: 97.067
 Program: Homeland Security Grant Program
 Match Req.: None
 Project No.: OES21HSGP000012 Amount: \$1,081,477
 SC: 2021-14731

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CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

AUTHORIZED BODY OF 5 - SIGNATURE AND CONTACT INFORMATION

NOTE: Unauthorized alterations will delay the approval of this request.

County of Fresno

Authorized Body of 5 Signatures and Contact Information

Position	Signature	Printed Name	Title	Phone	Email
County Public Health Officer		Daniel Lynch	Division Manager	(559) 600-3387	dlynch@fresnocountyca.gov
County Fire Chief		Dustin Hail	Fire Chief	(559) 493-4300	Dustin.Hail@fire.ca.gov
Municipal Fire Chief		John Binaski	Fire Chief	(559) 324-2260	johnbi@ci.clovis.ca.us
County Sheriff		Thomas Trester	Administrative Services Director	(559) 600-6503	Thomas.Trester@fresnosheriff.org
Chief of Police		Phillip Cooley	Deputy Chief	(559) 621-2201	Phillip.cooley@fresno.gov
Additional Position (Optional)					
Additional Position (Optional)					

Additional Authorized Agents Contact Information

Salutation	Authorized Agent's Name	Title	Mailing Address	City	State	Zip	Phone	Email
Mr.	David Luchini	Director, Department of Public Health	P.O. Box 11867	Fresno	CA	93775-1800	559-600-4065	dluchini@fresnocountyca.gov
Mr.	Joe Prado	Interim Assistant Director, Department of Public Health	P.O. Box 11867	Fresno	CA	93775-1800	559-600-6402	jprado@fresnocountyca.gov
Mr.	Steve Brandau	Chairman, Board of Supervisors	P.O. Box 11867	Fresno	CA	93775-1800	559-600-4000	Distric14@fresnocountyca.gov
Salutation	Contact's Name	Title	Mailing Address	City	State	Zip	Phone	Email
Mr.	Gilbert Torres	Staff Analyst	P.O. Box 11867	Fresno	CA	93775-1800	559-600-3483	gitorres@fresnocountyca.gov
Mr.	Ken Austin	Emergency Manager	P.O. Box 11867	Fresno	CA	93775-1800	559-600-4068	kaustin@fresnocountyca.gov

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

PROJECT LEDGER

NOTE: Unauthorized alterations will delay the approval of this request.

County of Fresno

Ledger Type

POP Start Date 09/01/2021
POP End Date 05/31/2024

IJ	State Goal	Direct / Subaward	Project No.	Project Title	Project Description	Funding Source	Discipline	Solution Area	Core Capabilities	Capability Building	Deployable / Shareable	Supports Previous Award Investment?	Total Budgeted Cost	Previously Approved Amount	Approval (Cal OES ONLY)		Remaining Balance	Percentage Expended
															Amount This Request	Total Approved		
													\$1,081,477				\$1,081,477	
IJ #07	Goal #7	Direct	001	Grant Admin	Fresno OA will utilize FY 2020 HSGP funds to carry out it's grant management activities. It is the Op Area's goal to develop a standardized inventory tracking system that all local agencies receiving grant funds can access and update.	HSGP-SHSP	PH	M&A	Planning	Sustain	Shareable	No	54,073				\$54,073	
IJ #07	Goal #7	Direct	002	Indirect Cost	Indirect Cost	HSGP-SHSP	PH	Indirect	Planning	Sustain	Shareable	No	\$5,407				\$5,407	
IJ #07	Goal #7	Subaward	003	Simulation, human replicas and medical equipment.	Equipment, Training/Casualty Simulation Life-like human body replicas that enable medical practitioners to train in various scenarios to provide gap in surge capacity necessary for CBRNE including terrorism response. Training is for new staff due to staff turnover and retraining of current staff to maintain skills.	Equipment	Public Health, Healthcare, and Emergency Medical Services	Build	Shareable	No	Shareable		\$96,096				\$96,096	
IJ #04	Goal #6	Subaward	004	Respirators, full-face pieces, Closed-Circuit, Self-contained	Requesting to purchase Respirators, full-face pieces, Closed-Circuit, Self-contained for The Fresno County emergency response team. The new respirators will allow Hazmat team to build a cache for response to all hazards throughout the operational area. Items in this project will meet NIOSH standards to protect workers in All hazardous environments that can be can be immediately Dangerous to Life and Health. There are many different types of masks crafted for different types of biological of chemical hazards. So, the face masks/filters purchased will be for specific hazards and may need to fit tested by a certified technician and equipment. SCIP GOAL 3	HSGP-SHSP	HM	Equipment	Environmental Response / Health and Safety	Build	Deployable	No	\$15,000				\$15,000	
IJ #04	Goal #6	Subaward	005	Equipment maintenance	Equipment Maintenance on equipment/vehicle for first responders and HAZMAT team. The purpose is to maintain and enhance existing field detection capabilities and methods for the rapid identification of unknown substances to ensure responder and public safety. Including replacement of supplies used during the kits to identify unknown substances. Reagents, pipettes, test tubes, etc. are used consistently during the identification process, which will also need to be replaced. Smith's Detection equipment - ACE-ID and HazMatID Elite, both will have their chemical libraries enhanced to field detect a wider range of chemicals mainly the Fentanyl which we have seen an increase in activity over the last 2 years. Standard manufacturer recommended calibrations for combustible gas indicators and photo ionization detectors to insure they are operating and reading correctly. Upgrades to ID system include Software for System, Geospatial Information (GIS).	HSGP-SHSP	HM	Equipment	Threats and Hazards Identification	Sustain	Shareable		\$34,000				\$34,000	
IJ #03	Goal #3	Subaward	006	Law enforcement Training	Future specialized cybersecurity training that will address vulnerabilities identified incybersecurity risk assessments by improving the cybersecurity of critical infrastructure.	HSGP-SHSP	LE	Training	Planning	Sustain	Shareable	No	\$6,497				\$6,497	

