

RESOLUTION NO. 2198

A RESOLUTION OF THE CITY OF SALISBURY, MARYLAND ACCEPTING GRANT FUNDS FROM THE UNITED STATES DEPARTMENT OF HOMELAND SECURITY STAFFING FOR ADEQUATE FIRE & EMERGENCY RESPONSE GRANTS (S.A.F.E.R.) PROGRAM FOR THE HIRING OF ADDITIONAL FIREFIGHTING PERSONNEL TO BE USED BY THE FIRE DEPARTMENT IN THE PROTECTION AND DELIVERY OF EMERGENCY SERVICES TO THE CITIZENS OF THE SALISBURY FIRE DISTRICT.

WHEREAS, the Fire Department has the need to hire additional personnel that would enhance operational efficiency and effectiveness; and,

WHEREAS, the Fire Department made application for grant funds for this purpose from a program administered by the United States Department of Homeland Security (DHS) under the Staffing for Adequate Fire & Emergency Response grants (S.A.F.E.R.) designed to provide funding directly to fire departments in order to help them increase the number of trained, "front-line" firefighters available in their communities; and,

WHEREAS, this grant will assist in offsetting the effects of the current and ongoing economic conditions; and,

WHEREAS, the Fire Department has been offered a grant award in the amount of \$1,456,912.00 from the DHS as part of the S.A.F.E.R. grant program to be used for the hiring of additional personnel; and,

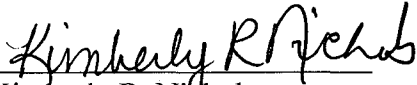
WHEREAS, both the Fire Chief and the Mayor have recommended that the City accept these funds; and,

WHEREAS, City policy requires that grants funds can only be accepted with the approval of City Council,

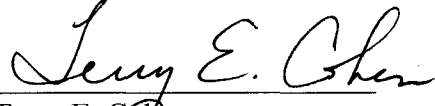
NOW, THEREFORE BE IT RESOLVED that the City of Salisbury accepts these grant funds and expresses its sincere appreciation to the United States Department of Homeland Security (DHS) under the Staffing for Adequate Fire & Emergency Response grants (S.A.F.E.R.) program administrators for its recognition of and contribution to the City's efforts to further enhance the efficiency and effectiveness of the services provided by the Fire Department to the citizens of the City and the Salisbury Fire District.

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on August 27, 2012, and is to become effective immediately upon adoption.

ATTEST:




Kimberly R. Nichols,
CITY CLERK



Terry E. Cohen,
PRESIDENT, CITY COUNCIL

Approved this 30th day of August 2012.




James Ireton, Jr.,
MAYOR, CITY OF SALISBURY

INTER

OFFICE

MEMO

Office of the Mayor

To: City Council
From: John R. Pick 
Subject: SAFER Grant Reconsideration
Date: August 16, 2012

Mayor Ireton and Acting Fire Chief Rick Hoppes have been working with the FEMA Branch Manager, Cathie Patterson to give us more time to consider whether to accept the Safer Grant that has been offered to the City (EMW 2011 FH00621). Ms. Patterson has consented to give us until September 4, 2012 to decide whether to accept this grant. Attached is a Resolution for consideration by the Council. We request that this item be added to the agenda for the Council's August 27 meeting. This is the only meeting currently scheduled between now and the September 4 date. The amount of the grant that has been approved by FEMA is \$1,456,912. This grant amount would fund twelve (12) firefighter positions including all of their City benefits for a two-year period.

cc: Mayor Ireton
Lore' Chambers
Acting Fire Chief Rick Hoppes
Kim Nichols

Award Package

U.S. Department of Homeland Security
Washington, D.C. 20472



FEMA

Mr. Nicholas Kinhart
City of Salisbury Fire Department
325 Cypress St.
Salisbury, Maryland 21801-4928

Re: Grant No.EMW-2011-FH-00621

Dear Mr. Kinhart:

On behalf of the Department of Homeland Security (DHS), I am pleased to inform you that your grant application submitted under the FY 2011 Staffing for Adequate Fire and Emergency Response (SAFER) grants has been approved. FEMA's Grant Programs Directorate (GPD), in consultation with the U.S. Fire Administration (USFA), carries out the Federal responsibilities of administering your grant. The approved project costs total to \$1,038,912.00. The Federal share is \$1,038,912.00 of the approved amount and your share of the costs is \$0.00.

As part of your award package, you will find Grant Agreement Articles. Please make sure you read and understand the articles as they outline the terms and conditions of your grant award. Maintain a copy of these documents for your official file. **You establish acceptance of the grant and Grant Agreement Articles when you formally receive the award through the AFG online system.** By accepting the grant, you agree not to deviate from the approved scope of work without prior written approval, via an amendment request, from FEMA.

If your SF 1199A has been reviewed and approved, you will be able to request payments online. Remember, you should request funds no more frequently than quarterly.

If you have any questions or concerns regarding the process to request your grant funds, please call 1-866-274-0960.

