



BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: 6/21/2022

* = Mandatory, information must be provided

or Procurement Director Award: ☐

***Contractor/Vendor Name/Grantor (DBA):**

Arizona Department of Emergency & Military Affairs (DEMA)

***Project Title/Description:**

FFY2021 Emergency Management Performance Grant (EMPG) – Amendment #1 and No Cost Time Extension

***Purpose:**

Funding provided for assistance in preparing for all hazards.

***Procurement Method:**

N/A - Grant

***Program Goals/Predicted Outcomes:**

OEM's goal is to implement a comprehensive emergency management program, delivering consistent and extensive training for the whole community, increasing the skills of personnel involved in response and recovery, and ensuring the highest possible level of comprehension and proficiencies in the discipline of emergency management. This will be accomplished through emergency planning, conducting training and exercises, and coordination with all jurisdictions within Pima County. Amendment #1 is for a change in projects outlined in the workbook with no change in the original approved funding and additionally a request for a No-Cost Time Extension in order to complete the projects within the performance period, spend the approved funding on those projects, and ensure completion. The original grant has a 50% match requirement but no additional match is required for the amendment.

***Public Benefit:**

This grant provides funding to support emergency management planning, organization (personnel), equipment, trainings and exercises.

***Metrics Available to Measure Performance:**

Quarterly reports to the grantor.

***Retroactive:**

No

6/21/22 approved
(PCL) 6/6/22

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount \$ _____ * ☐ Revenue Amount: \$ _____

***Funding Source(s) required:** _____

Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No

If Yes, is the Contract to a vendor or subrecipient? _____

Were insurance or indemnity clauses modified? ☐ Yes ☐ No
If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☐ Yes ☐ No
If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Amendment No.: _____ AMS Version No.: _____
Commencement Date: _____ New Termination Date: _____
Prior Contract No. (Synergen/CMS): _____

☐ Expense ☐ Revenue ☐ Increase ☐ Decrease

Amount This Amendment: \$ _____

Is there revenue included? ☐ Yes ☐ No If Yes \$ _____

***Funding Source(s) required:** _____

Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

Grant/Amendment Information (for grants acceptance and awards)

☐ Award ☒ Amendment

Document Type: GTAM Department Code: OEM Grant Number (i.e., 15-123): 22*105
Commencement Date: 07/01/21 Termination Date: 09/30/2022 Amendment Number: 1
☐ Match Amount: \$ _____ ☐ Revenue Amount: \$ _____

***All Funding Source(s) required:** _____

***Match funding from General Fund?** ☐ Yes ☒ No If Yes \$ _____ % _____

***Match funding from other sources?** ☐ Yes ☒ No If Yes \$ _____ % _____

***Funding Source:** _____

***If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?**

Contact: Paige Knott

Department: Office of Emergency Management (OEM)

Telephone: 724-9314

Department Director Signature: _____ Date: 6/3/22

Deputy County Administrator Signature: _____ Date: _____

County Administrator Signature: _____ Date: 6/6/2022

Paige Knott

From: Diane Fernandez <diane.fernandez@azdema.gov>
Sent: Thursday, May 5, 2022 3:00 PM
To: Shane Clark; Paige Knott
Cc: Liebman, Wendy; Fernandez, Diane
Subject: Pima County FY2021 EMPG Approved Amendment and Cost Extension
Attachments: Pima 2021 Approved Cost Ext 28April2022.pdf; Pima 2021 Approved Amendment 27April2022.pdf

CAUTION: This message and sender come from outside Pima County. If you did not expect this message, proceed with caution. Verify the sender's identity before performing any action, such as clicking on a link or opening an attachment.

Approved Amendment - FY 2021 EMPG, - Pima County

Good Afternoon Shane and Paige:

DEMA Grant Administration is pleased to provide a scanned copy of the approved FY 2021 EMPG amendment and cost extension for your records.

Please feel free to contact me if you have any questions.

