

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Modification of the Emergency Management Preparedness & Assistance (EMPA) Trust Fund Base Grant Agreement

DEPARTMENT: Public Safety **DIVISION:** Emergency Management

AUTHORIZED BY: *K.M. Roberts* **CONTACT:** Joe McCluan **EXT.** 5131

Agenda Date <u>3/23/04</u>	Regular <input type="checkbox"/>	Consent <input checked="" type="checkbox"/>	Work Session <input type="checkbox"/>	Briefing <input type="checkbox"/>
	Public Hearing – 1:30 <input type="checkbox"/>		Public Hearing – 7:00 <input type="checkbox"/>	

MOTION/RECOMMENDATION:

Approve and authorize Chairman to execute Modification of Agreement between the State of Florida Department of Community Affairs and Seminole County for additional funds.

BACKGROUND:

The Emergency Management Preparedness and Assistance Trust Fund (EMPA) provides a funding mechanism to assist local government in enhancing Emergency Management program capabilities.

The EMPA Grant amount for Seminole County for the fiscal year 2003/04 is \$102,959.00. The Department of Community Affairs/Division of Emergency Management received an increase in this year's Federal Emergency Management Performance Grant award and is increasing Seminole County's grant amount by \$40,381.00 for a total of \$143,340.00.

The increased amount of \$40,381.00 will be allocated in the mid-year process.

Reviewed by:	<i>[Signature]</i>
Co Atty:	<i>[Signature]</i>
DFS:	<i>[Signature]</i>
Other:	
DCM:	<i>[Signature]</i>
CM:	<i>[Signature]</i>
File No.	CPSEM01



STATE OF FLORIDA
DEPARTMENT OF COMMUNITY AFFAIRS
"Dedicated to making Florida a better place to call home"

JEB BUSH
Governor

Heidi Hughes
Interim Secretary

March 3, 2004

**CERTIFIED MAIL
RETURN RECEIPT REQUESTED**

Mr. Ken Roberts, Director
Seminole County Department of Public Safety
150 Bush Boulevard
Sanford, Florida 32773

RE: **AWARD LETTER**
Agreement # 04BG-04-06-69-01-059

Dear Mr. Roberts:

In accordance with Section IV, Modification of Contract, this Award Letter serves as a legal modification to your Base Grant Agreement. This Award Letter provides FEDERAL funds to your County in the amount of **\$40,381**.

These federal funds continue to require a dollar for dollar non-federal match. Please ensure that your County can provide the required additional match before accepting these funds.

This Award Letter increases your County's total amount of funding under this Agreement to **\$143,340**. You must return the attached budget form (Attachment A-1) showing the anticipated expenditure of the Federal funds. All other terms and conditions of the Agreement shall remain in full force and effect. **Please make this a part of your Agreement file.**

2555 SHUMARD OAK BOULEVARD • TALLAHASSEE, FLORIDA 32399-2100
Phone: (850) 488-8466/Suncom 278-8466 FAX: (850) 921-0781/Suncom 291-0781
Internet address: <http://www.dca.state.fl.us>

CRITICAL STATE CONCERN FIELD OFFICE
2796 Overseas Highway, Suite 212
Marathon, FL 33050-2227
(305) 289-2402

COMMUNITY PLANNING
2555 Shumard Oak Boulevard
Tallahassee, FL 32399-2100
(850) 488-2356

EMERGENCY MANAGEMENT
2555 Shumard Oak Boulevard
Tallahassee, FL 32399-2100
(850) 413-9969

HOUSING & COMMUNITY DEVELOPMENT
2555 Shumard Oak Boulevard
Tallahassee, FL 32399-2100
(850) 488-7956

Attachment A-1

Budget

The anticipated expenditures for the Categories listed below are for the Emergency Management Performance (EMPG) **Federal** portion of this subgrant only (Paragraph (16)(a), FUNDING/CONSIDERATION).

<u>Category</u>	<u>Anticipated Expenditures Amount</u>
Salaries/Fringe Benefits	\$ <u>34,356.00</u>
Other Personal Services	\$ <u> </u>
Expenses	\$ <u> </u>
Operating Capital Outlay	\$ <u>3,525.00</u>
Fixed Capital Outlay	\$ <u>2,500.00</u>
Total Federal Funds	\$ <u>40,381.00</u>

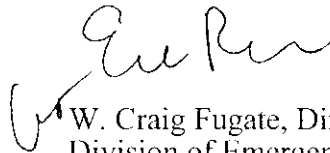
Mr. Ken Roberts, Director
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Should the County not wish to accept these additional funds, then the County must provide notice to the Department within (30) days of receipt of this Award Letter. Otherwise, **the county shall provide to the Department its written notice of acceptance within forty-five (45) days of receipt of the Award Letter.** The terms of this Agreement shall be considered to have been modified to include the additional funds upon receipt of the written notice of acceptance. This is in accordance with Section IV, Modification of Contract.

Rule 9G-19.006(4), Florida Administrative Code provides for the reallocation of any unspent (State EMPA) Base Grant funds. All but a very small portion of funds were utilized by the counties in Fiscal Year 2002-03; therefore, in accordance with the Rule, a reallocation of funds for Fiscal Year 2003-04 can not be made.

You may indicate your acceptance of these funds by signing and returning a copy of this Award letter and the attached budget page to Ms. Dee Giles, Department of Community Affairs, Division of Emergency Management, 2555 Shumard Oak Boulevard, Tallahassee, Florida 32399-2100.

Respectfully,



W. Craig Fugate, Director
Division of Emergency Management

WCF/dgs

Attachment

I accept the additional funds and agree to all terms and conditions as set forth in the Base Grant Agreement.

County: Seminole

Authorized Official: _____
Daryl McLain

Title: _____
Chairman of Seminole County Board of
County Commissioners

Date: _____