



GLEN I. TAKAHASHI
CITY CLERK

OFFICE OF THE CITY CLERK

CITY AND COUNTY OF HONOLULU
530 SOUTH KING STREET, ROOM 100
HONOLULU, HAWAII 96813-3077
TELEPHONE: (808) 768-3810 • FAX: (808) 768-3835

AUTOMATIC APPROVAL OF EXPENDITURE OF LIMITED PURPOSE MONIES

Ref: *D-805*

January 14, 2019

TO: Hirokazu Toiya
Acting Director
Department of Emergency Management

SUBJECT: Expenditure of Limited Purpose Monies

Pursuant to Sections 12(b) and 12(d) of the Annual Executive Operating Budget Ordinance, relating to the expenditure of limited purpose monies, your request for approval (*Departmental Communication D-805*) filed with the City Clerk on *December 28, 2018* was deemed approved as of *January 12, 2019*.

A handwritten signature in black ink, appearing to read "Glen I. Takahashi", with a long horizontal flourish extending to the right.

GLEN I. TAKAHASHI
City Clerk

pno

cc: Mayor's Office

Enclosure: *D-805*

19 JAN 14 PM 11:57 CITY CLERK

DEPARTMENT OF EMERGENCY MANAGEMENT
CITY AND COUNTY OF HONOLULU
650 SOUTH KING STREET • HONOLULU, HAWAII 96813
PHONE: (808) 723-8960 • FAX: (808) 524-3439

KIRK CALDWELL
MAYOR



HIROKAZU TOIYA
ACTING DIRECTOR

December 27, 2018

The Honorable Ernest Y. Martin
Chair and Presiding Officer
and Members
Honolulu City Council
530 South King Street, Room 202
Honolulu, Hawaii 96813

Dear Chair Martin and Councilmembers,

SUBJECT: Receipt and Expenditure of Limited Purpose Monies

Pursuant to Sections 12(b) and 12(d), Ordinance No. 17-32, we request approval for the receipt and expenditure of limited purpose monies to be received from the following:

- FY 2017 Emergency Management Performance Grant (EMPG) for use by the Department of Emergency Management for sustaining and enhancement of emergency management initiatives. 50% cost match required: \$450,000

Your favorable consideration and approval of this request is appreciated. Should you have any questions, please contact m at 723-8960.

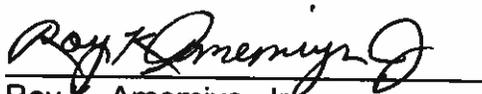
Sincerely,



Hirokazu Toiya
Acting Director

Attachment

APPROVED:



Roy K. Amemiya, Jr.
Managing Director

DEPT. COM. 805
BUDGET

19DEC28 PM 1:44 CITY CLERK

DAVID Y. IGE
GOVERNOR



ARTHUR J. LOGAN
MAJOR GENERAL
ADJUTANT GENERAL

KENNETH S. HARA
BRIGADIER GENERAL
DEPUTY ADJUTANT GENERAL

STATE OF HAWAII
DEPARTMENT OF DEFENSE
OFFICE OF THE ADJUTANT GENERAL
3949 DIAMOND HEAD ROAD
HONOLULU, HAWAII 96816-4495

June 23, 2017

Honorable Kirk Caldwell
Mayor, City and County of Honolulu
650 South King Street
Honolulu, Hawaii 96813

Dear Mayor Caldwell:

Memorandum of Agreement - FY 2017 Emergency Management Performance Grant

Since 1999, State Civil Defense has been the recipient or grantee of Emergency Management Performance Grant (EMPG) Program allocations. EMPG funds are currently provided through the Federal Emergency Management Agency, Grant Programs Directorate, to sustain and enhance emergency management capabilities at the State and local government level.

EMPG Program funds have a cost share matching requirement of 50 percent and have been traditionally used by State and county Emergency management agencies to partially reimburse program expenses for salaries, planning, preparedness projects, readiness exercises, training, travel, and for EOC utilities.

For FY 2017, the Department of Emergency Management allocation of EMPG Program funds is \$450,000. The terms and conditions for the EMPG Program funds allocated to the City and County of Honolulu are in the attached agreement for FY 2017. If you agree to the requirements of the grant program, please sign and return the original Memorandum of Agreement to Hawaii Emergency Management Agency on or before June 30, 2017.

If additional information is needed, please have your staff contact Mr. Vern Miyagi, Administrator of Emergency Management, at 733-4300, ext. 501, or email at vern.t.miyagi@hawaii.gov.
Sincerely,

A handwritten signature in black ink, appearing to read "A. J. Logan".

FOR ARTHUR J. LOGAN
Major General
Hawaii National Guard
Adjutant General
Director of Emergency Management

Attch.

c: Mr. Melvin N. Kaku, Director, Department of Emergency Management, City and County of Honolulu

**Memorandum of Agreement
For
FY 2017 Department of Homeland Security Grant Program
Program: Emergency Management Performance Grant**

SUBGRANTEE: Department of Emergency Management (DEM) – City and County of Honolulu

I. PROGRAM DESCRIPTION

FY 2017 Emergency Management Performance Grant (EMPG) funds in the amount of \$450,000 is provided to the City and County of Honolulu. These grant funds are provided to the DEM to support a comprehensive emergency management program able to respond to natural and manmade hazards, homeland security-related incidents, and other emergencies that may threaten the property, safety and well-being of the citizens and communities.

