



State of Arizona



Governor Janice K. Brewer

Department of Homeland Security

Director Gilbert M. Orrantia

September 12, 2014

Chief Debora Black
Glendale Police Department
6835 North 57th Drive
Glendale, AZ 85301-3218

Subject: FFY 2014 Homeland Security Grant Program Award
Subgrantee Agreement Number: **140803-01**
Project Title: **2014 Glendale PD TLO Sustainment**

Dear Chief Debora Black:

The application that your agency submitted to the Arizona Department of Homeland Security (AZDOHS) for consideration under the Homeland Security Grant Program has been awarded. The project titled "**2014 Glendale PD TLO Sustainment**" has been funded under the URBAN AREA SECURITY INITIATIVE for **\$7,326**. The grant performance period is **October 1, 2014 through September 30, 2015**. This grant program is part of the U.S. Department of Homeland Security Grant Program and specifically is awarded under CFDA #97.067 (Catalog of Federal Domestic Assistance).

To initiate the award process, the following action items must be completed, signed and returned to AZDOHS:

1. Two Subgrantee Agreements - go to www.azdohs.gov under Grants and download two original Subgrantee Agreements.
2. Project Administration Page (enclosed).
3. NIMS Compliance Certification - go to www.azdohs.gov under Grants and download one original certification.
4. Environmental and Historic Preservation (EHP) required documentation (if applicable, see attached EHP Designation Letter).

Hard copies of the Subgrantee Agreement and NIMS Compliance Certification will **not** be mailed to you. These items must be completed and on file at AZDOHS in order for your agency to be eligible for reimbursement. **If all documentation listed in numbers 1, 2, 3 and 4 (if applicable) above is not signed and received by AZDOHS on or before January 31, 2015 this award is rescinded and the funds will be reallocated.**

Additional grant requirements:

- Quarterly programmatic reports must be submitted on the most recent form/template.
- If your project requires an Environmental and Historic Preservation (EHP) review, this must be completed, submitted and **approved** by FEMA/AZDOHS prior to any expenditure of funds.
- Subgrantees must adhere to the Title VI of the Civil Rights Act of 1964 requirements.
- Subgrantees are either required to submit an electronic copy of their annual A133 Audit or a statement stating that they were not required to complete an audit to AZDOHS each year. The AZDOHS reserves the right to manage this agreement in any way it deems necessary, including withholding of reimbursement payments, or future subgrantee agreements, until the A133 Audit or statement has been received and, if applicable, an approved action plan for compliance has been completed.
- Reimbursements are limited to approved quantities and funding thresholds.
- All radio equipment purchased with Homeland Security funds should be P25 capable, comply with SAFECOM Guidance, comply to the Land Mobile Radio Minimum Equipment Standards as approved by the Statewide

Interoperability Executive Committee (SIEC), and be programmed in accordance with the Arizona State Interoperable Priority Programming Guide also as approved by the SIEC.

- All projects that support training initiatives including FEMA approved/state sponsored training must be in compliance with grant guidance, the subgrantee agreement, and approved through the ADEM/AZDOHS training request process prior to execution of training.
- Consultants/Trainers/Training Providers costs must be within the prevailing rates; must be obtained under consistent treatment with the procurement policies of the subrecipient and 44 CFR Chapter 1, Part 13; and shall not exceed the maximum of \$450 per day per consultant/trainer/training provider unless prior written approval is granted by the AZDOHS.
- All projects that support exercises must be:
 - In compliance with grant guidance and the subgrantee agreement.
 - Must utilize the FEMA Homeland Security Exercise and Evaluation Program (HSEEP) Toolkit.
 - All exercises, documentation and After Action Reports/Improvement Plans (AAR/IP) must be posted via the HSEEP Toolkit within 60 days after completion of an exercise.
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- Terrorism Liaison Officer (TLO) Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) Response Vehicles purchased with Department of Homeland Security Grant Program funding must be assigned to and used by certified TLOs working with the Arizona Counter Terrorism Information Center (ACTIC).
 - Persons receiving TLO vehicles shall be available to respond to incidents and events on a "call out" basis and shall be available for regional and statewide deployment for TLO operations and training.
 - TLO equipment and/or services purchased or maintained with Department of Homeland Security Grant Program funding will be assigned to and used by certified TLOs working with the ACTIC TLO Program. This equipment may include: radios, computers, cell phones, cellular and satellite service fees, open source data services, cameras, GPS devices and any other equipment needed to complete the TLO mission.
- Subgrantees are subject to the AZDOHS Site Monitoring Program.
- All reimbursements for personnel costs must be in compliance with AZDOHS Time and Effort Reporting requirements.
- AZDOHS reserves the right to request additional documentation at any time.