--

Respectfully,

Diane N Fernandez, Program Coordinator/EMPG Lead

Emergency Management Performance Grant (EMPG)

Emergency Management/Grant Administration

Arizona Dept of Emergency and Military Affairs (DEMA)

602-464-6268 (Office)

Diane.fernandez@azdema.gov | dema.az.gov

**Federal Fiscal Year 2021 Amendment
Emergency Management Performance Grant
Arizona Division of Emergency Management**

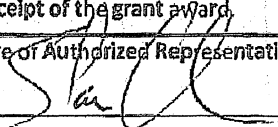
Please contact the Emergency Management Performance Grant Coordinator at 602-464-6268 or Diane.fernandez@azdema.gov if you have questions regarding this application.

Date Submitted: 04/26/2022 Type of Applicant: ☒ County ☐ Tribe ☐ State ☐ Other Catalog of Federal Domestic Assistance Number: 97.042

Date Received by AZDEMA: DUNS #: 74477969 3434 E. 22nd. St.
Employer ID#: 118257 Tucson, AZ 85713

Organization Unit/Department: Pima County County Emergency Management Amendment # 001
2021 EMPG-EP-00016-S01/18

Authorization to submit application: By signing below the undersigned acknowledge they have been duly authorized by the jurisdiction to submit this application and will comply with the assurances, agreements, and/or special conditions set forth upon receipt of the grant award.

Signature of Authorized Representative:  Date Signed: 4/26/2022
Email: Shane.clark@pima.gov
Title: Director Office Phone Number: 520-724-9315

Original Approved Award Amount - Federal and Non-Federal Total:						\$1,173,303.03
New Detailed Budget Totals:			Original Approved Federal Contribution	New Requested Federal Contribution	\$ Change	% Change
A.	Personnel		\$ 271,662.04	\$ 271,662.04	\$ -	0%
B.	Fringe		\$ 114,354.53	\$ 114,354.53	\$ -	0%
C.	Travel		\$ 16,250.00	\$ 17,300.00	\$ 1,050.00	6%
D.	Equipment =>\$5,000		\$ 12,500.00	\$ 8,000.00	\$ (4,500.00)	-36%
E.	Supplies		\$ 18,830.06	\$ 42,256.39	\$ 23,426.33	124%
F.	Contractual/Consultant		\$ 21,410.42	\$ 1,025.00	\$ (20,385.42)	-95%
G.	Other		\$ 79,448.87	\$ 79,448.87	\$ -	0%
H.	In-kind Vol Services		\$ -	\$ -	\$ -	#DIV/0!
I.	In-kind Other		\$ -	\$ -	\$ -	#DIV/0!
J.	Total Direct Charges		\$ 534,455.92	\$ 534,046.83	\$ (409.09)	0%
K.	Total Indirect Charges		\$ 52,195.59	\$ 52,604.68	\$ -	0%
L.	Total		\$ 586,651.51	\$ 586,651.51	\$ (409.09)	0%

50% Non-Federal Cost Match Total Revised Non-Federal Cash Match \$ 586,651.51

Cost sharing or matching means the portion of the project costs not paid by Federal funds or contributions (unless otherwise authorized by federal statute). See also 2 CFR 200.306

Required: Please describe the Non-Federal Match Source(s): General Fund

APPROVED

APR 27 2022

Grant Administration
Office

**Federal Fiscal Year 2021 Amendment
Emergency Management Performance Grant
Arizona Division of Emergency Management**

A. Personnel Services/Fringe: Is your agency creating a new part-time or full-time position, please complete the information below. Provide a job description, effective date, revised organization chart, etc. Does your agency have a vacant position funded by the grant that exist for more than 3 months? See EMPG Programmatic Guidance for FY 2019, page 15-16 for amendment requirements.

Describe your proposed changes and provide a strong justification for the changes, including the match requirement.

☒ If there are no changes to the Other category place an X in this box.

