

APPROVED AMENDMENT
DEMA/EM Infrastructure and Grants Admin.

Federal Fiscal Year 2023 Amendment
Emergency Management Performance Grant
Arizona Division of Emergency Management

Please contact the Emergency Management Performance Grant Coordinator at 602-464-6268 or Diane.fernandez@azdema.gov if you have questions regarding this application.

Date Submitted: 2/29/2024	Type of Applicant: [X] County [] Tribe [] State [] Other	Catalog of Federal Domestic Assistance Number. 97.042
Date Received by AZDEMA:	UEI LNCRRL2K1DA9	Full Address: 1415 Melody Lane Bisbee, AZ 85603
	Employer ID# 86-6000398	
Organization Unit/Department: X Cochise County Emergency Management		Amendment # 001 EMF-2023-AAP-00008-S01

Authorization to submit application: By signing below the undersigned acknowledge they have been duly authorized by the jurisdiction to submit this application and will comply with the assurances, agreements, and/or special conditions set forth upon receipt of the grant award.

Signature of Authorized Representative: <i>Daniel S. Duchon</i>	Date Signed: 2/29/2024
	Email: dduchon@cochise.az.gov
Title: Director, Cochise Emergency Management	Office Phone (520) 432-9220
	Number:

Original Approved Award Amount - Federal and Non-Federal Total: \$0.00

New Detailed Budget Totals:			Original Approved Federal Contribution	New Requested Federal Contribution	\$ Change	% Change
A.	Personnel		\$ 77,000.00	\$ 62,000.00	\$ (15,000.00)	-19%
B.	Fringe		\$ 23,900.00	\$ 19,400.00	\$ (4,500.00)	-19%
C.	Travel		\$ 3,000.00	\$ 3,000.00	\$ -	0%
D.	Equipment =>\$5,000		\$ -	\$ -	\$ -	#DIV/0!
E.	Supplies		\$ 11,249.50	\$ 30,749.50	\$ 19,500.00	173%
F.	Contractual/Consultant		\$ -	\$ -	\$ -	#DIV/0!
G.	Other		\$ 31,340.00	\$ 31,340.00	\$ -	0%
H.	In-kind Vol Services		\$ -	\$ -	\$ -	#DIV/0!
I.	In-kind Other		\$ -	\$ -	\$ -	#DIV/0!
J.	Total Direct Charges		\$ 146,489.50	\$ 146,489.50	\$ -	#DIV/0!
K.	Total Indirect Charges		\$ -		\$ -	0%
L.	Total		\$ 146,489.50	\$ 146,489.50	\$ -	#DIV/0!

50% Non-Federal Cost Match Total Revised Non-Federal Cash Match \$ -

Cost sharing or matching means the portion of the project costs not paid by Federal funds or contributions (unless otherwise authorized by federal statute). See also 2 CFR 200.306

Required: Please describe the Non-Federal Match Source(s) here: Cochise County General Fund

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<p>A. Personnel Services/Fringe: Is your agency creating a new part-time or full-time position, please complete the information below. Provide a job description, effective date, revised organization chart, etc. Does your agency have a vacant position funded by the grant that exist for more than 3 months? See the EMPG Local Programmatic Guidance for FY 2021, page 14-15 for amendment requirements. Describe your proposed changes and provide a strong justification for the changes, including the match requirement.</p>	
<input type="checkbox"/>	If there are no changes to the category place an X in this box.
<p>Description/Justification: Vacancy of Deputy Director position from July to November 2023.</p> <p>No change to number of positions.</p>	

[] Revised Organization Chart Attached. (required)	Position Title:	Annual Salary	Annual Fringe Benefits	% of Time Devoted to Emergency Mgmt	Federal Match	Non-Federal Match
[] Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
[] Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
[] Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
[] Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
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[] Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
[] Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
[] Job Description Attached. (required).		\$ -	\$ -		\$ -	\$ -
	Total Cost	\$ -	\$ -		\$ -	\$ -

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C. Travel - International Travel: Check Yes [] or No []. 1. All International Travel using EMPG funding requires pre-approval from FEMA Region IX. Request should be sent to DEMA at least 45 days prior to travel. 2. Are you adding or removing travel to your budget? <i>Describe your proposed changes and provide a strong justification for the changes below, including the match requirement.</i>			
X	If there are no changes to the category place an X in this box.		
<u>Description/Justification:</u>			
Description: Please do not use abbreviations or acronyms, spell out conference/meeting names and provide a link if available.	Total Cost:	Federal Match	Non-Federal Contribution
Trip 1:	\$ -	\$ -	\$ -
Trip 2:	\$ -	\$ -	\$ -
Trip 3:	\$ -	\$ -	\$ -
Trip 4:	\$ -	\$ -	\$ -
Trip 5:	\$ -	\$ -	\$ -
Total Cost	\$ -	\$ -	\$ -

