



**FEMA**

August 9, 2019

Mr. Mark Ghilarducci  
Governor's Authorized Representative  
California Office of Emergency Services  
3650 Schriever Avenue  
Mather, California 95655

Reference: Application Approval, HMGP #4344-533-56P  
7% Sonoma County Fire and Emergency Services Department Plan Update  
Supplement #34

Dear Mr. Ghilarducci:

We have approved and issued Hazard Mitigation Grant Program (HMGP) funds for the above-referenced Local Hazard Mitigation Plan HMGP #4344-533-56P.

The total eligible cost is \$200,000. As shown in the enclosed Supplement #34 Obligation Report, we have obligated \$150,000 federal share reimbursement of eligible costs. These funds are now available in Smartlink for eligible disbursements, and this approval is based on the following:

1. These funds are obligated based on the Sonoma County Fire and Emergency Services Department's scope of work (SOW).
2. The award of funds is subject to the enclosed Standard Hazard Mitigation Grant Program Conditions, August 2018. Federal funds may be de-obligated for work that does not comply with these conditions.
3. The project schedule in the application identified that all work will be completed in 36 months or by August 9, 2022. Please be advised that all federal funds may be de-obligated for work that is not completed within schedule, and for which no extension is approved.
4. In compliance with the National Environmental Policy Act (NEPA), this undertaking is categorically excluded (CE) from the need to prepare either an environmental assessment or environmental impact statement.

Mr. Ghilarducci  
August 9, 2019  
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If you have any questions or need further assistance, please contact Linda Ortiz, Hazard Mitigation Assistance Specialist, at (510) 627-7096.

Sincerely,

A handwritten signature in black ink, appearing to read "Juliette Hayes".

Juliette Hayes  
Director  
Mitigation Division  
FEMA Region IX

Enclosures (3):

Supplement #34  
Project Management Report  
Standard HMGP Conditions

cc: Monika Saputra, Cal OES  
Robin Shepard, Cal OES

08/08/2019  
14:28

FEDERAL EMERGENCY MANAGEMENT AGENCY  
HAZARD MITIGATION GRANTS PROGRAM  
Obligation Report w/ Signatures

HMGP-OB-02

Disaster No	FEMA Project No	Amendment No	State Application ID	Action No	Supplemental No	State	Recipient
4344	56-P	0	533	1	34	CA	Statewide

Sub-Recipient: Sonoma (County)

Project Title : 7% County of Sonoma, Fire and Emergency Services Department - Sonoma County Comm

Sub-Recipient FIPS Code: 097-99097

Total Amount Previously Allocated	Total Amount Previously Obligated	Total Amount Pending Obligation	Total Amount Available for New Obligation
\$150,000.00	\$150,000.00	\$0.00	\$0.00

Project Amount	Subrecipient Management cost amount	Total Obligation	IFMIS Date	IFMIS Status	FY
\$150,000.00	\$0.00	\$150,000.00	08/08/2019	Accept	2019

Comments

Date: 08/08/2019 User Id: KMOJICA

Comment: Approved funding for plan update & LHMP Annexation

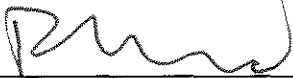
Authorization

Preparer Name: KAREN MOJICA


Preparation Date: 08/08/2019

HMO Authorization Name: CAROLINE FOWLER

HMO Authorization Date: 08/08/2019



Authorizing Official Signature



Authorizing Official Title



Authorization Date

Authorizing Official Signature

Authorizing Official Title

Authorization Date

08/09/2019

## FEDERAL EMERGENCY MANAGEMENT AGENCY

HMGP-AP-01

12:03 PM

## HAZARD MITIGATION GRANT PROGRAM

## Project Management Report

Disaster Number	FEMA Project Number	Amendment Number	App ID	State	Recipient
4344	56 - P	0	533	CA	Statewide

Sub-Recipient: Sonoma (County)

FIPS Code: 097-99097

Project Title : 7% County of Sonoma, Fire and Emergency Services Department - 5

Allocations

Allocation Number	IFMIS Status	IFMIS Date	Submission Date	FY	ES Support Req ID	ES Amend Number	Proj Alloc Amount Fed Share	Subrecipient Management Cost	Total Alloc Amount
18		00/00/0000	00/00/0000	2019			\$0.00	\$0.00	\$0.00
19	A	08/07/2019	08/07/2019	2019	2793461	7	\$150,000.00		\$3,253,944.68
Total							\$150,000.00	\$0.00	\$150,000.00

