



AZDOHS

ARIZONA DEPARTMENT OF HOMELAND SECURITY



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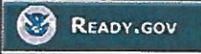
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Application Submission Confirmation

Thank you for your submittal. The application is currently being reviewed by AZDOHS. Your application confirmation code is: **AZDOHS-11723E2045**





STATE OF ARIZONA
Department of Homeland Security

2011 STATE HOMELAND SECURITY GRANT PROGRAM APPLICATION

PLEASE FILL OUT THE SUBGRANTEE AND PROJECT TITLE BLANKS ONLY

Grant #: Applicant: **Gila County Emergency Management**

Project Title: **Signal Peak Radio Tower Upgrade**

The following document(s) have been completed and submitted with the application.

Check if Completed

Grant Workbook

- Project Administrative Page (Questions 1 thru 11)
- Project Narrative (Questions 12 & 14)
- Project Justification (Questions 15 & 16)
- Target Capabilities (TCA, Questions 17 & 18)
- Milestones (Question 19)

Please be sure to only complete the following worksheets that pertain to your project.

- Equipment Budget Detail Worksheet
- Equipment Budget Narrative
- Training Budget Detail Worksheet
- Training Budget Narrative
- Exercise Budget Detail Worksheet
- Exercise Budget Narrative
- Planning Budget Detail Worksheet
- Planning Budget Narrative
- M&A Budget Detail Worksheet
- M&A Budget Narrative
- Organization Budget Detail Worksheet
- Organization Budget Narrative
- Memorandum of Understanding (if applicable)

Please check the following boxes if

- Your agency is NIMSCAST Compliant

For more information on NIMSCAST:

<http://www.fema.gov/nimscast/index.jsp>

- Your agency is registered with and participating in E-Verification Program

For more information on E-Verify

http://www.dhs.gov/xprevprot/programs/gc_1185221678150.shtm

The following tabs MUST be completed

- Standard Data Collection Form
- Financial System Survey
- Budget Summary
- Project Summary

The due date for this application is March 28, 2011 at 5:00PM. No late applications will be accepted. No incomplete applications will be accepted. There will be no opportunity for clarifications once the application has been submitted. To submit an application please click on the link below:

<http://www.azdohs.gov/application2011.asp>

Central Region, Phoenix and Tucson UASI	North and South Regions	East and West Regions	State Agencies
Susan Dzbanko 602-542-1777 sdzbanko@azdohs.gov	Huma Haroon 602-542-7012 shharoon@azdohs.gov	William Seltzer 602-542-7044 wseltzer@azdohs.gov	Lisa Hansen 602-542-7014 lhansen@azdohs.gov

Grant Timeline

March 28, 2011 no later than 5:00 PM (Arizona Time) - Application due to AZDOHS

March 28 - April 1, 2011 AZDOHS reviews grant applications

April 1 - April 15, 2011 Applicable applications will be reviewed by Working Groups as necessary. Regional Advisory Councils will provide recommendations to the Director of AZDOHS

TBD - AZDOHS Applications due to Federal DHS

On or before September 2011 - Awards will be made to local jurisdictions and state agencies

Grant Period - Start date will be determined by the date on the official award notice to Arizona from U.S. DHS. The local jurisdictions grant award period will not exceed 12 months

STATE OF ARIZONA
Department of Homeland Security
2011 STATE HOMELAND SECURITY GRANT PROGRAM APPLICATION

FOR THIS SECTION BE SURE TO CHOOSE A PROGRAM

Grant #: Applicant:

Project Title:

Grant Program:

PROJECT ADMINISTRATIVE PAGE

<p>1. Applicant <input type="text" value="Gila County Emergency Management"/></p> <p>Applicant Address:</p> <p>Mailing Address: <input type="text" value="5515 S. Apache Ave."/></p> <p>Mailing Address Continued: <input type="text" value="Suite 400"/></p> <p>City/State/Zip: <input type="text" value="Globe"/> <input type="text" value="AZ"/> <input type="text" value="85501"/></p> <p style="text-align: center;">City State Zip Code</p> <p>Head of Agency <input type="text" value="Chairman"/> <input type="text" value="Michael"/> <input type="text" value="Pastor"/></p> <p style="text-align: center;">Title First Name Last Name</p> <p>Phone #: <input type="text" value="928-402-8753"/></p> <p>Cell Phone #: <input type="text" value="928-200-8130"/></p> <p>E-Mail Address: <input type="text" value="mpastor@co.gila.az.us"/></p> <p>Agency's Point of Contact Information <input type="text" value="Director"/> <input type="text" value="Matt"/> <input type="text" value="Bolinger"/></p> <p style="text-align: center;">Title First Name Last Name</p> <p>Phone #: <input type="text" value="928-402-8764"/></p> <p>Cell Phone #: <input type="text" value="928-701-7000"/></p> <p>E-Mail Address: <input type="text" value="mbolinger@co.gila.az.us"/></p>	<p>2. Organization Type <input type="text" value="County"/></p> <p style="text-align: center;">Specify</p> <p>3. Region or Entity: <input type="text" value="East Region"/></p> <hr/> <p style="text-align: center;">Program Initiatives</p> <p>4a. SHSGP, MMRS, CCP: <input type="text" value="Strengthen Interoperable Communications Capabilities"/></p> <p>4b. Phoenix UASI: <input type="text" value="Choose Initiative"/></p> <p>4c. Tucson UASI: <input type="text" value="Choose Initiative"/></p> <p>5. Total Dollar Amount Requested: \$112,028</p>
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6. Enter the 2011 - 2014 State Homeland Security Strategy Objectives (EXAMPLE : 1.1.0) and Action Item(s) Numbers (EXAMPLE:1.1.4) that relate to this project. To learn more about the strategy visit this website: <http://www.azdohs.gov/Grants/SHSS.asp>

1.1.0 Bolster Arizona's Communication Capability in Interoperable Voice Communications / Radio

7. Identify the primary National Priority that is supported by this project from the drop down box below.

8. Is this project new or ongoing? If the project is ongoing, identify the corresponding projects and funding amounts for each year as applicable. Also, for the current grant cycle, please identify, if any, requests for funding from other funding sources i.e. EOC, EMPG etc..

This project is new. The intent is to upgrade radio tower infrastructure at Signal Peak for the purpose of enhancing current radio systems and providing an improved foundation for additional and future systems.

9. Can partial funding be accepted for this project? If so, at what specific dollar amount(s), and be sure to list the order of priority?

Yes, funding could be accepted in 2 phases: Phase I: \$107,477 for completed upgrade to the radio tower and antennas; Phase II: \$4,551 for the coordinating EOC Radio Base Station Console

10. Please list the multiple jurisdictions and/or disciplines served by this project. Include POC information for each partnering agency.

Gila County emergency response departments: Emergency Management, Sheriff's Office, Flood Plain Management, Gila County RACES, Public Works. Also, the National Weather Service system will benefit from updated, engineered antenna placement.

11. Does this project require an Environmental and Historical Preservation (EHP) review (e.g. includes any ground disturbance or activity on 50 year old buildings)? (Yes or No)

<http://www.fema.gov/plan/ehp/ehplaws/nepa.shtm#0>

APPROVAL PROCESS

The signatures below verify the approval process. All parties signify that all aspects of this project are allowable, reasonable and justifiable in accordance with published federal grant guidelines.

Project Point of Contact or Agency's Authorized Individual	<input type="text" value="Matthew Bolinger"/>	
	<small>Typed Name</small>	<small>Signature</small>
AZDOHS Strategic Planner or Assistant Director Planning & Preparedness	<input type="text"/>	<input type="text"/>
	<small>Typed Name</small>	<small>Signature</small>

STATE OF ARIZONA
Department of Homeland Security

2011 STATE HOMELAND SECURITY GRANT PROGRAM APPLICATION

Grant #:

Applicant:

Project Title:

PROJECT NARRATIVE

12. Provide a summary description (scope of work) for this project as well as a description of the need. Please be sure to include how this project will support and enhance jurisdictional capabilities that are directly related to the Initiative identified on the previous tab under item 4. The character limit for this section is 1,000. Please avoid using any special characters such as a hyphen or apostrophe.