If you should have any questions, please do not hesitate to contact your Strategic Planner.

Congratulations on your Homeland Security Grant Program award.

Sincerely,



Gilbert M. Orrantia
Director

Cc: Lt. Larry Castrovinci

Attachments: Project Administration Page, EHP Designation Letter, Application Summary Page, Budget Narrative page(s)

This form is to be signed and returned.

Grant #: **140803-01** Sub-Recipient: **Glendale Police Department**

Project Title: **2014 Glendale PD TLO Sustainment**
Grant Program: **URBAN AREA SECURITY INITIATIVE**

1. Unit of Government: **Glendale Police Department**
Point of Contact: **Lt. Larry Castrovinci**

Sub-recipient Address:
Street: **6835 North 57th Drive**

City/State/Zip: **Glendale, AZ 85301-3218**

Head of Agency: **Chief Debora Black**

Authorized individual has delegated authority to make application on behalf of the agency.
Phone#: **623-930-3285**

E-mail Address: **dblack@glendaleaz.com**

2. Organization Type: **Local Government / Municipality**

3. Region or Entity: **Phoenix UASI**

4. Initiative Title: **Strengthen Intelligence & Information Sharing Capabilities**

5. Total Dollar Amount Requested: **\$7,326** Total Dollar Amount Awarded: **\$7,326**

APPROVAL PROCESS

The signatures below verify the submission/approval process. All parties signify that all aspects of this project are allowable, reasonable and justifiable in accordance with published federal grant guidelines and the Subgrantee Agreement. The signatures confirm the acceptance that the funding amounts and quantities are limited to the amounts and quantities approved and awarded on the Application Summary and Budget Narrative page(s) (Equipment, Training, Exercise, Planning, Organization, M&A, if applicable) as provided in the award letter attachments.

Project Point of Contact

Lt. Larry Castrovinci

Print Name

Signature

Date

Strategic Planner or
Assistant Director Planning & Preparedness

Print Name

Signature

Date

This form is to be signed and returned.



STATE OF ARIZONA

Department of Homeland Security

2014 STATE HOMELAND SECURITY GRANT PROGRAM PROJECT DETAIL WORKBOOK

Glendale Police Department

140803-01

Training - Budget Detail Worksheet

FEMA Approved Training Class and Course Number and Title and/or Training Event:
Association of Threat Assessment Professionals Annual Conference in Anaheim, CA

Enter a Brief Course Description. MUST include: 1) Proposed Location, 2) Training Provider, 3) Provider Address, 4) Provider Point of Contact, Number and Web
Association of Threat Assessment Professionals Annual Conference - 1. Location is currently unknown - Anaheim, CA. 2. Association of Threat Assessment Professionals 3. 1215 K Street #2290, Sacramento, CA
95814 916-231-2146, <http://www.atapworldwide.org/index.cfm> 5. One Person

How does the requested training support FEMA mission scope to prepare personnel to prevent, protect, respond to and recover from all critical hazards?

The mission of RRT is to respond to terrorist/CBRNE incidents utilizing police fire and EOD personnel that are specially trained and equipped to mitigate, render safe, and stop criminal acts as quickly as possible to prevent or minimize loss of life or serious physical injury to the public. In order to stay current with trends and best practices within the federal grant process as well as law enforcement techniques and case laws, attendance at conferences covering these areas is crucial. The conference will provide the needs listed above through subject matter experts.

How does the requested training build additional capabilities that support the UASI or SHSGP Strategy?

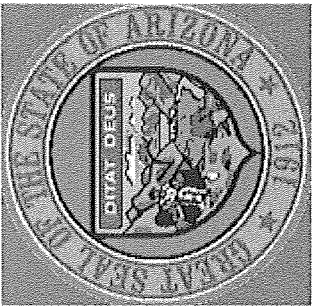
In order to stay current with trends and best practices within the federal grant process as well as law enforcement techniques and case laws, attendance at conferences covering this area is crucial. This conference will provide the latest information for the department's TLO Program.

Mission Area: Prevent

Training Level: Performance

If requesting supplies, you must provide a list of all consummable supplies requested.

