Generator Grant Application Worksheet

DISASTER NUMBER:	STATE REVIEWER INITIALS:
SUBAPPLICANT:	STATE REVIEW DATE:
EMERGENCY PREPAREDNESS LEVEL:	NFIP STATUS:
BRIEF PROJECT DESCRIPTION:	

SUBAPPLICANT

Are you an eligible applicant l·ă ăúl·úŜŘ λy̆πn/Cw̆Σ {dzōLJl·NúπbΣ {ŜŎúλ2y̆нлс⁰помΣ t l·Nl·Y нΣ ! LJLJfłŎl·yúK	¸Ŝă	b2
Are you listed on the State or Federal debarred list? *If yes, you are not eligible to apply.*	¸Ŝă	b2
Are you withdrawn or suspended from the National Flood Insurance Program? *If yes, you are not eligible to apply*	¸Ŝă	b2
Do you have a FEMA approved Mitigation Action Plan (MAP)? *If no, you are not eligible to apply.* *If yes, what is the name of your plan?*	¸Ŝă	b2
Does your plan expire prior to the State Application Deadline? *If yes, you are not eligible to apply.* ***Date of Expiration:***	¸Ŝă	b2
Is the hazard you wish to mitigate in the application addressed in your MAP? *If no, then it is not an eligible project. If, yes then please include the page and location in your MAP.*	¸Ŝă	b2

PROJECT

What type of project are you applying for? **Generator for Critical Facility:**		
Was your project previously submitted under another federal program? LŦ ëŜăΣ λŘŜyúλŦë úKŜ LJN2ŝŜŎú yl·YŜ l·yŘ LJN2∃Nl·Y⁰	¸Ŝă	b2
If this is a construction project, has construction started for this project? *If yes, it is not eligible unless this phase can stand alone independently on its own merits.*	¸Ŝă	b2
Will the proposed project solve the problem independently or constitute a functional part of a solution? *If no, then it is not an eligible project.*	¸Ŝă	b2
Does another federal entity have primary funding authority for this project? *If yes, it is not eligible.*	¸Ŝă	b2
Is the location of the project in a Special Flood Hazard Area? LŦ ëŜăΣ l·NŜ l·ff bCLt NŜljdzλNŜYŜyúă ōŜλy∃ l·ŘŘNŜăăŜŘK	¸Ŝă	b2
Is the Period of Performance 3 years or less? *If no, this would not be eligible for this program.*	¸Ŝă	b2

DOCUMENT	COMPLETE	COMMENTS
Signatures	Note	*All documents that require signatures must be signed by the Mayor/Judge/highest elected official/CEO or an authorized representative. If an authorized representative is appointed, a statement indicating this person has been given authority to sign for the Mayor/Judge/highest elected official or CEO must be included that is signed by the Mayor/Judge/highest elected official or CEO.*
1. SAMS & State Debarment Verification		*Check Subapplicant & Contractors against the SAMS - Excluded Parties List & State Debarred List. If the applicant or sub/contractor is on the EPLS application will be removed for consideration.*
2. Procurement		*Must follow the most stringent of the local, state or federal guidance. State guidance is most commonly followed unless you have created more stringent local guidance.*
3. State of Texas Assurances		*Read and sign this form.*
4. SF 424 - Federal Application		*This is a standard form for those requesting federal funding.* ***All wildfire mitigation projects are considered construction except for public information campaigns.***
a. Federal Assurances FEMA 20-16		Summary sheet for assurances. All wildfire mitigation projects are considered construction except for *public information campaigns.*
b. 20-16B & 20-16 C		*Construction assurances and lobbying certification. All wildfire mitigation projects are considered construction except for public information campaigns.*