The Scope of Work will consist of: Site review (EHP) and soil sampling as required by the U.S.Forest Service; installation of tower and halo ground; transfer/installation of current antennas and equipment. Antenna placement will be engineered for improved signal quality and line of site to other radio tower systems such as Mount Ord and Aztec Peak.

13. Explain in detail the sustainability plan for this project.

Management of the Gila County Signal Peak and Mount Ord radio tower sites is assigned to the Department of Emergency Management. Sustainability of maintenance is provided via various departmental funding streams allocated and approved annually by the Gila County Board of Supervisors.

14. Provide a summary of the current state of this project, its objectives and any outcomes to be completed prior to this funding. The character limit for this section is 1,000. Please avoid using any special characters such as a hyphen or apostrophe.

Currently the project is at the end of the planning stage, with input from all stakeholders complete. The Gila County Board of Supervisors will require an identified funding source prior to final approval of the project.

STATE OF ARIZONA
Department of Homeland Security

2011 STATE HOMELAND SECURITY GRANT PROGRAM APPLICATION

Grant #:

Applicant:

Gila County Emergency Management

Project Title:

Signal Peak Radio Tower Upgrade

PROJECT JUSTIFICATION

15. Explain how this project supports the State Homeland Security Strategy. Please be sure to include how this project fits into one (or more) of the State Initiatives. Please refer to the "PROJECT ADMIN TAB" under Item 4. Please provide any additional justification that supports this project. The character limit for this section is 1,000. Please avoid using any special characters such as a hyphen or apostrophe.

To learn more about the State Homeland Security Strategy, please refer to the following website:

<http://www.azdohs.gov/Grants/SHSS.asp>

Upgrade of the radio tower provides opportunities to enhance functional interoperable communication systems for local, state and federal agencies. Future growth will include planned microwave systems, redundant responder support and enhanced public notification systems.

16. Please describe in detail the goals and objectives of the proposed project. Be sure to address what your organization's current capabilities are, and how the current capabilities of your organization will be impacted or enhanced as a result of this grant? The character limit for this section is 1,000. Please avoid using any special characters such as a hyphen or apostrophe.

This project is the result of stakeholder cooperative input regarding current and future use for the Signal Peak radio site. It has been determined by stakeholders that additional vertical real estate is needed to provide an improved foundation for planned growth and improvement of interoperable radio communications, both locally and regionally.

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Gila County Emergency Management

Project Title:

Signal Peak Radio Tower Upgrade

TARGET CAPABILITIES ASSESSMENT

17. From the 37 Target Capabilities please identify, from the drop down menu, no more than three Target Capabilities supported by this project in priority order. Then enter the proposed amount of funding to be obligated for each Target Capability from this project. To access the Target Capabilities List click on the link below.

<http://www.fema.gov/pdf/government/training/tcl.pdf>

Communications

Enter Amount: \$112,028

Choose Target Capabilities

Enter Amount: \$0

Choose Target Capabilities

Enter Amount: \$0

This amount should equal the total amount being requested for this project. **\$112,028**

18. Describe how the previously selected target capabilities will support this project and address the identified risks in the region.

Upgraded radio tower capability creates a foundation needed to initiate use of microwave backbone infrastructure.

STATE OF ARIZONA
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2011 STATE HOMELAND SECURITY GRANT PROGRAM APPLICATION

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Applicant:

Project Title:

MILESTONES

19. Provide specific milestones for the project during the course of the performance period. Each milestone (up to 4) should provide a clear description of the projected outcome, explain a potential challenge that may be encountered in the pursuit of achieving the milestone and the corrective action taken to mitigate the challenge. Finally please be sure to include the projected start and end dates. Please note: If this grant is awarded, the milestones, as identified below, are required to be fulfilled as part of the grant requirement. The grant performance period is 12 months and the projected funding cycle is October 2011 - September 2012. Please note, extensions will only be considered under extenuating circumstances. Please be sure to enter dates in this format "MM/DD/YYYY". *Please avoid using any special characters such as a hyphen or apostrophe.*

Milestone 1		
Description:	Start Date	End Date
Contract for consultation, constructions, installation through state contact system	10/01/2011	09/30/2012