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

IJ	State Goal	Direct / Subaward	Project No.	Project Title	Project Description	Funding Source	Discipline	Solution Area	Core Capabilities	Capability Building	Deployable / Shareable	Supports Previous Award Investment?	Total Budgeted Cost	Previously Approved Amount	Amount This Request	Total Approved	Remaining Balance	Percentage Expended		
													\$1,081,477				\$1,081,477			
IJ #03	Goal #3	Subaward	007	Secure Network resilience project	Generator and UPS will be purchased and installed for County staff at critical infrastructure site. Identified building does not currently have a UPS and is needed for continuity of operations during emergencies. UPS system upgrade will serve as the first line of defense for computers, network equipment and access control in the event of a power outage for critical infrastructure network, where the network would be left vulnerable to cyberattacks and terrorism without it, threatening the delivery of essential services and communication with partnering local, state and federal agencies. Project will support Fresno County HSGP 2020 cybersecurity project.	HSGP-SHSP	EMS	Equipment	Operational Communications	Build	Shareable	FY20; IJ#3	\$179,400				\$179,400			
IJ #09	Goal #10	Subaward	008	Fresno County OES Training	Provide training opportunities for emergency management staff to enhance their abilities to carry out their responsibilities. This project will fund tuition and travel costs for trainings.	HSGP-SHSP	PH	Training	Planning	Build	N/A	No	\$48,519				\$48,519			
IJ #05	Goal #1	Subaward	009	Special units project	Special units project includes future personnel costs for operational investigations, planning and coordination activities for Special Units to work with Federal Agencies, including DHS officials by continuing to enhance information collection, analysis, and sharing, in support of public safety operations across California. Project with special units and joint partnership with federal agencies will help prevent and protect Multi-jurisdictional/inter-jurisdictional agencies and its communities against all hazards incident catastrophic planning, response and recovery capabilities, including prevention of radicalization and violent extremism. Project will also support Execution and management of threat assessment programs to identify, evaluate, and analyze indicators and behaviors indicative of domestic violent extremists.	HSGP-SHSP	LE	Organization	Intelligence and Information Sharing	Sustain	N/A	No	\$22,452					\$22,452		
IJ #02	Goal #2	Subaward	010	Video Infrastructure Management and training	Video Infrastructure Protection Program grant manager/administrator. Training included for the overall grant management unit. The training is provided by the California Peace officers association, which provides relevant and up-to-date training to the law enforcement, legal and public safety professions throughout the state of California with the latest video technology. Training is needed to train new administration staff due to staff turnover including refreshing current staff with any updates. The training is provided by COPSWEST.	HSGP-SHSP	LE	Planning	On-scene Security, Protection, and Law Enforcement	Sustain	N/A	No	\$15,000					\$15,000		
IJ #02	Goal #2	Subaward	011	Video Assessment System	A joint project consisting of Multi agency Law disciplines within the county of Fresno. Agencies will purchase and install surveillance equipment at identified critical infrastructure sites. The project will consist of various agencies replacing broken cameras and the Sheriff's department continuing to build out its multi-year video infrastructure protection project. The cameras will be used as a terrorist threat protective measure. This project will allow the use of mobile and fixed video surveillance cameras to help protect identified critical infrastructure sites within Fresno County. The video will be stored and monitored at police headquarters with the ability to pan tilt and zoom cameras as needed. Majority of the cameras are operating via width band space; however, when a portion of that space was re-assigned agencies had to rely on fiber but fiber is not a viable option as the cameras are not compatible with the fiber option. Installation will employ an upgraded level of data encryption with secure login.	HSGP-SHSP	LE	Equipment	Physical Protective Measures	Build	N/A	FY17; IJ#2	\$182,511						\$182,511	

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES)

