



COUNTY OF MAUI  
**EMERGENCY MANAGEMENT AGENCY**

200 South High Street  
Wailuku, HI 96793  
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OFFICE OF THE MAYOR



Alan Arakawa  
MAYOR

September 28, 2017

Honorable Alan Arakawa  
Mayor, County of Maui  
200 South High Street  
Wailuku, HI 96793

For Transmittal to:

Honorable Mike White, Chair  
And Members of Maui County Council  
200 South High Street  
Wailuku, HI 96793

Dear Chair White,

SUBJECT: EMERGENCY MANAGEMENT PERFORMANCE GRANT

In accordance with Ordinance No. 4456, Bill 65 (2017), Fiscal Year 2018 Budget, we are hereby transmitting to you a copy of the notice of grant award from the State of Hawaii, Hawaii Emergency Management Agency for the program listed above for the period of July 1, 2017 to June 30, 2018 in the amount of \$100,000.00.

Thank you for your attention to this matter. Should you have any questions, please feel free to contact me at ext. 7859.

Sincerely,

  
HERMAN ANDAYA

Interim Emergency Management Officer

Attachment

Cc: Lynn A.S. Araki-Regan, Budget Director

COUNTY COMMUNICATION NO. 17-404

3. Emergency Management Organization Program. Programs must continue to fund necessary aspects of emergency management that supports day-to-day prevention, protection, mitigation, response, and recovery activities.
4. Emergency Management Accreditation Program. Emergency management programs should take steps to move toward compliance with EMAP standards.

The EMPG funds can be used to support regular salaries (no overtime) and associated fringe benefits; travel; utilities; and supplies expenses.

The EMPG will be made available to the MEMA on a reimbursement basis. An original Bill for Collection/Invoice requesting reimbursements with supporting documents will be submitted to HI-EMA monthly. The current month's expenditures shall be submitted for reimbursement no later than the end of the next month. Any Bill for Collection/Invoice submitted after the submission deadline may not be eligible for reimbursement by HI-EMA and could be the sole responsibility of the MEMA. Reimbursement of funds will be made payable by check to the MEMA provided appropriate documentation of payments made are submitted to HI-EMA.

The FY 2017 EMPG Program Guidance and Application Kit can be obtained from the Department of Homeland Security website.

MEMA is not permitted to sub grant funds to another county agency.

#### **V. COST-SHARE/MATCH**

There is 50-50 match required for these grant funds. If costs exceed the maximum amount of funding, the MEMA shall pay the costs in excess of the approved budget. MEMA agrees to allow the excess costs over the approved budget to be used as additional non-federal cost share match for the State.

#### **VI. MAINTENANCE OF EFFORT/SUPPLANTING OF FUND**

The purpose of these funds is to support the MEMA emergency management programs and shall be used to supplement and shall not be used to supplant county funds dedicated to this effort.

#### **VII. ADMINISTRATIVE COST RESTRICTION**

The EMPG funds **cannot** be transferred between the Homeland Security Grant Program funds, Law Enforcement Terrorism Prevention Program, Citizen Corps Program, Metropolitan Medical Response System, or the Urban Areas Security Initiative program funds.

#### **IX. FEDERAL FINANCIAL REPORTS**

**FEDERAL FINANCIAL REPORT:** HI-EMA shall submit a Federal Financial Report to the Federal Emergency Management Agency (FEMA) within 30 days after the end of each quarter. Reports are due January 30, April 30, July 30, and October 30. Final financial reports are due 90 days after the closeout of the grant.

Semi-annual biannual strategy implementation reports providing updated obligation and expenditure information is due to Department of Homeland Security July 30th and January 30th.

The MEMA shall provide a status report to HI-EMA on a quarterly basis to allow compliance with the quarterly and semi-annual reporting requirements.

**Memorandum of Agreement  
For  
FY 2017 Department of Homeland Security Grant Program  
Program: Emergency Management Performance Grant**

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**SUBGRANTEE:** Maui Emergency Management Agency (MEMA)

**I. PROGRAM DESCRIPTION**

FY 2017 Emergency Management Performance Grant (EMPG) funds in the amount of \$100,000 is provided to the County of Maui. These grant funds are provided to the Maui Emergency Management Agency (MEMA) to support comprehensive emergency management program able to respond to natural and manmade hazards, homeland security-related incidents, and other emergencies that may threaten the property, safety and well-being of the citizens and communities.

**II. AUTHORITIES**

The Emergency Management Performance Grant is supported under the Department of Homeland Security Consolidated Appropriations Act, 2017 (Public Law 115-31).

Both Hawaii Emergency Management Agency (HI-EMA) and the MEMA shall follow the guidance listed in the FY 2017 EMPG guidance and the Catalog of Federal Domestic Assistance (CFDA). The CFDA Number for the FY 2017 EMPG is 97.042.

**III. PERIOD OF PERFORMANCE**

Pending the receipt of the Federal award letter for the FY2017 EMPG award, the period of performance (POP) shall be for the period effective July 1, 2017 through June 30, 2018, for the FY 2017 EMPG. The award letter is anticipated to be issued NLT September 30, 2017 and to include a 2-year POP from 10/1/16 to 9/30/18. The lateness of this grant award is due to the transition in FEMA resulting from the recent Presidential election.

The MEMA shall not incur costs or obligate funds for any purpose pertaining to the operation of the project, program, or activities beyond the expiration date of the period of performance.

**IV. AMOUNT AWARDED AND DISTRIBUTION**

This Memorandum of Agreement for the FY 2017 EMPG supports the MEMA's emergency management programs that strengthen its capabilities to address all hazards.

The EMPG program funds shall be used for emergency management programs to accomplish the following initiatives:

1. National Preparedness. Support the National Preparedness Goal, its five mission areas of Prevention, Protection, Mitigation, Response and Recovery, and the Core Capabilities List which identifies 31 core capabilities for federal, State, and local jurisdictions.
2. Implement a common, shared approach to support the National Preparedness Goal. Establish a program designed to achieve the levels of capability needed to sustain and enhance the effectiveness of the MEMA's emergency management program.

FY 2017 Emergency Management Performance Grant  
Memorandum of Agreement

REPORT SUBMISSION: MEMA shall submit quarterly reports through the Homeland Security Branch using the Grant Expenditure Report which serves as your quarterly report, expenditure report and obligations for the previous quarter and provides projections for the next 90 days. This input is due by the 5<sup>th</sup> working day of the month following the end of each quarter.

APPROVED/DISAPPROVED:



VERN T. MIYAGI  
Acting Director of Emergency Management

Jun 29, 2017

Date



ALAN M. ARAKAWA  
Mayor, County of Maui

8/25/17

Date

APPROVED AS TO FORM:

*Michael Vincent*

MICHAEL VINCENT  
Deputy Attorney General