



The Grants Gazette

Ohio EMA's Preparedness Grants Updates

May 2012

Issue 4

SPOTLIGHT OF THE MONTH

The Ohio EMA Training and Exercise often assist counties with organizing and conducting training and exercises. It is important to note that even though they assist with the training or exercise, if you are using your grant funds to support it you must ensure that you follow your procurement policies and maintain the proper documentation. Be sure that you have proper quotes, complete contracts, attendance sheets, agendas, signed invoices, etc.

Except for exercises and CCP activities, food is not an allowable expense for 2011 HSGP grants. While it is still allowable for prior grant years, you must ensure that you have a valid reason for providing the meals and that the food cost is reasonable. Examples of a valid reason include:

- ⇒ The nature of the training is such that breaking for a meal would prove too disruptive such as an exercise.
- ⇒ The length of the training day would be too long if there is a break for a meal. Thus necessitating a working lunch.
- ⇒ The training venue is too far from eating establishments for students to get to and eat in a reasonable amount of time (~one hour).

The fact that food is an allowable expense is not a valid reason by itself.

If you have any questions your program specialist will be happy to help you.

Grant funds may be dwindling, but training opportunities are not. There are hundreds of courses covering a wide range of homeland security and emergency management topics available to you at no or very little cost. Whenever we remind people of this we often get the question; "What courses are available?" Instead of trying to go through the list of hundreds of courses to answer that question let us help you. Tell us what your training gaps are and we will help find you a course to meet that need. Give the training and exercise section a call and they will be happy to help you.

Compliance Tip of the Month

In accordance with the State Homeland Security Program (SHSP) local program guidance: when practical, any equipment assets purchased with Homeland Security Grants shall be prominently marked with a label that states "Purchased with funds provided by the U.S. Department of Homeland Security". If the purchased equipment is maintained in bulk storage (i.e. a response vehicle, in a packing container, etc.) the grant recipient may label the applicable storage containers with the above statement as opposed to labeling each and every item. Labeling should not be intrusive to the piece of equipment and must not include the DHS logo.

Furthermore under planning it states: Ensure all publications created with funding under your grant awards include the FEMA GPD Publications Statement "This document was prepared under a grant from the Federal Emergency Agency's Grant Programs Directorate (FEMA/GPD) within the U.S. Department of Homeland Security. Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of FEMA/GPD or the U.S. Department of Homeland Security"

Important Dates

We are coming to the state fiscal year end. Cash requests received in EGMS by June 1 with proper documentation will be processed for payment within our state fiscal year. Our Fiscal Office will resume processing on July 1. If you have a performance period that ends June 30, this does not change that date and you will have two weeks after you receive the funds to payment to your vendors. This is a notification for those that have expended funds and will need reimbursement within the month of June.

HSGP Grant Expenditures

As of May 28, 2012

Grant	Award	Expended	Remaining
FY 2009	\$42,082,519	\$23,468,538.58	\$18,613,980.42
FY 2010	\$40,769,989	\$6,953,510.21	\$33,816,478.79