Description/Justification:

<input type="checkbox"/> Revised Organization Chart Attached. (required)	Position Title:	Annual Salary	Annual Fringe Benefits	% of Time Devoted to Emergency Mgmt	Federal Match	Non-Federal Match
<input type="checkbox"/> Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
<input type="checkbox"/> Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
<input type="checkbox"/> Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
<input type="checkbox"/> Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
<input type="checkbox"/> Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
<input type="checkbox"/> Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
<input type="checkbox"/> Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
<input type="checkbox"/> Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
<input type="checkbox"/> Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
<input type="checkbox"/> Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
Total Cost		\$ -	\$ -		\$ -	\$ -

**Federal Fiscal Year 2021 Amendment
Emergency Management Performance Grant
Arizona Division of Emergency Management**

C. Travel - International Travel: Check Yes [] or No [X]. 1. All International Travel using EMPG funding requires pre-approval from FEMA Region IX. Request should be sent to DEMA at least 45 days prior to travel. 2. Are you adding or removing travel to your budget?

Describe your proposed changes and provide a strong justification for the changes below, including the match requirement.

If there are no changes to the Other category place an X in this box.

Description/Justification: Due to the continuation of the Pandemic, limited travel in the early part of this performance period, conferences canceled and staffing limitations, travel expenses are being modified to include additional travel that will occur between end of April and in early July 2022. Funding for travel that has occurred and travel that will occur before 06/30/2022 is included below.

Description: Please do not use abbreviations or acronyms, spell out conference/meeting names and provide a link if available.	Total Cost:	Federal Match	Non-Federal Contribution
Trip 1: In-State travel to regional planning meetings, workshops, or trainings (multiple days).	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00
Trip 2: In-State travel to regional planning meetings, workshops, or trainings (1 day).	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00
Trip 3: National Homeland Security Conference 2021	\$ 4,500.00	\$ 2,250.00	\$ 2,250.00
Trip 4: International Association of Emergency Managers Conference	\$ 4,500.00	\$ 2,250.00	\$ 2,250.00
Trip 5: National Information Officers Association Conference	\$ 2,500.00	\$ 1,250.00	\$ 1,250.00
Trip 6: National Voluntary Organization Active In Disaster Conference (VOAD)	\$ 2,600.00	\$ 1,300.00	\$ 1,300.00
Trip 7: International Wireless Communications Expo	\$ 2,500.00	\$ 1,250.00	\$ 1,250.00
Trip 8: Travel to attend EMI-FEMA Training Classes	\$ 1,000.00	\$ 500.00	\$ 500.00
Trip 9: Department of Homeland Security (DHS), Science and Technology JamX 22	\$ 1,000.00	\$ 500.00	\$ 500.00
Trip 10: National Homeland Security Conference 2022	\$ 12,000.00	\$ 6,000.00	\$ 6,000.00
Total Cost	\$ 34,600.00	\$ 17,300.00	\$ 17,300.00

Federal Fiscal Year 2021 Amendment
Emergency Management Performance Grant
Arizona Division of Emergency Management

Equipment: Allowable equipment categories for EMPG are listed on the web-based version of the Authorized equipment List (AEL) at <https://www.fema.gov/authorized-equipment-list>. Unless otherwise stated, equipment must meet all mandatory regulatory and/or FEMA-adopted standards to be eligible for purchase using these funds. In addition, agencies will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment. Also see the AZDEMA FY 2019 EMPG Programmatic Guidance pages 7 - 8 for allowable equipment policy and categories.

Equipment and Environmental Historic Preservation Requirements

Does the Environmental Planning & Historic Preservation (EHP) Compliance application apply to my project(s)? See page 18 of The FEMA Preparedness Grants Manual and page 22 of the AZDEMA FY2019 EMPG Programmatic Guidance to review requirements. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, the AZDEMA may not be able to fund the project due to noncompliance with EHP laws, executive order, regulations, and policies.

If there are no changes to the Other category place an X in this box.

Project 1 Name: EOC Personnel Accountability and Cost Recovery System (original project)

Describe your proposed changes and why you are making these changes?

