

# TEXAS DEPARTMENT OF PUBLIC SAFETY

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April 24, 2018

Honorable Judge Jacques Blanchette  
Tyler County Judge  
100 W. Bluff, RM #102  
Woodville, Texas 75979

RE: Sub-Grant Award

Dear Judge Blanchette:

The Texas Division of Emergency Management (TDEM) has issued a sub-grant for the Hazard Mitigation Grant Program or Pre-Disaster Mitigation Grant, DR 4272, May Floods. The following is the information related to this award.

### Grantee Information:

DUNS Number: 073905267  
TINS Number: 746002578  
FIPS Number: 48457

### Award Information:

Catalog of Federal Domestic Assistance (CFDA): 97.039  
FEMA Project Number: 003  
Project Title: Tyler County Hazard Mitigation Plan Project  
Period of Performance (POP): March 22, 2018 to March 22, 2020

Version / Amendment	Date	Total Subgrant Amount	Federal Cost Share Percentage	Federal Cost Share Amount	Local Cost Share Percentage	Local Cost Share Amount
0	03/15/2018	\$80,100.00	75 %	\$60,075.00	25 %	\$20,025.00

*Please Note: This award is not for research or development as defined in 2 Code of Federal Regulations (CFR) 200.87.*

A copy of the approved scope of work and the terms and conditions of this award are attached. It is important that the sub-recipient read, understand and comply with the

Scope of Work (SOW) and all terms and conditions. It is also vital that this information be disseminated to sub-recipient's staff and contractors involved in work related to this project.

In accordance with FEMA Instruction 108-1-1 and DHS Instruction 023-01-001-01; Categorically Excluded (CATEX) M12, FEMA concludes that the above mentioned project is categorically excluded from the National Environmental Policy Act (NEPA) requirement to prepare further environmental documentation. No extraordinary conditions in accordance with DSH Instruction 023-01-001-01 exist involving this project.

Signing and returning this award letter indicates sub-recipient's acceptance of the scope of work of the sub-award, the ability to pay the state match and all grant terms and conditions outlined in the attached documents.

The recipient must ensure that:

1. The plan will meet or exceed the Final Rule for Local Mitigation Plans found in 44 CFR 201.6. It is highly recommended that technical assistance be provided to the sub-recipient throughout the plan development process.
2. The natural hazards assessed by this plan, at minimum, must be coordinated with the current FEMA-approved version of the State Hazard Mitigation Plan.
3. The plan will be submitted to FEMA no later than six months prior to the end of the original performance period. The submission of a plan to FEMA does not constitute formal approval.
4. The plan will be submitted to FEMA for review and approval following a State Hazard Mitigation Officer review and concurrence that the plan meets 44 CFR 201.6. FEMA will not review plans submitted directly by local sub-recipients.
5. The sub-recipient will utilize the Local Mitigation Planning Handbook as well as the Local Mitigation Plan Review Guide as guidance documents for developing the plan.
6. The sub-recipient will review and use the Local Mitigation Plan Review Tool, found in the Local Mitigation Plan Review Guide as a reference during the drafting of the plan, to ensure that the plan is completed correctly. A completed and accurate Local Mitigation Plan Review Tool must be submitted to the recipient and FEMA when a review is requested.
7. The sub-recipient is aware that each jurisdiction seeking approval of the plan must meet all requirements of 44 CFR 201.6 to receive continued eligibility for FEMA mitigation grant programs.

8. The milestones included in the application will be completed for this Multi-Jurisdictional Plan no later than 36 months from the date of this letter. FEMA will not establish activity completion timeframes for individual sub-awards. The period of performance (POP) for DR-4272 is listed above in the Award Information section of this letter. By accepting this award, the sub-recipient acknowledges their responsibility to complete all project work by the end of the POP date. Any costs incurred prior to the date of this approval or after the POP will be disallowed.
9. The initial quarterly progress report for the HMGP project is submitted at the end of the approving quarter. Please include the HMGP project number (provided above) in your future quarterly reports. Note that 44 CFR 206.438(c) indicates the State must provide a quarterly progress report to FEMA indicating the status and completion date for each project funded. The report must include any problems or circumstances affecting completion dates, SOW, or project cost that may result in non-compliance with the approved grant conditions.
10. In accordance with HMGP rules and policy, TDEM requires the submittal of all closeout documentation within 90 days of the project completion not to exceed the POP. Section 206.438(d) of 44 CFR requires the Governor's Authorized Representative (GAR) to "certify that reported costs were incurred in the performance of eligible work, that the approved work was completed and that the mitigation measure is in compliance with the provisions of the "FEMA-State Agreement".

If changes are needed to the SOW for the sub-award, period of performance or costs associated to the sub-award, the sub-recipient should immediately contact TDEM. No change to the sub-award will be considered approved until the sub-recipient is notified in writing by TDEM.

Additional jurisdictions may be added to the project, however, no additional funding will be provided for this change. In addition, a revised SOW to include the additional jurisdiction(s) must be submitted to TDEM.

Furthermore, if any jurisdictions withdraw from participation in the project above, a revised SOW must be submitted to TDEM.

This signed and dated award letter must be returned to TDEM before payment on the sub-award can be processed. Please sign, date, and return this award letter acknowledging acceptance of this sub-award and agreement to abide by all terms and conditions to the address below:

Texas Department of Public Safety  
Attn: Division of Emergency Management  
P.O. Box 4087  
Austin, TX 78773-0001



**FEMA**

March 22, 2018

W. Nim Kidd, CEM, TEM  
Division Director, Texas Department of Public Safety  
Chief, Texas Division of Emergency Management  
P.O. Box 4087  
Austin, TX 78773-0220

Attn: David Jackson, State Hazard Mitigation Officer

Re: FEMA-HMGP-4272-0003-TX  
Tyler County – Hazard Mitigation Plan  
Planning Project Approval  
CFDA 97.039 Hazard Mitigation Grant Program (HMGP)

Dear Chief Kidd:

This letter provides official notification that the U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA) approves your application submitted by Tyler County for the Mitigation Plan project. Federal funding for the project, in the amount of **\$60,075**, is available through the Hazard Mitigation Grant Program (HMGP) under FEMA-4272-DR-TX. The non-federal match requirement of \$20,025, will be provided through Tyler County.