# of Deliverables	Backfill Overtime		Workshops / Conf		Contrtrs / Consults		Supplies		Travel		Other		Total
	Requested	Awarded	Requested	Awarded	Requested	Awarded	Requested	Awarded	Requested	Awarded	Requested	Awarded	
1	\$0	\$0.00	\$650	\$650.00	\$0	\$0.00	\$0	\$0.00	\$1,000	\$1,000.00	\$0	\$0.00	
Subtotals:	\$0	\$0.00	\$650	\$650.00	\$0	\$0.00	\$0	\$0.00	\$1,000	\$1,000.00	\$0	\$0.00	\$1,650
													\$1,650.00



STATE OF ARIZONA

Department of Homeland Security

2014 STATE HOMELAND SECURITY GRANT PROGRAM PROJECT DETAIL WORKBOOK

Glendale Police Department

140803-01

Training - Budget Detail Worksheet

FEMA Approved Training Class and Course Number and Title and/or Training Event:

Association of Threat Assessment Professionals Spring Regional Conference, New York USA

Enter a Brief Course Description. MUST include: 1) Proposed Location, 2) Training Provider, 3) Provider Address, 4) Provider Point of Contact, Number and Web

Association of Threat Assessment Professionals Training Conference. 1) New York, USA. 2) Association of Threat Professionals. 3) 1215 K Street, Suite 940, Sacramento California. 916-231-2146. 4) Chuck Tobin at apworldwide.org 5) One person

How does the requested training support FEMA mission scope to prepare personnel to prevent, protect, respond to and recover from all critical hazards?

The mission of RRT is to respond to terrorist/CBRNE incidents utilizing police fire and EOD personnel that are specially trained and equipped to mitigate, render safe, and stop criminal acts as quickly as possible to prevent or minimize loss of life or serious physical injury to the public. In order to stay current with trends and best practices within the federal grant process as well as law enforcement techniques and case laws, attendance at conferences covering these areas is crucial. The conference will provide the needs listed above through subject matter experts.

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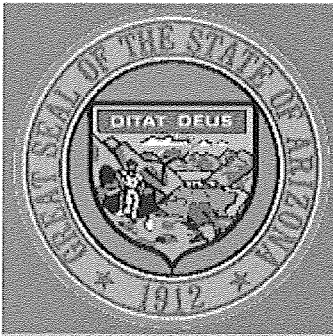
In order to stay current with trends and best practices within the federal grant process as well as law enforcement techniques and case laws, attendance at conferences covering this area is crucial. This conference will provide the latest information for the department's TLO Program

Mission Area: Respond

Training Level: Performance

If requesting supplies, you must provide a list of all consummable supplies requested.

# of Deliverables	Backfill Overtime		Workshops / Conf		Contrtrs / Consults		Supplies		Travel		Other		Total
	Requested	Awarded	Requested	Awarded	Requested	Awarded	Requested	Awarded	Requested	Awarded	Requested	Awarded	
1	\$0	\$0.00	\$575	\$575.00	\$0	\$0.00	\$0	\$0.00	\$925	\$925.00	\$0	\$0.00	
Subtotals:	\$0	\$0.00	\$575	\$575.00	\$0	\$0.00	\$0	\$0.00	\$925	\$925.00	\$0	\$0.00	\$1,500
Training Totals:	\$0	\$0.00	\$1,225	\$1,225.00	\$0	\$0.00	\$0	\$0.00	\$1,925	\$1,925.00	\$0	\$0.00	\$3,150
													\$1,500.00
													\$3,150.00



STATE OF ARIZONA
 Department of Homeland Security
2014 STATE HOMELAND SECURITY GRANT PROGRAM
PROJECT DETAIL

Glendale Police Department

140803-01

Equipment - Budget Narrative

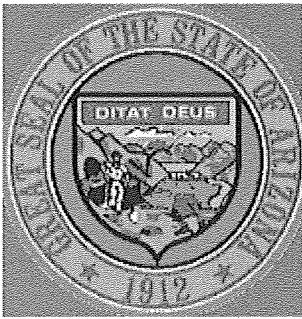
Budget Description: List each item from your budget worksheet pages in the same order in which they are listed on the preceding page. For Equipment, each Allowable Equipment Category (PPE, Interoperable Communications, Detection, etc.) must be listed. Under the federal guidelines "Equipment" has been defined as any single item that has a value of more than 5,000 and a life expectancy greater than a year. However, for this budget narrative please be sure to include any and all items that can be found on the AEL. Please be sure to provide a brief description of each item and how each item will be utilized. Equipment cost estimates must be listed. For each item of equipment, list the Authorized Equipment List (AEL) Item Number. The most current AEL can be found on line at the Responder Knowledge Base at the following website: www.rkb.us. If "Other Authorized Equipment" was annotated, specify the equipment here. All equipment associated with this grant must be listed on this page only. If you have any questions or concerns regarding the AEL, please feel free to contact Michael Stidham at mstidham@azdohs.gov.