PCOEM's response and deployment to all emergency responses has changed during the pandemic and due to events such as the Bighorn Fire. We are going to wait until the next performance period and include the EOC Personnel Accountability and Cost Recovery System in the next workbook for approval.

Is this project in addition to the original approved projects or is it replacing a project (identify project) and why are you not able to accomplish original planned project?

This is the original approved project and is being replaced with equipment outlined in this category in Project 2 below. The approved funding for this project is being re-allocated to Project 2 at this time.

Provide a strong justification for the items you request to purchase related to this project. N/A

Environmental Planning & Historic Preservation (EHP) Compliance:

Does the Environmental Planning & Historic Preservation (EHP) Compliance application apply to my project?

Check Yes [] or No [X]

Description of installation requirements: N/A

Project 2 Name: Interactive Exercise Simulation (Simtable) Sandtable (new project)

Describe your proposed changes and why you are making these changes?

PCOEM's response and deployment to all emergency responses has changed during the pandemic and due to events such as the Bighorn Fire. We are requesting approval of an Interactive Exercise Simulation (Simtable) Sandtable.

Is this project in addition to the original approved projects or is it replacing a project (identify project) and why are you not able to accomplish original planned project?

This project is a new project replacing the EOC Personnel Accountability and Cost Recovery System at this time.

Provide a strong justification for the items you request to purchase related to this project.

PCOEM is expanding the tools in our toolbox by combining GIS data with customized next generation modeling with ambient computing which allows for and provides a straightforward easy to use approach in incident response and training.

PCOEM will have the ability to customized models of our community and surrounding areas providing an interactive experience in all-hazards incident response, training, exercise and community outreach.

The simulation model software benefits emergency management teams in pre-incident planning, post-incident review, preparation, and aid in communication with county departments, stakeholders and community members. PCOEM intends to use the interactive exercise simulation sandtable (Simtable) for training exercises, wildland fire, flood & storms, hazmat, evacuations and community outreach. We will plan and prepare for incidents that occur within Pima County and surrounding areas, including multijurisdictional incidents.

The Simtable will allow PCOEM to tie in and bring "real-world" experiences for use when we train, plan for evacuations, floods and runoff, hazmat planning, and mitigation planning. The modeling situations and events will increase preparedness and situational awareness during incidents that affect our community. The single unit physical interactive Simtable sandtable consists of the Simtable Head Unit, which includes a computer, projector, camera, cabling, stand and travel case. The Simtable includes a portable sandtable w/travel carrier and table medium and AnySurface software (software listed separately under the "Supplies" category).

The EOC will house the Simtable as it as a secured location. Additionally, the Simtable comes with a travel case that will allow for transportability and flexibility of use dependent upon the circumstances.

PCOEM will maintain the equipment in conjunction with the Pima County Information Technology Department because outside of the table and sand, all other components of the Simtable are information technology based. The components of the Simtable will have asset tags and identified on the PCOEM Equipment List.

The Simtable includes one (1) year of maintenance, support, hosting and upgrades. After the initial year, it will be necessary for PCOEM to purchase a one (1) year, three (3) year or a perpetual support and maintenance services from the vendor.

Pima County has taken into account the extra cost of the additional support and maintenance. We will budget for the anticipated costs prior to the end of the first year's support. Because of the nature of the hardware equipment i.e., headgear which includes: computer, projector, camera and dedicated cabling and hardware typically having a lifespan of 5 years on average, and having determined that potential required repairs/hardware updates can cost in the range of 5K - 10K depending on what is needed. This will be an priority for PCOEM.

Environmental Planning & Historic Preservation (EHP) Compliance:

Does the Environmental Planning & Historic Preservation (EHP) Compliance application apply to my project?

Check Yes [] or No [X]

Description of installation requirements: There is no installation requirement for the interactive exercise simulation sandtable.