5. Designated Contact Form	☐	*Use this to designate primary and secondary contacts - these are the individuals the State will contact regarding this project. If these individuals change during the course of the project this form needs to be resubmitted. Contractors /Individuals/Companies (if applicable) that we may work with on the application or the implementation of the project.*
6. Floodplain Manager Form	☐	*Complete this form with the information of the floodplain manager designated for the Subapplicant in which the project is located. Floodplain Manager Assessment is to make a statement about the project's location in relationship to the floodplain/way and describe the affects of the project to the floodway/plain.* Safe rooms may not be in a floodplain even if the home is elevated above the BFE (Base Flood Elevation). A floodplain manager's confirmation will be required for each home.
7. 25% Or More Match Certification	☐	*This is on agency or Subapplicant letterhead certifying the ability to meet the 25% **OR MORE** cost share of the project.*
8. Scope of Work	☐	*In addition to the chosen mitigation activity, **two alternates** proposed solutions are required and one can be the results of doing nothing. Tell us why you chose the mitigation activity you are applying for.* *Make sure the SOW coincides with the timeline and cost breakdown. All will be compared. The SOW identifies the eligible mitigation activity, describes what will be accomplished; and explains how the mitigation activity will be implemented. The mitigation activity must be described in sufficient detail to verify the cost estimate. All activities for which funding is requested must be identified in the SOW prior to the close of the application period.* *The project subapplication SOW provides detailed information about the project, as well as applicable references and supporting documentation.* *Must Include:* • ***Purpose of the project** – The intended outcome or objectives of the project* • ***Clear, Concise description of the proposed project** – Proposed conceptual design, means of implementation of the project and responsible party for implementation;* • ***Identification of properties to be mitigated** – All properties to be mitigated must be identified, including additional, alternate properties that may be substituted should one or more of the other properties be withdrawn for eligibility or other reasons. In order for alternate properties to be properly considered in the event of a substitution, the same level of information for alternate properties is required as is provided for the proposed properties;* • ***Outcomes** – Proposed project accomplishments, problem(s) that the project will solve, parties that will directly or indirectly benefit from the project, and ways that the risks of damage or harm will be reduced;* • ***Special project components** – New technologies that will be used during project implementation and how they are expected to provide the necessary results and necessary laboratory tests or field-testing;* • ***Other projects** - Other projects that are currently being implemented or expected to be implemented that will affect the proposed project;* • ***Latitude/Longitude and site photographs** – Subapplicants must identify the proposed project location on a map and provide the latitude/longitude and any relevant photographs including, but not limited to sides of the building, foundation, roof, both sides of the culvert and the surrounding project area.* ***The required documentation depends upon the nature of the proposed project and may include:** proposed schematics, drawings or sketches, photographs, maps, sections of hazard maps, a Flood Insurance Study, or a FIRM. Whenever possible, data used to document existing conditions must be obtained from recognized sources, such as Federal agencies, State agencies, and academic organizations. The references and/or supporting documentation from qualified and credible sources such as Professional Engineers or local government records should be included when using locally developed data. Deviations from standard procedures, methods, techniques, technical provisions of the applicable codes, or best practices must be thoroughly explained and documented. Subapplicants must identify the proposed project location on a map and provide any relevant photographs including, but not limited to, sides of the building, foundation, and roof (as appropriate).* ***For Generators:*** *Include phase: 1, 2 or 3. Type of fuel, horsepower, capacity in KW. Will quick disconnect switchgear be installed? Latitude and longitude. Generator location will be Interior or exterior? Will dirt disturbance occur more than 1.5 feet from the existing building? If yes, environmental considerations will be triggered.*

9. Pre-Award Costs		***Can begin only after the declaration date of the disaster.*** *Costs directly related to preparing the sub-application such as BCA (Benefit Cost Analysis) development, the gathering of environmental data, and project design meetings, must be a separate line item* ***included*** *in the total project cost breakdown and identified as pre-award costs to be eligible for uses as non-federal cost share. If the project* ***does not*** *receive federal approval and grant funds are* ***not awarded*** *then you will not receive reimbursement for pre-award costs*
10. Project Cost Breakdown		Include a breakdown of the management costs and avoid using lump sums. Make sure this coincides with the SOW and timeline. Construction related costs must be prepared by a professional engineer. *Is the Cost Estimate/Budget documentation complete and consistent with the SOW?* *Are indirect costs, if requested, part of the subapplicant's management costs and 5% or less of the total cost of the project subapplication?* *See HMA Guidance Part IV E.4* *The Indirect cost rate is set by the Federal Cognizant Agency. This is the Federal agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals developed on behalf of all Federal agencies. The OMB publishes a list of Federal Cognizant Agencies.* *The Federal Audit Clearinghouse determines cognizant agencies (COGs) and a current listing is on the Web site at http://harvester.census.gov/sac/sainfo.html under the caption, "Federal Cognizant Agency for Audit Report." Only the largest grantees will have a cognizant agency under the revisions to the Office of Management and Budget (OMB) Circular A-133.* *https://harvester.census.gov/fac/sainfo.html* *Are any pre-award costs identified as separate line item(s)?* *See HMA Guidance Part IV F.2 & See HMA Guidance Part IV E & 44CFR §206.439* *Subapplications that propose a Federal expenditure in excess of the Federal funding limit will not be considered for an award. Note that each program has specific restrictions*
11. Project Timeline		*Quarterly timeline, make sure this coincides with the cost breakdown and SOW.*
12. Environmental Justice Statement		*Put on Subapplicant's letterhead and includes approving signature. As a means to comply with EO 12898 requirements, all HMGP applications must include an Environmental Justice Statement that answers the following:* *1. Are there concentrations of low income or minority populations in or near the HMGP project?* *2. Will the HMGP project result in a disproportionately high and adverse effect on low income or minority populations?* *3. What action(s) will be taken to ensure achievement of environmental justice for low income and minority populations?*
13. Duplication of Program Statement		*This would be a statement addressing how the Subapplicant will identify and address duplication of program benefit issues.*
14. BCA Data and Supporting Documentation **for non- critical facility generator**		***With three exceptions, all HMGP projects must be accompanied by a cost-effectiveness study. The exceptions are:*** *1. A Mitigation Action Plan,* *2. An Acquisition project totally comprised of structures that were certified as Substantially Damaged in the disaster event, and which are in a FEMA mapped floodplain.* *3. Projects requested under the 'Initiative' category. (Critical Facility Generators fall under this category.)* *It is a Federal requirement that all Hazard Mitigation Grant Program (HMGP) projects be cost-effective, meaning that the project benefits (avoided future losses) are higher than the project costs. Project costs and benefits will be computed on a net present value basis; net present value is defined as the total value of benefits over a project's life, discounted by a rate determined by the Office of Management and Budget. You must use a FEMA BCA module.* *NOTE: Only FEMA BCA software version 4.5.5 or later may be used in new applications Export to a ZIP the BCA and submit it on a CD.*

