

## Supplemental Award Packet

**Agency Name:** Williamson County

**Grant/App:** 2957101 **Start Date:** 9/1/2015 **End Date:** 8/31/2016

**Fund Source:** HS-Homeland Security Grant Program (HSGP)

**Project Title:** Williamson County Fluorine Detector and Related Equipment

**Status:** Grant - Release Supplemental Award to Grantee **Fund Block:** 2015

**Eligibility Information**

**Your organization's Texas Payee/Taxpayer ID Number:**

17460009784052

**Application Eligibility Certify:**

Created on:7/13/2015 9:39:13 AM By:Heather Arrington

**Profile Information**

**Applicant Agency Name:** Williamson County

**Project Title:** Williamson County Fluorine Detector and Related Equipment

**Division or Unit to Administer the Project:** Williamson County Office of Emergency Management

**Address Line 1:** PO Box 2659

**Address Line 2:**

**City/State/Zip:** Georgetown Texas 78627-2659

**Start Date:** 9/1/2015

**End Date:** 8/31/2016

**Regional Council of Governments(COG) within the Project's Impact Area:** Capital Area Council of Governments

**Headquarter County:** Williamson

**Counties within Project's Impact Area:**

Bastrop,Blanco,Burnet,Caldwell,Fayette,Hays,Lee,Llano,Travis,Williamson

**Grant Officials:**

**Authorized Official**

**User Name:** Dan Gattis

**Email:** dgattis@wilco.org

**Address 1:** 710 South Main Street

**Address 1:**

**City:** Georgetown, Texas 78626

**Phone:** 512-943-1577 Other Phone: 512-943-1550

**Fax:** 512-943-1662

**Title:** The Honorable

**Salutation:** Judge

**Position:** County Judge

**Project Director**

**User Name:** Jarred Thomas  
**Email:** jthomas@wilco.org  
**Address 1:** 911 Tracy Chambers Lane  
**Address 1:**  
**City:** Georgetown, Texas 78626  
**Phone:** 512-864-8269 **Other Phone:**  
**Fax:**  
**Title:** Mr.  
**Salutation:** Mr.  
**Position:** EMC

**Financial Official**

**User Name:** David Flores  
**Email:** dflores@wilco.org  
**Address 1:** 710 S. Main Street, Suite 301  
**Address 1:**  
**City:** Georgetown, Texas 78626  
**Phone:** 512-943-1500 **Other Phone:**  
**Fax:** 512-943-1567  
**Title:** Mr.  
**Salutation:** Mr.  
**Position:** County Auditor

**Grant Writer**

**User Name:** zzEd zzSchaefer  
**Email:** zzeschaefer@capcog.org  
**Address 1:** 6800 Burleson Road  
**Address 1:** Bldg. 310, Suite 165  
**City:** Austin, Texas 78744  
**Phone:** 512-916-6026 **Other Phone:**  
**Fax:**  
**Title:** Mr.  
**Salutation:** Mr.  
**Position:** Director

**Grant Vendor Information**

**Organization Type:** County  
**Organization Option:** applying to provide homeland security services  
**Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):** 17460009784052  
**Data Universal Numbering System (DUNS):** 076930049

**Narrative Information**

Overview

The purpose of the Homeland Security Grant Program (HSGP) is to support state and local efforts to prevent terrorism and other catastrophic events and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States. HSGP provides funding to implement investments that build, sustain, and deliver the 31 core capabilities essential to achieving the National Preparedness Goal (the Goal) of a secure and resilient Nation. The building, sustainment, and delivery of these core capabilities are not exclusive to any single level of government, organization, or community, but rather, require the combined effort of the whole community. HSGP supports core capabilities across the five mission areas of Prevention, Protection, Mitigation, Response, and Recovery based on allowable costs.

#### Primary Mission and Purpose

**State Homeland Security Program (SHSP):** Supports state, Tribal and local preparedness activities that address high-priority preparedness gaps across all core capabilities where a nexus to terrorism exists. All supported investments are based on capability targets identified during the Threat and Hazard Identification and Risk Assessment (THIRA) process, and gaps identified in the State Preparedness Report (SPR).

#### Eligibility Requirements

##### **National Incident Management System (NIMS) Implementation**

Grantees are required to implement NIMS. The NIMS uses a systematic approach to integrate the best existing processes and methods into a unified national framework for incident management across all homeland security activities including prevention, protection, response, mitigation, and recovery. Grantees must use standardized resource management concepts for resource typing, credentialing, and an inventory to facilitate the effective identification, dispatch, deployment, tracking and recovery of resources.

