



Oklahoma Office of
Homeland Security

Prevent, Protect, Prepare

P.O. Box 11415
 Oklahoma City, OK 73136
 (405) 425-7296 Office (405) 425-7295 Fax
www.homelandsecurity.ok.gov

SUB-GRANTEE AWARD

Sub-grantee – Required for Reimbursement FEI# _____ DUNS # _____		Original Award Amount \$22,200.00	
City of Broken Arrow Michael L Spurgeon, City Manager 220 S. First St. Broken Arrow, OK 74012		Award Number #680.501	
		Award Effective Date 8/14/2014	
		Project Period 9/1/2014 – 3/31/2016	
Project Title/IJ Homeland Security Grant Program Citizen Corps Program – CERT/IJ #8		CFDA 97.073 (OKOHS # 97.073 - 6000)	
Applicable Funds Homeland Security Grant Program FY 2014 (SHSP - Local)	Region 7	County Tulsa	
Method of Payment: This is a Reimbursement Grant.		Is Sub-Grantee NIMS Compliant? (Please Check One) YES <input type="checkbox"/> NO <input type="checkbox"/>	
Agency/Jurisdiction Chief Executive Officer Information-Primary Authorized Official City or County Official (Mayor, City Manager, County Commissioner)		Project Contact/ Secondary Authorized Official (If Applicable)	
Title of Primary Authorized Official City Manager		Title of Secondary Authorized Official Fire Chief	
Name Michael L Spurgeon		Name Jeremy Moore	
Telephone 918-259-8419	Fax 918-259-8226	Telephone 918-259-2400 ext 6355	Fax 918-259-8219
Email mspurgeon@brokenarrowok.gov		Email jmoore@brokenarrowok.gov	
Signature of Primary Authorized Official: (Required) _____ Date _____		Signature of Secondary Authorized Official: (Required) _____ Date _____	
<p>The Primary Authorized Official certifies:</p> <ul style="list-style-type: none"> • Legal authorization to accept grants on behalf of the named governmental entity. • Proposed project can be completed by March 31, 2016 • Sub-Grantee will comply with all laws, regulations, statutes, assurances, certifications, and other requirements referenced in Schedules A, B and C (if applicable) and Schedules 1-5 (if applicable) each of which is attached hereto. • All submitted data is true and correct to the best of signatory's knowledge. 			
Special Conditions			
OKOHS Approving Official Kim Edd Carter Director		OKOHS Contact Information Oklahoma Office of Homeland Security P.O. Box 11415 Oklahoma City, OK 73136-0415	
Signature of OKOHS Approving Official 		Telephone (405) 425-7296	Fax (405) 425-7295

KIM EDD CARTER
DIRECTOR



MARY FALLIN
GOVERNOR

STATE OF OKLAHOMA
OFFICE OF HOMELAND SECURITY

TO: City of Broken Arrow
Michael L Spurgeon, City Manager
FROM: Kim Edd Carter, Director *KEC*
DATE: November 16, 2015
RE: Oklahoma Office of Homeland Security 2014 Homeland Security Grant Program;
Citizen Corps Program - CERT; # 680.501

Your agency has been selected to receive funding in the amount of \$22,200.00, (the Proposed Award), pursuant to the Oklahoma Office of Homeland Security (OKOHS) fiscal year 2014 Homeland Security Grant Program (the 2014 Program). The Citizen Corps mission is to bring community and government leaders together to coordinate the involvement of community members in emergency preparedness, planning, mitigation, response and recovery.

The FY 2014 Citizen Corps Program (CCP) provides resources for States and local communities to: 1) develop and implement a plan or amend existing plans to achieve and expand citizen preparedness and participation; 2) conduct public education and outreach; 3) ensure clear alerts/warnings and emergency communications with the public; 4) develop training programs for the public, for both all hazards preparedness and volunteer responsibilities; 5) facilitate citizen participation in exercises; 6) implement volunteer programs and activities to support emergency responders; 7) involve citizens in surge capacity roles and responsibilities during an incident in alignment with the Emergency Support Functions and Annexes; and 8) conduct evaluations of programs and activities.

