

Attachment A

**County of San Bernardino
FY2024 Emergency Management Performance Grant Program
CFDA # 97.042**

**Subrecipient Agreement/Assurances
Grant No. 2024-0050**

Name of Applicant: City of Chino (hereafter "Applicant" or "Subrecipient")
Address: 13220 Central Avenue
City: Chino State: CA Zip Code: 91710
Telephone Number: 909-334-3192 Fax Number: 909-334-3249
E-Mail Address: dschool@chinopd.org

***The Applicant becomes the Subrecipient after obtaining award authorization and approval of these assurances by both Applicant and the County of San Bernardino (hereafter "County") ***

As the duly authorized representative of the Applicant, I hereby certify that the Applicant has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application, within prescribed timelines.

The requirements outlined in these assurances apply to Applicant and any of its subrecipients.

I further acknowledge that the Applicant is responsible for reviewing and adhering to all requirements within the:

- (a) Applicable Federal Regulations (see below);
- (b) Federal Program Notice of Funding Opportunity (NOFO);
- (c) Federal Preparedness Grants Manual;
- (d) California Supplement to the NOFO; and
- (e) Federal and State Grant Program Guidelines.

Federal Regulations

Government cost principles, uniform administrative requirements, and audit requirements for federal grant programs are set forth in Title 2, Part 200 of the Code of Federal Regulations (C.F.R.). Updates are issued by the [Office of Management and Budget \(OMB\)](#) and can be found at <http://www.whitehouse.gov/omb/>.

In the event Cal OES determines that changes are necessary to the subaward after a subaward has been made, including changes to period of performance or terms and conditions, Applicants will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate Applicant acceptance of the changes to the subaward.

State and federal grant award requirements are set forth below. The Applicant hereby agrees to comply with the following:

1. Proof of Authority

The Applicant will obtain proof of authority from the city council, governing board, or authorized body in support of this project. This written authorization must specify that the Applicant and the city council, governing board, or authorized body agree:

- (a) To provide all matching funds required for the grant project and that any cash match will be appropriated as required;
- (b) Any liability arising out of the performance of this agreement shall be the responsibility of the Applicant and the city council, governing board, or authorized body;
- (c) Grant funds shall not be used to supplant expenditures controlled by the city council, governing board, or authorized body;
- (d) The Applicant is authorized by the city council, governing board, or authorized body to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project cost, if any) to ensure proper planning, management and completion of the project described in this application; and
- (e) The official executing this agreement is authorized by the Applicant.

This Proof of Authority must be maintained on file and readily available upon request.

2. Period of Performance

The period of performance is specified in the Award. The Applicant is only authorized to perform allowable activities approved under the award, within the period of performance.

3. Lobbying and Political Activities

As required by Section 1352, Title 31 of the United States Code (U.S.C.), for persons entering into a contract, grant, loan, or cooperative agreement from an agency or requests or receives from an agency a commitment providing for the United States to insure or guarantee a loan, 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 an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than federal appropriated funds have been paid or will be paid 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 this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (c) The Applicant shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

The Applicant will also comply with provisions of the Hatch Act (5 U.S.C. §§ 1501- 1508 and §§ 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.

Finally, the Applicant agrees that federal funds will not be used, directly or indirectly, to support the enactment, repeal, modification or adoption of any law, regulation or policy without the express written approval from the California Governor's Office of Emergency Services (Cal OES) or the federal awarding agency.

4. Debarment and Suspension

As required by Executive Orders 12549 and 12689, and 2 C.F.R. § 200.214 and codified in 2 C.F.R. Part 180, Debarment and Suspension, the Applicant will provide protection against waste, fraud, and abuse by debarring or suspending those persons deemed irresponsible in their dealings with the federal government. The Applicant certifies that it and its subrecipients:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, 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 or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing 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 or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (4)(b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transaction (federal, state, or local) terminated for cause or default.

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.

