Alaska Division of Homeland Security and Emergency Management

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| Federal Fiscal Year 2023 Emergency Management Performance Grant (EMPG)  Application |

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| **Application Deadline 11:59 p.m., Tuesday, August 15, 2023** |

Please contact [mva.grants@alaska.gov](mailto:mva.grants@alaska.gov) or call the Grants Section at 907-428-7000/1-800-478-2337 if you have any questions regarding this application.

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| Jurisdiction: |  | | |
| EMPG Status | Current EMPG Program participant  New EMPG Program applicant | Total Amount Requested | **$** |

1. Briefly explain why these funds are needed to support the emergency manager or coordinator position.

1. Complete the Funded Staff Worksheet and the Program-Funded Staff Budget attached to application.
2. Briefly describe the method used to code or track funded staff time spent on emergency management activities charged to the grant and used to meet local match requirement.

1. Complete the EMPG Annual Work Plan and attach to application.
2. Complete the EMPG Annual Spend Plan and attach to application.
3. Complete Signatory Form and attach to application.

**Jurisdiction EMPG Point of Contact**

**Name:**       **Telephone Number:**

**Address:**       **Fax Number:**

**Email Address:**

**Authorization to Submit Application:**

By signature below the undersigned acknowledge they have been duly authorized by the jurisdiction to submit this application and will comply with the assurances, agreements, and special conditions set forth upon receipt of grant award.

**Jurisdiction Financial Officer:**

**Printed Name:**       **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Signature

**Jurisdiction Signatory Official:**

**Printed Name:**       **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Signature

Project Applications may be submitted electronically (in PDF format with complete signatures), or by mail, or fax, to:

**Division of Homeland Security and Emergency Management**

**Attn: Homeland Security Grants Administrator**

**PO Box 5750**

**JBER, Alaska 99505-5750**

**Email:** [mva.grants@alaska.gov](mailto:mva.grants@alaska.gov)

**Fax: (907) 428-7009 / Phone: (907) 428-7000 or 1-800-478-2337**

**Applications are due no later than 11:59 p.m., Tuesday, August 15, 2023**

**Federal Fiscal Year 2023**

**Emergency Management Program Funded Staff Worksheet**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Local EMPG Program Funded Staff** | | | **Indicate whether Full-time or Part-time in Emergency Management Duties** | | | **If Part-time, indicate number of hours worked per week on Emergency Management Duties** | |
| **Name:** | | |  | | |  | |
| **Position:** | | |  | | |  | |
| **Required Training** | IS 100.b | IS 200.b | | IS 700.a | IS 800.b | | IS 120.a |
| IS 230.d | IS 235.b | IS 240.b | | IS 241.b | IS 242.b | | IS 244.b |
| **Name:** | | |  | | |  | |
| **Position:** | | |  | | |  | |
| **Required Training** | IS 100.b | IS 200.b | | IS 700.a | IS 800.b | | IS 120.a |
| IS 230.d | IS 235.b | IS 240.b | | IS 241.b | IS 242.b | | IS 244.b |
| **Name:** | | |  | | |  | |
| **Position:** | | |  | | |  | |
| **Required Training** | IS 100.b | IS 200.b | | IS 700.a | IS 800.b | | IS 120.a |
| IS 230.d | IS 235.b | IS 240.b | | IS 241.b | IS 242.b | | IS 244.b |
| **Name:** | | |  | | |  | |
| **Position:** | | |  | | |  | |
| **Required Training** | IS 100.b | IS 200.b | | IS 700.a | IS 800.b | | IS 120.a |
| IS 230.d | IS 235.b | IS 240.b | | IS 241.b | IS 242.b | | IS 244.b |
| **Name:** | | |  | | |  | |
| **Position:** | | |  | | |  | |
| **Required Training** | IS 100.b | IS 200.b | | IS 700.a | IS 800.b | | IS 120.a |
| IS 230.d | IS 235.b | IS 240.b | | IS 241.b | IS 242.b | | IS 244.b |
| **Name:** | | |  | | |  | |
| **Position:** | | |  | | |  | |
| **Required Training** | IS 100.b | IS 200.b | | IS 700.a | IS 800.b | | IS 120.a |
| IS 230.d | IS 235.b | IS 240.b | | IS 241.b | IS 242.b | | IS 244.b |

**Federal Fiscal Year 2023**

**Program-Funded Staff Budget**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name/Position**  **Title** | **Salary and Benefits** | **Percentage of Position Time Spent on Eligible EMPG Activity** | **Amount Paid by Local Jurisdiction** | **EMPG Amount Requested** |
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|  |  |  |  |  |
| **TOTAL** | **$ 0.00** |  | **$ 0.00** | **$ 0.00** |

**Federal Fiscal Year 2023**

**Emergency Management Program Grant Work Plan**

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| --- | --- |
| Jurisdiction: |  |

***Reminder*:** The Alaska Division of Homeland Security and Emergency Management directs the local jurisdiction pass through EMPG funding can only be used for salary and benefits of the EM program individual(s) identified on the attached application. Only salary and benefits associated with the EM staff time used to achieve the emergency management goal can be reimbursed or used as local match through EMPG.

