

ORDINANCE NO. 2010-08-052

**AN ORDINANCE RELATING TO THE 2010 BUDGET RECOGNIZING RECEIPT OF AN \$888,551.00 DEPARTMENT OF HOMELAND SECURITY "SAFER" GRANT IN THE FIRE DEPARTMENT, GENERAL FUND.**

**WHEREAS**, the City of Bellingham has been selected to receive funding through the Department of Homeland Security to provide Staffing for Adequate Fire and Emergency Response (SAFER),

**NOW, THEREFORE, THE CITY OF BELLINGHAM DOES ORDAIN:**

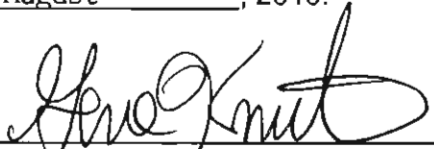
The sum of \$888,551.00 is hereby included in the 2010 General Fund budget as revenue resulting from the award of the Department of Homeland Security SAFER Grant. This amount will be placed in estimated ending designated reserves. The source of funds will be credited from:

<u>001</u>	<u>GENERAL FUND</u>		
3 721	FIRE OPERATIONS		
001-3721000319708	HOMELAND SECURITY/FEMA-SAFER	\$	888,551.00

To be debited as follows:

<u>001</u>	<u>GENERAL FUND</u>		
5 000	GENERAL		
001-50000000820	EST END DESIGNATED RESERVE	\$	888,551.00

**PASSED** by the Council this 16th day of August, 2010.

  
\_\_\_\_\_  
Council President

APPROVED by me this 23rd day of August, 2010.

Wendy V. Phillips  
Mayor

ATTEST: [Signature]  
Finance Director

APPROVED AS TO FORM:

[Signature]  
Office of the City Attorney

Published:

August 20, 2010

U.S. Department of Homeland Security  
Washington, D.C. 20472



# FEMA

Mr. William Boyd  
Bellingham Fire Department  
1800 Broadway  
Bellingham, Washington 98225-3133

Re: Grant No.EMW-2009-FH-00193

Dear Mr. Boyd:

On behalf of the Department of Homeland Security (DHS), I am pleased to inform you that your grant application submitted under the FY 2009 Staffing for Adequate Fire and Emergency Response (SAFER) grants has been approved. FEMA's Grant Programs Directorate (GPD), in consultation with the U.S. Fire Administration (USFA), carries out the Federal responsibilities of administering your grant. The approved project costs total to \$888,551.00. The Federal share is \$888,551.00 of the approved amount and your share of the costs is \$0.00.

As part of your award package, you will find Grant Agreement Articles. Please make sure you read and understand the articles as they outline the terms and conditions of your Grant award. Maintain a copy of these documents for your official file. **You establish acceptance of the grant and Grant Agreement Articles when you request and receive any of the Federal grant funds awarded to you.** By accepting the grant, you agree not to deviate from the approved scope of work without prior written approval from FEMA.

If your SF 1199A has been reviewed and approved, you will be able to request payments online. Remember, you should request funds no more frequently than quarterly.

If you have any questions or concerns regarding the process to request your grant funds, please call 1-866-927-5646.

A handwritten signature in black ink that reads "Elizabeth M. Harman".

Elizabeth M. Harman  
Assistant Administrator  
Grant Programs Directorate

Agreement Articles



**FEMA**

U.S. Department of Homeland Security  
Washington, D.C. 20472

**AGREEMENT ARTICLES**

**STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE - Hiring program**

**GRANTEE: Bellingham Fire Department**

**PROGRAM: Staffing for Adequate Fire and Emergency Response (SAFER) - Hiring**

**AGREEMENT NUMBER: EMW-2009-FH-00193**

**AMENDMENT NUMBER:**

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**Article I - Project Description**

The purpose of the Staffing for Adequate Fire and Emergency Response program is to provide funding directly to fire departments and volunteer firefighter interest organizations in order to help them increase the number of trained, "front-line" firefighters available in their communities.