We have attached Schedule "C" summary of approved items, which has a list of the approved items included in your funding application for this grant that should cost approximately \$22,200.00 for the CERT project. **Any use of Proposed Award funding for items not listed on Schedule "C" must be approved in writing and in advance by OKOHS.**

The 2014 Program is a federally funded grant using money provided to the State of Oklahoma as a part of the FY 2014 (FEMA/DHS) Homeland Security Grant Program. Like previous FEMA/DHS/OKOHS grant programs, the 2014 Program is a reimbursement grant. The process requires the following actions:

- (1) Acceptance of the terms and conditions of the 2014 Program including but not limited to those noted on the attached Schedule "1";
- (2) You may purchase approved items listed on Schedule "C" however reimbursement from OKOHS is limited to the amount of the Proposed Award; and

Award Memo

Schedule "A"

Page 1 of 2

P.O. Box 11415 Oklahoma City, OK 73136-0415 PHONE 405/ 425-7296 FAX 405/ 425-7295 www.homelandsecurity.ok.gov

(3) Upon receipt of the purchased items, you will need to submit a Reimbursement Request Form with copies of the associated invoices to OKOHS. (Copies of the Reimbursement Request Form and the BDW are available on the OKOHS website at www.homelandsecurity.ok.gov).

Reimbursement checks are generally mailed to sub grantees by OKOHS within 30 days of OKOHS receipt of the signed Reimbursement Request Form and associated invoices. If this process will cause a significant hardship, please contact OKOHS for further guidance.

If your organization is willing to accept the Proposed Award subject to all the terms and conditions of the 2014 Program, please so indicate by: (1) affixing the signature of the appropriate chief executive officer (i.e. the chair of the county commissioners, the mayor, the agency director, or the city manager) in the space provided below; and (2) returning an original fully executed copy of this letter and each document listed on *Schedule "I"* (each of which is included with this award packet) to OKOHS **ON OR BEFORE November 30, 2015** Post Office Box 11415, Oklahoma City, Oklahoma 73136.0415.

Should you have questions or need additional assistance contact Robbie Foster at 405-425-7510 or by e-mail at robbie.foster@okoys.ok.gov or Christina Daron at 405-425-7591 or by email at christina.daron@okoys.ok.gov.

Thank you for your willingness to participate in this important initiative. We appreciate your efforts to protect our citizens and we look forward to working with you.

Agreed and accepted this ___ day of _____ 2015:

Government/Agency Name: _____

Signature: _____

Printed Name: _____

Title: _____

Award ID#	Region	Subgrantee	Agency	IJ#	Project Description	Program	State / Local	ITEM (Approval Requested)	Est. Unit Cost	Qty	Total	November 2015 Approvals	Revised Award Amount	Total Approved To Date	Checks Written	Current Available
680.501	7	Broken Arrow, City of	FD	8	Citizen Corps Program CERT	SHSP	Local	One (1) Turn Key CERT Trailer	\$ 20,000.00	1.00	\$ 20,000.00	\$20,000.00	\$ 22,200.00	\$ 22,089.14	\$ -	\$ 22,200.00
680.501	7	Broken Arrow, City of	FD	8	Citizen Corps Program CERT	SHSP	Local	Shelter w/walls.	\$ 900.00	1.00	\$ 900.00	\$900.00				
680.501	7	Broken Arrow, City of	FD	8	Citizen Corps Program CERT	SHSP	Local	Table Cover 6ft	\$ 150.00	4.00	\$ 600.00	\$600.00				
680.501	7	Broken Arrow, City of	FD	8	Citizen Corps Program CERT	SHSP	Local	Color Magnetic CERT Signs	\$ 110.00	4.00	\$ 440.00	\$440.00				
680.501	7	Broken Arrow, City of	FD	8	Citizen Corps Program CERT	SHSP	Local	Frighht for shelter, table cover and signs	\$ 149.14	1.00	\$ 149.14	\$149.14				

KEC
 11-16-15