

CITY OF LOS ANGELES  
INTER-DEPARTMENTAL CORRESPONDENCE



Date: April 1, 2015  
To: Honorable Members of the City Council  
From: James G. Featherstone, General Manager  
Emergency Management Department

A handwritten signature in black ink, appearing to be 'James G. Featherstone', written over the 'From:' line of the header.

Subject: **ACCEPTANCE OF GRANT FISCAL YEAR 2014  
EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG)**

Transmitted herewith for consideration by the City Council is a request to accept \$639,204.00 from the United States Department of Homeland Security (DHS) Grant Fiscal Year 2014 Emergency Management Performance Grant (EMPG) for a term of 12 months, from July 1, 2014 through June 30, 2015.

**Background**

The City of Los Angeles has received federal grant monies distributed through the State of California (State), commonly referred to as Emergency Management Performance Grant (EMPG) program funds for more than twenty years. The goal of the EMPG program is to assist states and urban areas in achieving the target levels of capability to sustain and enhance the effectiveness of their emergency management programs.

The State, through the California Office of Emergency Services (Cal OES) distributes the funds to all counties on a baseline, plus per capita basis. The County of Los Angeles (County), as a subrecipient of the State, uses a similar distribution formula. Through this formula, the City of Los Angeles (City) receives approximately 40% of the County's allocation. The specific dollar figure changes each year based on the State's allocation from the federal grantor; the Federal Emergency Management Agency (FEMA). All available management and administration (M&A) funds are used by the State and County, with no M&A funds passed through to the City or other subrecipient agencies.

The EMPG program is a reimbursement based grant. The annual receipt of EMPG funds are reflected as revenue within the Emergency Management Department (EMD) budget (Department 35). The EMPG requires a "dollar for dollar match" that the City has met through its General Funded emergency management program allocations, from a combination of expenditures from Council controlled and proprietary departments. To meet the match, the grant allows salaries, equipment and other expenses related to the development and support of the recipient agency's emergency management program, to be used. Past documentation

provided to support the match has included staffing within the EMD (Department 35), program expenditures through the Emergency Operations Fund (EOF) (Department 34) and salary expenses from other general funded and proprietary City departments.

The Grant Fiscal Year 2014 EMPG program allocates the City, designated as Disaster Management Area H (Area H), \$639,204.00. This allocation requires a demonstrated matching expense of \$1,278,408.00 of City funds. All expense and match expenditures must be documented as complete within the allowable grant performance period of 7/1/2014 through 6/30/2015.

To meet the FY 2014 required match for this grant allocation, EMD works in coordination with the Department of Water and Power (DWP), the Port of Los Angeles Harbor Department and the Department of Recreation and Parks. Each of these Department's emergency management personnel are directly involved in emergency planning, training and exercise, and community preparedness. Their expenses qualify as an allowable match contribution. All direct and matched expenditures are specifically listed in the FY 2014 EMPG Budget Summary (attached).

All EMPG subrecipients within the County are required to have a signed Subrecipient Agreement. This requirement resulted from a State of California 2008 EMPG grant monitoring evaluation of the County's EMPG program. The General Manager of EMD is the Designated Applicant Agent for this grant program (CF 02-2220). As the Agent, EMD ensures all grant and contracting requirements are met.

On September 16, 2014, the Los Angeles County Board of Supervisors received the FY 2014 EMPG grant allocation. On March 2, 2015, the County of Los Angeles Office of Emergency Management forwarded their notice of grant allocation to EMD with the required Subrecipient Agreement and supporting documentation related to grant administration.

As the City's Agent, EMD requests that the City Council approve the acceptance of the FY 2014 EMPG allocation and, in coordination with the City Administrative Officer and the Office of the City Attorney, process all necessary contracting documents required of subrecipients.

Therefore, EMD requests the Los Angeles City Council, subject to the approval of the Mayor:

Authorize the General Manager of EMD to accept the 2014 Emergency Management Performance Grant (EMPG) award from the Federal Emergency Management Agency (FEMA) and execute the subrecipient grant agreement with the County of Los Angeles in the amount of \$639,204.00 for the term July 1, 2014, through June 30, 2015, and in substantially the form as attached hereto, subject to the approval of the City Attorney as to form and legality;

Authorize EMD to deposit the EMPG grant funds received under this subrecipient agreement into the General Fund 100, Department 35, Revenue Source Code 3702 "Emergency Management Assistance;"

Authorize EMD to prepare Controller instructions and/or make technical adjustments that may be required and are consistent with this action, subject to approval of the City Administrative Officer, and authorize the Controller to implement the instructions.

With the approval of the City Council, EMD will coordinate final review of the proposed subrecipient contract with the Office of the City Attorney and the Office of the Mayor. Per the performance period of the grant, EMD will process the necessary reimbursement request(s) to the County of Los Angeles.

If there are any questions, please contact the EMD Assistant General Manager, Anna Burton at 213-484-4822.

#### Attachments

2014 Emergency Management Performance Budget Summary of Area H

2014 Emergency Management Performance Grant Subrecipient Agreement for Signature

cc: Eileen Decker