

Emergency Management Performance Grant (EMPG)
Arizona Division of Emergency Management
FFY 2013 Quarterly Report Due Dates

Period of Performance

The period of performance for FFY2013 EMPG will be from October 1, 2012 through June 30, 2014 allowing maximum flexibility to plan and coordinate the use of funds.

Quarter	Due Date
First Quarter: October 1, 2012 - December 31, 2012	January 31, 2013
Second Quarter: January 1, 2013 - March 31, 2013	April 30, 2013
Third Quarter: April 1, 2013 - June 30, 2013	July 31, 2013
Fourth Quarter: July 1, 2013 - September 30, 2013	October 31, 2013
Fifth Quarter: October 1, 2013 - December 31, 2013	January 31, 2014
Sixth Quarter: January 1, 2014 - March 30, 2014	April 30, 2014
Seventh Quarter: April 1, 2014 - June 30, 2014	July 31, 2014

**Fiscal Year 2013 Application Checklist
Emergency Management Performance Grant (EMPG)**

Jurisdiction: Gila County

Application Attachments:

Personnel Worksheet	Assurances - SF 424B
Equipment - if applicable	Work Plan Narrative on Letterhead
Budget - SF 424A	Special Conditions
Application - SF 424	Certification Form

Emergency Management Director/Coordinator

Name: Michael O'Driscoll, Director-Health & Emergency Services

Mailing Address: 5515 S. Apache Ave., Suite 400

City, Zip: Globe, 85501

Phone #'s: 928-402-8761

Cell: 928-200-2169

E-Mail: modriscoll@gilacountyaz.gov

Grant Financial Officer

Name: Joe Heatherly, Director-Finance

Mailing Address: 1400 East Ash Street

City, Zip: Globe, 85501

Phone #'s: 928-402-8743

Cell:

E-Mail: jheatherly@gilacountyaz.gov

My Contact for EMPG Questions

Name: Debra L. Williams

Mailing Address: 5515 S. Apache Ave., Suite 400

City, Zip: Globe, 85501

Phone #'s: 928-402-8763

Cell: 928-701-1811

E-Mail: dwilliams@gilacountyaz.gov

Mailing Address for Reimbursements (if different from above)

Name: Department of Emergency Management

Mailing Address: 5515 S. Apache Ave., Suite 400

City, Zip: Globe, 85501

Budget Information - Non-Construction Programs

Section A - Budget Summary

Jurisdiction:	Gila County	Note: Complete the shaded sections only. This worksheet should reflect your total budget.				
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. EMPG	97.042			\$ 166,137.80	\$ 166,137.81	\$ 332,275.61
2						
5. Totals				\$ 166,137.80	\$ 166,137.81	\$ 332,275.61

Section B - Budget Categories

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY					Total (5)
	(1)	(2)	(3) Federal	(4) Non-Federal		
a. Personnel			\$ 88,911.20	\$ 88,911.20	\$ 177,822.40	
b. Fringe Benefits			\$ 40,226.60	\$ 40,226.61	\$ 80,453.21	
c. Travel			\$ 600.00	\$ 600.00	\$ 1,200.00	
d. Equipment			\$ 400.00	\$ 400.00	\$ 800.00	
e. Supplies			\$ 9,000.00	\$ 9,000.00	\$ 18,000.00	
f. Consultant/Contractual			\$ 20,000.00	\$ 20,000.00	\$ 40,000.00	
g. Other			\$ 6,000.00	\$ 6,000.00	\$ 12,000.00	
h. Total Direct Charges (sum of 6a-6g)			\$ 165,137.80	\$ 165,137.81	\$ 330,275.61	
i. Indirect Charges			\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	
j. TOTALS (sum of 6h and 6i)			\$ 166,137.80	\$ 166,137.81	\$ 332,275.61	
7. Program Income						

ASSURANCES-NON-CONSTRUCTION PROGRAMS

Note: Certain of these assurances may not be applicable to your project or program. If you have any 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:

- | | |
|---|---|
| <p>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 costs) to ensure proper planning, management and completion of the project described in this application.</p> | <p>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 Acts 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.</p> |
| <p>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.</p> | <p>7. Will comply, or has already complied, with the requirements of Title 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 interest in real property acquired for project purposes regardless of Federal participation in purchases.</p> |
| <p>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.</p> | <p>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.</p> |
| <p>4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.</p> | <p>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.</p> |
| <p>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).</p> | <p>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.</p> |
| <p>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</p> | |

<p>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).</p>	<p>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.</p>
<p>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.</p>	<p>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.</p>
<p>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.).</p>	<p>16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Section §§4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.</p> <p>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."</p>
<p>SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <i>Michael J. O'Driscoll</i></p>	<p>TITLE Director, Gila County Health & Emergency Services</p>
<p>APPLICANT ORGANIZATION Gila County</p>	<p>DATE SUBMITTED 01/30/2013</p>
<p>Standard Form 424B (Rev. 7-97) Back</p>	

EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG)

FFY 2013 / CFDA: 97-042

PERFORMANCE PERIOD: 10/1/12 - 6/30/14

Special Conditions

JURISDICTION:

Gila County

EMERGENCY MANAGER:

Michael O'Driscoll

ALL SPECIAL CONDITIONS MUST BE RESPONDED TO ***WITHIN THIRTY (30)*** DAYS FROM THE AWARD LETTER DATE AND PRIOR TO DISBURSEMENT OF FUNDS UNLESS OTHERWISE SPECIFIED.

1. All sub-recipients must comply with National Incident Management System (NIMS) requirements as specified in the EMPG Program Guidelines and Application Kit.
2. Sub-recipient agrees to comply with the financial and administrative requirements set forth in the OMB Circular A-133, §400(d)(3) and (4); when spending **\$500,000 or more of all federal funds, to obtain annual single audits and submit their audit reports to ADEM** within nine months after the sub-recipient's year end.
3. Follow the current grant guidance as well as the Authorized Equipment List (AEL), located at www.rkb.us, for all equipment purchases. The sub-recipient agrees that, when practicable, any equipment purchased with grant funding shall be marked with "Purchased with funds provided by the U.S. Department of Homeland Security."
4. Exercises utilizing Homeland Security funding must be reported in accordance with Homeland Security Exercise Evaluation Program (HSEEP) guidelines.
5. Sub-recipients receiving EMPG funds will be subject to monitoring and site visits by ADEM staff.

I certify that I fully understand and agree to comply with the special conditions of this grant; to comply with the provisions of the regulations governing these funds; and that the receipt of these grant funds through the grantee will not supplant state or local funds.

Emergency Manager Signature:

Michael J. O'Driscoll

Date: 01/30/2013

**ARIZONA DIVISION OF EMERGENCY MANAGEMENT/ARIZONA EMERGENCY RESPONSE COMMISSION
 CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND
 OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 44 CFR Part 18, "New Restrictions on Lobbying; and 28 CFR Part 17, "Government-wide Debarment and suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Arizona Division of Emergency Management (ADEM)/Arizona Emergency Response Commission (AZSERC) determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

A. As required by section 1352, Title 31 of the U.S. Code, and implemented at 44 CFR Part 18, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 44 CFR Part 18, 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 any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any other funds 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 an employee of Congress, or employee of a member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit

Standard Form LLL, "Disclosure of Lobbying Activities," 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 subgrants, contracts under grants and cooperative agreements, and subcontract(s) and that all subrecipients shall certify and disclose accordingly.