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<p>Equipment: Allowable equipment categories for EMPG are listed on the web-based version of the Authorized equipment List (AEL) at https://www.fema.gov/authorized-equipment-list. Unless otherwise stated, equipment must meet all mandatory regulatory and/or FEMA-adopted standards to be eligible for purchase using these funds. In addition, agencies will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment. Also see the AZDEMA FY 2021 EMPG Local Programmatic Guidance pages 7 - 8 for allowable equipment policy and categories.</p>	
<p>Equipment and Environmental Historic Preservation Requirements</p> <p>Does the Environmental Planning & Historic Preservation (EHP) Compliance application apply to my project(s)? See page 22-23 of The FEMA Preparedness Grants Manual and page 22 of the AZDEMA FY2021 EMPG Local Programmatic Guidance to review requirements. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, the AZDEMA may not be able to fund the project due to noncompliance with EHP laws, executive order, regulations, and policies.</p>	
X	If there are no changes to the category place an X in this box.
Project 1 Name:	
Describe your proposed changes and why you are making these changes?	
Is this project in addition to the original approved projects or is it replacing a project (identify project) and why are you not able to accomplish original planned project?	
Provide a strong justification for the items you request to purchase related to this project.	
<p>Environmental Planning & Historic Preservation (EHP) Compliance :</p> <p>Does the Environmental Planning & Historic Preservation (EHP) Compliance application apply to my project? Check Yes [] or No []</p>	
<p><u>Description of installation requirements:</u></p>	

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<p>E. Supplies: Generally, supplies include any materials that are expendable or consumed during the course of a year and cost less than \$5,000 for a single item. List items by type (office supplies/copying paper, postage, training materials, tablets, laptops, portable printers, etc.) and show the basis for computation (if applicable). These supplies should be used in support of an implementation of EMPG-eligible actions and activities conducted by your jurisdiction.</p> <p>Describe your proposed changes and provide a strong justification for the changes below, including the match requirement.</p>				
<input type="checkbox"/>	If there are no changes to the category place an X in this box.			
Description/Justification:				
EOC Project, see attached itemized budget.				
Item Description		Total Cost	Federal Match	Non-Federal Contribution
EOC Project	See Attached itemized budget	\$ 39,000.00	\$ 19,500.00	\$ 19,500.00
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
Total Cost		\$ 39,000.00	\$ 19,500.00	\$ 19,500.00

Cochise County EMPG - Special Project Budget **APPROVED AMENDMENT**
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SUPPLIES

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Generally, supplies include any materials that are expendable or consumed during the course of a year and cost less than \$5,000 for a single item. List items by type (daily operations: office supplies/copying paper, postage, training materials; training and/or exercise events; CERT training/exercise; community outreach, etc. Also include small equipment such as laptops, tablets, small printers, radios and components, etc.

Note: Do not bundle all supplies on one line item unless they are basic office supplies. All other items should be on a separate line item.
 These supplies should be used in support of and implementation of the EMPG-eligible actions and activities conducted by your jurisdiction.

JUSTIFICATION: Daily Operations; Training activities, Exercise events; CERT Training/Exercise; Community Outreach.	This EQUIPMENT is related to Priority #	AEL #	ITEM DESCRIPTION	NUMBER OF ITEMS	COST PER ITEM	TOTAL COST OF ITEMS
EOC daily operations, emergency activations, training/exercises	1, 4, 5	06CC-03-SATM	Satellite internet receiver	1.00	\$ 1,000.00	\$ 1,000.00
EOC daily operations, emergency activations, training/exercises	1, 4, 5	06CC-03-SATM	Cell router/modem	1.00	\$ 1,500.00	\$ 1,500.00
EOC daily operations, emergency activations, training/exercises	1, 4, 5	21GN-00-OCEQ	Computer	4.00	\$ 2,000.00	\$ 8,000.00
EOC daily operations, emergency activations, training/exercises	1, 4, 5	21GN-00-OCEQ	Multi display controller computer	1.00	\$ 2,000.00	\$ 2,000.00
EOC daily operations, emergency activations, training/exercises	1, 4, 5	21GN-00-OCEQ	Monitors, touchscreen	4.00	\$ 500.00	\$ 2,000.00
EOC daily operations, emergency activations, training/exercises	1, 4, 5	21GN-00-OCEQ	Easels, signage	1.00	\$ 500.00	\$ 500.00
EOC daily operations, emergency activations, training/exercises	1, 4, 5	21GN-00-OCEQ	VOIP Phone	1.00	\$ 500.00	\$ 500.00
EOC daily operations, emergency activations, training/exercises	1, 4, 5	21GN-00-OCEQ	Network switch	1.00	\$ 500.00	\$ 500.00
EOC daily operations, emergency activations, training/exercises	1, 4, 5	21GN-00-OCEQ	Firewall	1.00	\$ 2,000.00	\$ 2,000.00
EOC daily operations, emergency activations, training/exercises	1, 4, 5	21GN-00-OCEQ	Radio, Part 97, RACES, VHF/UHF	1.00	\$ 500.00	\$ 500.00
EOC daily operations, emergency activations, training/exercises	1, 4, 5	06CP-01-BASE	Radio, Public Safety, P25, VHF/UHF	1.00	\$ 3,000.00	\$ 3,000.00
EOC daily operations, emergency activations, training/exercises	1, 4, 5	06CP-01-BASE	Radio, Public Safety, P25, Trunked 7/800, VHF	1.00	\$ 5,000.00	\$ 5,000.00

