

State of Arizona Department of Homeland Security



Governor Douglas A. Ducey

Director Gilbert M. Orrantia

January 8, 2018

Acting Chief Richard Jessup
San Luis Police Department
PO Box 3720
San Luis, AZ 85349

Subject: FFY 2017 Operation Stonegarden Grant Program Award
Subrecipient Agreement Number: **170436-01**
Project Title: **OPSG Overtime and Mileage**

Dear Acting Chief Jessup:

The Operations Order that your agency submitted to the Arizona Department of Homeland Security (AZDOHS) for consideration under the Operation Stonegarden Grant Program (OPSG) has been awarded. The project titled "**OPSG Overtime and Mileage**" has been funded under the Operation Stonegarden Grant Program for **Acting Chief**. The grant performance period is **January 8, 2018 through December 31, 2018**. This grant program is part of the U.S. Department of Homeland Security Grant Program and specifically is awarded under CFDA #97.067 (Catalog of Federal Domestic Assistance).

To initiate the award process, the following action items must be completed, signed and returned to AZDOHS:

1. Two Subrecipient Agreements - go to www.azdohs.gov, click on Grant Programs, Operation Stonegarden Grant Program, Grant Award Information and then FFY 2017. Download **two** original OPSG Subrecipient Agreements (NOTE: they are specific to the "Overtime/Mileage" and "Equipment" grants):
 - a. Overtime/Mileage Subrecipient Agreement for an Overtime/Mileage grant
 - b. Equipment Subrecipient Agreement for an Equipment grant
2. Financial Forms - go to www.azdohs.gov, click on Grant Programs, Operation Stonegarden Grant Program, Grant Award Information and then FFY 2017. Download this Excel document
3. NIMS Compliance Certification - go to www.azdohs.gov, click on Grant Programs, Operation Stonegarden Grant Program, Grant Award Information and then FFY 2017. Download this document
4. OPSG Budget Detail (enclosed)
5. Environmental and Historic Preservation (EHP) required documentation (if applicable, see enclosed EHP Designation Letter).

Hard copies of the Subrecipient Agreements, Financial Forms, and the NIMS Compliance Certification will **not** be mailed to you. These items must be completed and on file at AZDOHS in order for your agency to be eligible for reimbursement. **If all documentation listed in numbers 1, 2, 3, 4 and 5 above (if applicable) is not signed and received by AZDOHS on or before April 30, 2018 this award is rescinded and the funds will be reallocated.**

Additional grant requirements:

- This letter does **not** serve as authorization to obligate or begin spending funds toward this award. Obligations and expenditures cannot take place until January 8, 2018.
- Quarterly programmatic reports must be submitted on the most recent form/template available on the AZDOHS website.
- Per 2 CFR 200 Subpart F, Subrecipients who expend \$750,000 or more in Federal dollars in the previous fiscal year must have a single audit or program specific audit conducted for that year. Subrecipients shall submit their annual Single or program specific audit to audits@azdohs.gov within 9 months after the close of the fiscal year. If a Subrecipient does not expend more than \$750,000 a statement must be submitted in writing to audits@azdohs.gov identifying that they did not meet the threshold and therefore do not have to conduct a Single or program specific audit. The AZDOHS reserves the right to withhold reimbursement payments or future subrecipient agreements until the Single or program specific audit or statement has been received and, if

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applicable, an approved action plan for compliance has been completed.

- All travel associated in support of this award must comply with the State of Arizona Accounting Manual (SAAM) Travel Policies, found at: <https://gao.az.gov/publications/SAAM>. This includes maximum lodging, meals, parking and incidental expense reimbursement rates.
- Subrecipients are subject to the AZDOHS Site Monitoring Program.
- Reimbursements are limited to approved quantities and funding thresholds. You will not be reimbursed for quantities in excess of what you have been authorized to purchase.
- AZDOHS reserves the right to request additional documentation at any time.
- The FFY 2017 federal award date as indicated in the U.S. DHS award package is 9/5/2017 with a total amount of funding of \$21,531,000. The Federal Award Identification Number is EMW-2017-SS-00003-S01.

If you should have any questions, please do not hesitate to contact your Strategic Planner.

Congratulations on your Operation Stonegarden Grant Program award.

Sincerely,



Gilbert M. Orrantia
Director

Cc: Lt. Miguel Alvarez

Enclosures: OPSG Budget Detail, EHP Designation Letter

FY 2017 Operation Stonegarden Grant Program

Overtime - Budget Detail

Agency: San Luis Police Department

Grant#: 170436-01

The signatures below verify the submission/approval process. All parties signify that all aspects of this project are allowable, reasonable and justifiable in accordance with published federal grant guidelines. Subgrantee agrees to the funding shown here:

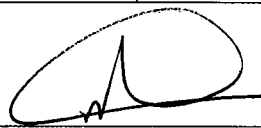
OVERTIME

OVERTIME	MILEAGE	TRAVEL	TOTAL AWARD
\$343,575	\$20,000		\$363,575

Project Point of Contact

MIGUEL ALVAREZ

Print Name



Signature

11/22/18

Date

Strategic Planner or
Assistant Director Planning &
Preparedness

William D. Seltzer

Print Name

Signature

Date

This form is to be signed and returned.