IJ	State Goal	Direct / Subaward	Project No.	Project Title	Project Description	Funding Source	Discipline	Solution Area	Core Capabilities	Capability Building	Deployable / Shareable	Supports Previous Award Investment?	Total Budgeted Cost	Previously Approved Amount	Amount This Request	Total Approved	Remaining Balance	Percentage Expended		
													\$1,081,477				\$1,081,477			
IJ #05	Goal #6	Subaward	012	Targeted violence and terrorism equipment project	Multi agency, multi discipline operational equipment that will supplement special units project 009 by establishing and maintaining a unified structure that appropriately integrates all critical stakeholders and support the execution of core capabilities while also supporting public safety operations across California to prevent and protect against violent extremism. Agencies will directly support special units by continuing to equip their FBI accredited Explosive Ordinance Detail with needed equipment to strengthen its planning of CBRNE detection, identification and mitigation capabilities for disabling Improvised Explosive Devices and other threats that may be the direct result of Domestic Violent extremism and terrorist threats. The protective equipment is critical for the safety of the community and agencies that may need to intercept, apprehend or secure threats and/or hazards while responding to possible violent and dangerous situations. Equipment will be both land based and aerial.	HSGP-SHSP	LE	Equipment	On-scene Security, Protection, and Law Enforcement	Build	Deployable	No	\$77,917				\$77,917			
IJ #01	Goal #1	Subaward	013	Law enforcement Communications upgrade project	Multi-agency communications Equipment will enhance information collection and sharing with Federal and state agencies, including DHS. Project will fill the lack of current and up to date communications equipment by improving operational communications between multiple disciplines and jurisdictions that have upgraded to modern digital capable repeaters. Improved communications will enhance planning, response, and recovery efforts to future events, including all hazards by working with federal, state and local agencies. Purchasing and upgrading current equipment will be the first step to a secure communications network. Digital equipment will include special electronic coding that allows 2-way encryption also, which secures the communications even more. SCIP GOAL 3	HSGP-SHSP	LE	Equipment	Operational Communications	Build	Shareable	FY20: IJ#1	\$63,288					\$63,288		
IJ #01	Goal #1	Subaward	014	Fire service communications upgrade equipment	Equipment will be utilized by Fire service during incidents for reporting and communicating with local, state and federal agencies. Project will support project 13 to enhance operational communication capabilities between multiple disciplines. When a critical incident occurs Fire agencies will deploy and will need to access and share pertinent database information that they have authorization for. Project will allow agencies to upgrade equipment to more modern and compatible digital communications equipment with other agencies. This equipment will enhance the ability to share intelligence and information for identification, assessment, and reporting of threats of violence. Having this new equipment is the first step to the secure communications networks. All Digital equipment include special electronic coding that allows encryption also, which secures the communications even more. Equipment will be both mobile and stationary.	HSGP-SHSP	FS	Equipment	Operational Communications	Build	Deployable	No	\$25,026						\$25,026	
IJ #04	Goal #6	Subaward	015	Personal Protective Equipment	Project will provide PPE for fire service staff to use during incidents and allowing them to respond while being protected. PPE in this project includes a variety of new and critical equipment that is not currently available in cache including. Purchase of specialized personal protective gear to improve response to CBRNE and all hazards within the operational area. Some of the items in this category will be used to assist law enforcement during incidents.	HSGP-SHSP	FS	Equipment	Mass Search and Rescue Operations	Build	Deployable	No	\$37,014					\$37,014		

GAVIN NEWSOM
GOVERNOR

MARK S. GHILARDUCCI
DIRECTOR



October 27, 2021

David Pomaville
Director, Public Health
Fresno County
Post Office Box 11867
Fresno, CA 93775

SUBJECT: NOTIFICATION OF SUBRECIPIENT SUBAWARD APPROVAL
Fiscal Year (FY) 2021 Homeland Security Grant Program (HSGP)
Subaward #2021-0081, Cal OES ID#019-00000
Subaward Period of Performance: 09/01/2021-05/31/2024

Dear Director Pomaville:

We are pleased to announce the approval of your FY 2021 HSGP subaward in the amount of \$1,081,477.

Once the completed application is received and approved, reimbursement of eligible subaward expenditures may be requested using the California Governor's Office of Emergency Services (Cal OES) Financial Management Forms Workbook. Failure to provide documentation in a timely manner could result in a hold on funding, pursuant to Title 2, Code of Federal Regulations (CFR), Sections 200.338(a) and 200.207(b)(1)-(2).

This subaward is subject to requirements in 2 CFR, Part 200, including the Notice of Funding Opportunity (NOFO), the Preparedness Grants Manual, the California Supplement to the NOFO, and all applicable federal, state, and local requirements. All activities funded with this subaward must be completed within the subaward period of performance.

Subrecipients must obtain additional written approval **prior** to incurring costs for activities such as aviation, watercraft, allowability request logs, noncompetitive procurement, and projects requiring Environmental Planning and Historic Preservation review.