5. Non-Discrimination and Equal Employment Opportunity

The Applicant will comply with all state and federal statutes relating to non-discrimination, including:

- (a) Title VI of the Civil Rights Act of 1964 (Public Law (P.L.) 88-352 and 42 U.S.C. § 2000d et. seq.) which prohibits discrimination on the basis of race, color, or national origin and requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services;
- (b) Title IX of the Education Amendments of 1972, (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex in any federally funded educational program or activity;
- (c) Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794), which prohibits discrimination against those with disabilities or access and functional needs;
- (d) Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. § 12101 et seq.), which prohibits discrimination on the basis of disability and requires buildings and structures be accessible to those with disabilities and access and functional needs;
- (e) Age Discrimination Act of 1975, (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age;
- (f) Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd—2), relating to confidentiality of patient records regarding substance abuse treatment;
- (g) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), relating to nondiscrimination in the sale, rental or financing of housing as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units — i.e., the public and common use areas

and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators) — be designed and constructed with certain accessible features (See 24 C.F.R. § 100.201);

- (h) Executive Order 11246, which prohibits federal contractors and federally assisted construction contractors and subcontractors, who do over \$10,000 in Government business in one year from discriminating in employment decisions on the basis of race, color, religion, sex, sexual orientation, gender identification or national origin;
- (i) Executive Order 11375, which bans discrimination on the basis of race, color, religion, sex, sexual orientation, gender identification, or national origin in hiring and employment in both the United States federal workforce and on the part of government contractors;
- (j) California Public Contract Code § 10295.3, which prohibits discrimination based on domestic partnerships and those in same sex marriages;
- (k) DHS policy to ensure the equal treatment of faith-based organizations, under which the Applicant must comply with equal treatment policies and requirements contained in 6 C.F.R. Part 19;
- (l) The California's Fair Employment and Housing Act (FEHA) (California Government Code §§12940-12957), as applicable. FEHA prohibits harassment and discrimination in employment because of ancestry, familial status, race, color, religious creed (including religious dress and grooming practices), sex (which includes pregnancy, childbirth, breastfeeding and medical conditions related to pregnancy, childbirth or breastfeeding), gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, mental and physical disability, genetic information, medical condition, age, pregnancy, denial of medical and family care leave, or pregnancy disability leave, military and veteran status, and/or retaliation for protesting illegal discrimination related to one of these categories, or for reporting patient abuse in tax supported institutions;
- (m) Any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made; and
- (n) The requirements of any other nondiscrimination statute(s) that may apply to this application.

Civil Rights Policies for Program Beneficiaries and Subrecipients of DHS funding, pertaining to the following are available on the Cal OES website:

- Non-discrimination in Programs & Services
- Reasonable Accommodation for Program Beneficiaries
- Language Access Policy

6. Drug-Free Workplace

As required by the Drug-Free Workplace Act of 1988 (41 U.S.C. § 701 et seq.), the Applicant certifies that it will maintain a drug-free workplace and a drug-free awareness program as outlined in the Act.

7. Environmental Standards

The Applicant will comply with state and federal environmental standards, including:

- (a) The California Environmental Quality Act (CEQA) (California Public Resources Code §§ 21000-21177), to include coordination with the city or county planning agency;
- (b) CEQA Guidelines (California Code of Regulations, Title 14, Division 6, Chapter 3, §§ 15000-15387);
- (c) The Federal Clean Water Act (CWA) (33 U.S.C. § 1251 et seq.), which establishes the basic structure for regulating discharges of pollutants into the waters of the United States and regulating quality standards for surface waters;
- (d) Federal Clean Air Act of 1955 (42 U.S.C. § 7401) which regulates air emissions from stationary and mobile sources;

- (e) Institution of environmental quality control measures under the National Environmental Policy Act (NEPA) of 1969 (P.L. 91-190); the Council on Environmental Quality Regulations for Implementing the Procedural Provisions of NEPA; and Executive Order 12898 which focuses on the environmental and human health effects of federal actions on minority and low-income populations with the goal of achieving environmental protection for all communities;
- (f) Evaluation of flood hazards in floodplains in accordance with Executive Order 11988;
- (g) Executive Order 11514 which sets forth national environmental standards;
- (h) Executive Order 11738 instituted to assure that each federal agency empowered to enter into contracts for the procurement of goods, materials, or services and each federal agency empowered to extend federal assistance by way of grant, loan, or contract shall undertake such procurement and assistance activities in a manner that will result in effective enforcement of the Clean Air Act and the Federal Water Pollution Control Act Executive Order 11990 which requires preservation of wetlands;
- (i) The Safe Drinking Water Act of 1974, (P.L. 93-523);
- (j) The Endangered Species Act of 1973, (P.L. 93-205);
- (k) Assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.);
- (l) Conformity of Federal Actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.);
- (m) The Wild and Scenic Rivers Act of 1968 (16 U.S.C. § 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

The Applicant shall not be: 1) in violation of any order or resolution promulgated by the State Air Resources Board or an air pollution district; 2) subject to a cease-and-desist order pursuant to section 13301 of the California Water Code for violation of waste discharge requirements or discharge prohibitions; or 3) determined to be in violation of federal law relating to air or water pollution.

