



Katie Hobbs
GOVERNOR

**STATE OF ARIZONA
DEPARTMENT OF EMERGENCY AND
MILITARY AFFAIRS**

5636 East McDowell Road
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Major General Kerry L. Muehlenbeck
THE ADJUTANT GENERAL

January 8, 2024

Mr. Daniel Duchon
Director
Cochise County
1415 Melody Lane Bldg. A
Bisbee, AZ 85603

SUBJECT: FFY 2022 Emergency Management Performance Grant (EMPG)
Assistance Listings # 97.042
Grant Award # EMF-2022-EP-00009-S01
Unique Identifier: LNCRRL2K1DA9
Final Total Federal and Non-Federal Award **\$446,312.00**

Dear Mr. Daniel Duchon,

The Arizona Department of Emergency & Military Affairs, Division of Emergency Management is pleased to provide you with this **revised** Final Grant Award letter for the above referenced grant. The amount of Federal funds awarded to **Cochise County** is **\$223,156.00**.

As a condition of the award, you are required to contribute a cost match in the amount of **\$223,156.00** of non-federal funds, or 50 percent of the total approved project costs of **\$446,312.00**. EMPG funds may be obligated and expended within the period of performance from **July 1, 2022 - June 30, 2024** and in accordance with the EMPG grant guidelines.

All expenditures made with grant funding must adhere to all federal regulations and requirements as outlined in the Agreement, EMPG Notice of Funding Opportunity, and DEMA EMPG Local Programmatic Guidance. Also, each grant award will be monitored for both programmatic and fiscal compliance through desk monitoring and scheduled site monitoring visits.

Single Audit Reporting: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F>

Recipients that expend \$750,000 or more from all federal funding sources during the fiscal year are required to submit an organization-wide financial and compliance audit report per Subpart F of 2 C.F.R. Part 200. Failure to comply with the audit requirements, will suspend the release of federal funds until complete.

Reference C.F.R. 200.512 Single Audit report ending 06/30/2021: FY21. The FY2021 audit report is verified received at the Federal Audit Clearinghouse as of April 30, 2022. Single Audit reporting period ending 06/30/2022: FY22. The FY2022 audit report is verified received at the Federal audit Clearinghouse as of June 24, 2023.

Federal Funding Accountability and Transparency Act <https://www.fsrs.gov/>

2 CFR 170.320: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170/subpart-C/section-170.320>

If applicable, the Contractor/Grantee shall submit to AZDEMA via email the Grant Reporting Certification Form. This form and the instructions can be downloaded below and must be returned to the AZDEMA by the 15th of the month following that in which the award was received. The form shall be completed electronically and submitted using the steps outlined in the Grant Reporting Certification Form Instructions and [emailed to us](#). All required fields must be filled including Top Employee Compensation, if applicable. Completing the Grant Reporting Certification Form is required for compliance with the [2 CFR Chapter 1, Part 170 REPORTING SUB-AWARD AND EXECUTIVE COMPENSATION INFORMATION](#). Failure to timely submit the Grant Reporting Certification Form could result in the loss of funds. This requirement applies to all subcontractors/sub-awardees utilized by the Contractor/Grantee for amounts exceeding \$30,000.00 during the term of the Award.

As a reminder, the (GAO) Grant Activities Outline quarterly report is due to the EMPG Program Coordinator within 30 days of the end of each calendar quarter, this report can be emailed to diane.fernandez@azdema.gov. The Expenditure Reports along with all financial supporting documents are due to DEMA/EM Grant Administration, attention EMPG within 30 days of the end of each calendar quarter to receive reimbursement. Expenditure Reports must have original signatures and dates and should be mailed to the address below, or emailed to Grants.EMPG@azdema.gov:

Arizona Department of Emergency & Military Affairs
Division of Emergency Management
Grant Administration Section
Diane Fernandez
EMPG Program Coordinator
5636 E McDowell Rd., Bldg. 5101, E7
Phoenix, AZ 85008

Please refer questions to Diane Fernandez at 602-464-6268 or diane.fernandez@azdema.gov. We look forward to working with you and your staff in the coming year.

Sincerely,



Gabriel Lavine
Director, Division of Emergency Management

Attachments: Revised Grant Agreement