3650 SCHRIEVER AVENUE, MATHER, CA 95655
www.CalOES.ca.gov

David Pomaville
October 27, 2021
Page 2 of 2

Your organization will be required to prepare and submit the Biannual Strategy Implementation Report to Cal OES via the Federal Emergency Management Agency Grants Reporting Tool (GRT) semi-annually for the duration of the subaward period of performance or until all activities are completed and the subaward is formally closed. Failure to submit required reports could result in subaward reduction, suspension, or termination. Throughout the subaward cycle, milestones set in the GRT will be used as indicators of project feasibility, performance, and grant management capacity. This information may also be used in assessing proposals in future grant opportunities.

A Conditional Hold has been placed on your award for the following investments which fall under the National Priority Areas:

IJ# 5 Domestic Violent Extremism - \$77,917 Project# 12 Targeted violence and terrorism equipment project.

To release this hold, additional information is required for the investments identified which must be submitted in the December 2021 Biannual Strategy Implementation Report in a manner consistent with Grants Program Directorate Information Bulletin No. 447.

Your dated signature is required on this letter. Please sign and return the original to your Cal OES Program Representative within 20 calendar days upon receipt and keep a copy for your records. For further assistance, please contact your Cal OES Program Representative.

Sincerely,



MARK S. GHILARDUCCI
Director



~~David Pomaville~~
David Luchini
Fresno County

11/4/21

Date

Governing Body Resolution for HSGP FY 2021

BE IT RESOLVED BY THE Board of Supervisors
(Governing Body)

OF THE County of Fresno THAT
(Name of Applicant)

Chairman, Board of Supervisors, OR
(Name or Title of Authorized Agent)

Director, Department of Public Health, OR
(Name or Title of Authorized Agent)

Assistant Director, Department of Public Health, OR
(Name or Title of Authorized Agent)

Division Manager, Emergency Medical Services
(Name or Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the named applicant, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and subawarded through the State of California.

Passed and approved this 14th day of December, 20 21

Certification

I, Brian Pacheco, duly appointed and
(Name)

Vice-Chairman of the County of Fresno
(Title) (Governing Body)

do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Board of Supervisors of the County of Fresno on the
(Governing Body) (Name of Applicant)

14th day of December, 20 21

ATTEST:

BERNICE E. SEIDEL
Clerk of the Board of Supervisors
County of Fresno, State of California

By [Signature]
Deputy

Vice-Chairman
(Official Position)

[Signature]
(Signature)

December 14, 2021
(Date)

Instruction Sheet

Governing Body Resolution, Meeting Minutes, & Addendum to GBR

Purpose

The purpose of the Governing Body Resolution (GBR) is to appoint individuals to act on behalf of the governing body and the OA.

Note: Self Certifications are not accepted as a valid Governing Body Resolution. You cannot self certify that you are an authorized agent. Another Board member will need to sign the lower portion of the GBR.

**Required
GBR-related
Application
Documents**

- Governing Body Resolution (GBR)
 - Meeting Minutes (associated with GBR)
 - Addendum to the GBR
-

**Authorized
Agent(s)**

The Governing Body Resolution allows for the appointment of individuals or positions. **For each person or position appointed by the governing body, you must submit the following information, with the resolution, to Cal OES on the applicant's letterhead:**

- | | |
|---|--|
| <input type="checkbox"/> Name | <input type="checkbox"/> Title |
| <input type="checkbox"/> Jurisdiction | <input type="checkbox"/> E-Mail Address |
| <input type="checkbox"/> Street Address (City & Zip Code) | <input type="checkbox"/> Phone & Fax Numbers |
-

**Authorized
Agent Changes**

- If the Governing Body Resolution identified Authorized Agents by position and/or title, changes can be made by submitting new Authorized Agent information to Cal OES, as indicated above.
- If the Governing Body Resolution identified Authorized Agents by name, a new Resolution is needed when any changes are made. The information list above must also be submitted with the new Resolution.



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

As the duly authorized representative of the Applicant, I hereby certify that the Applicant has the legal authority to apply for federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay any non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application, within prescribed timelines.

I further acknowledge that the Applicant is responsible for reviewing and adhering to all requirements within the:

- (a) Applicable Federal Regulations (see below);
- (b) Federal Program Notice of Funding Opportunity (NOFO);
- (c) Federal Preparedness Grants Manual;
- (d) California Supplement to the NOFO; and
- (e) Federal and State Grant Program Guidelines.

Federal Regulations

Government cost principles, uniform administrative requirements, and audit requirements for federal grant programs are set forth in Title 2, Part 200 of the Code of Federal Regulations (C.F.R.). Updates are issued by the Office of Management and Budget (OMB) and can be found at <http://www.whitehouse.gov/omb/>.

