



Bruce Barton, Director
Emergency Management Department

1/25/2023

City of Menifee
Armando G. Villa, City Manager
Rochelle Clayton, Deputy City Manager
Vanessa Barrera, Emergency Management Analyst

RE: FY22 Emergency Management Performance Grant Program (EMPG) Award - \$24,362
Grant # 2022-0005 CFDA#: 97.042

The California Office of Emergency Services (CalOES) has approved Riverside County's FY22 Emergency Management Performance Grant Program (EMPG) application and has authorized the commencement of reimbursement requests. The performance period of this grant is **July 1, 2022 (for personnel) January 25, 2023 (for equipment) – December 31, 2023. Final reimbursement requests are due no later than January 10, 2024.**

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. Some of your projects may require these additional approvals. Grant funds must be used to supplement existing funds, not replace funds that have been appropriated for the same purpose. Your Agency must not make or permit any award at any tier, to any party that is debarred. Documentation of eligibility must be obtained prior to making any agreement/payment with a vendor funded by EMPG funds. It is the Agency's responsibility to obtain all additional approvals prior to expending the funds. Your Agency will also be responsible for providing all necessary documentation for reimbursements. If you are purchasing maintenance agreements, upgrades, service fees, etc. for your equipment or continuation of a service it is your responsibility to provide proof that these costs follow the guidelines of the grant.

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 also note that this grant has a **dollar-for-dollar match** requirement.

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 EMPG Grant Assurances, federal and state guidance, the Federal Single Audit Act of 1984 and amendment of 1996, and the Robert T. Stafford Disaster Relief and Emergency Assistance Act as amended. 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
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