D. Equipment = > \$5,000.00

List all non-expendable equipment to be purchased, a separate worksheet can be attached. A list of equipment eligible under the EMPG program and the AEL categories can be found at <https://www.fema.gov/authorized-equipment-list> Also, see AZDEMA's EMPG Programmatic Guidance for FY 2019 for policy and allowable categories/sections.

AEL Category: (REQUIRED)	Project #	Equipment/Item Description:	Number of Items:	Cost Per Item:	Total Cost of Items:	Federal Match	Non-Federal Contribution
04AP-08-SIMS	1	Physical Interactive Exercise Simulation Sandtable including 1-year warranty-parts & labor on physical simulation table (Interface software and Simulation software is seperated out and listed in the Supplies category).	1	\$ 16,000.00	\$ 16,000.00	\$ 8,000.00	\$ 8,000.00
Total Cost			1	\$ 16,000.00	\$ 16,000.00	\$ 8,000.00	\$ 8,000.00

Federal Fiscal Year 2021 Amendment
Emergency Management Performance Grant
Arizona Division of Emergency Management

E. Supplies: Generally, supplies include any materials that are expendable or consumed during the course of a year and cost less than \$5,000 for a single item. List items by type (office supplies/copying paper, postage, training materials, tablets, laptops, portable printers, etc.) and show the basis for computation (if applicable). These supplies should be used in support of an implementation of EMPG-eligible actions and activities conducted by your jurisdiction.

Describe your proposed changes and provide a strong justification for the changes below, including the match requirement.

If there are no changes to the Other category place an X in this box.

Description/Justification:

PCOEM is re-allocating approved funding from other categories and line items listed in "Supplies" to accommodate the need for increased funding in other categories such as supplies and travel. Exercise simulation table software is being added to the supply category.

Item Description		Total Cost	Federal Match	Non-Federal Contribution
Daily Operations	Copier paper, pens/pencils, file/contract folders, labels, notepaper/pads, postage, envelopes, staples, tape, markers, paperclips, binders, toner, printer supplies, notebook dividers, batteries, and misc. office supplies.	\$ 5,012.78	\$ 2,506.39	\$ 2,506.39
Daily Operations	Printed materials, My Alert flyers and cards, and business cards.	\$ 2,500.00	\$ 1,250.00	\$ 1,250.00
Training Events	Easel boards (6), easel pads (12), writing pads, post-its, dry erase markers and erasers, card stock, name labels, printing labels, presentation folders, and printing.	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00
Exercise Events	Plastic bags, antibacterial wipes, masks, moulage supplies, cribbing, gloves, vest, tarps, signage, poster board, area tape, plastic totes, and printing.	\$ 1,000.00	\$ 500.00	\$ 500.00
Community Outreach	Folders, document holders, educational materials, posters, banners, pamphlets, and printing.	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00
Other	Small tools, cords, cables, chargers, cell phone cases and screen protectors, pamphlet holders, and headsets, storage containers, laptops (3).	\$ 9,000.00	\$ 4,500.00	\$ 4,500.00
Other - EOC	Small audio visual devices under \$5000 for use in the EOC.	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00
Other - Training & Exercise	Exercise Simulation Table AnyHazard Wildfire and Emergency Management simulation software & AnySurface Interface software for the physical simtable.	\$ 59,000.00	\$ 29,500.00	\$ 29,500.00
Total Cost		\$ 84,512.78	\$ 42,256.39	\$ 42,256.39

Federal Fiscal Year 2021 Amendment
Emergency Management Performance Grant
Arizona Division of Emergency Management

F. Professional/Contractual Services: Reference 2 CFR 200.318.

EMPG-eligible services may be contracted to support planning, training, and/or exercise activities. Contractual services includes the hiring of part-time or full-time temporary employees to work on specified projects but not included as part of your jurisdictional budget. All contractual services purchased with EMPG funding will require a clear, EMPG-eligible scope of work prior to the work start date. All contractual services must adhere to proper local, state, and federal procurement procedures.

If there are no changes to the Other category place an X in this box.