State and federal grant award requirements are set forth below. The Applicant hereby agrees to comply with the following:

1. Proof of Authority

The Applicant will obtain proof of authority from the city council, governing board, or authorized body in support of this project. This written authorization must specify that the Applicant and the city council, governing board, or authorized body agree:

- (a) To provide all matching funds required for the grant project and that any cash match will be appropriated as required;
- (b) Any liability arising out of the performance of this agreement shall be the responsibility of the Applicant and the city council, governing board, or authorized body;
- (c) Grant funds shall not be used to supplant expenditures controlled by the city council, governing board, or authorized body;



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

- (d) Applicant is authorized by the city council, governing board, or authorized body to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project cost, if any) to ensure proper planning, management and completion of the project described in this application; and
- (e) Official executing this agreement is authorized by the Applicant.

This Proof of Authority must be maintained on file and readily available upon request.

2. Period of Performance

The period of performance is specified in the Award. The Applicant is only authorized to perform allowable activities approved under the award, within the period of performance.

3. Lobbying and Political Activities

As required by Section 1352, Title 31 of the United States Code (U.S.C.), for persons entering into a contract, grant, loan, or cooperative agreement from an agency or requests or receives from an agency a commitment providing for the United States to insure or guarantee a loan, the Applicant certifies 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 an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other 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 employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

The Applicant will also comply with provisions of the Hatch Act (5 U.S.C. §§ 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.

Finally, the Applicant agrees that federal funds will not be used, directly or indirectly, to support the enactment, repeal, modification or adoption of any law, regulation or policy without the express written approval from the California Governor's Office of Emergency Services (Cal OES) or the federal awarding agency.

4. Debarment and Suspension

As required by Executive Orders 12549 and 12689, and 2 C.F.R. § 200.214 and codified in 2 C.F.R. Part 180, Debarment and Suspension, the Applicant will provide protection against waste, fraud, and abuse by debarring or suspending those persons deemed irresponsible in their dealings with the federal government. The Applicant certifies that it and its principals, recipients, or subrecipients:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- (b) 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;
- (c) 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 (2)(b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transaction (federal, state, or local) terminated for cause or default.

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.

5. Non-Discrimination and Equal Employment Opportunity

The Applicant will comply with all state and federal statutes relating to non-discrimination, including:



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

- (a) Title VI of the Civil Rights Act of 1964 (Public Law (P.L.) 88-352 and 42 U.S.C. § 2000d et. seq.) which prohibits discrimination on the basis of race, color, or national origin and requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services;
- (b) Title IX of the Education Amendments of 1972, (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex in any federally funded educational program or activity;
- (c) Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794), which prohibits discrimination against those with disabilities or access and functional needs;
- (d) Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. §§ 12101- 12213), which prohibits discrimination on the basis of disability and requires buildings and structures be accessible to those with disabilities and access and functional needs;
- (e) Age Discrimination Act of 1975, (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age;
- (f) Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd—2), relating to confidentiality of patient records regarding substance abuse treatment;
- (g) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), relating to nondiscrimination in the sale, rental or financing of housing as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)— be designed and constructed with certain accessible features (See 24 C.F.R. § 100.201);
- (h) Executive Order 11246, which prohibits federal contractors and federally assisted construction contractors and subcontractors, who do over \$10,000 in Government business in one year from discriminating in employment decisions on the basis of race, color, religion, sex, sexual orientation, gender identification or national origin;
- (i) Executive Order 11375, which bans discrimination on the basis of race, color, religion, sex, sexual orientation, gender identification, or national origin in hiring and employment in both the United States federal workforce and on the part of government contractors;
- (j) California Public Contract Code § 10295.3, which prohibits discrimination based on domestic partnerships and those in same sex marriages;



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

- (k) DHS policy to ensure the equal treatment of faith-based organizations, under which all applicants and recipients must comply with equal treatment policies and requirements contained in 6 C.F.R. Part 19;
- (l) The Applicant will comply with California's Fair Employment and Housing Act (FEHA) (California Government Code §§ 12940, 12945, 12945.2), as applicable. FEHA prohibits harassment and discrimination in employment because of ancestry, familial status, race, color, religious creed (including religious dress and grooming practices), sex (which includes pregnancy, childbirth, breastfeeding and medical conditions related to pregnancy, childbirth or breastfeeding), gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, mental and physical disability, genetic information, medical condition, age, pregnancy, denial of medical and family care leave, or pregnancy disability leave, military and veteran status, and/or retaliation for protesting illegal discrimination related to one of these categories, or for reporting patient abuse in tax supported institutions;
- (m) Any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made; and
- (n) The requirements of any other nondiscrimination statute(s) that may apply to this application.

6. Drug-Free Workplace

As required by the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701 et seq.), the Applicant certifies that it will maintain a drug-free workplace and a drug-free awareness program as outlined in the Act.

