

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

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

DEPARTMENT: Fiscal Services **DIVISION:** Grants Administration

AUTHORIZED BY: Lisa Spriggs  **CONTACT:** Jennifer Bero  **EXT.** 7125

Agenda Date <u>03/28/06</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"/>
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MOTION/RECOMMENDATION:

Approve and authorize Chairman to execute the Modification of Agreement between the State of Florida Department of Community Affairs and Seminole County in acceptance of additional grant funds; and, approve the coordinating budget amendment request to allocate the additional funds.




[Dept Contact: Stephen M. Watts, Manager (407) 665-5131]

BACKGROUND:

The Emergency Management Preparedness and Assistance Trust Fund (EMPA) grant provides a funding mechanism to assist local government in enhancing Emergency Management program capabilities. The FY 2005/06 allocation for Seminole County was \$102,959 and approved by the board on September 27, 2005.

The Department of Community Affairs/Division of Emergency Management received an increase in this year's Federal Emergency Management Performance Grant award. As a result, Seminole County's grant amount is increasing by \$40,351, raising the total grant award for FY 2005/06 to \$143,310. This grant increase will also require proof of availability of dollar for dollar matching funds from non-federal sources as a condition of acceptance. The match will be funded by the existing budget.

Written approval and acceptance of the grant must be provided to the Department of Community Affairs within 45 days of the department's February 20, 2006, notice. Request the board to approve and authorize the Chairman to execute the grant agreement modification and coordinating BAR.

Reviewed by:	
Co Atty:	_____
DFS:	_____
Other:	_____
DCM:	
CM:	
File No.	<u>CFSG01</u>



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

JEB BUSH
Governor

Thaddeus L. Cohen, AIA
Secretary

February 20, 2006

MEMORANDUM

TO: Emergency Management Director

FROM: Dee Giles, *DG* Community Assistance Consultant
Division of Emergency Management

SUBJECT: Modification of EMPA Base Grant Agreement

IMPORTANT

Please read the attached document carefully. This modification increases the amount of funds to be provided to you in your Fiscal Year 2005-06 EMPA Base Grant Agreement. **You must provide a written notice of acceptance of these additional funds.**

If you have any questions regarding this modification, please call me at (850) 413-9940.

/dg

Attachment

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
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(850) 488-7956



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February 20, 2006

**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 # 06BG-04-06-69-01-113

Dear Mr. Roberts:

In accordance with Paragraph 17(d) of the above referenced Agreement, 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 **\$40,351**.

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 **\$143,310**. 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.**

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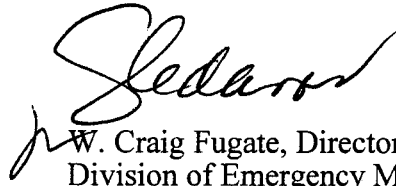
Mr. Ken Roberts
Page Two
February 20, 2006

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.** In accordance with Paragraph 17(d) of the above referenced Agreement, the terms of this Agreement shall be considered to have been modified to include the additional funds upon receipt by the Department of the written notice of acceptance.

Rule 9G-19.006(4), Florida Administrative Code provides for the reallocation of any unspent (State EMPA) Base Grant funds. All funds were utilized by the counties in Fiscal Year 2004-05; therefore, no funds are available for reallocation for Fiscal Year 2005-06.

You may indicate your acceptance of these funds by signing and returning this Award Letter with 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 EMPA Base Grant Agreement.

County: Seminole

Authorized Official: _____

Title: Chairman

Date: _____

County: Seminole

Agreement No: 06BG-04-06-69-01-113

EXHIBIT - 1

FEDERAL RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

Federal Program \$40,351

COMPLIANCE REQUIREMENTS APPLICABLE TO THE FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

Chapter 252, Florida Statutes
Rule Chapters 9G-6, 9G-11, and 9G-19, Florida Administrative Code
44 CFR, (Code of Federal Regulations) Part 13 (Common Rule)
44 CFR, Part 302
OMB Circular A-87 and A-133
48 CFR, Part 31

STATE RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

SUBJECT TO SECTION 215.97, FLORIDA STATUTES:

State Project (list State awarding agency, Catalog of State Financial Assistance title and number)

State Awarding Agency: Department of Community Affairs

Catalog of State Financial Assistance Title: Emergency Management Programs

Catalog of State Financial Assistance Number: 52008

State Grant Amount: \$105,806 (minus deduction of \$2,847 12 mos. satellite service)

COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

Pursuant to Section 252.373, Florida Statutes and Rule Chapter 9G-19, Florida Administrative Code.