Milestone 2		
Description:	Start Date	End Date
Initiate site review and soil sampling	11/01/2011	03/01/2012

Milestone 3		
Description:	Start Date	End Date
Oversee tower upgrade installation	03/01/2012	08/31/2012

Milestone 4		
Description:	Start Date	End Date
Complete transfer of antennas/equipment. Test final project	09/01/2012	09/30/2012

STATE OF ARIZONA
Department of Homeland Security

2011 STATE HOMELAND SECURITY GRANT PROGRAM APPLICATION

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Project Title:

EQUIPMENT - BUDGET DETAIL WORKSHEET

Equipment Type	Discipline Group	Whole Dollars
6 Interoperable Communications Equipment	Public Safety Communications	\$104,028
21 Other Authorized Equipment	Public Safety Communications	\$8,000
CHOOSE EQUIPMENT TYPE	Click Discipline	\$0
CHOOSE EQUIPMENT TYPE	Click Discipline	\$0
CHOOSE EQUIPMENT TYPE	Click Discipline	\$0
CHOOSE EQUIPMENT TYPE	Click Discipline	\$0
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CHOOSE EQUIPMENT TYPE	Click Discipline	\$0
EQUIPMENT TOTAL FOR PROJECT		\$112,028

STATE OF ARIZONA
Department of Homeland Security

2011 STATE HOMELAND SECURITY GRANT PROGRAM APPLICATION

Grant #:

Applicant:

Project Title:

APPLICATION - SUMMARY

FUNDING CATEGORIES

WHOLE DOLLARS

<input type="text" value="EQUIPMENT"/>	<input type="text" value="\$112,028"/>
<input type="text" value="TRAINING"/>	<input type="text" value="\$0"/>
<input type="text" value="EXERCISE"/>	<input type="text" value="\$0"/>
<input type="text" value="PLANNING"/>	<input type="text" value="\$0"/>
<input type="text" value="ORGANIZATION"/>	<input type="text" value="\$0"/>
<input type="text" value="M & A"/>	<input type="text" value="\$0"/>
<input type="text" value="APPLICATION TOTAL"/>	<input type="text" value="\$112,028"/>

Grant Number:
Application Number:

Arizona Department of Homeland Security
1700 West Washington Street, Suite 210
Phoenix, AZ 85007

Project Summary

Local Unit of Government:	Gila County Emergency Management	
Award Amount:	\$112,028	
Project Title:	Signal Peak Radio Tower Upgrade	
Project Description:	The Scope of Work will consist of: Site review (EHP) and soil sampling as required by the U.S.Forest Service; installation of tower and halo ground; transfer/installation of current antennas and equipment. Antenna placement will be engineered for improved signal quality and line of site to other radio tower systems such as Mount Ord and Aztec Peak.	
Project Type:	Develop/enhance interoperable communication systems	
Primary Target Capability:	Communications	1
HSGP Investment Supported:	Strengthen Communications Collaboration	
HSGP Primary Goal:	Choose an HSGP Primary Goal	
HSGP Objective:	Choose an HSGP Objective	
Phoenix UASI Investment Supported:	Strengthen Communications Collaboration	
Phoenix UASI Primary Goal:	Choose a Phoenix UASI Goal	0
Phoenix UASI Objective:	Choose a Phoenix UASI Objective	0
Tucson UASI Investment Supported:	Strengthen Communications Collaboration	
Tucson UASI Primary Goal:	Choose a Tucson UASI Goal	0
Tucson UASI Objective:	Choose a Tucson UASI Objective	0
Funding Source:	SHSGP(LETPP) - STATE HOMELAND SECURITY GRANT PROGRAM(LAW ENFORCEMENT TERRORISM PROTECTION PROGR	

2011 Budget Summary

Grant Number:

Application Number:

Allowable Planning Costs	SHSGP	UASI	MMRS	CCP	LETPA	Choose Primary Discipline
Developing hazard/threat-specific annexes that incorporate the range of prevention, protection, response, and recovery activities	\$0	\$0	\$0	\$0	\$0	Click Discipline
Developing and implementing homeland security support programs and adopting ongoing DHS National Initiatives	\$0	\$0	\$0	\$0	\$0	Click Discipline
Developing related terrorism prevention activities	\$0	\$0	\$0	\$0	\$0	Click Discipline
Developing and enhancing plans and protocols	\$0	\$0	\$0	\$0	\$0	Click Discipline
Developing or conducting assessments	\$0	\$0	\$0	\$0	\$0	Click Discipline
Hiring of full- or part-time staff or contract/consultants to assist with planning activities (not for the purpose of hiring public safety personnel fulfilling traditional public safety duties)	\$0	\$0	\$0	\$0	\$0	Click Discipline
Conferences to facilitate planning activities	\$0	\$0	\$0	\$0	\$0	Click Discipline
Materials required to conduct planning activities	\$0	\$0	\$0	\$0	\$0	Click Discipline
Travel/per diem related to planning activities	\$0	\$0	\$0	\$0	\$0	Click Discipline
Overtime and backfill costs (IAW operational Cost Guidance)	\$0	\$0	\$0	\$0	\$0	Click Discipline
Planning Totals	\$0	\$0	\$0	\$0	\$0	\$0
Allowable Organizational Activities	SHSGP	UASI	MMRS	CCP	LETPA	Choose Primary Discipline
Overtime for information, investigative, and intelligence sharing activities (up to 50 percent of the allocation)	\$0	\$0	N/A	N/A	\$0	Click Discipline
Reimbursement for select operational expenses associated with increased security measures at critical infrastructure sites incurred during periods of DHS declared alert (up to 50 percent of the allocation)	\$0	\$0	N/A	N/A	\$0	Click Discipline
Hiring of new staff positions/contractors/consultants for participation in information/intelligence analysis and sharing groups or fusion center activities (up to 50 percent of the allocation)	\$0	\$0	N/A	N/A	\$0	Click Discipline
Organizational Totals	\$0	\$0	\$0	\$0	\$0	\$0
Allowable Equipment Categories	SHSGP	UASI	MMRS	CCP	LETPA	Choose Primary Discipline
Personal Protective Equipment	\$0	\$0	\$0	\$0	\$0	Click Discipline
Explosive Device Mitigation and Remediation Equipment	\$0	\$0	N/A	N/A	\$0	Click Discipline
CBRNE Operational Search and Rescue Equipment	\$0	\$0	\$0	\$0	\$0	Click Discipline
Information Technology	\$0	\$0	\$0	\$0	\$0	Click Discipline
Cyber Security Enhancement Equipment	\$0	\$0	\$0	\$0	\$0	Click Discipline
Interoperable Communications Equipment	\$104,028	\$0	\$0	\$0	\$0	Public Safety Communications
Detection	\$0	\$0	\$0	N/A	\$0	Click Discipline
Decontamination	\$0	\$0	\$0	N/A	N/A	Click Discipline
Medical	\$0	\$0	\$0	\$0	N/A	Click Discipline
Power	\$0	\$0	\$0	\$0	\$0	Click Discipline
CBRNE Reference Materials	\$0	\$0	\$0	N/A	\$0	Click Discipline
CBRNE Incident Response Vehicles	\$0	\$0	\$0	N/A	\$0	Click Discipline
Terrorism Incident Prevention Equipment	\$0	\$0	N/A	N/A	\$0	Click Discipline