Brief Description and Utilization:

The Equipment identified will support the TLO function and mission and increase the capability of the team members to communicate with the Fusion Center and all participating agencies within the region during critical incidents or events involving critical infrastructures. The monthly Aircard service, MIFI Data and the Data information costs are all essential operating needs for the TLO program. The portable radio data fee is assessed to each radio supported under the regional wireless cooperative (RWC). The TLO has three radio's assigned.

<i>AEL #</i>	<i>Item Description</i>	<i>Quantity</i>	<i>Cost</i>	<i>Total Cost</i>	<i>AZDOHS Approved</i>	<i>Approved Quantity</i>	<i>Approved Cost</i>
06CC-02-DSAD	Monthly aircard service fees (\$40/month x 12 months)	1	\$480.00	\$480.00	Jake Kelly	1	\$480.00
13IT-00-DACQ	MIFI Data (\$58/month x 12 months)	1	\$696.00	\$696.00	Jake Kelly	1	\$696.00
21GN-00-MAIN	RWC Portable radio data fee (\$83.33/month per radio, 3 total radios)	3	\$1,000.00	\$3,000.00	Jake Kelly	3	\$3,000.00

Totals For Glendale Police Department Contract Number 140803-01 *Requested* \$4,176.00 *Approved* \$4,176.00



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Department of Homeland Security
2014 STATE HOMELAND SECURITY GRANT PROGRAM
PROJECT DETAIL

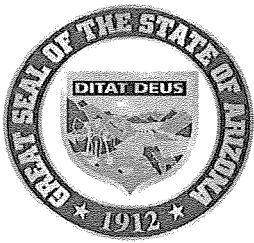
Glendale Police Department

140803-01

Application Summary

Award Funded As Follows:

	<i>Requested Amounts</i>	<i>Recommended Amounts</i>	<i>Awarded Amounts</i>
<i>Equipment</i>	\$4,176.00	\$4,176.00	\$4,176.00
<i>Training</i>	\$3,150.00	\$3,150.00	\$3,150.00
<i>Exercise</i>	\$0.00	\$0.00	\$0.00
<i>Planning</i>	\$0.00	\$0.00	\$0.00
<i>M & A</i>	\$0.00	\$0.00	\$0.00
<i>Organization</i>	\$0.00	\$0.00	\$0.00
<i>Award Totals</i>	\$7,326.00	\$7,326.00	\$7,326.00



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FFY 2014

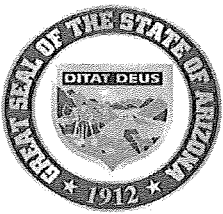
Dear Stakeholder:

The project that your agency submitted to the Arizona Department of Homeland Security (AZDOHS) for consideration under the Homeland Security Grant Program has been awarded.

Please be advised, all projects require an Environmental and Historic Preservation review. Your project has been reviewed and it has been determined to have no potential impact to environmental or historic concerns. No further EHP review is required unless you modify the project and it is approved by AZDOHS. If you need further clarification please contact Michael Stidham at (602) 542-7041 or mstidham@azdohs.gov with AZDOHS for further information regarding the EHP specific requirements for your award.

As stated in the subgrantee agreement:

The subrecipient shall comply with all applicable Federal, State, and local environmental and historic preservation (EHP) requirements and shall provide any information requested by FEMA to ensure compliance with applicable laws including: National Environmental Policy Act, National Historic Preservation Act, Endangered Species Act, and Executive Orders on Floodplains (11988), Wetlands (11990) and Environmental Justice (12898). Subrecipient shall not undertake any project having the potential to impact EHP resources without the prior approval of AZDOHS/FEMA, including but not limited to communications towers, physical security enhancements, new construction, and modifications to buildings that are 50 years old or greater. Subrecipient must comply with all conditions placed on the project as the result of the EHP review. Any change to the approved project scope of work will require re-evaluation for compliance with these EHP requirements. If ground disturbing activities occur during project implementation, the subrecipient must ensure monitoring of ground disturbance and if any potential archeological resources are discovered, the subrecipient will immediately cease construction in that area and notify FEMA and the appropriate State Historic Preservation Office. Construction activities shall not be initiated prior to the full environmental and historic preservation review.



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Gilbert M. Orrantia
Director

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