

EMPG County Application and Work Plan

FY 2017 CFDA 97.042



OCTOBER 1, 2016 –SEPTEMBER 30, 2017

All Emergency Management Performance Grant Program applicants are required to submit a work plan that details how allocated funds will be used. The work plan will also help identify those counties requiring additional funding.

1. County:	Madison	
2. EMPG Status:	<input checked="" type="checkbox"/> Current EMPG Program Participant <input type="checkbox"/> New EMPG Program Participant	
3. ¹Briefly explain why these funds are needed to support emergency management. Be sure to include a statement regarding the whole community concept. The staff and daily operations of Madison County's Emergency Management Agency (EMA) encourage and foster a two way dialog between identified responders and members of the community including business, schools, unofficial community leaders, and political leaders; creating a whole-community approach, through planning, training, equipment, and public outreach. This two way dialog allows the EMA Office to understand broad, as well as, specific needs of the community and to better prepare for and respond to emergencies. Participation in the EMPG program will continue to help support the staffing and daily operational budgetary requirements needed to obtain such goals.		
4. Select which description best describes the status of emergency management: <input checked="" type="checkbox"/> Full-time, permanent staff whose primary responsibility is emergency management <input type="checkbox"/> Emergency management duties are assigned to full-time staff with other significant duties <input type="checkbox"/> Emergency management is a part-time or seasonal position or contracted <input type="checkbox"/> Emergency management duties are assumed as needed by other staff or elected officials		
5. List the name and position of each staff member whose position is funded through the EMPG Program.		
List EMPG Program Funded Staff	Full-Time or Part-Time	If Part-Time, indicate number of hours worked per week
Name: Shelton Vance Position: Director	FT	
Name: Albert Jones III Position: Asst. Director	FT	
Name: Michael Gober Position: Deputy Director	FT	
Name: Jennifer Carpenter Position: Office Manager	FT	
Name: Position:		
Name: Position:		
Name: Position:		

¹ The purpose of EMPG is to provide Federal funds to states to assist state, local, territorial, and tribal governments in preparing for all hazards, as authorized by Section 662 of the Post Katrina Emergency Management Reform Act (6 U.S.C. § 762) and the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. §§ 5121 et seq.).

6. In order for MEMA to ensure all costs and activities are reasonable, allowable and support the National Preparedness Goal, please provide clear and comprehensive responses to items a-c below:

- a) Provide a description of how the allocated funds will be used and a description of the objectives:

The requested funds will be allocated in part or all for salaries and daily operational cost for the Emergency Management personnel and office.

- b) Please identify below one (or more) of the 32 FEMA Core Capabilities that your project supports. Additional information about FEMA’s Core Capabilities may be found on their website here: <https://www.fema.gov/core-capabilities>

<input checked="" type="checkbox"/> Planning	<input type="checkbox"/> Housing
<input type="checkbox"/> Cybersecurity	<input type="checkbox"/> Forensics & Attribution
<input checked="" type="checkbox"/> Mass Care Services	<input checked="" type="checkbox"/> Community Resilience
<input type="checkbox"/> Infrastructure Systems	<input type="checkbox"/> Critical Transportation
<input checked="" type="checkbox"/> Situational Assessment	<input type="checkbox"/> Economic Recovery
<input checked="" type="checkbox"/> Operational Coordination	<input type="checkbox"/> Interdiction & Disruption
<input type="checkbox"/> Fire Management and Suppression	<input checked="" type="checkbox"/> Risk Management for Protection Programs & Activities
<input type="checkbox"/> Fatality Management Services	<input checked="" type="checkbox"/> Health & Social Services
<input checked="" type="checkbox"/> Operational Communications	<input checked="" type="checkbox"/> Natural & Cultural Resources
<input type="checkbox"/> Screening, Search & Detection	<input type="checkbox"/> Physical Protective Measures
<input type="checkbox"/> Threats & Hazard Identification	<input type="checkbox"/> Supply Chain Integrity & Security
<input type="checkbox"/> On-Scene Security, Protection & Law Enforcement	<input type="checkbox"/> Intelligence & Information Sharing
<input checked="" type="checkbox"/> Public Information & Warning	<input checked="" type="checkbox"/> Long-Term Vulnerability Reduction
<input checked="" type="checkbox"/> Mass Search & Rescue Operations	<input checked="" type="checkbox"/> Access Control & Identity Verification
<input checked="" type="checkbox"/> Logistic & Supply Chain Management	<input checked="" type="checkbox"/> Risk & Disaster Resilience Assessment
<input checked="" type="checkbox"/> Environmental Response/Health & Safety	<input checked="" type="checkbox"/> Public Health, Healthcare, Emergency Medical Services