**A. 2023 EMPG State of Alaska Requirements:**

* Emergency Management Performance Grant mid-year grant review (review by DHS&EM staff following second quarterly report). Jurisdictions may be required to provide a spending plan to DHS&EM if at least 45% of awarded funds are not expended.
* Complete THIRA/SPR/NIMS compliance surveys each quarter.
* Develop a local jurisdiction multi–year Integrated Preparedness Plan (IPP) to be submitted to DHS&EM by March 1, 2024.
* Participate in the state multi–year Integrated Preparedness Planning Workshop (IPPW) to be held in conjunction with DHS&EM's spring Bi–Annual Preparedness Conference.
* EMPG personnel (funded and documented for match requirement) must complete IS 100, IS 200, IS 700, IS 800, and the FEMA Independent Study Program (ISP) Professional Development Series (PDS) by September 30, 2024.
* Signatory Authority Form

**B. 2023 EMPG Grant Assurances**

* Must ensure federally funded preparedness assistance programs reflect and support National Incident Management System (NIMS) implementation, and must be in full NIMS compliance by having adopted the required compliance.

**C. 2023 EMPG Grant Activities**

Check the boxes of the emergency management (EM) goals your jurisdiction’s emergency management program plans to accomplish this grant performance period. Your jurisdiction will be required to report quarterly on your progress for each identified activity.

***Mitigation Plans***

Conduct a hazard analysis and risk assessment prior to mitigation plan development

Develop or enhance all-hazards mitigation plans

***Emergency Management and Operation Plans***

Modify existing incident management and emergency operations plans aligning them with the guidelines of Comprehensive Preparedness Guide 101 Version 3 (CPG 101 V3)

Modify existing incident management and emergency operations plans

Develop or enhance comprehensive emergency management plans

Develop or enhance large-scale and catastrophic event incident plans

***Continuity and Administrative Plans***

Develop or enhance Continuity of Operation (COOP) and Continuity of Government (COG) plans

Develop or enhance financial and administrative procedures for use before, during, and after disaster events in support of a comprehensive emergency management program

***Whole Community Engagement and Planning***

Develop or enhance emergency management and operations plans to integrate citizen, volunteer, and other non-governmental organization resources and participation

Provide training and other support as necessary to assist local jurisdictions to further develop preparedness through community, school, private sector, and business outreach

Build new partnerships to expand planning and citizen capabilities

Community-based plans to advance “whole community” security and emergency management

Public education and awareness on emergency management and preparedness

Plans to foster public-private sector partnerships

Brief civic groups and senior citizens on local hazards and family preparedness plans

Conduct awareness, individual response training, and evacuation drills in schools

**Federal Fiscal Year 2023**

**EMPG Work Plan (continued)**

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| Jurisdiction: |  |

Conduct workshops on the local Emergency Operations Plan (EOP) or Emergency Response Plan (ERP)

Arrange for disaster preparedness and response information to be included in utility bills, or as inserts in the local newspaper

Publish emergency preparedness information in the local telephone directory

Prepare an emergency preparedness calendar for distribution throughout the community

Work with and provide training opportunities to Local Emergency Planning Committee (LEPC) (where LEPC exists)

Public education and awareness

Develop or formalize agreements through letters or memorandums of understanding (MOU) to clarify mutual expectations, if existing, with local agencies or private organizations that can assist with emergency planning preparation, response, or recovery

Develop intra-state mutual aid agreements that encourage building partnerships across all levels of government, tribal organizations, non-governmental organizations, and private entities in neighboring jurisdictions

Program evaluations

***Resource Management Planning***

Develop or enhance logistics and resource management plans

Develop or enhance volunteer and donations management plans

***Evacuation Planning***

Develop or enhance evacuation plans, including plans for: alerts and warning, crisis communications, pre-positioning of equipment for areas potentially impacted by mass evacuations sheltering, and re-entry

Identify planning gaps and capability shortfalls

Identify access and functional needs considerations

Identify animal evacuation considerations

Identify embarkation/debarkation sites

Development of phased-zone evacuation approach

***Pre-Disaster Recovery Planning***

Disaster housing plans; such as create or support a local disaster housing task force and develop or enhance local disaster housing plans

Pre-event response, recovery, and mitigation plans in coordination with State, local, and tribal governments

Develop and enhance other response and recovery plans

***Recovery Planning***

Develop or enhance long-term recovery plans

***Training and Exercise***

Develop, update, enhance, or conduct exercise activities

Develop, update, enhance, or conduct training activities

***Implementation of Community Lifelines Concepts***

Update emergency operations plans to address community lifelines

Training of emergency managers on community lifelines concept and use

Exercises to measure effectiveness of community lifelines implementation

***Additional EMPG Program Related Activity***

Additional EMPG program eligible activity described within the 2023 EMPG work plan