The recipient, must ensure that:

- The plan will meet or exceed the Final Rule for Local Mitigation Plans found in 44 CFR 201.6. Technical assistance is highly recommended to be provided to the sub-recipient throughout the plan development process.
- The natural hazards assessed by this plan, at minimum, must be coordinated with the current FEMA-approved version of the State Hazard Mitigation Plan.
- The plan will be submitted to FEMA no later than six-months prior to the end of the original performance period. The submission of a plan to FEMA does not constitute formal approval.
- The plan will be submitted to FEMA for review and approval following a State Hazard Mitigation Officer review and concurrence that the plan meets 44 CFR 201.6. FEMA will not review plans submitted directly by local sub-recipient.
- The sub-recipient will utilize the Local Mitigation Planning Handbook as well as the Local Mitigation Plan Review Guide as guidance documents for developing the plan.

- The sub-recipient will review and use the Local Mitigation Plan Review Tool, found in the Local Mitigation Plan Review Guide as a reference during the drafting of the plan, to ensure that the plan is completed correctly. A completed and accurate Local Mitigation Plan Review Tool must be submitted to the recipient and FEMA when a review is requested.
- The sub-recipient is aware that each jurisdiction seeking approval of the plan must meet all requirements of 44 CFR 201.6 to receive continued eligibility for FEMA mitigation grant programs.

In accordance with FEMA Instruction 108-1-1 and DHS Instruction 023-01-001-01; Categorically Excluded (CATEX) M12, FEMA concludes that Tyler County Hazard Mitigation Plan Project is categorically excluded from the National Environmental Policy Act (NEPA) requirement to prepare further environmental documentation. No extraordinary conditions in accordance with DHS Instruction 023-01-001-01 exist involving this project.

The milestones included in the application indicate that the time to complete this Tyler County Hazard Mitigation Plan will be 24 months from the date of this letter. FEMA will not establish activity completion timeframes for individual sub awards. The Period of Performance (POP) for **DR-4272** is **February 09, 2021**, 36-months from the close of the application period. It is the responsibility of the Recipient and sub-recipient to ensure all approved activities associated with this sub-award are completed by the end of the POP. Any costs incurred prior to the date of this approval or after the POP will be disallowed.

A change to the approved Scope of Work (SOW) requires prior approval from FEMA.

The initial quarterly progress report for the HMGP project is due at the end of the approving quarter. Please include this HMGP project in your future quarterly reports. Note that 44 CFR 206.438(c) indicates the State must provide a quarterly progress report to FEMA indicating the status and completion date for each project funded. The report will include any problems or circumstances affecting completion dates, SOW, or project cost that may result in non-compliance with the approved grant conditions.

In accordance with HMGP rules and policy, we require the submittal of all closeout documentation within 90-days of the project completion not to exceed POP. Section 206.438(d) of 44 CFR requires the Governor's Authorized Representative (GAR) to "certify that reported costs were incurred in the performance of eligible work, that the approved work was completed and that the mitigation measure is in compliance with the provisions of the FEMA-State Agreement."

The Obligation Report is included for your records.

Chief Kidd  
March 22, 2018  
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If you have any questions regarding the information, please contact John E, Washington, HMA Specialist at (940) 898-5334 or [John.Washington2@fema.dhs.gov](mailto:John.Washington2@fema.dhs.gov).

Sincerely,

A handwritten signature in black ink that reads "H. Camille Crain". The signature is written in a cursive style with a large initial "H" and a long, sweeping underline.

H. Camille Crain  
HMA Branch Chief

cc: Bart Moore, Risk Analysis Planning Team Lead

ATTACHMENT: Obligation Report

HAZARD MITIGATION GRANT PROGRAM

Obligation

Disaster No	FEMA Project No	Amendment No	State Application ID	Action No	Supplemental No	State	Recipient
4272	3-P	0	42	1	7	TX	Statewide

Sub-Recipient: Tyler (County)

Project Title : Tyler County Hazard Mitigation Action Plan Update

Sub-Recipient FIPS Code: 457-99457

Total Amount Previously Allocated	Total Amount Previously Obligated	Total Amount Pending Obligation	Total Amount Available for New Obligation
\$60,075	\$60,075	\$0	\$0

  

Project Amount	Recipient Admin Est	Sub-Recipient Admin Est	Total Obligation	IFMIS Date	IFMIS Status	FY
\$60,075	\$0	\$0	\$60,075	03/14/2018	Accept	2018

**Comments**

Date: 03/14/2018 User Id: ETIRADO

Comment: 4272-0003, TDEM Application #42 - Tyler County HMAP - Obligate FED share \$60,075. Total project cost \$80,100 with a Non-Federal share of \$20,025. On March 2018 Spend Plan

Date: 03/14/2018 User Id: FAIHE12

Comment: 4272-0003-P, TDEM Application #42, Tyler County HMAP. OBLIGATE FEDERAL share \$60,075. Total project cost \$80,100 with a Non-Federal share of \$20,025. On March 2018 Spend Plan

**Authorization**

Preparer Name: EVELYN TIRADO

Preparation Date: 03/14/2018

HMO Authorization Name: FLORENCE AIHE

HMO Authorization Date: 03/14/2018