		Was the approved FEMA BCA software (BCA Version 4.5.5) used and attached to the subapplication? *See HMA Guidance Part IV I.7* *FEMA has developed new Benefit-Cost Analysis (BCA) software (BCA Version 4.8), which replaces previous software. BCA Version is the only FEMA-provided software that may be used to conduct a BCA for FY2013 non-disaster subapplications and HMGP applications submitted for disasters declared after June 1, 2009.* ***Are the exported BCA runs, which must include backup documentation for the input data Included?*** *For HMGP subapplications submitted in hard copy a full print out of the Project Report must be provided along with an electronic copy.* ***Is the calculated Benefit Cost Ratio (BCR) 1.0 or over, and does it match the BCR given elsewhere in the subapplication?*** ***State highly recommends a minimum of 1.2.*** *See HMA Guidance Part V I.7* *Only project subapplications with a BCR of 1.0 or greater will be considered for HMA funding. For purposes of computing the BCA, the total cost must include annual maintenance costs for the proposed mitigation activity even though maintenance costs are not eligible project costs.* ***If subapplication is for HMGP Initiative funding, is a narrative description of the project's cost effectiveness provided in lieu of a BCA?*** *See HMA Guidance Part III D.3*
15. Photos	☐	*Lable clearly and provide a description/explanation. Pictures may also be requested to verify quarterly progress reports.*
16. FIRMette with project plotted	☐	*Flood Insurance Rate Map with legend.*
17. Private Non- Profit	☐	Include a copy of your 501C if applicable.
18. NEPA letters	☐	The **responses** are required prior to application submittal to FEMA.

Letters Needed	Notify Sub-App	Sent Letter to NEPA Agency	Included Response in Application	Sent to the State	Review EHP Guidance for Letters and other project specific information
SHPO	☒	☐	☐	☐	Will need to be obtained for interior generator located in a structure 45 years old.
US Army Corps of Engineers	☒	☐	☐	☐	Possible if dirt is disturbed beyond 1.5 feet from the structure. Contact your project officer.
TX Parks & Wildlife	☒	☐	☐	☐	Possible if dirt is disturbed beyond 1.5 feet from the structure. Contact your project officer.
USDA/NRCS	☒	☐	☐	☐	Possible if dirt is disturbed beyond 1.5 feet from the structure. Contact your project officer.
TCEQ	☒	☐	☐	☐	Possible if dirt is disturbed beyond 1.5 feet from the structure and by a wetland. Contact your project officer.
GLO	☒	☐	☐	☐	Possible if dirt is disturbed beyond 1.5 feet from the structure and in a coastal zone. Contact your project officer.
TXDOT	☒	☐	☐	☐	Possible if dirt is disturbed beyond 1.5 feet from the structure and will involve TXDOT in any way. Contact your project officer.

Debarment

has been verified for debarment under the System for Award Management.
www.sam.gov

Names Searched:

Search Result PDF's are attached.

has been verified for debarment under State Debarment Verification Database.
http://www.window.state.tx.us/procurement/prog/vendor_performance/debarred/

A PDF copy of the list is attached.

Application for Federal Assistance SF-424

Hazard Mitigation Grant

OMB Number 4040-004

1. Type of Submission: ☐ Construction ☐ Non Construction

2. Date Submitted: Application Identifier: _____ (State Use)

3. Date Received by the State: _____ (State Use) State Application Identifier: _____ (State Use)

4. Date Received by Federal Agency: _____ Federal Identifier _____

5. Applicant Information:
   Legal Name:
   Address: City: State: Zip:
   Organizational Unit: Department and Division:
   FIPS Code: **DUNS Code:**

   Primary contact on matters involving this application:
   First Name: Last Name: Email:
   Phone: Fax:

6. Employer Identification Number/Tax Identification Number (EIN/TIN):

7. Type of Applicant: *(See instructions for Application Types)*

8. Type of Application: ☐ New ☐ Continuation ☐ Revision *(enter appropriate revision letter)*

9. Name of Federal Agency: **FEMA/DHS**

10. Catalog of Federal Domestic Assistance Number: **97-039**

    Title (Name of Program): **Hazard Mitigation Grant Program**

11. Descriptive title of the applicant's project:

12. Areas Affected by Project
    Cities:
    Counties:

13. Proposed Start Date: **Upon Approval** Ending Date: **24 Months from Approval**

14. Congressional Districts of: Applicant: Project Location:

15. Estimated Funding:
    Federal:
    Applicant: Funding Source: If match is CDBG funds, this triggers Davis-Bacon on the whole project.
    Total: $0 Typically, HMGP is exempt from Davis Bacon.