- c) Provide detail on how these funds will enhance all-hazards preparedness, emergency management, or otherwise benefit your county (the anticipated outcomes);

Funding from the EMPG program will continue to help support the staffing and daily operational budgetary requirements needed to obtain set goals in creating whole community approach. Participation in this program allows our office to be better equipped, staffed and trained which in return continues to help better support the community's needs as well as better prepare the community in disaster planning and response.

7. ²Requested Funding Amount: \$ 77,000.00

8. ³Budget Detail: All equipment costs must be identified below. Insert additional rows if needed. Complete this budget table to itemize all proposed grant expenditures from October 1, 2016 - September 30, 2017.

Description of Each Proposed Expenditure	⁴ AEL# (as applicable)	For equipment, fixed or portable	Quantity	Total Cost
no equipment purchased				

9. All costs must be allowable under the 2017 EMPG Program. The following cost categories are allowable under the EMPG Program: Planning; Organizational; Equipment; Training; Exercises; and Management and Administrative.

Planning: Sub-recipients may use EMPG funds to hire contractors to assess and/or develop emergency management plans.

Organizational: EMPG funds may be used for all-hazards emergency management operations, staffing, and other day-to-day activities in support of emergency management.

Equipment: Allowable equipment categories for the EMPG are listed within the Authorized Equipment List (AEL);

Training: EMPG funds may be used for a range of emergency management-related training activities.

Exercises: EMPG funds may be used to design, develop, conduct, and evaluate emergency management related exercises. Exercises should be consistent with HSEEP.

Management and Administrative: Costs of activities that are specifically associated with the management and administration of the grant program (e.g., development of applications, development of reimbursement requests, development of close-out reports). These costs may not exceed 5% of your award amount.

² This amount will not necessarily reflect the actual award amount. If counties spend over the allocated amount before completing the objectives outlined in their work plans, a request for additional funding should be submitted in writing to MEMA for review. Approval will be given on a case-by-case basis. If allocated amount is unknown, use previous year amount.

³ Any changes, additions, etc. to the above plan should be submitted in writing to MEMA for a request of a change of scope approval.

⁴ Any purchases of \$5,000 or more must have prior written approval by the Field Services Bureau Director.

9a. Insert dollar amounts. Do not use percentages. Use actual county EMA budget. (This will determine whether or not the county is able to match the allocated funds).

Category	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	Annual Total
Planning					
Organization	80,580.80	80,580.80	80,580.80	80,580.80	322,323.20
Equipment	19,362.50	19,362.50	19,362.50	19,362.50	77,450.00
Training	1,500.00	1,500.00	1,500.00	1,500.00	6,000.00
Exercises					
M & A					
Construction & Renovation					
TOTAL	101,443.30	101,443.30	101,443.30	101,443.30	405,773.20

9b. Insert requested EMPG dollar amount. Do not use percentages. (This should not exceed 50 percent of the total EMA budget).