**Emergency Management Plans (Intermediate Level)** Cities and counties must have a current emergency management plan or be a legally established member of an inter-jurisdictional emergency management program with a plan on file with the Texas Department of Public Safety, Texas Division of Emergency Management (TDEM). Plans must be maintained throughout the entire grant performance period and must be at least at the Intermediate Level. If you have questions concerning your Emergency Management Plan (preparedness) level, contact your Emergency Management Coordinator (EMC) or your regional Council of Governments (COG). For questions concerning plan deficiencies, contact TDEM at [tdem.plans@dps.texas.gov](mailto:tdem.plans@dps.texas.gov).

**Texas Regional Response Network** The Texas Regional Response Network (TRRN) is a web-based application through the TDEM. The function of the TRRN web application is to provide a central, web-based system to organize and coordinate resources in response to natural or man-made disasters.

- Any grantee who receives Homeland Security Grant funding must be registered with TRRN.
- Any deployable equipment with a cost of \$5,000 or more, purchased with Homeland Security Grant funds, must be entered into the TRRN.

### **Criminal History Reporting**

Entities receiving funds from HSGD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the *Texas Code of Criminal Procedure, Chapter 60*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

### **Program Requirements**

#### **Building and Sustaining Core Capabilities**

Funding should be used to sustain core capabilities. New capabilities should not be built at the expense of maintaining current and critically needed core capabilities. New capabilities must be aligned with capability targets and gaps identified through the THIRA/SPR process.

### **Mission Areas**

The National Preparedness Goal organizes the core capabilities into the five mission areas:

- **Prevention.** Prevent, avoid or stop an imminent, threatened or actual act of terrorism.
- **Protection.** Protect our citizens, residents, visitors, and assets against the greatest threats and hazards in a manner that allows our interests, aspirations, and way of life to thrive.
- **Mitigation.** Reduce the loss of life and property by lessening the impact of future disasters.
- **Response.** Respond quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of a catastrophic incident.
- **Recovery.** Recover through a focus on the timely restoration, strengthening and revitalization of infrastructure, housing and a sustainable economy, as well as the health, social, cultural, historic and environmental fabric of communities affected by a catastrophic incident.

### **Program Requirements**

#### **Program Income**

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income through a formal grant adjustment and to secure HSGD approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after HSGD's approval of a grant adjustment and prior to requesting reimbursement of funds.

Deduction Method - Program income shall be deducted from total allowable costs to determine

the net allowable costs. Program income shall be used for current costs unless HSGD authorizes otherwise. Program income which the grantee did not anticipate at the time of the award shall be used to reduce the HSGD award and grantee match rather than to increase the funds committed to the project.

Asset Seizures and Forfeitures - Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

#### State and Regional Impact

The responses in this section should be consistent with the following:

1. Threat and Hazard Identification and Risk Assessment (THIRA)
2. State Preparedness Report
3. Homeland Security Strategic Plan Implementation Plan (regional projects)
4. Homeland Security Strategic Plan for Texas (state projects)

Describe the threats and hazards that create the need for the project. Include reference to page(s) of regional or state THIRA, if applicable:

CBRNE/hazmat releases threatening the health and safety of the whole community. Fluorine is a corrosive gas, which reacts with practically all organic and inorganic substances and is particularly vicious. Fluorine gas is extremely damaging to the soft tissues of the respiratory tract. Williamson County has numerous semi-conductor businesses that work with hydrofluoric acid and hydrogen fluoride which contain fluorine.

Describe the capability gap(s) which will be addressed by the project. Include reference to page(s) of regional or state SPR, if applicable:

Currently, Williamson County lacks any equipment to detect this substance. This equipment is needed to detect fluorine gas so that efficient and safe measures can be taken by responders and members of the community.

Explain how the project will reduce the capability gap(s):

The Tox-Box Portable Fluorine Gas Detector has the capability to detect fluorine gas and provide alarms and values to help responders take appropriate actions. It is consistent with the 2015 THSSP Implementation Plan, Goal 2: Reduce Vulnerability to natural disasters, criminal and terrorist attacks and catastrophic events. Category: Equipment - Maintain equipment assigned to the three regional CBRNE Response Teams. Hazmat Release/Chemical is identified as a Threat of Concern in the FY 2014 THIRA and a threat in the 2015 THSSP-IP. Environmental Response Health and Safety Core Capability is listed as a high priority in the FY 2014 SPR.

Describe existing capability levels and what is or will be in place to support the Investment prior to the use of these grant funds if awarded:

Williamson County has no capability to detect fluorine at this time.

Explain the long-term approach to sustaining the capabilities developed by this project to include the need for future grant funding, if applicable:

The jurisdiction will responsible for the sustainment of this equipment.

