

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE



Date: February 24, 2014

To: Honorable Members of the City Council

From: Anna M. Burton, Interim General Manager
Emergency Management Department

A handwritten signature in black ink, appearing to read 'Anna Burton', written over the printed name in the 'From:' field.

Subject: **ACCEPTANCE OF FISCAL YEAR 2013 EMERGENCY MANAGEMENT PERFORMANCE GRANT**

Transmitted herewith for consideration by the City Council is a request to accept \$615,363 from U.S. Department of Homeland Security (DHS) Fiscal Year 2013 Emergency Management Performance Grant (EMPG) for a term of 12 months, July 1, 2013 through June 30, 2014.

Background

The City of Los Angeles has received federal grant monies distributed through the State of California, 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 of California, 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, as a subrecipient of the State, uses a similar distribution formula. Through this formula, the 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). The state and county use all available management and administration (M&A) funds. No M&A funds are 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 EMD budget (Dept 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. Past documentation provided to support the match has included staffing within the

EMD (Dept 35), program expenditures through the Emergency Operations Fund (EOF) (Dept. 34) and salary expenses from other General Funded and proprietary City departments.

The Fiscal Year 2013 EMPG program allocates the City of Los Angeles, designated as Disaster Management Area H (Area H) \$615,363.00. This allocation requires a demonstrated matching expense of \$1,230,726.00 of City funds. All expense and match expenditures must be documented as complete within the allowable grant performance period of 7/1/2013 through 6/30/2014.

To meet the FY 2013 required match for this grant allocation, EMD has been working in coordination with the Department of Water and Power (DWP). DWP 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 2013 EMPG Budget Summary (attached). All EMPG subrecipients within the County of Los Angeles 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 the Emergency Management Department (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 October 17, 2013, the Los Angeles County Board of Supervisors received the FY 2013 EMPG grant allocation. On January 22, 2014, 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 asks that the City Council approve the acceptance of the FY 2013 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 Interim General Manager of EMD to accept the 2013 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 \$615,363.00 for the term July 1, 2013, through June 30, 2014, 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 call Anna Burton at 213-484-4822.

Attachments

2013 Emergency Management Performance Budget Summary of Area H

2013 Emergency Management Performance Grant Subrecipient Agreement for Signature

2013 Emergency Management Performance Grant County of Los Angeles Approval Notification

cc: Eileen Decker