Physical Security Enhancement Equipment	\$0	\$0	N/A	N/A	\$0	Click Discipline
Inspection and Screening Systems	\$0	\$0	\$0	N/A	\$0	Click Discipline
Agriculture Terrorism Prevention, Response, and Mitigation Equipment	\$0	\$0	\$0	N/A	N/A	Click Discipline
CBRNE Prevention and Response Watercraft	\$0	\$0	N/A	N/A	\$0	Click Discipline
CBRNE Aviation Equipment	\$0	\$0	\$0	N/A	\$0	Click Discipline
CBRNE Logistical Support Equipment	\$0	\$0	\$0	\$0	\$0	Click Discipline
Intervention Equipment	\$0	\$0	N/A	N/A	\$0	Click Discipline
Other Authorized Equipment	\$8,000	\$0	\$0	\$0	\$0	Public Safety Communications
Equipment Totals	\$112,028	\$0	\$0	\$0	\$0	\$112,028
Allowable Training Costs	SHSGP	UASI	MMRS	CCP	LETPA	Choose Primary Discipline
Overtime and backfill for emergency preparedness	\$0	\$0	\$0	\$0	\$0	Click Discipline
Training workshops and conferences	\$0	\$0	\$0	\$0	\$0	Click Discipline
Full- or part-time staff or contractors/consultants	\$0	\$0	\$0	\$0	\$0	Click Discipline
Travel	\$0	\$0	\$0	\$0	\$0	Click Discipline
Supplies	\$0	\$0	\$0	\$0	\$0	Click Discipline
Training Totals	\$0	\$0	\$0	\$0	\$0	\$0
Allowable Exercise Related Costs	SHSGP	UASI	MMRS	CCP	LETPA	Choose Primary Discipline
Design, Develop, Conduct and Evaluate an Exercise	\$0	\$0	\$0	\$0	\$0	Click Discipline
Exercise planning workshop	\$0	\$0	\$0	\$0	\$0	Click Discipline
Full- or part-time staff or contractors/consultants	\$0	\$0	\$0	\$0	\$0	Click Discipline
Overtime and backfill costs, including expenses for part-time and volunteer emergency response personnel participating in FEMA exercises	\$0	\$0	\$0	\$0	\$0	Click Discipline
Implementation of HSEEP	\$0	\$0	\$0	\$0	\$0	Click Discipline
Travel	\$0	\$0	\$0	\$0	\$0	Click Discipline
Supplies	\$0	\$0	\$0	\$0	\$0	Click Discipline
Exercise Totals	\$0	\$0	\$0	\$0	\$0	\$0
Allowable Management & Administrative Costs	SHSGP	UASI	MMRS	CCP	LETPA	Choose Primary Discipline
Hiring of full- or part-time staff or contractors/consultants to assist with the management of the respective grant program, application requirements, compliance with reporting and data collection requirements	\$0	\$0	\$0	\$0	\$0	Click Discipline
Development of operating plans for information collection and processing necessary to respond to FEMA data calls	\$0	\$0	\$0	\$0	\$0	Click Discipline
Overtime and backfill costs	\$0	\$0	\$0	\$0	\$0	Click Discipline
Travel	\$0	\$0	\$0	\$0	\$0	Click Discipline
Meeting related expenses	\$0	\$0	\$0	\$0	\$0	Click Discipline
Authorized office equipment	\$0	\$0	\$0	\$0	\$0	Click Discipline
Recurring expenses such as those associated with cell phones and faxes during the period of performance of the grant program	\$0	\$0	\$0	\$0	\$0	Click Discipline
Leasing or renting of space for newly hired personnel during the period of performance of the grant program	\$0	\$0	\$0	\$0	\$0	Click Discipline
Management & Administrative Totals	\$0	\$0	\$0	\$0	\$0	\$0
Grand Totals	\$112,028	\$0	\$0	\$0	\$0	\$112,028