Attachment A-1

Budget

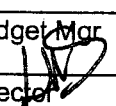
The anticipated expenditures for the Categories listed below are for the Emergency Management Performance (EMPG) **Federal** portion of this subgrant only (Paragraph (17)(d), FUNDING/CONSIDERATION).

<u>Category</u>	<u>Anticipated Expenditures Amount</u>
Salaries/Fringe Benefits	\$ 8,326 _____
Other Personal Services	\$ _____
Expenses	\$ 26,225 _____
Operating Capital Outlay	\$ _____
Fixed Capital Outlay	\$ 5,800 _____
Management & Admin. Costs (not to exceed 2.5%)	\$ _____
Total Federal Funds	\$ 40,351 _____

2006-R-

BUDGET AMENDMENT REQUEST

TO: Seminole County Board of County Commissioners
FROM: Department of Fiscal Services
SUBJECT: **Budget Amendment Resolution**
Department: **Public Safety**
Fund(s): Public Safety Grants - Federal

DFS Recommendation	
Ryan Switzer Analyst	3/8/06 Date
Budget Mgr 	Date 3/10/06
Director	Date

PURPOSE: Allocate additional funds from the Emergency Management Performance Grant. The Department of Community Affairs/Division of Emergency Management received an increase in this year's Federal Emergency Management Performance Grant award. As a result, Seminole County's grant amount is increasing by \$40,351, raising the total grant award for FY 2005/06 to \$143,310.

ACTION: Approval and authorization for the Chairman to execute Budget Amendment Resolution.

In accordance with Section 129.06(2), Florida Statutes, it is recommended that the following accounts in the County budget be adjusted by the amounts set forth herein for the purpose described.

Sources:

Account Number	Project #	Account Title	Amount
SEE ATTACHED		SEE ATTACHED	40,351
Total Sources			\$40,351

Uses:

Account Number	Project #	Account Title	Amount
SEE ATTACHED		SEE ATTACHED	40,351
Total Uses			\$40,351

BUDGET AMENDMENT RESOLUTION

This Resolution, 2006-R-_____ approving the above requested budget amendment, was adopted at the regular meeting of the Board of County Commissioners of Seminole County, Florida _____ as reflected in the minutes of said meeting.

Attest:

Maryanne Morse, Clerk to the
Board of County Commissioners

By: _____
Carlton Henley
Chairman

Date: _____

Date: _____

Entered by County Finance Department

Date: _____

	Fund #	11908	Fund Name	Disaster Preparedness
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	FUND/ACCOUNT NUMBER	Project #	ACCOUNT TITLE	AMOUNT
TRANSFER	11908.331200		Public Safety Grants- Federal	40,351
FROM				
			TOTAL	\$ 40,351

	FUND/ACCOUNT NUMBER	Project #	ACCOUNT TITLE	AMOUNT
	11908.055608.510120		Regular Salaries & Wages	3,429
	11908.055608.510210		Social Security Matching	194
TRANSFER	11908.055608.510220		Retirement Contributions	4,403
TO	11908.055608.510230		Health & Life Insurance	300
	11908.055608.530400		Travel and Per Diem	2,000
	11908.055608.530410		Communications	1,000
	11908.055608.530460		Repairs and Maintenance	4,000
	11908.055608.530480		Promotional Activities	3,000
	11908.055608.530510		Office Supplies	3,000
	11908.055608.530520		Operating Supplies	9,000
	11908.055608.530521		Operating Supplies-Equipmt.	3,000
	11908.055608.530540		Books, Dues, Publications	1,000
	11908.055608.530560		Gas, Oil & Lube	225
	11908.055608.530642		Equipment >\$4999	5,800
			TOTAL	40,351