A handwritten signature in cursive script that reads "Elizabeth M. Harman".

Elizabeth M. Harman
Assistant Administrator
Grant Programs Directorate

Agreement Articles



FEMA

U.S. Department of Homeland Security
Washington, D.C. 20472

AGREEMENT ARTICLES

STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE - Hiring program

GRANTEE: City of Salisbury Fire Department

PROGRAM: Staffing for Adequate Fire and Emergency Response (SAFER) - Hiring

AGREEMENT NUMBER: EMW-2011-FH-00621

AMENDMENT NUMBER:

TABLE OF CONTENTS

Article I	Project Description
Article II	Grantee Concurrence
Article III	Period of Performance
Article IV	Amount Awarded
Article V	Financial Guidelines
Article VI	Prohibition on Using Federal Funds
Article VII	GPD Allocations
Article VIII	Financial Reporting
Article IX	FEMA Officials
Article X	Central Contractor Registration (CCR)

Article I - Project Description

The purpose of the Staffing for Adequate Fire and Emergency Response program is to provide funding directly to fire departments and volunteer firefighter interest organizations in order to help them increase the number of trained, "front-line" firefighters or to rehire firefighters that have been laid-off.

After careful consideration, FEMA has determined that the grantee's project submitted as part of the grantee's application, and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the program's purpose and worthy of award. The grantee shall perform the work described in the approved grant application as itemized in the request details section of the application and further described in the grant application's narrative. These sections of the application are made a part of these grant agreement articles by reference. The grantee may not change or make any material deviations from the approved scope of work outlined in the above referenced sections of the application without prior written approval, via an amendment request, from FEMA.

Article II - Grantee Concurrence

By receiving the award through the AFG online system, the grantee accepts and agrees to abide by the terms and conditions of the grant as set forth in this document and the documents identified below. By receiving funds

under this grant, grantees agree that they will use the funds provided through the Fiscal Year 2011 Staffing for Adequate Fire and Emergency Response grant in accordance with these Articles of Agreement and the program guidelines provided in the Fiscal Year 2011 Staffing for Adequate Fire and Emergency Response program guidance. All documents submitted as part of the original grant application are made a part of this agreement by reference.

Article III - Period of Performance

The period of performance shall be from **18-OCT-12 to 17-OCT-14**.

Article IV - Amount Awarded

The amount of the award is detailed on the Obligating Document for Award attached to these articles. Following are the budgeted estimates for object classes for this grant (including Federal share plus applicable grantee match):

Personnel:	\$833,904.00
Fringe Benefits	\$205,008.00
Travel	\$0.00
Equipment	\$0.00
Supplies	\$0.00
Contractual	\$0.00
Other	\$0.00
Indirect Charges	\$0.00
Total	\$1,038,912.00

NEGOTIATION COMMENTS IF APPLICABLE (max 4000 characters)

Any questions pertaining to your award package, please contact your GPD Grants Management Specialist:
 Tamara Thompson
 Tamara.Thompson1@dhs.gov

Article V - Financial Guidelines

The grantee and any subgrantee shall comply with the most recent version of the Administrative Requirements, Cost Principles, and Audit Requirements. A non-exclusive list of regulations commonly applicable to DHS grants are listed below:

A. Administrative Requirements

1. 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
2. 2 CFR Part 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations (OMB Circular A-110)

B. Cost Principles

1. 2 CFR Part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A-87)
2. 2 CFR Part 220, Cost Principles for Educational Institutions (OMB Circular A-21)
3. 2 CFR Part 230, Cost Principles for Nonprofit Organizations (OMB Circular A-122)
4. Federal Acquisition Regulations (FAR), Part 31.2 Contract Cost Principles and Procedures, Contracts with Commercial Organizations

C. Audit Requirements**1. OMB Circular A-133, Audits of States, Local Governments, and Nonprofit Organizations****Article VI - Prohibition on Using Federal Funds**

The recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of FEMA.

Article VII - GPD Allocations

The recipient agrees that all allocations and use of funds under this grant will be in accordance with the FY 2011 Staffing for Adequate Fire and Emergency Response Program guidance and application kit.

Article VIII - Financial Reporting

Recipients of a SAFER grant will be required to submit a semi-annual Federal Financial Report (FFR) via the automated system on the Standard Form 425. The FFR is intended to provide Federal agencies and grant recipients with a standard format and consistent reporting requirements throughout the government. The FFR, to be submitted using the online e-grant system, will be due semi-annually based on the calendar year beginning with the period after the award is made. Grant recipients will be required to submit an FFR throughout the entire period of performance of the grant.

The reporting periods for the FFR are January 1 through June 30 (report due by July 31), and July 1 through December 31 (report due by January 30).

At the end of the grant's period of performance, all grantees are required to produce a final report on how the grant funding was used and the benefits realized from the award. Grantees must submit a final financial report and a final performance report within 90 days after the end of the period of performance.