Arizona Department of Homeland Security
Financial Systems Survey

Name of Organization: Gila County Emergency Management

Person completing survey: Stacie Allison

Date: 03/21/2011

email: sallison@co.gila.az.us

PLEASE ANSWER EVERY QUESTION BY CHECKING THE APPROPRIATE BOX. ATTACH MATERIALS AND DOCUMENT Comments AS REQUIRED.

As stewards of federal and state funds, the Arizona Department of Homeland Security (AZDOHS) prefers to award funds to organizations (regardless of how small or large) that are both capable of achieving project goals/objectives and upholding their responsibility for properly managing funds as they achieve those objectives.

This survey will be used primarily for initial monitoring of the organization. This survey may also be used in evaluating the financial capability of the organization in the award process. Deficiencies should be addressed for corrective action and the organization should consider procuring technical assistance in correcting identified problems.

A. GENERAL INFORMATION

1. Has your organization received a Federal or State Grant within the last two years?

Yes No

2. Has your organization received funding from the Arizona Department of Homeland Security within the past two years? If yes, specify the grant contract numbers (for OSGP awards prior to FFY08 simply state "Stonegarden" in the blank provided): SHSGP 444403-03

Yes No

3. Has your organization been audited by an independent Certified Public Accountant within the past two years?

Yes No

4. Has your organization completed an A-133 Single Audit within the past two years?

Yes No

5. Has your organization been granted tax-exempt status by the Internal Revenue Service?

Yes No

6. If you answered YES to question #5 under what section of the IRS code?

501 C (3) 501 C (4) 501 C (5) 501 C (6) Other

7. Does your organization have established policies related to salary scales, fringe benefits, travel reimbursement and personnel policies?

Yes No

B. FUNDS MANAGEMENT

8. Which of the following describes your organization's accounting system?

Manual Automated Combination

9. How frequently do you post to the General Ledger?

Daily Weekly Monthly Other

10. Does the accounting system completely and accurately track the receipt and disbursements of funds by each

Yes No

11. Does the accounting system provide for the recording of actual costs compared to budgeted costs for each budget line item?

Yes No

12. Are time and effort distribution reports maintained for employees working fully or partially on state or federal grant programs which account for 100% of each employee's time?

Yes No

13. Is your organization familiar with Federal Cost Principles (i.e. OMB Circular A-87, A-122 or A-21)?

Yes No

C. INTERNAL CONTROLS

14. Are duties of the bookkeeper/accountant segregated from the duties of cash receipt or cash disbursement?

Yes No

15. Are checks signed by individuals whose duties exclude recording cash received, approving vouchers for payment and the preparation of payroll?

Yes No

16. Are all accounting entries and payments supported by source documentation?

Yes No

17. Are cash or in-kind matching funds supported by source documentation?

Yes No

18. Are employee time sheets supported by appropriately approved/signed documents?

Yes No

19. Does the organization maintain policies which include procedures for assuring compliance with applicable Code of Federal Regulations and terms of each grant award?

Yes No

D. PROCUREMENT

20. Does the organization maintain written codes of conduct for employees involved in awarding or administering

Yes No

21. Does the organization conduct purchases in a manner that encourages open and free competition among vendors?

Yes No

22. Does the organization complete some level of cost or price analysis for every purchase?

Yes No

23. Does the organization maintain files and other source documentation sufficient to detail the history of each purchase?

Yes No

24. Does the organization maintain a system of contract administration to ensure contractor conformance with the terms and conditions of each contract?

Yes No

25. Does the organization maintain written procurement policies and procedures?

Yes No

Application Number: (AZDOHS Use Only):

Grant Number:

Arizona Department of Homeland Security

Standard Data Collection Form

A. Agency Information

Project Title (if applicable): **Signal Peak Radio Tower Upgrade**

Agency: **Gila County Emergency Management**

Amount Requested: **\$112,028**

Project Description: **The Scope of Work will consist of: Site review (EHP) and soil sampling as required by the U.S.Forest Service; installation of tower and halo ground; transfer/installation of current antennas and equipment. Antenna placement will be engineered for improved signal quality and line of site to other radio tower systems such as Mount Ord and Aztec Peak.**

Address: **5515 S. Apache Ave.**
(Address Line 1)

Suite 400
(Address Line 2)

Globe (City) **AZ** (State) **85501** (Zip code)

County: **Select County**

Authorized Individual:

Name: **Michael** (First Name) **Pastor** (Last Name)

Position / Title: **Chairman**

Email: **mpastor@co.gila.az.us**

Phone: **928-402-8753** Ext.

Fax: **928-200-8130**

Employer Identification Number: **866000444**

Agency Classification (This is based on your selection on the Project Administrative Page): **County**

Have you previously conducted business with the State using this Employer Identification Number? **Yes**

If No, Please go to the following website to download and complete the State of Arizona Substitute W-9 form. Please be sure to submit this form with your application.