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EOC daily operations, emergency activations, training/exercises	1, 4, 5	21GN-00-OCEQ	Printer, large, plotter style	1.00	\$ 5,000.00	\$ 5,000.00	
EOC daily operations, emergency activations, training/exercises	1, 4, 5	06CP-01-PORT	GMRS Radio, handheld cache	1.00	\$ 500.00	\$ 500.00	
EOC daily operations, emergency activations, training/exercises	1, 4, 5	06CP-01-BASE	GMRS Radio, mobile	2.00	\$ 500.00	\$ 1,000.00	
EOC daily operations, emergency activations, training/exercises	1, 4, 5	21GN-00-OCEQ	General Office Supplies (paper, pens, pencils, notebooks, batteries, cables, postage, folders, binders, notebook, notepad, tape, staples, dry erase, easels, boards, shelves etc...)	1.00	\$ 2,000.00	\$ 2,000.00	
EOC daily operations, emergency activations, training/exercises	1, 4, 5	21GN-00-OCEQ	Radio accessories (cords, cable, antennas, power supply, mics, headsets, stands, brackets, conduit, misc hardware, connectors, small tools)	1.00	\$ 2,000.00	\$ 2,000.00	
EOC daily operations, emergency activations, training/exercises	1, 4, 5	21GN-00-OCEQ	IT accessories (misc hardware, mouse, keyboard, cables, wires, chargers, adapters, batteries, stands, cases, covers, wifi ant, USB/external drives, plugs, etc...)	1.00	\$ 2,000.00	\$ 2,000.00	
						\$ -	
						TOTAL SUPPLIES	\$ 39,000.00
						TOTAL FEDERAL	\$ 19,500.00
						TOTAL NON-FEDERAL	\$ 19,500.00

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F. Professional/Contractual Services: Reference 2 CFR 200.318. EMPG-eligible services may be contracted to support planning, training, and/or exercise activities. Contractual services includes the hiring of part-time or full-time temporary employees to work on specified projects but not included as part of your jurisdictional budget. All contractual services purchased with EMPG funding will require a clear, EMPG-eligible scope of work prior to the work start date. All contractual services must adhere to proper local, state, and federal procurement procedures.	
X	If there are no changes to the category place an X in this box.
Equipment and Environmental Historic Preservation Requirements Does the Environmental Planning & Historic Preservation (EHP) Compliance application apply to my project(s)? See page 18 of The FEMA Preparedness Grants Manual and page 22 of the AZDEMA FY2022 EMPG Local Programmatic Guidance to review requirements. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, the AZDEMA may not be able to fund the project due to noncompliance with EHP laws, executive order, regulations, and policies.	
Project 1 Name:	
Describe your proposed changes and why you are making these changes?	
Is this project in addition to the original approved projects or is it replacing a project (identify project) and why are you not able to accomplish original planned project?	
Provide a strong justification for the items you request to purchase related to this project.	
Environmental Planning & Historic Preservation (EHP) Compliance : Does the Environmental Planning & Historic Preservation (EHP) Compliance application apply to my project? Check Yes [] or No []	
Description of installation requirements:	

