



## COUNTY COMMISSION

BALDWIN COUNTY  
312 Courthouse Square, Suite 12  
BAY MINETTE, ALABAMA 36507  
(251) 937-0264  
Fax (251) 580-2500  
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MEMBERS  
DISTRICT 1. JAMES E. BALL  
2. JOE DAVIS, III  
3. BILLIE JO UNDERWOOD  
4. CHARLES F. GRUBER

April 2, 2019

Mr. Jared Stewart  
Alabama Emergency Management Agency:  
Post Office Drawer 2160  
Clanton, Alabama 35046

**RE: Fiscal Year 2019 Emergency Management Performance Grant Cooperative Agreement for the State Share of Funds**

Dear Mr. Stewart:

The Baldwin County Commission, during its regularly scheduled meeting held on April 2, 2019, took the following actions:

- 1) Accepted and approved the execution of the **enclosed** *Cooperative Agreement with the Alabama Emergency Management Agency (AEMA)* providing \$4,334.00 in state funds to the Baldwin County Emergency Management Agency as part of the Fiscal Year 2019 Emergency Management Performance Grant (EMPG); and
- 2) Authorized the execution of any documents related to the award.

The period performance for this *Grant Agreement* commenced on October 1, 2018, and shall expire on September 30, 2019. These funds are matched 50/50 by local funds and are intended to support county emergency management programs.

If you have any questions or need further assistance, please do not hesitate to contact me at (251) 972-6833 or Danon Smith, Emergency Management Agency Planning & Grants Coordinator, at (251) 972-8510.

Sincerely,

CHARLES F. GRUBER, Chairman  
Baldwin County Commission

CFG/met Item BJ2

cc: Danon Smith (Original Agreement)  
Jessie Peacock  
Zach Hood

ENCLOSURE

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

1. <b>Grantee:</b> Baldwin Co. EMA	2. <b>Effective Dates:</b> 10/01/2018-09/30/2019
3. <b>Issuing Agency:</b> Alabama Emergency Management Agency 5898 County Road 41 P.O. Drawer 2160 Clanton, AL 35046-2160	4. <b>FAIN:</b> N.A.
5. <b>CA Number:</b> 19EMA	
6. <b>State Allocation:</b>	<b>\$4,334.00</b>
7. <b>CFDA #:</b> N.A.	8. <b>State Award Date:</b> 10/01/2018
9. <b>Total State Award:</b> \$122,411.00	

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 funds from the Local EMA for not completing program activities and not providing a justification statement explaining the reason why the activity was not accomplished.

Subgrantee agrees that (1) they will 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. 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 31, 2019;** (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, equipment, supplies, maintenance of facilities, & other necessary costs of operation for the local EMA office; (8) All EMPG related files/paperwork will be made available to AEMA personnel for monitoring & review; (9) they will comply with the Federal Emergency Management Agency's rules regarding the ISIP, the BSIR, and other provisions of this grant.

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, or (2) failure to perform appropriately in an emergency situation, or (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.

**Certification By County Official Authorized To Sign:**

I certify that I understand and agree to comply with the general & fiscal provisions of this grant application including the terms and conditions; to comply with provisions of the regulations governing these funds and all other 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 grant application; 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.



Brian E. Hastings, Director  
Alabama Emergency Management Agency



Local EMA Director/Coordinator



Chief Elected Official

02/04/19

Date

02/19/19

Date

4/2/19

Date