16. Is the Application Subject to Review by State Executive Order 12372 Process? (Intergovernmental Review of Federal Programs)
    ☐ YES – This pre-application was made available to the State Executive Order 12372 process for review on date:
    NO ☐ Program is not covered by E.O. 12372
    ☐ Or Program has not been selected by State for Review

17. Is the Applicant Delinquent on any Federal Debt?
    ☐ Yes – attach an explanation ☐ No

18. ***By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil or administrative penalties. (U.S. Code, Title 218, Section 1001)* ☐ ****I AGREE**

    Authorized Representative: Title: Phone:

    Signature _____ Date: _____

Instructions for the SF-424

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY

This is a standard form used by applicants as a required face sheet for pre-applications and applications submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

Item	Entry	Item	Entry
1.	Select Type	11.	Enter a brief descriptive title of the project. If more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For pre-applications, use a separate sheet to provide a summary description of this project.
2.	Date application submitted to Federal agency (or State if applicable) and applicant's control number (if applicable).	12.	List only the largest political entities affected (e.g., State, counties, cities).
3.	State use only (if applicable)	13.	*Prefilled* – should be upon approval and end 24 months.
4.	Enter Date Received by Federal Agency Federal identifier number: If this application is a continuation or revision to an existing award, enter the present Federal Identifier number. For a new project, leave blank.	14.	List the applicant's Congressional District and any District(s) affected by the program or project.
5.	Enter legal name of applicant, name of primary organizational unit (including division, if applicable), which will undertake the assistance activity, enter the organization's DUNS number (received from Dun and Bradstreet), enter the complete address of the applicant (including country), and name, telephone number, e- mail and fax of the person to contact on matters related to this application.	15.	Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For multiple program funding, use totals and show breakdown using same categories as item 15.
6.	Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service.	16.	Applicants should contact the State Single Point of contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process.
7.	Select the appropriate letter in the space provided A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District H. Independent School District I. State Controlled Institution of Higher Learning J. Private Industry K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify) O. Not for Profit Organization	17.	This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans, and taxes
8.	Select from the following list: New = New assistant Award Continuation = Extension for an additional funding/budget period for a project with a projected completion date. Revision = Change in the Federal Government's financial obligation. If a revision enter the appropriate letter A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration	18.	To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)
9.	*Prefilled*. Name of Federal agency from which assistance is being requested with this application.		
10.	*Prefilled with proper code*. Use the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested.		

Summary Sheet for Assurances and Certifications

U.S. DEPARTMENT OF HOMELAND SECURITY FEDERAL EMERGENCY MANAGEMENT AGENCY SUMMARY SHEET FOR ASSURANCES AND CERTIFICATIONS	O.M.B. No. 1660-0025
For FY	CA FOR (Name of Recipient)

This summary sheet includes Assurances and Certifications that must be read, signed and submitted as a part of the Application for Federal Assistance.

The applicant must check each item that they are certifying to:

Part I	☐	FEMA Form 20-16A, Assurances-NonConstruction Programs
Part II	☐	FEMA Form 20-16B, Assurances-Construction Programs
Part III	☐	FEMA Form 20-16 C, Certification Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements
Part IV	☐	SF LLL, Disclosure of Lobbying Activities (If applicable)

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with identified attached assurances and certifications.

Typed Name of Authorized Representative	Title
Signature of Authorized Representative	Date Signed

NOTE:

By signing the certification regarding debarment, suspension, and other responsibility matters for primary covered transaction, the applicant agrees that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by FEMA entering into this transaction.

The applicant further agrees by submitting this application that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the FEMA Regional Office entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. (Refer to 44 CFR Part 17.)

Paperwork Burden Disclosure Notice

Public reporting burden for this form is estimated to average 1.7 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing, reviewing, and maintaining the data needed, and completing and submitting the form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, U.S. Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington DC 20472. You are not required to complete this form unless a valid OMB control number is displayed in the upper corner on this form.
Please do not send your completed form to the above address.

FEMA Form 20-16

Federal Assurances for Non-Construction Programs

20-16A

U.S DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY
ASSURANCES-NONCONSTRUCTION PROGRAMS

O.M.B. No. 1660-0025
Expires July 31, 2007

Paperwork Burden Disclosure Notice

Public reporting burden for this form is estimated to average 1.7 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing, reviewing, and maintaining the data needed, and completing and submitting the form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, U.S. Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington DC 20472. You are not required to complete this form unless a valid OMB control number is displayed in the upper corner on this form.

Please do not send your completed form to the above address.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. Section 4727-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statues or regulations specified in Appendix A of OPM's Standards for Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statues relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P. L. 88-352) which prohibits discrimination on the basis of race, color, or national origin; (b) Title IV of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. Sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970,) P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) Sections 523 and 527 of the Public Health Service Act of 1912, (42 U.S.C. 290-dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Acts of 1968 (42 U.S.C. Section 3601 et. seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provision in the specific statue(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statue(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Title II and III of the Uniformed Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or Federally assisted programs. These requirements apply to all interest in real property acquired for project purposes regardless of Federal participation in purchase.

8. Will comply with provisions of Hatch Act (5 U.S.C. Sections 1501-1508 and 7324-7328) which limit the political activities of employees whose principle employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. Sections 276a to 276a-7) the Copeland Act (40 U.S.C. Section 276c and 18 U.S.C. Sections 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. Sections 327-333), regarding labor standards for federally assisted construction subagreements.