Equipment and Environmental Historic Preservation Requirements

Does the Environmental Planning & Historic Preservation (EHP) Compliance application apply to my project(s)? See page 18 of The FEMA Preparedness Grants Manual and page 22 of the AZDEMA FY2019 EMPG Programmatic Guidance to review requirements. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, the AZDEMA may not be able to fund the project due to noncompliance with EHP laws, executive order, regulations, and policies.

Project 1 Name: Translation Services (in original workbook, reducing services)

Describe your proposed changes and why you are making these changes?

We reduced the amount of funding for Translation Services from \$2400.00 to \$800.00 to cover the remaining portion of the performance period.

Is this project in addition to the original approved projects or is it replacing a project (identify project) and why are you not able to accomplish original planned project?

No, this project was originally approved and it is not in addition. We are reducing the funding to what we think we will spend in the last quarter of the performance period.

Provide a strong justification for the items you request to purchase related to this project.

There is nothing in addition being requested for this project at this time.

Environmental Planning & Historic Preservation (EHP) Compliance:

Does the Environmental Planning & Historic Preservation (EHP) Compliance application apply to my project?

Check Yes [] or No [X]

Description of installation requirements: N/A

Project 2 Name: Audio Visual Vendor Services in the EOC (in original workbook, reducing services)

Describe your proposed changes and why you are making these changes?

We are reducing the funding for this project, leaving \$1250.00 for Immedia LLC services in the EOC for this performance period.

Is this project in addition to the original approved projects or is it replacing a project (identify project) and why are you not able to accomplish original planned project?

No, this project is not in addition to the originally approved project. PCOEM has needed minimal services from Immedia, LLC for the EOC.

Will be re-allocating the approved funding to the Travel category.

Provide a strong justification for the items you request to purchase related to this project.

There is nothing in addition being requested for this project at this time.

Environmental Planning & Historic Preservation (EHP) Compliance:

Does the Environmental Planning & Historic Preservation (EHP) Compliance application apply to my project?

Check Yes [] or No [X]

Description of installation requirements: N/A

Project 3 Name: Emergency Outdoor Siren Warning System Consultant Services (original project, taking out of workbook)

Describe your proposed changes and why you are making these changes?

This project requires a EHP that is going to require us to work with consultants on in order to be completed and sent to DEMA prior to the end of the performance period. We are re-allocating the funding to another category until we can work with Procurement to secure the consultants.

Is this project in addition to the original approved projects or is it replacing a project (identify project) and why are you not able to accomplish original planned project?

No, this project is not in addition to a new project. PCOEM is unable to complete the required EHP prior to the performance period ending. Approved funding is being shifted to other projects at this time.

Provide a strong justification for the items you request to purchase related to this project.

There is nothing in addition being requested for this project at this time.

Environmental Planning & Historic Preservation (EHP) Compliance:

Does the Environmental Planning & Historic Preservation (EHP) Compliance application apply to my project?

Check Yes [X] or No []

Description of installation requirements:

This project is complex and will require PCOEM to procure a consultant(s) to work with on this project at a later date to complete the EHP and determine if we can feasibly move forward with this project.

Project #	Vendor	Description of Service	Number of Hours	Cost Per Hour	Cost = (Number of hours X Cost Per Hour)	Federal Match	Non-Federal Contribution
1	Catholic Community Services	Translation Services	10	\$ 80.00	\$ 800.00	\$ 400.00	\$ 400.00
2	Immedia, LLC	Audio Visual Vendor Services in the EOC	10	\$ 125.00	\$ 1,250.00	\$ 625.00	\$ 625.00
Total Cost					\$ 2,050.00	\$ 1,025.00	\$ 1,025.00

Federal Fiscal Year 2021 Amendment
Emergency Management Performance Grant
Arizona Division of Emergency Management

H. Other Costs: Please list any other items or services that do not fall under any other allowable categories. This typically includes items that are non-consumable and have a per-unit cost of under \$5,000. Examples include fuel for vehicles/EOC generators, fleet services, on-going maintenance costs, etc. Describe your proposed changes and provide a strong justification for the changes below, including the match requirement.