Category	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	Annual Total
Planning					
Organization	13,000.00	15,000.00	23,000.00	26,000.00	77,000.00
Equipment					
Training					
Exercises					
M & A					
Construction & Renovation					
TOTAL	13,000.00	15,000.00	23,000.00	26,000.00	77,000.00

10. Authorization to Submit Application:

By signing below, the Emergency Management Agency/Civil Defense Agency certifies that it will accomplish the projected programs to the best of its' ability, will provide the necessary support to accomplish completion and understand and agree that completion of, or progress toward, said projected programs is a condition for participation in the Emergency Management Performance Grant Program. **Note:** Please obtain the signatures of the Emergency Management Director and Authorized Official for the signature blocks in the below certification. The Authorized Official is an individual who has been authorized by the governing body of the county to apply for, accept or decline grants on behalf of the county or organization.

****PLEASE DO NOT SUBMIT DOUBLE-SIDED. ONLY SINGLE-SIDED APPLICATIONS WILL BE ACCEPTED****

THIS AGREEMENT IS HEREBY ENTERED INTO AS EXECUTED BY THE FOLLOWING OFFICIALS:

SUBMITTED

BY:

Name of Emergency Management/Civil Defense Agency

Date: 09/05/2017

Signature, Local Emergency Management/
Civil Defense Agency Director

APPROVED: (County) Madison

Date: 09/05/2017

Signature, President Board of Supervisors/Council/Director

APPROVED: State of Mississippi

Date: _____

Lee W. Smithson Executive Director
Mississippi Emergency Management Agency

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The applicant 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 applicant shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients 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.

Statement for Loan Guarantees and Loan Insurance

The applicants' states, to the best of his or her knowledge and belief, that:

If any 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 commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement 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 statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Applicant's County: Madison County

Name/Title of Authorized Representative:

Date:

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. 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; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, 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 purchases.
8. Will comply, as applicable, 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.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c 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 subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients 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.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) 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.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the 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.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of 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 or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE
APPLICANT ORGANIZATION Madison County Emergency Management	DATE SUBMITTED

Standard Form 424B (Rev. 7-97) Back



FFATA Reporting Form

Federal Funding Accountability and Transparency Act of 2006

1. Applicant: Madison County	2. DUNS #: 884388737
3. Registered in SAM (System of Award Management): YES <input type="checkbox"/> Yes <input type="checkbox"/> No	
4. Physical Address Associated with DUNS#: Street: 125 W. North Street City: Canton State: Mississippi 9-Digit ZIP Code: 39046 Country: USA	
5. Is your annual gross revenue made up 80% or more in federal contracts, sub-contracts, loans, grants, sub-grants and/or cooperative agreements? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
6. Do you receive \$25,000 or more in annual gross revenue from federal contracts, sub-contracts, loans, grants, sub-grants and/or cooperative agreements? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
7. Is salary information for all top management positions available to the public on SEC.gov? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
8. Do you sub-award any grant funds received from MEMA? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
I, <u>Shelton Vance</u> hereby certify to the best of my knowledge and belief that the report is true, complete, and accurate.	
Name: Shelton Vance	
Agency/Organization: Madison County Board of Supervisors	
Title: County Administrator	
Phone: 601-497-0207	
Email: shelton.vance@madison-co.com	

For MEMA Office Use Only:

Grant Award Name _____ Grant Award ID# _____

Grant Award Amount _____ Date Obligated _____

MEMA Official Initials _____ Entered into FSRS.gov by _____ Date Entered _____

MEMA-FFATA 2017

BOARD OF SUPERVISORS

Emergency Management Agency

Madison County, Mississippi

1633 W. Peace Street, PO Box 608, Canton, MS 39046
T: (601) 859-4188 F: (601) 859-4743

Lee W. Smithson, Executive Director
Mississippi Emergency Management Agency
Post Office Box 5644
Pearl, Mississippi 39288-5644

Subject: FY 2016 Emergency Management Performance Grant Application

Dear Mr. Smithson:

The Madison County Emergency Management Agency is applying for participation in the Emergency Management Performance Grant Program and funding support provided through the program. The required matching funds will be provided from local sources as reported in the enclosed application.

To my knowledge, all the information provided in this application is correct and has been reviewed by the proper governing body. Please contact this office if you have any questions or require additional information regarding this application.

Sincerely,



Minor Norman
Director