Article IX - FEMA Officials

Program Officer: The Program Specialist is responsible for the technical and programmatic monitoring of the stages of work and performance of the activities described in the approved grant application. If you have any programmatic questions regarding your grant please call the AFG help desk at 866-274-0960 to be directed to a specialist.

Grants Assistance Officer: The Assistance Officer is the Federal official responsible for negotiating, administering, and executing all grant business matters. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

Grants Management Division POC: The Grants Management Specialist shall be contacted to address all financial and administrative grant business matters for this award. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

Article X - Central Contractor Registration (CCR)

Recipients of a SAFER grant are required to be registered in the Central Contractor Registration (CCR) system. Active registration in the CCR system ensures grantees are compliant with Federal regulations under Federal Financial Accountability and Transparency Act (FFATA). Registration in CCR system is free, and may take up to 5 to 10 business days to process. For help with registering in the CCR system, please contact the CCR help line at 866-606-8220 or visit ccr.gov for more information.

ADDITIONAL REQUIREMENTS (IF APPLICABLE) (max 4000 characters)

Any questions pertaining to your award package, please contact your GPD Grants Management Specialist:
Tamara Thompson
Tamara.Thompson1@dhs.gov

**FEDERAL EMERGENCY MANAGEMENT AGENCY
OBLIGATING DOCUMENT FOR AWARD/AMENDMENT**

1. AGREEMENT NO. EMW-2011-FH-00621	2. AMENDMENT NO. 0	3. RECIPIENT NO. 52-6000806	4. TYPE OF ACTION AWARD	5. CONTROL NO. W500659N
6. RECIPIENT NAME AND ADDRESS City of Salisbury Fire Department 325 Cypress St. Salisbury Maryland, 21801-4928	7. ISSUING OFFICE AND ADDRESS Grant Programs Directorate 500 C Street, S.W. Washington DC, 20472 POC: Sheila Parker Darby 202-786-9521	8. PAYMENT OFFICE AND ADDRESS FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20472		
9. NAME OF RECIPIENT PROJECT OFFICER Nicholas Kinhart	PHONE NO. 4105483120	10. NAME OF PROJECT COORDINATOR Catherine Patterson	PHONE NO. 1-866-274-0960	
11. EFFECTIVE DATE OF THIS ACTION 18-OCT-12	12. METHOD OF PAYMENT SF-270	13. ASSISTANCE ARRANGEMENT Cost Sharing	14. PERFORMANCE PERIOD From:18-OCT-12 To:17-OCT-14	

Budget Period
From:26-JAN-12 To:30-SEP-12

15. DESCRIPTION OF ACTION
a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXX-XXXX-XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMMULATIVE NON-FEDERAL COMMITMENT
SAFER	97.044	2012-M1-3007RG-10000000-4101-D	\$0.00	\$1,038,912.00	\$1,038,912.00	\$0.00
TOTALS			\$0.00	\$1,038,912.00	\$1,038,912.00	\$0.00

b. To describe changes other than funding data or financial changes, attach schedule and check here.
N/A

16a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

SAFER recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)
N/A

DATE
N/A

18. FEMA SIGNATORY OFFICIAL (Name and Title)
Jane Early

DATE
26-JUN-12

[Reply](#)

To: nkinhart
Date: 07/27/2012
Subject: Award Notification (Application Number: EMW-2011-FH-00621)
From: firegrants@dhs.gov
Congratulations!

Your grant application submitted under The Department of Homeland Security (DHS) Federal Emergency Management Agency's (FEMA) Grant Programs Directorate's FY 2011 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program has been approved for award. Please go to the Assistance to Firefighters eGrants system at <https://portal.fema.gov> to accept or decline your award. Enter the same User Name and Password used to complete the online application as requested on the login screen.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select View Award Package from the drop down menu; click Go to view your Award Package. After review of your award package, you will need to indicate either your acceptance or declination of award. PLEASE NOTE: If you wish to accept the award, you should do so immediately as the 90-day recruitment period has begun. When you have finished, please print your award package for your records.

As a reminder, awards made under the Hiring of Firefighters Category require the support of your governing body prior to acceptance of the award. Therefore, by accepting this award you are confirming that you have discussed this application with your local officials and that there is a clear understanding of the long-term obligations of a SAFER grant and that both the department and governing body are committed to fulfilling the requirements of this grant immediately upon acceptance.

If you choose to decline the award, you waive all future rights to this award.

If you accept your award, you will now see a link on the left side of the screen that says Update 1199A in the Action column. Click this link as it will take you to the SF-1199A Direct Deposit Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit the form electronically. Then, using the Print 1199A button, print a copy and take it to your bank to have the bottom portion completed. Make sure your application number is on the form. After your bank has filled out their portion of the form, you must fax a copy of the form to FEMA's SF-1199 Processing Staff at 301-998-8699. You should keep the original form in your grant files. After the faxed version of your SF 1199A has been reviewed, you will receive an email indicating the form is approved. After which you will be able to request payments online. If you have any questions regarding your SF-1199A, please call 1-866-274-0960.

[Go Back](#)