

## FY2010 Emergency Management Performance Grant (EMPG) Localized Guidance – Key Points

**Award Amount** - Delaware \$3,033,388

**Operational Performance Period** – 12 months, beginning October 1, 2009

**Projects Performance Period** - 24 months, beginning on October 1, 2009.

**Application submissions to DEMA** – December 18, 2009

### Key Guidance Points:

- The requirement to allocate 25% of funding towards the planning priority has been **removed**.
- Local EMAs may retain and use up to **3% of their sub award** from the State for local M&A purposes. Review M&A cost guidance, page 12.
- **FY 2010 Match Guidance:** The Grants Management Division (GMD) Guidance document notating the Codes of Federal Regulations (CFRs) governing match provisions, defining the different types of match, and outlining basic guidelines for cost allowability has been included in the FY 2010 EMPG Guidance.

**Match Requirements** - In FY 2010, EMPG has a 50 percent Federal and 50 percent State cost share, cash- or in-kind, match requirement. Review Cost Sharing, page 7 & 39.

- Review Allowable Cost Guidance on pages 12 & 44
- **Maintenance and Sustainment.** The use of FEMA preparedness grant funds for maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are allowable under all active and future grant awards, unless otherwise noted. Please refer to “Maintenance and Sustainment” in this kit for more information. Maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees previously purchased with State and/or local funds cannot be replaced with Federal grant funding. **Routine upkeep (i.e., gasoline, tire replacement, routine oil changes, monthly inspections, grounds and facility maintenance etc.) is the responsibility of the grantee and may not be funded with preparedness grant funding.**
- EMPG funds may be used for all-hazards emergency management operations, staffing, and other day-to-day activities in support of emergency management.
- Meals during training and exercises must be preapproved and included in the Work Plan and Budget Narrative.
- **Construction and Renovation** - In using EMPG funds for construction or renovation of EOCs, grantees may use up to \$1,000,000 for construction projects or up to \$250,000 for renovation projects. The match requirement for EOC construction and renovation with EMPG funding is 50 percent Federal and 50 percent grantee. All proposed construction and renovation activities must undergo an Environmental Planning and Historic Preservation (EHP) review,

including approval of the review from FEMA, prior to undertaking any action related to the project. Any applicant that is proposing a construction project under the FY 2010 EMPG should pay special attention to the EHP requirements contained in Part VI (B, 5.7) of the Guidance. Failure of a grant recipient to meet these requirements may jeopardize Federal funding.

- The eight National Priorities as identified in the *National Preparedness Guidelines* ([link below](#)) continue to be instrumental in guiding our local, tribal, and State stakeholders' homeland security needs. Specifically, the *Implement NIMS and NRF, Expand Regional Collaboration, and Strengthening Planning* priorities continue to have a direct complement to the scope, mission, and funding audience members of the EMPG Program. Recipients of EMPG Program funds should continue to strategically align their emergency management performance activities and projects to support the overarching objectives of HSPD - 5 and 8 and the three National Priorities noted above.  
[http://www.fema.gov/pdf/emergency/nrf/National\\_Preparedness\\_Guidelines.pdf](http://www.fema.gov/pdf/emergency/nrf/National_Preparedness_Guidelines.pdf)
- **EMPG Work Plan** - All EMPG applicants must submit a Work Plan that outlines the State's emergency management sustainment and enhancement efforts, including new and ongoing projects, proposed for the FY 2010 EMPG period of performance. The Work Plan consists of a Program and Budget Narrative as well as a Grant Activities Outline.
- **Program and Budget Narrative** - Provide a brief description of the State emergency management priorities and initiatives that will be addressed with FY 2010 EMPG funds as they relate to expenditures outlined in the SF 424A. In addition, the narrative must address, if applicable, the following:
  - Overview of the State's risk profile (natural, technological, man-made)
  - Areas of need identified through assessment processes
  - Baseline inventory of where States are now relative to goals and objectives identified in relevant strategic plans
  - State emergency management priorities and planning focus for FY 2010

### **Unallowable Costs**

- Expenditures for weapons systems and ammunition
- Personnel costs (except for costs as detailed above). Costs to support the hiring of sworn public safety officers for the purposes of fulfilling traditional public safety duties or to supplant traditional public safety positions and responsibilities
- Activities unrelated to the completion and implementation of the EMPG
- Other items not in accordance with the portions of the AEL and allowable costs listed in Part IV.E