



Katie Hobbs  
GOVERNOR

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

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Major General Kerry L. Muehlenbeck  
THE ADJUTANT GENERAL

November 08, 2024

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

**SUBJECT:** FFY 2024 Emergency Management Performance Grant (EMPG)  
Assistance Listings # 97.042  
Grant Award # EMF-2024-EP-05013  
Unique Identifier: LNCRRRL2K1DA9  
Final Total Federal and Non-Federal Award: **\$258,380.00**

Dear Mr. Duchon,

The Arizona Department of Emergency & Military Affairs, Division of Emergency Management, is pleased to provide you with this Final Grant Award letter for the above reference grant. The amount of Federal funds awarded to **Cochise County** is **\$129,190.00**.

As a condition of the award, you are required to contribute a cost match in the amount of **\$129,190.00** of non-federal funds, or 50 percent of the total approved project costs of **\$258,380.00**. EMPG funds may be obligated and expended within the period of performance from **July 1, 2024 - June 30, 2025**, 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 reporting ending 06/30/2023: AY23.

The AY2023 audit report is verified and received at the Federal Audit Clearinghouse as of 3/29/2024.

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

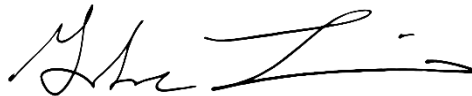
**2 CFR 170.320:** <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170/subpart-C/section-170.320>

If applicable, the Contractor/Grantee shall submit to DEMA/EM via EM Grants Manager the Grant Reporting Certification Form. This form and the instructions can be downloaded below and must be returned through the EM Grants Manager by the 15th of the month following that in which the award was received. 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 submit the Grant Reporting Certification Form in a timely manner 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 programmatic activity report, the reimbursement request, and financial proof of payment/supporting documents are due within 30 days of the end of each calendar quarter to receive reimbursement. All reports and documents will be uploaded and processed through the EM Grants Manager system at <https://az.emgrants.com/>.

Please refer questions to Diane Fernandez, EMPG Program Coordinator at 602-464-6268 or [diane.fernandez@azdema.gov](mailto:diane.fernandez@azdema.gov). We look forward to working with you and your staff in the coming year.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gabriel Lavine', written in a cursive style.

Gabriel Lavine  
Director, Division of Emergency Management