<http://www.ica.state.az.us/forms/selfinsured/AZ-SubstituteW9.pdf>

In which Congressional (Federal) District is your agency headquartered? Enter District #: **1**

<http://www.azredistricting.org> (click on Final Maps)

In which Legislative (State) District is your agency headquartered? Enter District #: **5**

<http://www.azredistricting.org> (click on Final Maps)

Approximately how much FEDERAL funding will your organization expend in your current fiscal year? **\$25,000,000**

What is your organization's fiscal year-end date? MM **06** DD **30**

Does your organization undergo an annual independent audit in accordance with OMB Circular A-133? **Yes**

Please provide contact information of the audit firm conducting your audit:

Agency: **Larson Allen LLP**

Address: **1201 S. Alma School Rd.**
(Address Line 1)

Mesa (City) **AZ** (State) **85210** (Zip code)

Phone Number: **480-615-2350**

Fax: **480-615-2350**

Arizona Department of Homeland Security

480-615-2350

Data Collection Form

B. Contact Information (Please copy this portion as many times as needed.)

Program Agency - Indicates person with primary contact with the Arizona Department of Homeland Security and is directly responsible for ensuring that the program plan is implemented. All future program correspondence will be sent to this person.

Fiscal Agency - Indicates person responsible for financial matters pertaining to this grant.

Collaborator - Indicates all persons/agencies that have been identified as a collaborator, partner, or host site as a requirement of this grant.

Agency Contact Type : **Program Agency**

Agency: **Gila County Emergency Management**

Address: **5515 S. Apache Ave.**
(Address Line 1)

Suite 400 **Globe** **AZ** **85501**
(Address Line 2) (City) (State) (Zip code)

County: **Gila**

Contact Person: **Matt** **Bolinger**
(First Name) (Last Name)

Position/Title: **Director**

Email: **mbolinger@co.gila.az.us**

Phone Number: **928-402-8764** Ext.

Fax: **928-425-7714**

Agency Contact Type : **Fiscal Agency**

Agency: **Gila County Emergency Management**

Address: **5515 S. Apache Ave.**
(Address Line 1)

Suite 400 **Globe** **AZ** **85501**
(Address Line 2) (City) (State) (Zip code)

County: **Gila**

Contact Person: **Debra** **Williams**
(First Name) (Last Name)

Position/Title: **Deputy Director**

Email: **dwilliams@co.gila.az.us**

Phone Number: **928-402-8763** Ext.

Fax: **928-425-7714**

Agency Contact Type : **Fiscal Agency**

Agency: **Gila County Finance**

Address: **1400 E. Ash St.**
(Address Line 1)

Globe **AZ** **85501**
(Address Line 2) (City) (State) (Zip code)

County: **Gila**

Contact Person: **Joe** **Heatherly**
(First Name) (Last Name)

Position/Title: **Director**

Email: **jheatherly@co.gila.az.us**

Phone Number: **928-425-3252** Ext. **8743**

Fax: **928-425-7056**

Grant Number:

Arizona Department of Homeland Security

FFATA(Federal Funding Accountability and Transparency Act) Reporting Requirements

This section must be completed for any applications greater than or equal to \$25,000

Name of Entity Receiving Award:	<input type="text" value="Gila County Emergency Management"/>		
Requested Amount:	<input type="text" value="\$112,028"/>	Awarded Amount:	<input type="text"/> (AZDOHS use only)
Funding Agency:	<input type="text" value="Arizona Department of Homeland Security"/>		
CFDA Number:	<input type="text" value="97.073"/>		
Award Title:	<input type="text" value="State Homeland Security Grant Program"/>		
Location:	City: <input type="text" value="Globe"/>	State: <input type="text" value="AZ"/>	Congressional District: <input type="text" value="1"/> http://www.azredistricting.org
DUNS Number:	<input type="text" value="183011634"/>		
1) Is 80% or more of your annual gross revenues from Federal Awards?	<input type="text" value="No"/>		
2) Do you receive \$25 Million or more annually from Federal Awards?	<input type="text" value="Yes"/>		

If you answered YES to BOTH questions, you MUST provide the following:

Names and Total Compensation of Top Five paid executives:

1:	Name <input type="text"/>	Total Compensation <input type="text"/>
2:	Name <input type="text"/>	Total Compensation <input type="text"/>
3:	Name <input type="text"/>	Total Compensation <input type="text"/>
4:	Name <input type="text"/>	Total Compensation <input type="text"/>
5:	Name <input type="text"/>	Total Compensation <input type="text"/>