



Huntsville, Alabama

308 Fountain Circle
Huntsville, AL 35801

Cover Memo

Meeting Type: City Council Regular Meeting **Meeting Date:** 3/14/2024

File ID: TMP-3947

Department: Emergency Management Agency

Subject:

Type of Action: Approval/Action

Resolution authorizing the Mayor to accept the State Subaward Emergency Management Performance Grant (EMPG).

Resolution No.

Finance Information:

Account Number: N/A

City Cost Amount: \$0

Total Cost: \$0

Special Circumstances:

Grant Funded: \$5,669.00

Grant Title - CFDA or granting Agency: Alabama Emergency Management Agency

Resolution #: N/A

Location: (list below)

Address: N/A

District: District 1 ☒ District 2 ☒ District 3 ☒ District 4 ☒ District 5 ☒

Additional Comments:

N/A

RESOLUTION NO. 24-_____

WHEREAS, the Alabama Emergency Management Agency (AEMA) wishes to provide funding for the Huntsville-Madison County Emergency Management Agency, State Subaward Emergency Management Performance Grant (EMPG), in the amount of \$5,669.00 to support emergency management in Madison County; and

WHEREAS, the Huntsville-Madison County Emergency Management Agency will administer said grant.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Huntsville, Alabama, that the Mayor is authorized to execute the State Subaward, on behalf of the Huntsville-Madison County Emergency Management Agency, said agreement consisting of one (1) page and identified as the State Subaward Emergency Management Performance Grant (EMPG).

ADOPTED this the 14th day of March, 2024.

President of the City Council of
The City of Huntsville, Alabama

APPROVED this the 14th day of March, 2024.

Mayor of the City of
Huntsville, Alabama

**STATE SUBAWARD
EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG)**

1. Grantee: Madison County EMA	2. Effective Dates: 10/01/2023-09/30/2024
3. Issuing Agency: Alabama Emergency Management Agency 5898 County Road 41 P.O. Drawer 2160 Clanton, AL 35046-2160	4. FAIN: N.A.
5. CA Number: 24EMA-S5,669.00	
6. Total Allocation Amount:	\$5,669.00
7. CFDA #: N.A.	8. State Award Date: 10/01/2023

The Director/Coordinator will ensure that state funding is used for the sole purpose of emergency management preparedness programs and will be matched 50/50 with local funds. It is also agreed that the Alabama Emergency Management Agency Director can elect to withhold or withdraw this funding from the Local EMA for failure to complete program activities and failure to provide a justification statement explaining the reason why the activity was not accomplished.

Subgrantee agrees: (1) to provide in a timely manner any information requested by AEMA regarding the subgrantee's emergency management operation; (2) requests for reimbursement of expenditures incurred relative to this grant will be submitted on claim forms provided or approved by AEMA's Fiscal Division; (3) claims will be presented with clear and adequate supporting documentation as instructed by AEMA's Fiscal Division; (4) claims will be submitted on a monthly basis within 30 calendar days after the end of the month for which you are filing. Failure to submit your claim in a timely manner may result in reducing the original claim amount. Submitting your claim to AEMA from day 31 to 60 could result in a 50% reduction of the claim. Submitting your claim to AEMA beyond day 60 could result in a 100% reduction for that particular claim; (5) all claims relating to this grant must be submitted by October 30, 2024; (6) information requested by AEMA concerning expenditures will be provided immediately; (7) funds will be used to provide support of essential expenses of local EMA offices, such as salaries, benefits, supplies, maintenance of facilities, and other necessary costs of operation for the local EMA office; (8) all EMPG related files/documents will be made available to AEMA personnel for monitoring and review.

Subgrantee agrees that the AEMA Director or his designated agent may elect to withhold or, with a ten day notice, withdraw all or part of this funding from the grantee for: (1) non-compliance with any portion of the terms stated in this document; (2) failure to perform appropriately in an emergency situation; (3) failure to progress toward full compliance with Emergency Management Accreditation Program (EMAP) standards; or (4) allowing the position of local EMA Director to remain vacant for more than 30 days without appointing either a new Director or an Acting Director.


Local EMA Director/Coordinator / Date

2/23/24

Certification By County Official Authorized To Sign:

I certify that I understand and agree to comply with the general & fiscal provisions of this subaward to include the terms and conditions; to comply with provisions of the regulations governing these funds and all other related federal and state laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized by the Applicant to perform the tasks of the Official Authorized to Sign as they relate to the requirements of this subaward; that costs incurred prior to Subgrantee approval may result in the expenditures being absorbed by the Subgrantee; and, that the receipt of these grant funds through the Subgrantee will not supplant state or local funds.

Chief Elected Official / Date



Jeff Smitherman, Director
Alabama Emergency Management Agency

The Parties agree that any form of electronic signature, including but not limited to signatures via facsimile, scanning, or electronic mail, may substitute for the original signature and shall have the same legal effect as the original signature.

President of the City of the
City of Huntsville, AL
Date: March 14, 2024