8. Audits

For subrecipients expending \$1,000,000 or more in federal grant funds annually, the Applicant will perform the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and C.F.R., Part 200, Subpart F Audit Requirements.

9. Cooperation and Access to Records

The Applicant must cooperate with any compliance reviews or investigations conducted by DHS. In accordance with 2 C.F.R. § 200.337, the Applicant 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. The Applicant will require any subrecipients, contractors, successors, transferees and assignees to acknowledge and agree to comply with this provision.

10. Conflict of Interest

The Applicant will establish safeguards to prohibit the Applicant's employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

11. Financial Management

False Claims for Payment - The Applicant will comply with 31 U.S.C §§ 3729-3733 which provides that Applicant shall not submit a false claim for payment, reimbursement, or advance.

12. Reporting - Accountability

The Applicant agrees to comply with applicable provisions of the Federal Funding Accountability and Transparency Act (FFATA) (P.L. 109-282), including but not limited to (a) the reporting of subawards obligating \$30,000 or more in federal funds, and (b) executive compensation data for first-tier subawards as set forth in 2 C.F.R. Part 170, Appendix A. The Applicant also agrees to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A.

13. Whistleblower Protections

The Applicant must comply with statutory requirements for whistleblower protections at 10 U.S.C. § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. § 4304 and § 4310.

14. Human Trafficking

The Applicant will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. § 7104) which prohibits the Applicant or its subrecipients from: (1) engaging in trafficking in persons during the period of time that the award is in effect; (2) procuring a commercial sex act during the period of time that the award is in effect; or (3) using forced labor in the performance of the award or subawards under the award.

15. Labor Standards

The Applicant will comply with the following federal labor standards:

- (a) The Davis-Bacon Act (40 U.S.C. §§ 276a to 276a-7), as applicable, and the Copeland Act (40 U.S.C. § 3145 and 18 U.S.C. § 874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally-assisted construction contracts or subcontracts, and
- (b) The Federal Fair Labor Standards Act (29 U.S.C. § 201 et al.) as they apply to employees of institutes of higher learning (IHE), hospitals and other non-profit organizations.

16. Worker's Compensation

The Applicant must comply with provisions which require every employer to be insured to protect workers who may be injured on the job at all times during the performance of the work of this Agreement, as per the workers compensation laws set forth in California Labor Code §§ 3700 et seq.

17. Property-Related

If applicable to the type of project funded by this federal award, the Applicant will:

- (a) Comply with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide 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 interests in real property acquired for project purposes regardless of federal participation in purchase;
- (b) Comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires federal award subrecipients 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;
- (c) 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), Executive Order 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. § 469a-1 et seq.); and

- (d) Comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. § 4831 and 24 CFR Part 35) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

18. Certifications Applicable Only to Federally-Funded Construction Projects

For all construction projects, the Applicant will:

- (a) 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 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;
- (b) Comply with the requirements of the awarding agency with regard to the drafting, review and approval of construction plans and specifications; and
- (c) 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 progressive reports and such other information as may be required by the assistance awarding agency or State.

19. Use of Cellular Device While Driving is Prohibited

The Applicant is required to comply with California Vehicle Code sections 23123 and 23123.5. These laws prohibit driving motor vehicle while using an electronic wireless communications device to write, send, or read a text-based communication. Drivers are also prohibited from the use of a wireless telephone without hands-free listening and talking, unless to make an emergency call to 911, law enforcement, or similar services.

20. California Public Records Act and Freedom of Information Act

The Applicant acknowledges that all information submitted in the course of applying for funding under this program, or provided in the course of an entity's grant management activities that are under Federal control, is subject to the Freedom of Information Act (FOIA), 5 U.S.C. § 552, and the California Public Records Act, California Government Code §7920.000 et seq. The Applicant should consider these laws and consult its own State and local laws and regulations regarding the release of information when reporting sensitive matters in the grant application, needs assessment, and strategic planning process.