7. Environmental Standards

The Applicant will comply with state and federal environmental standards, including:

- (a) California Environmental Quality Act (CEQA) (California Public Resources Code §§ 21000- 21177), to include coordination with the city or county planning agency;
- (b) CEQA Guidelines (California Code of Regulations, Title 14, Division 6, Chapter 3, §§ 15000- 15387);
- (c) Federal Clean Water Act (CWA) (33 U.S.C. § 1251 et seq.), which establishes the basic structure for regulating discharges of pollutants into the waters of the United States and regulating quality standards for surface waters;
- (d) Federal Clean Air Act of 1955 (42 U.S.C. § 7401) which regulates air emissions from stationary and mobile sources;



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

- (e) Institution of environmental quality control measures under the National Environmental Policy Act (NEPA) of 1969 (P.L. 91-190); the Council on Environmental Quality Regulations for Implementing the Procedural Provisions of NEPA; and Executive Order 12898 which focuses on the environmental and human health effects of federal actions on minority and low-income populations with the goal of achieving environmental protection for all communities;
- (f) Evaluation of flood hazards in floodplains in accordance with Executive Order 11988;
- (g) Executive Order 11514 which sets forth national environmental standards;
- (h) Executive Order 11738 instituted to assure that each federal agency empowered to enter into contracts for the procurement of goods, materials, or services and each federal agency empowered to extend federal assistance by way of grant, loan, or contract shall undertake such procurement and assistance activities in a manner that will result in effective enforcement of the Clean Air Act and the Federal Water Pollution Control Act Executive Order 11990 which requires preservation of wetlands;
- (i) The Safe Drinking Water Act of 1974, (P.L. 93-523);
- (j) The Endangered Species Act of 1973, (P.L. 93-205);
- (k) 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.);
- (l) Conformity of Federal Actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.);
- (m) 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.

The Applicant shall not be: 1) in violation of any order or resolution promulgated by the State Air Resources Board or an air pollution district; 2) subject to a cease and desist order pursuant to § 13301 of the California Water Code for violation of waste discharge requirements or discharge prohibitions; or 3) determined to be in violation of federal law relating to air or water pollution.



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

8. Audits

For subrecipients expending \$750,000 or more in federal grant funds annually, the Applicant will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and Title 2 of the Code of Federal Regulations, Part 200, Subpart F Audit Requirements.

9. Cooperation and Access to Records

All Applicants must cooperate with any compliance reviews or investigations conducted by DHS. In accordance with 2 C.F.R. § 200.337, the Applicant will give the awarding agency, the Comptroller General of the United States and, if appropriate, the state, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award. The Applicant will require any subrecipients, contractors, successors, transferees and assignees to acknowledge and agree to comply with this provision.

10. Conflict of Interest

The Applicant will establish safeguards to prohibit the Applicant's employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

11. Financial Management

False Claims for Payment - The Applicant will comply with 31 U.S.C §§ 3729-3733 which sets forth that no subrecipient, recipient, or subrecipient shall submit a false claim for payment, reimbursement or advance.

12. Reporting - Accountability

The Applicant agrees to comply with applicable provisions of the Federal Funding Accountability and Transparency Act (FFATA) (P.L. 109-282), specifically (a) the reporting of subawards obligating \$30,000 or more in federal funds and (b) executive compensation data for first-tier subawards. This includes the provisions of FFATA, which includes requirements for executive compensation, and also requirements implementing the Act for the non-federal entity at 2 C.F.R. Part 25 Financial Assistance Use of Universal Identifier and Central Contractor Registration and 2 C.F.R. Part 170 Reporting Subaward and Executive Compensation Information.

13. Whistleblower Protections

The Applicant also must comply with statutory requirements for whistleblower protections at 10 U.S.C. § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. § 4304 and § 4310.



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

14. Human Trafficking

The Applicant will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. § 7104) which prohibits grant award recipients or a subrecipient from: (1) engaging in trafficking in persons during the period of time that the award is in effect; (2) procuring a commercial sex act during the period of time that the award is in effect; (3) using forced labor in the performance of the award or subawards under the award.

15. Labor Standards

The Applicant will comply with the following federal labor standards:

- (a) The Davis-Bacon Act (40 U.S.C. §§ 276a to 276a-7), as applicable, and the Copeland Act (40 U.S.C. § 3145 and 18 U.S.C. § 874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally-assisted construction contracts or subcontracts, and
- (b) The Federal Fair Labor Standards Act (29 U.S.C. § 201 et al.) as they apply to employees of institutes of higher learning (IHE), hospitals and other non-profit organizations.

16. Worker's Compensation

The Applicant must comply with provisions which require every employer to be insured to protect workers who may be injured on the job at all times during the performance of the work of this Agreement, as per the workers compensation laws set forth in California Labor Code §§ 3700 et seq.

