



10

CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810
(203) 797-4518 FAX (203) 796-8043

PAUL D ESTEFAN
DIRECTOR CIVIL PREPAREDNESS

(203) 797-4630

August 30, 2016

TO: Mayor Mark D. Boughton
Honorable Members of City Council

FR: Paul D. Estefan, Director of Emergency Management

RE: EMPG Performance Grant 2016-2017

Please find attached the Emergency Management Performance Grant application and advisory letter for the period 10/1/16 to 9/30/17. Please also find attached a Resolution stating the maximum award of this funding will not exceed \$41,305.50. This grant reimburses the City of Danbury for various operating expenses, including the Director and the Executive Secretary performance for this period.

Sincerely,

Paul D. Estefan
Director of Emergency Management

Robert J. Yamin
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RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A.D. 2016

10-1

RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY

WHEREAS, the Federal "Emergency Management Performance Grant" (EMPG) program is again being offered to the City of Danbury through the State Department of Emergency Services and Public Protection (DESPP) Division of Emergency Management and Homeland Security (DEMHS); and

WHEREAS, this funding is offered through the State and Local Assistance Program and assists municipalities in emergency management activities including staffing and Emergency Operations Centers (EOC); and

WHEREAS, the maximum award of this funding will not exceed \$41,403.50 and requires an equal cash or in-kind match that will be met through general operations of the emergency management team and facilities for the performance period of 10/1/16-9/30/17.

NOW, THEREFORE, BE IT RESOLVED THAT Mayor Mark D. Boughton, or his designee, Paul D. Estefan, Director of Civil Preparedness, is hereby authorized to apply for and accept said funding and is authorized to sign any contracts/documents in connection therewith to effectuate the purposes of said grant.



STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES & PUBLIC PROTECTION
DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY



August 12, 2016

10-2

The Honorable Mark D. Boughton
Mayor
City of Danbury
155 Deer Hill Avenue
Danbury, CT 06810

Dear Mayor Boughton:

The 2016 Emergency Management Performance Grant Program (EMPG) application process has begun. The State and Local Assistance Program (SLA) is accepting budgets and applications to provide funding for municipal Emergency Operations Centers (EOC), staffing and other emergency management activities.

Enclosed is your Emergency Management Performance Grant (EMPG) application package. This package includes all of the forms necessary to complete the application. In order to receive full funding, municipalities must complete the program requirements listed in the Advisory Bulletin and prepare an application for the performance period of 10/1/16 through 9/30/17. This package must be returned by **September 15, 2016** by mail to the DEMHS Region 5 Office:

DEMHS Region 5 Office
55 West Main Street – 3rd Floor
Waterbury, CT 06702

The per capita allocation for this year will be \$0.50 cents per capita (same as last year). A baseline of \$3,000.00 will be used for towns with a population less than 6,000 persons. The maximum allocation for the municipality of Danbury this year will be \$41,403.50. This funding requires a cash or in-kind match provided by the municipality. The in-kind cost cap remains at \$10,000.00 and the in-kind share cap remains at 66% of the annual allocation (See attached Advisory Bulletin for details).

The budget and reimbursement form has been updated to make the form easier to read. The EMPG Financial Tool is a MS Excel spreadsheet that each town will use to enter their annual budget request. This same form is also used when a municipality is ready to submit their quarterly reimbursement request.

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The Department of Emergency Services and Public Protection (DESPP) Division of Emergency Management and Homeland Security (DEMHS) requires that all towns participating in the EMPG Program have a functional Emergency Operations Center, an updated Local Emergency Operations Plan, access to Web EOC, and a VHF High Band Radio with a minimum power output of 35 Watts dedicated to operate on the channel assigned to their DEMHS Regional Office.

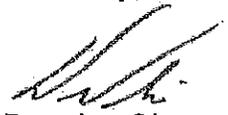
The Federal Emergency Management Agency (FEMA) is requiring that all local Emergency Management Directors and any staff that are funded by EMPG complete IS 100, 200, 700, 800 and the Professional Development Series (IS 120, 230, 235, 240, 241, 242 and 244) courses. All courses can be taken on-line at <http://www.training.fema.gov/is/>.

These courses only need to be completed once as long as the EMD and staff have not changed. In addition, EMDs and their staff must participate in a minimum of 4 exercises / real world events and 1 statewide exercise each year. Governor Malloy has also re-affirmed Connecticut's commitment to conform to the National Incident Management System (NIMS) by signing Executive Order 34 which mandates that all emergency management personnel be trained and complete annual exercises required to be NIMS compliant.

Also included in the application package this year is a brief questionnaire to assist us in completing the annual NEMA Survey. Please take a few minutes to provide your feedback. Information provided by towns and cities will be used to improve the EMPG program.

It is strongly recommended that your community take advantage of this valuable program to sustain and enhance your emergency management programs. If you have any questions, please feel free to contact the DEMHS Region 5 office at 203-591-3509 and Thomas.vannini@ct.gov

Sincerely,



Douglas Glowacki
Emergency Management Program Specialist

attachments

cc:
Mr. Paul Estefan, Emergency Management Director