21. Acknowledgment of Federal Funding from DHS

The Applicant must acknowledge its use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

22. Activities Conducted Abroad

The Applicant must coordinate with appropriate government authorities when performing project activities outside the United States and obtain all appropriate licenses, permits, or approvals.

23. Best Practices for Collection and Use of Personally Identifiable Information (PII)

DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. If the Applicant collects PII, the Applicant is required to have a publicly-available privacy policy that describes standards on the usage and maintenance of the PII they collect. The Applicant may refer to the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as a useful resource.

24. Copyright

Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 to any work first produced under federal awards and also include an acknowledgement that the work was produced under a federal award (including the federal award number and federal awarding agency). As detailed in 2 C.F.R. § 200.315, a federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work for federal purposes and to authorize others to do so.

25. Duplication of Benefits

Applicants are prohibited from charging any cost to this federal award that will be included as a cost or used to meet cost sharing or matching requirements of any other federal award in either the current or a prior budget period. (See 2 C.F.R. § 200.403(f)). However, recipients may shift costs that are allowable under two or more federal awards where otherwise permitted by federal statutes, regulations, or the federal financial assistance award terms and conditions.

26. Energy Policy and Conservation Act

The Applicant must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

27. Federal Debt Status

The Applicant is required to be non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129.

28. Fly America Act of 1974

The Applicant must comply with Preference for United States Flag Air Carriers: (a list of certified air carriers can be found at: Certificated Air Carriers List | US Department of Transportation, www.transportation.gov for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

29. Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, the Applicant must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, as amended, 15 U.S.C. § 2225a.

30. Non-supplanting Requirement

If the Applicant receives federal financial assistance awards made under programs that prohibit supplanting by law, the Applicant must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non- federal sources.

31. Patents and Intellectual Property Rights

Recipients are subject to the Bayh-Dole Act, 35 U.S.C. § 200 et seq. and applicable regulations governing inventions and patents, including the regulations issued by the Department of Commerce at 37 C.F.R. Part 401 (Rights to Inventions Made by Nonprofit Organizations and Small Business Firms under Government Awards, Contracts, and Cooperative Agreements) and the standard patent rights clause set forth at 37 C.F.R. § 401.14.

32. SAFECOM

If the Applicant receives federal financial assistance awards made under programs that provide emergency communication equipment and its related activities, the Applicant must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

33. Terrorist Financing

The Applicant must comply with Executive Order 13224 and United States law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. The Applicant is legally responsible for ensuring compliance with the Order and laws.

34. Reporting of Matters Related to Recipient Integrity and Performance

If the total value of the Applicant's currently active grants, cooperative agreements, and procurement contracts from all federal assistance offices exceeds \$10,000,000 for any period of time during the period of performance of this federal financial assistance award, the Applicant must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

35. USA Patriot Act of 2001

The Applicant must comply with requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c.

36. Use of DHS Seal, Logo, and Flags

The Applicant must obtain written permission from DHS prior to using the DHS seals, logos, crests, or reproductions of flags, or likenesses of DHS agency officials. This includes use of DHS component (e.g., FEMA, CISA, etc.) seals, logos, crests, or reproductions of flags, or likenesses of component officials.

37. Applicability of DHS Standard Terms and Conditions to Tribes

The DHS Standard Terms and Conditions are a restatement of general requirements imposed upon the Applicant and flow down to any of its subrecipients as a matter of law, regulation, or executive order. If the requirement does not apply to Indian tribes or there is a federal law or regulation exempting its application to Indian tribes, then the acceptance by Tribes of, or acquiescence to, DHS Standard Terms and

Conditions does not change or alter its inapplicability to an Indian tribe. The execution of grant documents is not intended to change, alter, amend, or impose additional liability or responsibility upon the Tribe where it does not already exist.

38. Required Use of American Iron, Steel, Manufactured Products, and Construction Materials

The Applicant must comply with the "Build America, Buy America" Act (BABAA), enacted as part of the Infrastructure Investment and Jobs Act and Executive Order 14005. Applicants receiving a federal award subject to BABAA requirements may not use federal financial assistance funds for infrastructure projects unless:

- (a) All iron and steel used in the project are produced in the United States – this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
- (b) All manufactured products used in the project are produced in the United States – this means the manufactured product was manufactured in the United States; and the cost of the

components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and

- (c) All construction materials are manufactured in the United States – this means that all manufacturing processes for the construction material occurred in the United States.