II. AUTHORITIES

The Emergency Management Performance Grant is supported under the Department of Homeland Security Consolidated Appropriations Act, 2017 (Public Law 115-31).

Both Hawaii Emergency Management Agency (HI-EMA) and the DEM shall follow the guidance listed in the FY 2017 EMPG guidance and the Catalog of Federal Domestic Assistance (CFDA). The CFDA Number for the FY 2017 EMPG is 97.042.

III. PERIOD OF PERFORMANCE

Pending the receipt of the Federal award letter for the FY2017 EMPG award, the period of performance (POP) shall be for the period effective July 1, 2017 through June 30, 2018, for the FY 2017 EMPG. The award letter is anticipated to be issued NLT September 30, 2017 and to include a 2- year POP from 10/1/16 to 9/30/18. The lateness of this grant award is due to the transition in FEMA resulting from the recent Presidential election.

The DEM shall not incur costs or obligate funds for any purpose pertaining to the operation of the project, program, or activities beyond the expiration date of the period of performance.

IV. AMOUNT AWARDED AND DISTRIBUTION

This Memorandum of Agreement for the FY 2017 EMPG supports the DEM's emergency management programs that strengthen its capabilities to address all hazards.

The EMPG program funds shall be used for emergency management programs to accomplish the following initiatives:

1. **National Preparedness.** Support the National Preparedness Goal, its five mission areas of Prevention, Protection, Mitigation, Response and Recovery, and the Core Capabilities List which identifies 31 core capabilities for federal, State, and local jurisdictions.
2. **Implement a common, shared approach to support the National Preparedness Goal.** Establish a program designed to achieve the levels of capability needed to sustain and enhance the effectiveness of the Department of Emergency Management's emergency management program.

3. **Emergency Management Organization Program.** Programs must continue to fund necessary aspects of emergency management that supports day-to-day prevention, protection, mitigation, response, and recovery activities.
4. **Emergency Management Accreditation Program.** Emergency management programs should take steps to move toward compliance with EMAP standards.

The EMPG funds can be used to support regular salaries (no overtime) and associated fringe benefits; travel; utilities; and supplies expenses.

The EMPG will be made available to the DEM on a reimbursement basis. An original Bill for Collection/Invoice requesting reimbursements with supporting documents will be submitted to HI-EMA monthly. The current month's expenditures shall be submitted for reimbursement no later than the end of the next month. Any Bill for Collection/Invoice submitted after the submission deadline may not be eligible for reimbursement by HI-EMA and could be the sole responsibility of the DEM. Reimbursement of funds will be made payable by check to the DEM provided appropriate documentation of payments made are submitted to HI-EMA.

FY 2017 EMPG Program Guidance and Application Kit can be obtained from the Department of Homeland Security website.

The DEM is not permitted to sub grant funds to another county agency.

V. COST-SHARE/MATCH

There is 50-50 match required for these grant funds. If costs exceed the maximum amount of funding, the DEM shall pay the costs in excess of the approved budget. The DEM agrees to allow the excess costs over the approved budget to be used as additional non-federal cost share match for the State.

VI. MAINTENANCE OF EFFORT/SUPPLANTING OF FUND

The purpose of these funds is to support the DEM programs and shall be used to supplement and shall not be used to supplant county funds dedicated to this effort.

VII. ADMINISTRATIVE COST RESTRICTION

The EMPG funds cannot be transferred between the Homeland Security Grant Program funds, Law Enforcement Terrorism Prevention Program, Citizen Corps Program, Metropolitan Medical Response System, or the Urban Areas Security Initiative program funds.

IX. FEDERAL FINANCIAL REPORTS

FEDERAL FINANCIAL REPORT: HI-EMA shall submit a Federal Financial Report to Federal Emergency Management Agency (FEMA) within 30 days after the end of each quarter. Reports are due January 30, April 30, July 30, and October 30. Final financial reports are due 90 days after the closeout of the grant.

Semi-annual biannual strategy implementation reports providing updated obligation and expenditure information is due to Department of Homeland Security July 30th and January 30th.

The DEM shall provide a status report to HI-EMA on a quarterly basis to allow compliance with the quarterly and semi-annual reporting requirements.

REPORT SUBMISSION: The DEM shall submit quarterly reports through the Homeland Security Branch using the Grant Expenditure Report which serves as your quarterly report, expenditure report and obligations for the previous quarter and provides projections for the next 90 days. This input is due by the 5th working day of the month following the ending of each quarter.

APPROVED/DISAPPROVED:



VERN T. MIYAGI
Acting Director of Emergency Management

Jun 27, 2017

Date



KIRK CALDWELL
Mayor, City and County

06/30/2017

Date

APPROVED AS TO FORM:

Michael Vincent

MICHAEL VINCENT
Deputy Attorney General

APPROVED AS TO FORM:

AND LEGALITY P.W.
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PAUL K. HOSHINO **ERNEST H. MOGARA**
Deputy Corporation Counsel