10. Will comply, if applicable with flood insurance purchase requirements of Section 102a of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988;(e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16) U.S.C. Sections 1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176 (c) of the Clear Air Act of 1955, as amended (42 U.S.C. Section et seq.); (g) protection underground sources of drinking water under Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).

12. Will comply with the wild and Scenic Rivers Act of 1968 (16 U.S.C. Sections 1271 et seq.) related to protecting components of the national wild and scenic rivers systems.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-et seq.).

14. Will comply with P.L 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poising Prevention Act (42 U.S.C. Sections 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

19. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (29 U.S.C. 201), as they apply to employees of institutions of higher education, hospitals, and other non-profit organizations.

Assurances for Construction Programs

20-16B

U.S DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY
ASSURANCES-NONCONSTRUCTION PROGRAMS

O.M.B. No. 1660-0025
Expires July 31, 2007

Paperwork Burden Disclosure Notice
Public reporting burden for this form is estimated to average 1.7 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing, reviewing, and maintaining the data needed, and completing and submitting the form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, U.S. Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington DC 20472. You are not required to complete this form unless a valid OMB control number is displayed in the upper corner on this form. **Please do not send your completed form to the above address**.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal Share of project cost) to ensure proper planning, management, and completion of the project described in this application.

2. Will give the awarding agency, the comptroller General of the United States, and if appropriate, the States, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a paper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or state.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict to interest, or personal gain.

8. Will comply with Intergovernmental Personnel Act of 1970 (42 U.S.C. Sections 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statues or regulations specified in Appendix A of OPM's standards for a Merit System of Personnel Administration (5 C.F.R. 900-subpart F).

9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Sections 4801-et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.

10. Will comply with all Federal statues relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1683, and 1685-1686) which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Sections 794) which prohibits discrimination on the basis of; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. Sections 6101-61-7) which prohibits discrimination on the basis of age; (e) the Drug Abuse Office Treatment Act of 1972 (P.L. 93-255), as amended, relating to non-discrimination on the bases of abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the bases of alcohol abuse or alcoholism; (g) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. Sections et seq.), as amended, relating to non-discrimination in the sale, rental or financing of housing; (i) and other non-discrimination provisions in the specific statutes(s) under which application for Federal assistance is being made, and (j) the requirements on any other non-discrimination Statues(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition policies Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and Federally assisted programs. These requirements apply to all interest in real property acquired for project purpose regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. Sections 1501-1508 and 7324-7328) which limit the political activities of employment activities are funded in whole or impart with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. Sections 27a to 276a-7), the Copeland Act (40 U.S.C. Section 276c and 18 U.S.C. Section 874), the Contract Work Hours and Safety Standards Act (40 U.S.C. Sections 327-333) regarding labor standards for Federally assisted construction subagreements.

14. Will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance in the total cost of insurable construction and acquisition is $ 10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (E.O.) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management programs developed under the Coastal Zone Management Act of 1973 (16 U.S.C. Sections 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementations Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. Section 7401et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); (H) Protection of Endangered species Act of 1973, as amended, (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. Sections 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and preservation of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 46s-1 et seq.).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.

19. Will comply with all applicable requirements of all other Federal laws, Executive Orders, regulations and policies governing this program.

20. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (29 U.S.C. 201), as they apply to employees of institutions of higher education, hospitals, and other non-profit organizations.

21. It will obtain approval by the appropriate Federal agencies of the final working drawings and specifications before the project is advertised or placed on the market for bidding; that it will construct the project, or cause it to be constructed, to final completion in accordance with the application and approved plans and specifications; that it will submit to the appropriate Federal
agency for prior approval changes that alter the cost of the project, use of space, or functional layout; that it will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the construction grant program(s) have been met.

22. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State, and local agencies for the maintenance and operation of such facilities.

23. It will require the facility to be designed to comply with the "American
Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by, the Physically Handicapped,' Number A117-1961, as modified (41CFR 101-17.703). The applicant will be responsible for conducting inspections to ensure compliance with these specifications by the contractor.

24. If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.

25. In making subgrants with nonprofit institutions under this Comprehensive Cooperative Agreement, it agrees that such grants will be subject to OMB Circular A-122, "Cost Principles for Non-profit Organization" including but not limited to, the "Lobbying Revision" published in vol 49, Federal Register, pages 18260 through 18277 (April 27, 1984).

Certificate Regarding Lobbying, Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

20-16C

U.S DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY

O.M.B. No. 1660-0025
Expires July 31, 2007

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Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 44 CFR Part 18, "New Restrictions on Lobbying" and 28 CFR Part 17, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants),." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Federal Emergency Management Agency (FEMA) determines to award the transaction, grant, or cooperative agreement.

. LOBBYING

As required by section 1352, Title 31 of the U.S. Code, and implemented at 44 CFR Part 18, for persons entering into a grant or cooperating agreement over $100,000, as defined at 44 CFR Part 18, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement.

(b) If any other funds than Federal appropriated funds have been paid or will be paid to any other person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or an employee of Congress, or employee of a member of Congress in connection with this Federal Grant or cooperative agreement, the undersigned shall complete and submit Stand Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

☐ Standard Form-LLL "Disclosure of Lobbying Activities" attached
(This form must be attached to certification if nonappropriated funds are to be used to influence activities.)