The "Buy America" preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. It does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

Per section 70914(c) of BABAA, FEMA may waive the application of a Buy America preference under an infrastructure program in certain cases.

39. E.O. 14074 – Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety

Recipient State, Tribal, local, or territorial law enforcement agencies must comply with the requirements of section 12(c) of E.O. 14074. Recipient State, Tribal, local, or territorial law enforcement agencies are also encouraged to adopt and enforce policies consistent with E.O. 14074 to support safe and effective policing.

IMPORTANT

The purpose of these assurances is to obtain federal and state financial assistance, including any and all federal and state grants, loans, reimbursement, contracts, etc. Applicant recognizes and agrees that state financial assistance will be extended based on the representations made in these assurances. These assurances are binding on Applicant, its successors, transferees, assignees, etc. as well as any of its subrecipients. Failure to comply with any of the above assurances may result in suspension, termination, or reduction of grant funds.

All appropriate documentation, as outlined above, must be maintained on file by the Applicant and available for Cal OES or public scrutiny upon request. Failure to comply with these requirements may result in suspension of payments under the grant or termination of the grant or both and the Applicant may be ineligible for award of any future grants if Cal OES determines that the Applicant: (1) has made false certification, or (2) violates the certification by failing to carry out the requirements as noted above.

All of the language contained within this document must be included in the award documents for all subawards at all tiers. Applicants are bound by the DHS Standard Terms and Conditions 2024, Version 2, hereby incorporated by reference, which can be found at: <https://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions>.

The undersigned represents that he/she is authorized to enter into this agreement for and on behalf of the Applicant:

Applicant: City of Chino - Chino Police Department
Signature of Authorized Agent: 
Printed Name of Authorized Agent: Linda Reich
Title: City Manager Date: 3/21/2025

The Undersigned represents that he/she is authorized to enter into this agreement for and on behalf of the County. The undersigned is the appropriate contact for all notices and documents to be provided under this agreement.

San Bernardino County

Signature of Authorized Agent: _____
Printed Name of Authorized Agent: Crisanta Gonzalez
Title: Director Date: _____

**FY2024 Emergency Management
Performance Grant (EMPG)
*CFDA 97.042***

**San Bernardino County
Operational Area
Subrecipient Application Workbook**



**Funding Provided by the
California Governor's Office of Emergency Services
(Cal OES)
through funding distributed by
The United States Department of Homeland Security (DHS)
Federal Emergency Management Agency (FEMA)**

PROGRAM OVERVIEW

Eligibility

The County and the 24 Cities and Towns with Emergency Operations Centers (EOCs) who are active signatories on the County's Operational Area Coordinating Council (OACC) Agreement are eligible to receive Emergency Management Performance Grant (EMPG) funding.

The Fiscal Year 2024 (FY24) EMPG allocation for the San Bernardino County Operational Area is **\$504,038**. The grant allows for a 5% allocation for Management and Administration.

Distribution of Funds

The EMPG funds are distributed to the 24 Cities and Towns (Subrecipients) and the County, as members of the San Bernardino County Operational Area (OA). Each subrecipient is allocated a \$13,000 base, with the remainder of the grant distributed on a per capita basis to each eligible subrecipient. The per capita calculations are based on 2024 California Department of Finance Demographic Research Unit E-1 table which can be found at [Estimates-E1 | Department of Finance \(ca.gov\)](#).

Use of Funds

The purpose of the Fiscal Year 2024 (FY24) Emergency Management Performance Grant (EMPG) is to support comprehensive emergency management programs at the local level and to encourage the improvement of prevention, protection, mitigation, response, and recovery capabilities for all hazards. Funds provided under the EMPG program must be used to support local emergency management program activities that contribute to the State's Goals/Objectives, and San Bernardino County Operational Area's capability to prevent, prepare for, mitigate against, respond to and recover from emergencies and disasters, whether natural or man-made.