Provide an explanation of the regional and/or statewide impact of this project:

This Hazmat/CBRNE Team is a CAPCOG Regional Response Team. It is one of three and has primary responsibility for 3 counties and serves as backup to the other teams. Williamson County has a proven record of responses to regional incidents and participates in the annual CAPCOG Regional Full-scale Exercise. This equipment is also used regionally for pre-planned events such as the Formula 1 Race in Austin / Travis County.

#### Certification

Each applicant agency will certify to the specific criteria detailed above under the **Narrative Tab** to be eligible for funding under the Homeland Security Grant Program (HSGP) Solicitations.

**X** I certify to all of the above requirements.

#### Project Summary:

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

Type 1 Hazmat Team Sustainment - This project includes the purchase of one fluorine gas detector, battery charger, adapter, and calibration kit for use by the Williamson County Regional Hazmat Response Team. PEAC Software: The PEAC software is used to provide responders enhanced ability to plan for and more quickly respond incidents The software provides plume, blast, and chemical fire modeling quickly, as well as planning capabilities. Use of this software as early in the incident as possible offers officer and public safety which would otherwise be delayed until the hazmat trailer could be taken to the scene.

#### Problem Statement:

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

CBRNE/hazmat releases threatening the health and safety of the whole community. Fluorine is a corrosive gas, which reacts with practically all organic and inorganic substances and is particularly vicious. Fluorine gas is extremely damaging to the soft tissues of the respiratory

tract. Williamson County has numerous semi-conductor businesses that work with hydrofluoric acid and hydrogen fluoride which contain fluorine. Currently, Williamson County lacks any equipment to detect this substance. This equipment is needed to detect fluorine gas so that efficient and safe measures can be taken by responders and members of the community. PEAC Software: There are over 250 Tier II sites in Williamson County where chemicals are located and have the potential to be released. Currently, the only place we have the software is on the Hazmat Trailer. In order to obtain the information needed as quickly as possible is to have the software immediately available to the Incident Commander on-scene. Such a delay could be catastrophic and place responders and the public in severe danger.

**Supporting Data:**

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

n/a

**Community Plan:**

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

N/A

**Goal Statement:**

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

This Hazmat/CBRNE Team is a CAPCOG Regional Response Team. It is one of three and has primary responsibility for 3 counties and serves as backup to the other teams. Williamson County has a proven record of responses to regional incidents and participates in the annual CAPCOG Regional Full-scale Exercise. This equipment is also used regionally for pre-planned events such as the Formula 1 Race in Austin / Travis County. PEAC Software: The goal is to provide the PEAC software to those who are first on scene in order to determine the best course of action in the quickest manner possible, thereby improving public and officer safety.

**Cooperative Working Agreement (CWA):**

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each CWA. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the CWA(s). You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.



Note: A **Sample CWA** is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

N/A

**Continuation Projects:**

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

N/A

**Project Activities Information**

HSGP Instructions for Project Activity Selection

Homeland Security Grant Program (HSGP) applicants should only select one project activity.

The eGrants system will allow multiple selections, but each HSGP subrecipient project must fit into one and only one of the Investment Categories that are listed as project activities under the "Activity List".

**Selected Project Activities:**

ACTIVITY	PERCENTAGE:	DESCRIPTION
Sustaining Special Response Teams and First Responder Capabilities	100.00	Type 1 Hazmat Team Sustainment - This project includes the purchase of one fluorine gas detector, battery charger, adapter, and calibration kit for use by the Williamson County Regional Hazmat Response Team.

**Geographic Area:**

Bastrop, Blanco, Burnet, Caldwell, Fayette, Hays, Lee, Llano, Travis and Williamson counties

**Target Audience:**

General population

**Gender:**

N/A

**Agcs:**

N/A

**Special Characteristics:**

N/A

### Measures Information

#### Progress Reporting Requirements

All programs will be required to report the output and outcome measures for this program to Texas A&M University, Public Policy Research Institute (PPRI).

#### Objective Output Measures

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
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#### Custom Objective Output Measures

CUSTOM OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
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#### Objective Outcome Measures

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
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#### Custom Objective Outcome Measures

CUSTOM OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
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#### Certification and Assurances

Each applicant must click on this link to review the standard Certification and Assurances.

#### Contract Compliance

Will HSGD grant funds be used to support any contracts for professional services?

Select the Appropriate Response:

☐ Yes  
☒ No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

n/a

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the Appropriate Response:

☐ Yes  
☒ No  
☐ N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the Appropriate Response:

☐ Yes  
☒ No  
☐ N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2015

Enter the End Date [mm/dd/yyyy]:

9/30/2016

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:

7978138

Enter the amount (\$) of State Grant Funds:

1397739

Single Audit

**Select the appropriate response below based on the Fiscal Year Begin Date as entered above:**

For Fiscal Years Beginning Before December 26, 2014

Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a HSGD grant. However, HSGD may require a limited scope audit as defined in OMB Circular A-133.