2. **DEBARMENT,SUSPENSION, AND OTHER RESPONSIBILITY** MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 44 CFR Part 67, for prospective participants in primary covered transactions, as defined at 44 CFR Part 17, Section 17.510-A.
The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of a or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or perform a public a public (Federal ,State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and

(d) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is convicted-

Taking appropriate personnel action against such an employee, up to and including

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause of default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. **DRUG-FREE WORKPLACE** (GRANTEE OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 44 CFR Part 17, Subpart F, for grantees, as defined at 44 CFR Part 17.615 and 17.620-

A. The applicant certifies that it will continue to provide a drug-free workplace by;

(a) Publishing a statement notifying employees that the unlawful manufacture, distributions

(b) Establishing an on-going drug free awareness program to inform employees about-

The dangers of drug abuse in the workplace;
The grantee's policy of maintaining a drug-free workplace;
Any available drug counseling, rehabilitation, and employee assistance programs; and the penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant to be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will-

Abide by the term of the statement; and
Notify the employee in writing of his or her conviction for a violation of a criminal drug statute occurring ion the workplace no later than five calendar days after such convections;

(e) Notifying the agency, in writing, with 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position, title, to the applicable FEMA awarding office, i.e., regional office or FEMA office.

Place of Performance (Street address, City, County, State, Zip code)

Check ☐ If there are workplaces on file that are not identified here.

Section 17.630 of the regulations provide that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for FEMA funding. States and State agencies may elect to use a state wide certification.

termination, consistent with the requirements of the Rehabilitation act of 1973, as amended; or

Requiring such an employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(e) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a),(b),(c),(d),(e) and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Form 20-16C Page Two

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB 0348-0046

1. Type of Federal Action ☐ contract ☐ cooperative agreement ☐ loan ☐ loan guarantee ☐ loan insurance	2. Status of Federal Action: ☐ bid/offer/application ☐ initial award ☐ post award	3. Report Type: ☐ initial filing ☐ material change For Material Change Only: Year _____ quarter _____ Date of last report _____
4. Name and address of Reporting Entity: ☐ Prime ☐ Subawardee Tier _____, if known: Congressional District, if known: _____		5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known: _____
6. Federal Department/Agency: FEMA/DHS		7. Federal Program Name/Description Hazard Mitigation Grant Program CFDA Number, if applicable: 97-039
8. Federal Action Number, if known: _____		9. Award Amount, if known:
10. A. Name and address of Lobbying Registrant, if an individual, last name, first name, middle initial):		B. Individuals Performing Services (including address if different from 10.A.) (last name, first name, middle initial):
11. Information requested through this form is authorized by title 31 U.S.C section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to civil penalty of not less than$10,000 and not more than $100,000 for each such failure.		Signature: Printed Name: _____ Title: _____ Telephone No. _____ Date: _____
Federal Use Only		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

State of Texas Assurances

Hazard Mitigation Grant

In addition to federal requirements, state law requires a number of assurances from applicants for federal pass-through or other state-appropriated funds. An attempt has been made below to list major state and federal assurances. Generally, not all of these assurances will be required for any one grant. However, it is the applicant's responsibility to ensure that all assurances required by the awarding agency are submitted.

The legal instrument for awarding state funds must be consistent with the standards prescribed herein; however, these standard conditions or assurances may be incorporated into contracts or grant agreements by reference rather than by being reproduced in their entirety.

1) A subgrantee must comply with Texas Government Code, Chapter 573, Vernon's 994, by ensuring that no officer, employee, or member of the applicant's governing body or of the applicant's contractor shall vote or confirm the employment of any person related within the second degree of affinity or the third degree of consanguinity to any member of the governing body or to any other officer or employee authorized to employ or supervise such person. This prohibition shall not prohibit the employment of a person, who shall have been continuously employed for a period of two years, or such other period stipulated by local law, prior to the election or appointment of the officer, employee, or governing body member related to such person in the prohibited degree.

2) A subgrantee must insure that all information collected, assembled or maintained by the applicant relative to a project will be available to the public during normal business hours in compliance with Texas Government Code, Chapter 552, Vernon's 1994, unless otherwise expressly prohibited by law.

3) A subgrantee must comply with Texas Government Code, Chapter 551, Vernon's 1994, which requires all regular, special or called meeting of governmental bodies to be open to the public, except as otherwise provided by law or specifically permitted in the Texas Constitution.

4) A subgrantee must comply with Section 231.006, Texas Family Code, which prohibits payments to a person who is in arrears on child support payments.

5) No health and human services agency or public safety or law enforcement agency may contract with or issue a license, certificate or permit to the owner, operator or administrator of a facility if the license, permit or certificate has been revoked by another health and human services agency or public safety or law enforcement agency.

6) A subgrantee that is a law enforcement agency regulated by Texas Government Code, Chapter 415, must be in compliance with all rules adopted by the Texas Commission on Law Enforcement Officer Standards and Education pursuant to Chapter 415, Texas Government Code or must provide the grantor agency with a certification from the Texas Commission on Law Enforcement Officer Standards and Education that the agency is in the process of achieving compliance with such rules.