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<p>J. Indirect Costs: Indirect costs are allowable under the EMPG program as described in 2 CFR 200.414. With the exception of recipients who have never received a negotiated indirect cost rate as described in 2 CFR 200.414(f), recipients must have an approved indirect cost rate agreement with their cognizant Federal agency to charge indirect costs to this award. A copy of the approved rate (a fully executed, agreement negotiated with the applicant's cognizant Federal agency) is required at the time of the application, and must be provided to FEMA before indirect costs are charged to this award. If no rate is established, agencies are eligible for the de minimus rate of 10% of personnel/fringe, travel, supplies, contractual services, and other costs; equipment cost are NOT included. <i>Describe your proposed changes and provide a strong justification for the changes below, including the match requirement.</i></p>			
<p>Description:</p> <p>No Changes</p>			
Select one of the following:	Rate	Total Indirect Cost	Total Federal Contribution
<input type="checkbox"/> Our jurisdiction has an approved indirect cost rate agreement with our cognizant Federal agency to charge indirect costs to this award.*	0%		
			Total Non-Federal Contribution
<input type="checkbox"/> Our jurisdiction does not have an approved indirect cost rate agreement and would like to claim the de minimus 10% of personnel/fringe, travel, supplies, contractual services, and other costs as found in this application. Enter the rate used, if applicable:			
<p>Notice: Do not proceed with any project expenses until the amendment/budget modification has been approved by AZDEMA Grants Administration. You will receive a copy of the request from AZDEMA indicating approved or disallowed.</p>			
AZDEMA INTERNAL PROCESSING ONLY:			
Program Coord. Recommendation: Diane Fernandez - Sign: <i>Diane Fernandez</i>	Date: 03/30/24	<input checked="" type="checkbox"/> Conditionally Approved	<input type="checkbox"/> Disallow
Assistant Director Approval Status: Darlene Quihuis - Sign: <i>Darlene Quihuis</i> <small>Darlene Quihuis (Apr 29, 2024 22:07 PDT)</small>	Date: 29/04/24	<input checked="" type="checkbox"/> Conditionally Approved	<input type="checkbox"/> Disallow
Financial Coord. Recommendation:- Sign: VACANT	Date:	<input type="checkbox"/> Conditionally Approved	<input type="checkbox"/> Disallow
	Date:	<input type="checkbox"/> Conditionally Approved	<input type="checkbox"/> Disallow
AZDEMA COMMENTS:	<p>* Conditionally Approved Description: Costs are conditionally allowable provided that the change(s)/identified costs meet the original program intent, comply with grant terms and conditions, and are allowable, allocable, reasonable, and necessary in accordance with 2 CFR subpart E (cost principles) and the applicable fiscal year funding opportunity and program guidance.</p>		
<p>Per Dan Duchon, due to vacancy savings the Cochise County EM are requesting to realign the budget costs from personnel/fringe to supplies for other priority items needed.</p> <p align="left"><i>DF</i></p>			
Final Amendment Status sent to Subrecipient:	Conditionally Approved:	Action Required: (see comments above).	Approved:
			Disallowed:



Cochise County Emergency Management

Public Programs...Personal Service
www.cochise.az.gov

APPROVED AMENDMENT
DEMA/EM Infrastructure and Grants Admin.
Daniel S. Duchon
Director
1415 Melody Lane, Bldg A
Bisbee, AZ 85603

Date: March 1, 2024

To: EMPG Program Coordinator, DEMA

From: Daniel S. Duchon, Director Cochise Emergency Management

Re: 2023 EMPG Cochise – Special Project – Period of Performance Request

Cochise County Emergency Management is respectfully requesting a Period of Performance Extension from the original period of July 1, 2023 to June 30, 2024 to a new period of July 1, 2023 to June 30, 2025.

Cochise County Emergency Management was short staffed from February 2023 (EMPG 2022) to November 2023 (EMPG 2023), for a total of nine months – almost a full year at 50% staffing (1 of 2 positions vacant). Both positions are now filled, and the Cochise Emergency Management Department is operating smoothly. We wish to continue the forward momentum with an EOC Special Project and spend the allocated amount for the 2023 EMPG, which we were unable to accomplish due to the vacancy. A General Fund match in FY25 has been appropriated.

The EOC special project will take place over the 2025 fiscal year and be completed in the period from July 1, 2024 to June 30, 2025.






2023 EMPG Cochise - Amend_Applic - EOC Project final

Final Audit Report

2024-04-30

Created:	2024-04-27
By:	Diane Fernandez (diane.fernandez@azdema.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAOz43HExHMy94aUPSM9n4xeIUf9gHldX5

"2023 EMPG Cochise - Amend_Applic - EOC Project final" History

-  Document created by Diane Fernandez (diane.fernandez@azdema.gov)
2024-04-27 - 4:36:07 PM GMT
-  Document emailed to Darlene Quihuis (darlene.quihuis@azdema.gov) for signature
2024-04-27 - 4:36:13 PM GMT
-  Email viewed by Darlene Quihuis (darlene.quihuis@azdema.gov)
2024-04-30 - 5:07:06 AM GMT
-  Document e-signed by Darlene Quihuis (darlene.quihuis@azdema.gov)
Signature Date: 2024-04-30 - 5:07:55 AM GMT - Time Source: server
-  Agreement completed.
2024-04-30 - 5:07:55 AM GMT