Obligations

Action Nr	IFMIS Status	IFMIS Date	Submission Date	FY	ES Support Req ID	ES Amend Number	Suppl Nr	Project Obligated Amt - Fed Share	Subrecipient Management Cost	Total Obligated Amount
1	A	08/08/2019	08/08/2019	2019	2888950	0	34	\$150,000.00	0.00	\$150,000.00
Total								\$150,000.00	\$0.00	\$150,000.00

08/09/2019  
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FEDERAL EMERGENCY MANAGEMENT AGENCY  
HAZARD MITIGATION GRANT PROGRAM

HMGP-AP-01

Project Management Report

Disaster Number	FEMA Project Number	Amendment Number	App ID	State	Recipient
4344	56-P	0	533	CA	Statewide

Sub-Recipient: Sonoma (County)

FIPS Code: 097-99097

Project Title : 7% County of Sonoma, Fire and Emergency Services Department -

Mitigation Project Description

Amendment Status : Approved

Approval Status: Approved

Project Title : 7% County of Sonoma, Fire and Emergency Services Department - Sonoma

Recipient : Statewide

Sub-Recipient : Sonoma (County)

Recipient County Name : Sonoma

Sub-Recipient County Name : Sonoma

Recipient County Code : 97

Sub-Recipient County Code : 97

Recipient Place Name : Sonoma (County)

Sub-Recipient Place Name : Sonoma (County)

Recipient Place Code : 0

Sub-Recipient Place Code : 99097

Project Closeout Date : 00/00/0000

Work Schedule Status

Amend #	Description	Time Frame	Due Date	Revised Date
0	Sonoma County Fire and Emergency Services ("FES	4m	00/00/0000	00/00/0000
0	FES will lead Steering committee to procure qualified	4m	00/00/0000	00/00/0000
0	Consultant and steering committee will review existin	3m	00/00/0000	00/00/0000
0	Consultant, FES, and Fire Safe Sonoma will recomm	3m	00/00/0000	00/00/0000
0	Consultant will support Steering Committee to define	4m	00/00/0000	00/00/0000
0	Consultant will engage staff working on LHMP update	29m	00/00/0000	00/00/0000
0	FES, Consultant, and Fire Safe Sonoma will coordina	10m	00/00/0000	00/00/0000
0	Active public engagement in CWPP process to confir	2m	00/00/0000	00/00/0000
0	FES and consultant will issue press releases and put	24m	00/00/0000	00/00/0000
0	A minimum of 5 initial Public meetings will be held to	2m	00/00/0000	00/00/0000
0	Steering Committee, led by Consultant with support f	6m	00/00/0000	00/00/0000
0	FES will conduct core capabilities assessment of CW	3m	00/00/0000	00/00/0000
0	Consultant, with support from FES and Fire Safe Son	2m	00/00/0000	00/00/0000
0	The consultant will assemble and draft the complete	2m	00/00/0000	00/00/0000
0	Consultant will facilitate public and agency review and	2m	00/00/0000	00/00/0000
0	Steering Committee will approve revised document.	8m	00/00/0000	00/00/0000
0	Final CWPP will be presented to Sonoma County Bo	4m	00/00/0000	00/00/0000
0	Formally sign plan, and annex plan to LHMP.	2m	00/00/0000	00/00/0000
0	Final CWPP will be presented to Sonoma County Bo	3m	00/00/0000	00/00/0000
0	Formally sign plan, and annex plan to LHMP.	2m	00/00/0000	00/00/0000
0	FES, Fire Safe Sonoma, and consultant will work with	3m	00/00/0000	00/00/0000
0	FES and Consultant provide ongoing project oversight	36m	00/00/0000	00/00/0000
0	Grant management / reporting and related communica	36m	00/00/0000	00/00/0000

Approved Amounts

Total Approved Net Eligible	Federal Share Percent	Total Approved Federal Share Amount	Non-Federal Share Percent	Total Approved Non-Fed Share Amount
\$200,000	75.00000000	\$150,000	25.00000000	50000

# Standard Mitigation Grant Program (HMGP) Conditions

FEMA Region IX, August, 2018

The following list applies to Recipients and Subrecipients accepting HMGP funds from the Federal Emergency Management Agency (FEMA) of the Department of Homeland Security (DHS):

