



Bruce Barton, Director
Emergency Management Department

January 25, 2023

City of Menifee
Robert Cardenas, Deputy Human Resources Director
Vanessa Barrera, Emergency Management Analyst

RE: FY22 State Homeland Security Program Grant (SHSP) Award - \$12,390
Grant #2022-0043 CFDA#: 97.067

The California Office of Emergency Services (CalOES) has approved Riverside County's FY22 State Homeland Security Program Grant (SHSP) application and has authorized the commencement of reimbursement requests. The performance period for this grant is **January 25, 2023 – May 31, 2024. Final reimbursement requests are due no later than June 10, 2024.**

Upon approval of pending paperwork this letter serves as authorization to begin spending and requesting reimbursement of your Anti-Terrorism Approval Authority (ATAA) approved projects. To ensure that all awarded funds are expended, the State requires reimbursement requests be made every 6 months at a minimum. Expenses for equipment should be completed within the first 8 months after receiving this award letter. Training must be completed or scheduled within the first year of this grant. Under extenuating circumstances certain exceptions may be approved. **Full expenditure of the awarded funds is expected.**

Riverside County Operational Area may reduce, suspend, or terminate current and/or future grant funding, in whole or in part, or other measures may be imposed for any of the following reasons:

- Failure to submit required reports.
- Failure to expend a minimum of 90% of awarded funding.
- Failure to expend funds in a timely manner consistent with the grant milestones, guidance, and assurances.
- Failure to comply with the requirements or statutory progress toward the goals or objectives of federal or state law.
- Failure to follow grant agreement requirements or special conditions.
- False certification in the application or document.
- Failure to adequately manage, monitor, or direct the grant funding activities of their City/Agency.

A signed FY22 Grant Assurance and a signed Financial Management Forms Workbook (FMFW) Facesheet is required to be submitted to Riverside County EMD as soon as possible. Modifications and Reimbursement Requests cannot be processed until these documents are received. Please remember that changes to your grant will require the approval of the OA prior to incurring any costs. All modifications, EHP's, sole source procurement, EOC and construction requests require additional approvals from CalOES through the OA prior to incurring any costs.

By accepting this subaward, it is understood that your agency agrees to comply with all applicable federal, state, and local requirements of the grant as put forth in the FY22 Grant Assurances, federal and state guidances, and all provisions of 2 CFR 200 including Subpart F- Audit Requirements. Any funds found owed as a result of a final review or audit must be refunded to the County within 15 days upon receipt of an invoice from Riverside County EMD.

Please feel free to contact me for any further assistance.

Sincerely,
Louis Le
Administrative Services Analyst II
louisle@rivco.org
951-955-8525