☒ If there are no changes to the Other category place an X in this box.

Description/Justification:

Item Description:	Number of Items:	Cost Per Item:	Total Cost of Items:	Federal Match	Non-Federal Contribution
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
Total Cost	0	\$ -	\$ -	\$ -	\$ -

Federal Fiscal Year 2021 Amendment
Emergency Management Performance Grant
Arizona Division of Emergency Management

J. Indirect Costs: Indirect costs are allowable under the EMPG program as described in 2 CFR 200.414. With the exception of recipients who have never received a negotiated indirect cost rate as described in 2 CFR 200.414(f), recipients must have an approved indirect cost rate agreement with their cognizant Federal agency to charge indirect costs to this award. A copy of the approved rate (a fully executed, agreement negotiated with the applicant's cognizant Federal agency) is required at the time of the application, and must be provided to FEMA before indirect costs are charged to this award. If no rate is established, agencies are eligible for the de minimus rate of 10% of personnel/fringe, travel, supplies, contractual services, and other costs; equipment cost are NOT included. *Describe your proposed changes and provide a strong justification for the changes below, including the match requirement.*

Description: The total indirect cost changed due to the change in the travel, equipment, supplies and professional services categories.

Select one of the following:	Rate	Total Indirect Cost	Total Federal Contribution
<input type="checkbox"/> Our jurisdiction has an approved indirect cost rate agreement with our cognizant Federal agency to charge indirect costs to this award.*	0%		
			Total Non-Federal Contribution
<input checked="" type="checkbox"/> Our jurisdiction does not have an approved indirect cost rate agreement and would like to claim the de minimus 10% of personnel/fringe, travel, supplies, contractual services, an other costs as found in this application. Enter the rate used, if applicable:	10%	\$ 52,604.68	\$ 26,302.34

Notice: Do not proceed with any project expenses until the amendment/budget modification has been approved by AZDEMA Grants Administration. You will receive a copy of the request from AZDEMA indicating approved or disallowed.

AZDEMA INTERNAL PROCESSING ONLY:

Program Coord. Recommendation: Diane Fernandez - Sign: <i>Diane Fernandez</i>	Date: 4/27/2022	<input checked="" type="checkbox"/> Conditionally Approved	<input type="checkbox"/> Disallow	Comments: (df)
Assistant Director Approval Status: Darlene Quihuis - Sign: <i>Darlene Quihuis</i>	Date: 4/27/22	<input checked="" type="checkbox"/> Conditionally Approved	<input type="checkbox"/> Disallow	Comments: (dq)
Financial Coord. Recommendation: Wendy Bidon - Sign: Wendy Bidon	Date: <small>Digitally signed by Wendy Bidon DN: cn=, o=, ou=, email=, c=US</small>	<input checked="" type="checkbox"/> Conditionally Approved	<input type="checkbox"/> Disallow	Comments: (wb)
Chief Financial Officer Approval Status: Debbie Gann - Sign: <i>Debbie Gann</i>	Date: <small>Digitally signed by Debbie Gann DN: cn=, o=, ou=, email=, c=US</small>	<input checked="" type="checkbox"/> Conditionally Approved	<input type="checkbox"/> Disallow	Comments: (dg)

AZDEMA COMMENTS:

* **Conditionally Approved Description:** Costs are conditionally allowable provided that the change(s)/identified costs meet the original program intent, comply with grant terms and conditions, and are allowable, allocable, reasonable, and necessary in accordance with 2 CFR subpart E (cost principles) and the applicable fiscal year funding opportunity and program guidance.