After careful consideration, FEMA has determined that the grantee's project submitted as part of the grantee's application, and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the program's purpose and worthy of award. The grantee shall perform the work described in the approved grant application as itemized in the request details section of the application and further described in the grant application's narrative. These sections of the application are made a part of these grant agreement articles by reference. The grantee may not change or make any material deviations from the approved scope of work outlined in the above referenced sections of the application without prior written approval from FEMA.

**Article II - Grantee Concurrence**

By requesting and receiving Federal grant funds provided by this grant program, the grantee accepts and agrees to abide by the terms and conditions of the grant as set forth in this document and the documents identified below. By receiving funds under this grant, grantees agree that they will use the funds provided through the

Fiscal Year 2009 Staffing for Adequate Fire and Emergency Response in accordance with these Articles of Agreement and the program guidelines provided in the Fiscal Year 2009 Staffing for Adequate Fire and Emergency Response guidance. All documents submitted as part of the original grant application are made a part of this agreement by reference.

### **Article III - Period of Performance**

The period of performance shall be from **11-SEP-10 to 10-SEP-12**.

### **Article IV - Amount Awarded**

The amount of the award is detailed on the Obligating Document for Award attached to these articles. Following are the budgeted estimates for object classes for this grant (including Federal share plus applicable grantee match):

Personnel	\$716,574.8
Fringe Benefits	\$171,977.95
Travel	\$0.00
Equipment	\$0.00
Supplies	\$0.00
Contractual	\$0.00
Other	\$0.00
Indirect Charges	\$0.00
Total	\$888,551.00

### **NEGOTIATION COMMENTS IF APPLICABLE** (max 4000 characters)

### **Article V - Financial Guidelines**

The grantee and any subgrantee shall comply with the most recent version of the Administrative Requirements, Cost Principles, and Audit Requirements. A non-exclusive list of regulations commonly applicable to DHS grants are listed below:

#### *A. Administrative Requirements*

1. 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
2. 2 CFR Part 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations (OMB Circular A-110)

#### *B. Cost Principles*

1. 2 CFR Part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A-87)
2. 2 CFR Part 220, Cost Principles for Educational Institutions (OMB Circular A-21)
3. 2 CFR Part 230, Cost Principles for Nonprofit Organizations (OMB Circular A-122)
4. Federal Acquisition Regulations (FAR), Part 31.2 Contract Cost Principles and Procedures, Contracts with Commercial Organizations

#### *C. Audit Requirements*

1. OMB Circular A-133, Audits of States, Local Governments, and Nonprofit Organizations

**Article VI - Prohibition on Using Federal Funds**

The recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of FEMA.

**Article VII - GPD Allocations**

The recipient agrees that all allocations and use of funds under this grant will be in accordance with the FY 2009 Staffing for Adequate Fire and Emergency Response Program guidance and application kit.

**Article VIII - Financial Reporting**

The grantee must complete an on-line, semiannual financial status report to meet FEMA requirements. Semiannual financial reports are due within 30 days of the end of every six month period for the life of the grant. At the end of the performance period, or upon completion of the grantee's final program narrative, the grantee must complete an on-line final financial status report that is required to close out the grant. Although the guidance states extensions will not be granted, if a grantee's performance period is extended beyond the initial period, a periodic performance report is due every six month increment until closeout.

**Article IX - FEMA Officials**

**Program Officer:** Tom Harrington is the Program Officer for this grant program. The Program Officer is responsible for the technical monitoring of the stages of work and technical performance of the activities described in the approved grant application. If you have any programmatic questions regarding your grant please call the AFG help desk at 866-274-0960 to be directed to a specialist.

**Grants Assistance Officer:** Andrea Gordon is the Assistance Officer for this grant program. The Assistance Officer is the Federal official responsible for negotiating, administering, and executing all grant business matters.

**Grants Management Division POC:** The Grants Management Specialist shall be contacted to address all financial and administrative grant business matters for this award. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.