7) When incorporated into a grant award or contract, standard assurances contained in the application package become terms or conditions for receipt of grant funds. Administering state agencies and local subrecipients shall maintain an appropriate contract administration system to insure that all terms, conditions, and specifications are met. (See Uniform Grant Management Standards, Part III, subpart _C_.36 for additional guidance on contract provisions.)

8) A subgrantee must comply with the Texas Family Code, Section 261.101 which requires reporting of all suspected cases of child abuse to local law enforcement authorities and to the Texas Department of Child Protective and Regulatory Services. Subgrantees shall also ensure that all program personnel are properly trained and aware of this requirement.

9) Intentionally omitted; This State Assurance corresponds with OMB Approved No. 0348-0042 Federal Assurance number (10)

10) Intentionally omitted; This State Assurance corresponds with OMB Approved No. 0348-0042 Federal Assurance number (13)

11) Intentionally omitted; This State Assurance corresponds with OMB Approved No. 0348-0042 Federal Assurance number (11)

12) Intentionally omitted; This State Assurance corresponds with OMB Approved No. 0348-0042 Federal Assurance number (12)

13) Subgrantees will comply with the minimum wage and maximum hour's provisions of the Federal Fair Labor Standards Act and the Intergovernmental Personnel Act of 1970, as applicable.

14) Subgrantees will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protections Agency's (EPA) list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA. (EO 11738).

15) Subgrantees will comply with the flood insurance purchase requirements of 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234. Section 102 (a) requires the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition proposed for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards.

16) Intentionally omitted; This State Assurance corresponds with OMB Approved No. 0348-0042 Federal Assurances number (15).

17) Intentionally omitted; This State Assurance corresponds with OMB Approved No. 0348-0042 Federal Assurance number (16).

18) Intentionally omitted; This State Assurance corresponds with OMB Approved No. 0348-0042 Federal Assurance number (17).

19) Intentionally omitted; This State Assurance corresponds with OMB Approved No. 0348-0042 Federal Assurance number (11).

20) Intentionally omitted; This State Assurance corresponds with OMB Approved No. 0348-0042 Federal Assurance number (9).

21) Subgrantees will comply with Public Law 103277, also known as the Pro-Children Act of 1994 (Act), which prohibits smoking within any portion of any indoor facility used for the provision of services for children as defined by the Act.

22) Subgrantees will comply with all federal tax laws and are solely responsible for filing all required state and federal tax forms.

23) Subgrantees will comply with all applicable requirements of all other federal and state laws, executive orders, regulations and policies governing this program.

24) The applicant must certify that they are not debarred or suspended or otherwise excluded from or ineligible for participation in federal assistance programs.

25) Subgrantees must adopt and implement applicable provisions of the model HIV/AIDS work place guidelines of the Texas Department of Health as required by the Texas Health and Safety Code, Ann., Sec. 85.001, et seq.

Authorized Representative: Title: Phone:

Signature _____Date:_____

Designated Contact Form

Hazard Mitigation Grant Program

Sub-Applicant/Grantee:	*Date:*
Disaster Number:	*Project Number:*
Is this an update? *Yes* *or* *No*	

Primary Project Officer	***Secondary Project Officer***
Name:	*Name:*
Organization:	*Organization:*
Official Position:	*Official Position:*
Mailing Address:	*Mailing Address:*
City, State, Zip:	*City, State, Zip:*
Daytime Phone:	*Daytime Phone:*
Fax Number:	*Fax Number:*
Email:	*Email:*

Chief Financial Officer	***Secondary Financial Contact***
Name:	*Name:*
Organization:	*Organization:*
Official Position:	*Official Position:*
Mailing Address:	*Mailing Address:*
City, State, Zip:	*City, State, Zip:*
Daytime Phone:	*Daytime Phone:*
Fax Number:	*Fax Number:*
Email:	*Email:*

'Certifying Official' *(authority to obligate funds)*	***Authorized Third Party***
Name:	*Name:*
Organization:	*Organization:*
Official Position:	*Official Position:*
Mailing Address:	*Mailing Address:*
City, State, Zip:	*City, State, Zip:*
Daytime Phone:	*Daytime Phone:*
Fax Number:	*Fax Number:*
Email:	*Email:*

The above Primary and Secondary Project Officers are hereby authorized to execute and file the application for this mitigation project on behalf of this organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or otherwise available. Chief Financial Officer and the Certifying Official are authorized to represent and act for this organization in all financial operations pertaining to this grant with the State of Texas. The Authorized Third Party contact/s, in addition to the primary and secondary project officers, is/are also authorized in the management of this grant.

Flood Plain Manager Form (if the project is located in floodplain/floodway)

Sub-Applicant	
Fill in the Disaster number below for the appropriate program	
HMGP Disaster Number	
Certified Flood Plain Manager	
Organization	
Official Position	
Mailing Address	
City, State, Zip	
Daytime Number	
Cell Number	
Fax Number	
Email	
CFM Certification Number	
Floodplain Manager's Assessment	*Make a statement about the project's location in relationship to the floodplain/way and describe the effects of the project to the floodplain/way. Attach additional information if needed.*

The designated Floodplain Manager is authorized by the below Certifying Official to represent and act for this organization in all dealings with the State of Texas matters pertaining to floodplain issues for this grant.

