



MICHAEL R. PENCE, Governor  
STATE OF INDIANA

INDIANA DEPARTMENT OF HOMELAND SECURITY  
302 West Washington Street  
Indianapolis, IN 46204

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## Indiana Department of Homeland Security Information Bulletin

Bulletin No: IB 14.G005

TO: All District Administrative Coordinators  
All IDHS District Coordinators  
All District Fiscal Agents  
All District Planning Council Members  
All District Planning Oversight Committee Members  
All Emergency Management Agency Directors

FROM: Beth Hampshire  
Grants Management Director  
Indiana Department of Homeland Security

DATE: September 17, 2014

RE: Emergency Management Performance Grant (EMPG) Competitive Grant  
Guidance

### **Purpose**

The purpose of this Information Bulletin is to provide guidance and information regarding the Federal Fiscal Year (FFY) 2014 Emergency Management Performance Grant (EMPG), and the process for submitting proposals and budgets to be considered for approval by Grants Management of the EMPG Competitive Grant Program

### **Background**

In previous years, the Indiana Department of Homeland Security (IDHS) has used the EMPG to financially support the county emergency management agencies (EMA) through the EMPG competitive grant program. This funding is considered "bonus" grant funding for emergency management personnel, equipment, training, travel etc. This is consistent with the EMPG guidance which reads, "Per the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, 42 U.S.C. 5121-5207, EMPG funds



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may be used for all-hazards emergency management operations, staffing and other day-to-day activities in support of emergency management...”

### **Eligibility**

Any county EMA that met the minimum point requirement for salary reimbursement (232 points), will receive a grant in the amount of \$8,485.29 to further enhance emergency management activities within their county. As in previous years, these awards are to be in direct support of local emergency management programs and should be directed to the most critical capability shortfalls that have been identified during the 2013-2014 assessment period.

### **Performance Period**

The performance period of the 2014 EMPG Competitive grant will begin on October 1, 2014. All expenditures must be completed by June 30, 2015.

### **Expenditures**

Proposals should be developed to support emergency management planning, equipment, training and exercise activities. The EMPG funds may not be used to supplant local responsibility to support a well rounded emergency management program. The field coordinators have provided a sample list of potential county projects that may include but are not be limited to:

- Enhance communications
- Enhance EOC
- P25 Communications upgrades
- Computer equipment upgrades
- Purchase and installation of generators
- Public Outreach and Educations materials to support emergency management programs and goals, home and business preparedness messages
- Emergency management training and/or emergency management disaster conference attendance for professional development (county EMA staff or rostered volunteers).
  - Examples of eligible conferences include: Emergency Management Alliance of Indiana and Indiana Emergency Response Conference
- Damage assessment tools

### **Instructions and Timeline**

All proposals/budgets will be processed through the Indiana Grants Management System (iGMS: <http://myoracle.in.gov/hs>). When creating your proposal, please use the template titled “**EMPG LOCAL Proposal Template**”. The submitted budget must be specific, measurable, attainable, realistic and timely.

Approvable budgets must be submitted via the iGMS no later than midnight on **Friday, October 30, 2014** ***Budget line items within the submitted budget are required to be correct as to the completeness of each budget line item (all fields completed) and with correct Authorized Equipment List (AEL) numbers for equipment.***

**Budgets submitted after the deadline of midnight on Thursday, October 30, 2014 will not be considered for funding.**

### **Questions**

Please direct questions regarding this program to your District Emergency Management Coordinator or a member of the IDHS Grants Management staff at (317) 234-5917 or [grants@dhs.in.gov](mailto:grants@dhs.in.gov).