17. Property-Related

If applicable to the type of project funded by this federal award, the Applicant will:

- (a) Comply with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide 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 interests in real property acquired for project purposes regardless of federal participation in purchase;
- (b) Comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires subrecipients 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 or more;



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

- (c) Assist the awarding agency in assuring compliance with Section 106 of the
- (d) National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), Executive Order 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §469a-1 et seq.); and
- (e) Comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. § 4831 and 24 CFR Part 35) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

18. Certifications Applicable Only to Federally-Funded Construction Projects

For all construction projects, the Applicant will:

- (a) Not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with federal assistance funds to assure nondiscrimination during the useful life of the project;
- (b) Comply with the requirements of the awarding agency with regard to the drafting, review and approval of construction plans and specifications; and
- (c) Provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

19. Use of Cellular Device While Driving Is Prohibited

Applicants are required to comply with California Vehicle Code sections 23123 and 23123.5. These laws prohibit driving motor vehicle while using an electronic wireless communications device to write, send, or read a text-based communication. Drivers are also prohibited from the use of a wireless telephone without hands-free listening and talking, unless to make an emergency call to 911, law enforcement, or similar services.



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

20. California Public Records Act and Freedom of Information Act

The Applicant acknowledges that all information submitted in the course of applying for funding under this program, or provided in the course of an entity's grant management activities that are under Federal control, is subject to the Freedom of Information Act (FOIA), 5 U.S.C. § 552, and the California Public Records Act, California Government Code section 6250 et seq. The Applicant should consider these laws and consult its own State and local laws and regulations regarding the release of information when reporting sensitive matters in the grant application, needs assessment, and strategic planning process.

HOMELAND SECURITY GRANT PROGRAM (HSGP) – PROGRAM SPECIFIC ASSURANCES / CERTIFICATIONS

21. Acknowledgment of Federal Funding from DHS

All recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

22. Activities Conducted Abroad

All recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

23. Best Practices for Collection and Use of Personally Identifiable Information (PII)

DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. All recipients who collect PII are required to have a publicly-available privacy policy that describes standards on the usage and maintenance of PII they collect. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy template a useful resource respectively.

24. Copyright

All recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.



Standard Assurances

For Cal OES Federal Non-Disaster Grant Programs

25. Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies, to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions, or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

26. Energy Policy and Conservation Act

All recipients must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

27. Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129.

28. Fly America Act of 1974

All recipients must comply with Preference for U.S. Flag Air Carriers: (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

29. Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, all Applicants must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, as amended, 15 U.S.C. § 2225a.



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

30. Non-supplanting Requirement

All recipients who receive federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

31. Patents and Intellectual Property Rights

Unless otherwise provided by law, recipients are subject to the Bayh-Dole Act, Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. § 200 et seq. All recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.

32. SAFECOM

All recipients who receive federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

33. Terrorist Financing

All recipients must comply with Executive Order 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

34. Reporting of Matters Related to Recipient Integrity and Performance

If the total value of the recipient's currently active grants, cooperative agreements, and procurement contracts from all federal assistance offices exceeds \$10,000,000 for any period of time during the period of performance of this federal financial assistance award, you must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.



Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

35. USA Patriot Act of 2001

All recipients must comply with requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c.

36. Use of DHS Seal, Logo, and Flags

All recipients must obtain permission from their DHS Financial Assistance Office, prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

37. Performance Goals

In addition to the Biannual Strategy Implementation Report submission requirements outlined in the Preparedness Grants Manual, subrecipients must demonstrate how the grant-funded project addresses the core capability gap associated with each project and identified in the Threat and Hazard Identification and Risk Analysis or Stakeholder Preparedness Review or sustains existing capabilities, as applicable. The capability gap reduction or capability sustainment must be addressed in the Project Description of the BSIR for each project.

38. Applicability of DHS Standard Terms and Conditions to Tribes

The DHS Standard Terms and Conditions are a restatement of general requirements imposed upon recipients and flow down to subrecipients as a matter of law, regulation, or executive order. If the requirement does not apply to Indian tribes or there is a federal law or regulation exempting its application to Indian tribes, then the acceptance by Tribes of, or acquiescence to, DHS Standard Terms and Conditions does not change or alter its inapplicability to an Indian tribe. The execution of grant documents is not intended to change, alter, amend, or impose additional liability or responsibility upon the Tribe where it does not already exist.



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Standard Assurances For Cal OES Federal Non-Disaster Grant Programs

IMPORTANT

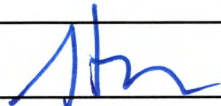
The purpose of the assurance is to obtain federal and state financial assistance, including any and all federal and state grants, loans, reimbursement, contracts, etc. The Applicant recognizes and agrees that state financial assistance will be extended based on the representations made in this assurance. This assurance is binding on the Applicant, its successors, transferees, assignees, etc. Failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

All appropriate documentation, as outlined above, must be maintained on file by the Applicant and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the subrecipient may be ineligible for award of any future grants if the Cal OES determines that any of the following has occurred: (1) the recipient has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

All of the language contained within this document must be included in the award documents for all subawards at all tiers. All recipients are bound by the Department of Homeland Security Standard Terms and Conditions 2021, Version 11.4, hereby incorporated by reference, which can be found at:
<https://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions>.