1st Application Deadline

To be considered for participation in the FY2024 EMPG Program, submit the completed application documents to the Grants Unit no later than 5:00 pm **Wednesday, November 27, 2024.**

2nd Application Deadline

Subrecipients who successfully submitted the 1st part of the application by the December 13th 2024 deadline, please complete and submit the remaining requested forms to the Grants Unit no later than 5:00 pm **Friday, February 28th 2025.**

Applications may be submitted electronically (with signatures) to gustavo.mendoza@oes.sbcounty.gov or mail physical copies to:

San Bernardino County Office of Emergency Services
Attn: Gus Mendoza
1743 Miro Way
Rialto, CA 92376-8630

Program Performance Period

The FY24 EMPG has a 24-month performance period (July 1, 2024 to June 30, 2026). In order to ensure that all funds are fully expended, subrecipients must complete all projects by **May 31, 2026.**

Minimum Eligibility Requirements

- Be a signatory to the Operational Area Coordinating Council (OACC) Agreement
- Have a designated Emergency Management Program Manager for oversight of subrecipient's program.
- Meet requirements of the grant program as detailed in the Notice of Funding Opportunity (NOFO) and the Cal OES State Supplement to the NOFO.
- Be able to meet the matching requirement of the grant. The grant requires a dollar-for-dollar match to receive funding. The match can be hard cash (equipment salary, benefits, etc.) or in kind (3rd party contribution must be pre-approved by Cal OES) or a combination thereof. Matching costs must be allowable under the grant program, must be associated with the grant project, and must be identified in the grant application of the subrecipient. Match certification is required from the subrecipient's Financial Officer (refer to 2 CFR 200.306 for specific details).
- Comply with grant monitoring and record retention requirements for property, programmatic and financial records in accordance with state and federal guidelines.
- Comply with all Federal Regulations as stated in 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and other Federal Regulations as follows: [eCFR :: 2 CFR Part 200 -- Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#)
 - *Administrative Requirements*: 2 CFR Part 200 Subparts A – D
 - *Cost Principles*: 2 CFR 200 Subpart E
 - *Single Audit Requirements*: 2 CFR Part 200 Subpart F
 - *Equal Opportunity Employer and Drug-Free Workplace Provisions*: 2 CFR 200, Appendix II, 28 CFR Part 83, and 41 U.S.C. § 701 et seq.
 - *Federal Funding and Transparency Reporting*: Federal Funding Accountability and Transparency Act of 2006 and 2 CFR §170.32

Requirements for Continuing Eligibility During the Grant Year

- Comply with the minimum eligibility requirements as stated above.
- Comply with all assurances and certifications submitted with the FY24 EMPG application and all program requirements.
- Maintain financial management systems that support subaward activities in accordance with 2 CFR § 200.302.
- Submit all subaward-related paperwork including: Performance Reports, Reimbursement Requests, Modification Requests, and Amendments by the identified due dates set forth to meet State and Federal grant deadlines. **Failure to submit Performance Reports may result in the de-obligation of grant funds.**
- Deobligate unexpended subaward funds to County Grants Unit after all work has been completed and reimbursements have been disbursed.
- Maintain property, programmatic, and financial records in accordance with the 2 CFR § 200.334 Subpart D - Retention Requirements for Records.
- Complete all EMPG requirements associated with federal and state objectives, including but not limited to, staff training and exercises.
- Comply with:
 - 2 C.F.R. Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards which supersedes all inconsistent provisions found in other administrative requirements, program manuals, handbooks, and other non-regulatory materials (see 2 CFR. 200.104). [Code of Federal Regulations](#). Subrecipients are responsible for correcting audit findings, including returning of funds if required.

- FEMA Grant Programs Directorate (GPD) Policies.
- FY24 EMPG Program Notice of Funding Opportunity (NOFO) and the FEMA Preparedness Grants Manual.
- FY 2024 EMPG California Supplement to the NOFO, provided by Cal OES.
- Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended audit requirements in 2 CFR 200 Subpart F - Audit Requirements.
- California Emergency Services Act, Chapter 7 of Division 1 of Title 2 of the Government Code – which provides the legal basis for Emergency Management activities in California.
- Government Code Section 8607 described in the Standardized Emergency Management System.
- Subrecipients are responsible for costs incurred to comply with FEMA's Environmental Planning and Historic Preservation (EHP) requirements. This includes, but is not limited to, California Historical Resources Information System (CHRIS) reports; when required, as per FEMA Grant Programs Directorate Information Bulletin No. 404.