Standard Form LLL, "Disclosure of Lobbying Activities" attached. *(This form must be attached to certification if nonappropriated funds are to be used to influence activities.)*

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 44 CFR Part 67, for prospective participants in primary covered transactions, as defined at 44 CFR Part 17, Section 17.510-A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, 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 civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or perform 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 (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or shall shall attached an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 44 CFR Part 17, Subpart F, for grantees, as defined at 44 CFR Part 17, Sections 17.615 and 17.620:

A. The applicant certifies that it will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions tht will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
- (2) The grantee's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) the penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant to be given a copy of the statement required by paragraph (a);	(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.
(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:	(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).
(1) Abide by the terms of the statement; and	
(2) Notify the employee in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.	
(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the applicable FEMA awarding office, i.e., regional office or FEMA office.	<p style="text-align: center;">Michael O'Driscoll</p> <hr/> <p>Name</p> <p style="text-align: center;">5515 S. Avenue Suite 400</p> <hr/> <p>Address</p> <p style="text-align: center;">Globe, AZ 85501</p> <hr/> <p>City, State Zip</p>
(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:	<div style="display: flex; justify-content: space-between;"> <div data-bbox="836 871 1112 934"><i>Michael J. O'Driscoll</i></div> <div data-bbox="1339 871 1469 913">01/30/2013</div> </div>
(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or	<hr/> <p>Signature Date</p>

**QUARTERLY FINANCIAL EXPENDITURE REPORT
EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) CFDA 97-042**

IN SUBMITTING THIS REPORT, THE JURISDICTION REPRESENTS THE JUSTIFICATION TO THESE EXPENDITURES IS CONTAINED IN A STATE APPROVED WORKPLAN. IT IS UNDERSTOOD THAT FAILURE TO EXECUTE THE ELEMENTS OF THE WORKPLAN MAY RESULT IN WITHHOLDING OR RECOVERY OF ANY OR ALL PASS THROUGH FUNDS BY FEMA.

JURISDICTION	PERIOD COVERED	
	FROM	THROUGH
	10/01/2012	12/31/2012

	EXPENDITURES BY COST CATEGORIES							TOTAL DIRECT	INDIRECT COSTS	TOTAL
	PERSONNEL	FRINGE BENEFITS	TRAVEL	EQUIPMENT	SUPPLIES	CONSULTANT/ CONTRACTUAL	OTHER			
12-Oct	10,152.83	580.15			83.35	917.50	81.06	11,814.89	202.24	12,017.13
28,344.06		135.70			234.16	9,825.27	108.45	10,303.58	17.50	10,321.08
		1,063.85			10.00	3,451.16	388.29	4,913.30		4,913.30
		863.96				126.02	8.50	998.48		998.48
		51.55						51.55		51.55
		42.52						42.52		42.52
12-Nov	9,892.00	622.48			35.47	458.75	74.31	11,083.01	86.86	11,169.87
15,543.42	340.00	145.61			16.44	856.20	107.88	1,466.13	28.39	1,494.52
	-50.00	1,106.32			502.85		75.76	1,634.93	10.00	1,644.93
		863.96					184.61	1,048.57		1,048.57
		53.01					8.00	61.01		61.01
		42.00					90.78	132.78		132.78
		-8.26						-8.26		-8.26
								0.00		0.00
12-Dec	12,386.42	796.38	67.56		85.83	458.75	81.06	13,876.00		13,876.00
24,760.65	665.00	186.27			-209.12	6,550.18	94.02	7,286.35		7,286.35
		1,379.91			58.72	847.89	29.73	2,316.25		2,316.25
		898.22				8.26	4.05	910.53		910.53
		57.57						57.57		57.57
		313.95						313.95		313.95
								0.00		0.00
								0.00		0.00
The costs indicated are eligible EMPG expenses and the supporting documentation is maintained in accordance with A.R.S. 41-1346.										
										
Authorized Signature										
TOTAL AMOUNT EXPENDED	\$33,386.25	\$9,195.15	\$67.56	\$0.00	\$817.70	\$23,499.98	\$1,336.50	\$68,303.14	\$344.99	\$68,648.13
FEDERAL SHARE (50%)	\$16,693.13	\$4,597.58	\$33.78	\$0.00	\$408.85	\$11,749.99	\$668.25	\$34,151.57	\$172.50	\$34,324.07