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

**OR**

For Fiscal Years Beginning On or After December 26, 2014

Applicants who expend less than \$750,000 in federal grant funding or less than \$750,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a HSGD grant. However, HSGD may require a limited scope audit as defined in CFR Part 200, Subpart F - Audit Requirements.

Has the applicant agency expended federal grant funding of \$750,000 or more, or state grant funding of \$750,000 or more during the most recently completed fiscal year?

☒ Yes

☐ No

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit:

9/30/2014

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- ☒ I Certify  
☐ Unable to Certify

Enter the debarment justification:

#### FFATA Certification

**Certification of Recipient Highly Compensated Officers** – The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (HSGD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient's preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

- ☐ Yes  
☒ No

Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

- ☐ Yes  
☒ No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered **NO** to the first statement you are **NOT** required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

Position 1 - Name:

Position 1 - Total Compensation (\$):

0

Position 2 - Name:

Position 2 - Total Compensation (\$):

0

Position 3 - Name:

Position 3 - Total Compensation (\$):

0

Position 4 - Name:

Position 4 - Total Compensation (\$):

0

Position 5 - Name:

Position 5 - Total Compensation (\$):

0

### **Homeland Security Information**

### **FUND SOURCE INFORMATION AND REQUIREMENTS**

**DHS Project Type:** Establish/enhance regional response teams

### **Capabilities**

**Core Capability:** Environmental Response/Health and Safety

**Identify if this investment focuses on building new capabilities or sustaining existing capabilities. :** Existing Capabilities (Sustain)

**Are the assets or activities Deployable or Shareable:** Deployable

☐ Check if this Investment requires new construction or renovation, retrofitting, or modification of existing structures

☒ Check if these funds will support a project that was previously funded with HSGP funding

**Project Management Step Involved:**

Check the step that most closely resembles the phase of the project activities to be completed during the grant period.

**Step:** Execute

**Description:** The period within the project lifecycle during which the actual work of creating the project's deliverables is carried out.

**Process:** Involves directing, accomplishing, managing, and completing all phases and aspects of work for a given project.

**Milestones**

**Milestone:** Receive up-to-date quote and begin purchase order process; **Completion Date:** 03-18-2016

**Milestone:** Install equipment.; **Completion Date:** 05-31-2016

**Milestone:** Begin training activities.; **Completion Date:** 05-31-2016

**NIMS Resources**

☐ Check if this project supports a NIMS typed resource

**Enter the name of the typed resources from the Resource Type Library Tool:** HazMat Entry Team

**Enter the ID of the typed resources from the Resource Type Library Tool:** 4-508-1123

**Fiscal Capability Information**

Section 1: Organizational Information

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

## Section 2: Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts).

Select the appropriate response:

- ☐ Yes
- ☐ No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

- ☐ Yes
- ☐ No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

- ☐ Yes
- ☐ No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

## Section 3: Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?



Select the appropriate response:

- ☐ Yes
- ☐ No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- ☐ Yes
- ☐ No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- ☐ Yes
- ☐ No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

#### Section 4: Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

- ☐ Yes
- ☐ No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

- ☐ Yes
- ☐ No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

#### Section 5: Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

- ☐ Yes  
☐ No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

- ☐ Yes  
☐ No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

#### Budget Details Information

##### Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	
Supplies and Direct Operating Expenses	04AP-06-PMOD Software,Â PlumeÂ Modeling	Plume modeling software to aid in the detection and response to a terroristic event.	\$16,665.00	\$0.00	\$0.00	\$0.00	\$1
Equipment	07CS-01-KAVC Kit, Air/Vapor Chemical Sampling	Tox-Box Portable	\$4,635.00	\$0.00	\$0.00	\$0.00	\$

		Fluorine Gas Detector					
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#### Source of Match Information

#### Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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#### Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

#### Budget Summary Information

#### Budget Summary Information by Budget Category:

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Equipment	\$4,635.00	\$0.00	\$0.00	\$0.00	\$4,635.00
Supplies and Direct Operating Expenses	\$16,665.00	\$0.00	\$0.00	\$0.00	\$16,665.00

#### Budget Grand Total Information:

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$21,300.00	\$0.00	\$0.00	\$0.00	\$21,300.00

### Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
Other Condition of Funding. Grantee must do a grant adjustment to update milestone dates after the extension is approved.	8/12/2016 1:47:34 PM		No	No

You are logged in as **User Name:** Aimee Snoddy ; **UserName:** Snoddy\_Aimee \*  
INTERNALUSER