Signature _____ Date: _____

Match Certification

_____ certifies we have the ability to meet the 25% or more cost share of this project.

Duplication of Program Statement

_____ certifies there has not been, nor will there be, a duplication of benefits for this project.

Maintenance Agreement

Is there a Maintenance Agreement needed for this facility? Yes ☐ No ☐
If yes, include a copy of the Maintenance Agreement with this application.

Environmental Justice Statement

EO 12898 compliance requirements:

1. Are there concentrations of low income or minority populations in or near the HMGP project?

2. Will the HMGP project result in a disproportionately high and adverse effect on low income or minority populations?

3. What action(s) will be taken to insure achievement of environmental justice for low income and minority populations?

Authorized Representative: Title: Phone:

Signature _____ Date: _____

Generator Scope Of Work *(One generator site per application)*

Purpose & Outcome:

(subapplicant) intends to purchase and install an emergency generator to provide emergency power at **critical** services facility located at this address:

Latitude/Longitude:			(5 decimal places out in degrees)
Location of the generator:	☐	Interior	*Consider ventilation and age of building.*
	☐	Exterior	*Will dirt disturbance occur more than 1.5 feet from the existing building? If yes, environmental considerations will be triggered.*
Is new ground being disturbed during the installation if located exterior to the building?			If yes, SHPO clearances are required.
Was the building ever used as a courthouse?	¸Šă ○	b2 ○	If yes, SHPO clearances are required.
Is it being placed on an existing pad or a new pad?	○	○	
Age of the building:			*If the building is over 45 years old SHPO clearance is required.*
Type of critical service facility:	☐	EOC	☐ City Hall
	☐	Fire	☐ Water
	☐	EMS	☐ Wastewater
	☐	Police	☐ Hospital
	☐	Other (describe)	
Type of Generator	☐	Fixed	
Phase	**Choose an item.**	2-Phase ○	3-Phase ○
Type of Fuel	DI·ă2ťlyŜY☐	5ńŜăŜťY☐	tN2LJI·yŜY☐ bI·ŭdzNI·f DI·ăY☐ hŭKŜNY☐
Horse Power			
Capacity KW			
Will quick disconnect switchgear be installed?	¸Šă ○	b2 ○	² ŕKŜNŜk I 2øY
Alternates Considered:	1. Do nothing 2.		
Why this action was chosen:			
Is the location of the generator in a floodplain?	¸Šă ○	b2 ○	If yes, 500 year? 100 year? рлл ¸NΦ ○ млл ¸NΦ ○
Will the generator be elevated?	¸Šă ○	b2 ○	If yes, what will the final elevation be? Needs to be above the 500 year flood elevation or 24 ft MSL whichever is higher.
Is project adjacent to a wetland?	¸Šă ○	b2 ○	If yes, TCEQ and USACE letters are required.
Is project in a coastal zone?	¸Šă ○	b2 ○	If yes, GLO letter is required.

Cost Estimate

Description of Cost Element	Quantity		Total Est. Cost		Cost Allocation	
	# of Units	Units of Measure	Unit Price	Cost	Federal Share	Local Share
Pre-Award	0		$ 0.00	$ 0	$ 0	$ 0
Procurement of Professional Services					$ 0	$ 0
Application Development					$ 0	$ 0
Post Award	0		$ 0.00	$ 0	$ 0	$ 0
Generator				$ 0	$ 0	$ 0
Design				$ 0	$ 0	$ 0
Procurement of Contractor to Install				$ 0	$ 0	$ 0
Site preparation				$ 0	$ 0	$ 0
Pad Installation				$ 0	$ 0	$ 0
Fuel tank installation				$ 0		
Install electrical subpanel				$ 0	$ 0	$ 0
Install electrical transfer switch				$ 0	$ 0	$ 0
Installation of Protective shelter (if applicable)				$ 0		
Concrete & Materials				$ 0	$ 0	$ 0
Management Costs	0		$ 0.00	$ 0	$ 0	$ 0
Solicitation				$ 0	$ 0	$ 0
Review				$ 0	$ 0	$ 0
Managing Grant				$ 0	$ 0	$ 0
Staff Salary				$ 0	$ 0	$ 0
				$ 0	$ 0	$ 0
				$ 0	$ 0	$ 0

Total Project Costs	Total Federal Share	Total Local Share
	$ 0.00	$ 0.00

Work Schedule Timeline

Q1	Design of project
	Final design approval
Q2	Procurement for installation contractors
	Order Generator
Q3	Site Preparation
	Install Pad
Q4	Install Fuel Tank
	Install generator
Q5	Install electrical subpanel and transfer switch
	Install protective shelter if applicable
Q6	Test generator
	Submit for final payment with supporting documentation
Q7	Submit Certificate of Completion
	State Financial Audit
Q8	State Program Audit
	Project Completion

Ensure below documents are attached to the application

Firmette

Photos

Private Non-Profit 501C Verification

If Applicable.

BCA for Non-Critical Facility Generators

If Applicable.