1. **Applicable Federal, State, and Local Laws and Regulations.** The Recipient/Subrecipient must comply with all applicable Federal, State, and Local laws and regulations, regardless of whether they are on this list or other project documents. DHS financial assistance Recipients and Subrecipients are required to follow the provisions of the State HMGP Administrative Plan, applicable Hazard Mitigation Assistance Uniform Guidance, and Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located in Title 2 of the Code of Federal Regulations (CFR) Part 200, adopted by DHS in 2 CFR 302.
2. **Financial Management Systems.** The Recipient and Subrecipient must maintain financial management systems to account for and track funds, as referenced in 2 CFR 200.302.
3. **Match or Cost Share.** Non-federal match or cost share must comply with 2 CFR 200.306, the scope of work (SOW), and any agreements among the Subrecipient, the Recipient, and FEMA.
4. **Budget Changes.** Unanticipated adjustments are permitted within the approved total cost. However, if costs exceed the federal share, the Subrecipient must notify the Governor's Authorized Representative (GAR) of overruns before implementation. The GAR shall submit a written request for approval to FEMA Region IX. The subaward must continue to meet HMGP requirements, including cost effectiveness and cost share. Refer to 2 CFR 200.308 for additional information.
5. **Real Property and Land.** The acquisition, use, and disposition must comply with 2 CFR 200.311.
6. **Equipment.** The acquisition, use, and disposition must comply with 2 CFR 200.313.
7. **Supplies.** Upon project completion, FEMA must be compensated for unused supplies, exceeding \$5,000 (fair market value), and not needed for other federal programs. Refer to 2 CFR 200.314.
8. **Procurement.** Procurement procedures must be in conformance with 2 CFR 200.318-320.
9. **Monitoring and Reporting Program Performance.** The Recipient and Subrecipient must submit quarterly progress reports, as referenced in the 2 CFR 200.328 and State HMGP Administrative Plan.
10. **Records Retention.** In accordance with 2 CFR 200.333, financial/ programmatic records related to expenditures must be maintained at least 3 years after the date of Recipient's final expenditure report.
11. **Enforcement and Termination.** If the Recipient or Subrecipient fails to comply with the award or subaward terms, whether stated in a Federal statute or regulation, the State HMGP Administrative Plan, subapplication, a notice of award, an assurance, or elsewhere, FEMA may take one or more of the actions outlined in 2 CFR 200.338, including termination or partial termination of the award or subaward outlined in 2 CFR 200.339.
12. **Allowable Costs.** Funds are to be used for allowable costs in compliance with 2 CFR 200.403, the approved SOW, and any agreements among the Subrecipient, Recipient, and FEMA.

13. **Non-Federal Audit.** The Recipient and Subrecipient are responsible for obtaining audits in accordance with the Single Audit Act of 1984, in compliance with 2 CFR 200.501.
14. **Debarred and Suspended Parties.** Recipients and Subrecipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, and 2 CFR 180. These regulations restrict federal financial assistance awards, subawards, and contracts with parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in the federal assistance programs or activities.
15. **Equipment Rates.** Rates claimed for use of Subrecipient-owned equipment in excess of the FEMA-approved rates must be approved under State guidelines issued by the State Comptroller's Office or must be certified by the Recipient to include only those costs attributable to equipment usage less any fixed overhead and/or profit.
16. **Duplication of Funding between Public Assistance (PA) and HMGP.** Funding for PA Section 406 and HMGP Section 404 are permitted on the same facility/location, but the activities identified under each program must be distinct with separately accounted funds. At closeout, FEMA may adjust the funding to ensure the Subrecipient was reimbursed for eligible work from only one funding source.
17. **Historic Properties and Cultural Resources.** In compliance with 2 CFR 800, if a potential historic property or cultural resource is discovered during construction, the Subrecipient must cease work in the area and take all reasonable measures to avoid or minimize harm to the discovered property/resource. During construction, the Subrecipient will monitor ground disturbance activity, and if any potential archeological resources are discovered, will immediately cease work in that area, and notify the Recipient and FEMA. Construction in the area may resume with FEMA's written approval after FEMA's consultation, if applicable, with the State Historic Preservation Officer (SHPO).
18. **NEPA and Changes to the Scope of Work (SOW).** To comply with the National Environmental Policy Act (NEPA), and other Laws and Executive Orders, any change to the approved SOW shall be re-evaluated before implementation. Construction associated with a SOW change, prior to FEMA approval, may be ineligible for funding. Acceptance of federal funding requires environmental permits and clearances in compliance with all appropriate federal, state and local laws, and failure to comply may jeopardize funding.

Within their authority, the Recipient and Subrecipient must use of all practicable means, consistent with other essential policies, to create and maintain productive harmony for people and nature, and fulfill the social, economic, and other needs of present and future generations of Americans.