APPROVED

APR 27 2022

Grant Administration
Office

Final Amendment Status sent to Subrecipient:	Conditionally Approved:		Action Required: (see comments above.)	Approved:		Disallowed:	
--	-------------------------	--	--	-----------	--	-------------	--

COST EXTENSION REQUEST			
DATE SUBMITTED:	Originally 3/31/2022 Revision 4/26/2022	FEDERAL PROGRAM NAME:	Emergency Management Performance Grant (EMPG)
SUBRECIPIENT NAME:	Pima County	GRANT NUMBER:	EMF-2021-EP-00016-S01/18
MAILING ADDRESS:	3434 E. 22nd. St.	PASS-THROUGH ENTITY:	Arizona Division of Emergency and Military Affairs Division of Emergency Management
CITY & STATE:	Tucson, AZ		July 1, 2021 - June 30, 2022
ZIP CODE	85713	PROPOSED PERIOD OF PERFORMANCE CANNOT EXCEED BEYOND SEPTEMBER 30th	July 1, 2021 - June 30, 2023
EMERGENCY MANAGER NAME:	Paige Knott	AWARD AMOUNT	\$586,652
E.M. PHONE NUMBER:	520-724-9314	REIMBURSED TOTAL YEAR-TO-DATE	\$0
E.M. E-MAIL:	paige.knott@pima.gov	REMAINING AVAILABLE BALANCE	\$0
<p>Reason for Extension: this must include details of compelling legal, policy, or operational challenges being experienced that prevent the final outlay of awarded funds by the deadline outlined in the Sub-grantee agreement of 45 days after the end of the period of performance.</p> <p><u>Justification:</u> Pima County OEM has submitted a FFY2021 Budget Modification Amendment requesting to shift approved funding from several categories to the supply and travel categories in order to purchase a Interactive Exercise Simulation (Simtable) Sandtable and related software and re-allocate approved funding to travel for additional travel. We may need additional time to complete the procurement process for the purchase of the Simtable and receive three laptops recently ordered (listed in the supply category) that may be delayed by the current "chip" shortage and shipping delays. Thank you for your consideration of our request.</p> <p>Budget outlining how remaining federal funds will be expended:</p> <p><u>Justification:</u> Pending approval of an extension of time and pending approval of the FFY2021 Budget Modification Amendment request submitted to DEMA on 03/31/2022 originally and the revised No Cost Extension Request is being submitted to DEMA on 4/26/2022, Pima County OEM will expend all approved funding.</p>			
(REQUIRED) Authorized Representative Signature:		Date: April 26, 2022	
Title of Authorized Representative: Director		Auth Rep. Phone: 520 724-9315	


APPROVED

APR 27 2022

Grant Administration
Office

Notice: Do not proceed with any project expenses until the amendment/budget modification has been approved by AZDEMA Grants Administration. You will receive a copy of the request from AZDEMA indicating approved or disallowed.

AZDEMA INTERNAL PROCESSING ONLY:

Federal Grants Coord: Wendy Bidon	<input checked="" type="checkbox"/> Conditionally Approved	Signature: Wendy Bidon Digitally signed by Wendy Bidon Date: 2022.04.27 14:49:48 -07'00'	Comments: (WB)
	<input type="checkbox"/> Disallow	Date:	
Grant Administration Assistant Director: Darlene Quihuis	<input checked="" type="checkbox"/> Conditionally Approved	Signature: 	Comments: (DQ)
	<input type="checkbox"/> Disallow	Date: 4/27/22	
Chief Financial Officer: Debbie Gann	<input checked="" type="checkbox"/> Conditionally Approved	Signature: Debbie Gann Digitally signed by Debbie Gann Date: 2022.04.27 09:08:07 -07'00'	
	<input type="checkbox"/> Disallow	Date:	
AZDEMA COMMENTS:	* Conditionally Approved Description: Costs are conditionally allowable provided that the change(s) identified costs meet the original program intent, comply with grant terms and conditions, and are allowable, allocable, reasonable, and necessary in accordance with 2 CFR subpart E (cost principles) and the applicable fiscal year funding opportunity and program guidance.		
Final Status sent to Subrecipient:	Conditionally Approved:	Action Required: (see comments above.)	Approved: Disallowed:

APPROVED

APR 27 2022

Grant Administration
Office