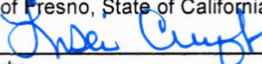
The undersigned represents that he/she is authorized to enter into this agreement for and on behalf of the Applicant.

Subrecipient: _____ County of Fresno _____

Signature of Authorized Agent: _____  _____

Printed Name of Authorized Agent: _____ Steve Brandau _____

Title: _____ Chairman of the Board of Supervisors of the County of Fresno _____ Date: December 14, 2021

ATTEST:
BERNICE E. SEIDEL
Clerk of the Board of Supervisors
County of Fresno, State of California
By  _____
Deputy



Federal Funding Accounting and Transparency Act (FFATA) Financial Disclosure

Public Law (PL) 109-282 Federal Funding Accountability and Transparency Act of 2006, as amended by Section 6202(a) of the Government Funding Transparency Act of 2008 (PL 110-252), which is outlined in the Federal Emergency Management Agency, Grant Programs Directorate Information Bulletin No. 350.

As defined by the Office of Management Budget, the following are subject to FFATA reporting requirements:

1. All new federal awards of \$30,000 or more, as of August 13, 2020.
NOTE: Cal OES reports on this requirement in the Federal Funding Accountability and Transparency Act Subaward Reporting System (FSRS).

2. The Total Compensation and Names of the top five executive, if the Subrecipient in the preceding year received:
 - a. 80 percent or more of its annual gross revenues in Federal Awards; **and**
 - b. \$25,000,000 or more in annual gross revenues from Federal awards; **and**
 - c. The public does not have access to information about the compensation of the senior executives of the entity.

Subrecipients are required to provide the Executive compensation information in the below chart, if applicable.

Executive Name	Title	Annual Salary	Annual Dollar Value of Benefits	Total Compensation
				0
				0
				0
				0
				0

Not subject to the Executive Compensation requirement of the FFATA Financial Disclosure.



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Federal Funding Accounting and Transparency Act (FFATA) Financial Disclosure

The undersigned represents that he/she is authorized to enter into this agreement for and on behalf of the Applicant.

Subrecipient: _____ County of Fresno

Signature of Authorized Agent: _____ *Steve Brandau*

Printed Name of Authorized Agent: _____ Steve Brandau

Title: _____ Chairman of the Board of Supervisors of
the County of Fresno Date: December 14, 2021

ATTEST:

BERNICE E. SEIDEL
Clerk of the Board of Supervisors
County of Fresno, State of California

By *Bernice Seidel*
Deputy



Certification Regarding Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. 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 an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other 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 employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, 'Disclosure of Lobbying Activities,' in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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.



Certification Regarding Lobbying

The Subrecipient, as identified below, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Subrecipient understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

Subrecipient: _____ County of Fresno _____

Signature of Authorized Agent: _____ *[Handwritten Signature]* _____

Printed Name of Authorized Agent: _____ Steve Brandau _____

Title: Chairman of the Board of Supervisors
of the County of Fresno Date: December 14, 2021

ATTEST:
BERNICE E. SEIDEL
Clerk of the Board of Supervisors
County of Fresno, State of California
By: *[Handwritten Signature]*
Deputy

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

Subrecipient <u>County of Fresno</u>	Duns# <u>556197655</u>	FIPS# <u>019-00000</u>
Disaster/Program Title: <u>Homeland Security Grant</u>		
Performance Period: <u>09/01/21</u> to <u>05/31/24</u>		Subaward Amount Requested: <u>\$ 1,081,477</u>
Type of Non-Federal Entity (Check Box): <input type="checkbox"/> State Gov. <input checked="" type="checkbox"/> Local Gov. <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe		

Per Title 2 CFR § 200.332, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, grant manager is the individual who has primary responsibility for day-to-day administration of the grant, bookkeeper/accounting staff means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and organization refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

Assessment Factors	Response
1. How many years of experience does your current grant manager have managing grants?	>5 years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 years
3. How many grants does your organization currently receive?	3-10 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 4,500,000
5. Are individual staff members assigned to work on multiple grants?	Yes
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Periodically
8. Has your organization received any audit findings in the last three years?	No
9. Do you have a written plan to charge costs to grants?	Yes
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	Always
12. How many years do you maintain receipts, deposits, cancelled checks, invoices, etc.?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes

Certification: *This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.*

Signature: (Authorized Agent)	Date: 12/14/2021	ATTEST: BERNICE E. SEIDEL Clerk of the Board of Supervisors County of Fresno, State of California
Print Name and Title: Steve Brandau / Chairman to the board of supervisors	Phone Number:	By Deputy
Cal OES Staff Only: SUBAWARD #		

**Application/Agreement Between the County of Fresno and California
Governor's Office of Emergency Services (CAL OES)**

Name: FY 2021 Cal OES Homeland Security Grant Program Application/Agreement

Fund/Subclass: 0001/10000
Organization #: 56204607
Revenue Account #: 4380