MATCH REQUIREMENTS

The FY 2024 EMPG Program requires a dollar-for-dollar match, which can be in cash or in-kind. **(Attachment Q)**. To meet matching requirements, the subrecipient's contributions must be reasonable, allowable, allocable, and necessary under the grant program and must comply with all Federal requirements and regulations (refer to 2 C.F.R. 200.306 for details).

Example: If a project has an allocation of \$15,000, then the Match is \$15,000, the total project budget is \$30,000. Documentation for allocation and match costs must be provided to receive full reimbursement.

I. Two Types of Match for EMPG

- A. Cash Match: (hard match) includes non-federal cash spent for project related costs during the performance period of the grant.
 - 1. Example: Using personnel costs from EMPG activity or equipment purchased for the EOC.
- B. In-kind Match: (soft match) includes, but is not limited to, the valuation of donated services or third-party contributions within the Performance Period.
Prior approval must be obtained by Cal OES. FEMA's approval may also be required.
 - 1. Example: A CERT volunteer donates his/her time. The hours for services provided can be valued using an established rate of an equivalent classification that would normally provide the same services.
 - 2. For equipment market value, at the time of donation, the donated equipment may be counted towards the match (a fair market appraisal must be obtained by subrecipient).

II. IMPORTANT: Federal funds cannot be matched with other Federal funds. For example, State Homeland Security Grant funds cannot be used to match EMPG funds.

TRAINING REQUIREMENTS

All EMPG funded personnel (including those positions that are partially funded by EMPG), **as well as personnel whose salaries are used as a match, must** complete and have recorded

proof of the eleven (11) required National Incident Management System (NIMS) and FEMA Professional Development Trainings. Click this link to access IS Study Course list – [Emergency Management Institute - Independent Study \(IS\) | Course List \(fema.gov\)](#)

NIMS required training (any version):

- IS 100
- IS 200
- IS 700
- IS 800

FEMA Professional Development Series (PDS) required training:

- IS120.c
- IS230.e
- IS235.c
- IS240.c
- IS241.c
- IS242.c
- IS244.b

EXERCISE REQUIREMENTS

All EMPG-funded personnel, including M&A staff and any staff being used for the match requirement, must participate in no less than two exercises in the 24-month period of performance. Exercises must meet the following criteria:

- Link to one of the EMPG priorities as detailed in the grant guides and strategy goals.
- Participate on any level.
- Complete exercise requirement within the subrecipient performance period.

ELIGIBLE ACTIVITIES (see Attachment P – Homeland Security Strategy Goals)

Refer to the *FEMA Preparedness Grants Manual* for specific detail regarding eligible activities.

PLANNING

1. Planning efforts should span all five mission areas of the National Preparedness Goal. Activities should be linked to achieving goals and objectives outlined by Cal OES.
2. The EMPG Program Work Plan should provide a baseline for determining potential threats and hazards, required capabilities, required resources, and establish a framework for roles and responsibilities.
3. Planning efforts should demonstrate the engagement of the whole community in the development of a strategic, operational, and/or community-based approach to Preparedness.
4. Subrecipients using personnel costs for planning activities must comply with the training and professional development requirement stipulated above to qualify for EMPG funding and reimbursement. (11 NIMS & FEMA Courses and 2 exercises within 24-month period).
Personnel whose salaries are used to meet the match requirement for Planning activities, must also comply with the training and professional development

requirement.

ORGANIZATION

1. Per the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*, (Public Law 93-288), as amended, (42 U.S.C. 5121-5207), EMPG Program funds may be used for all-hazards emergency management operations, staffing, and other day-to-day activities in support of emergency management, including hazard mitigations staffing of the State Hazard Mitigation Officer (SHMO) position, and staffing Community Emergency Response Team (CERT) and Citizen Corps positions at the state and local levels in order to promote whole community engagement in all phases of emergency management and across the mission areas.
2. Proposed staffing activities should be linked to achieving goals and objectives outlined by Cal OES (**Attachment P**).
3. Subrecipients planning to use personnel to do an Organization project must comply with the training and professional development requirement stipulated above to qualify for EMPG funding and reimbursement. (11 NIMS & FEMA Courses and 2 exercises within the 24-month period). ***Personnel whose salaries are used to meet the match requirement for Organization activities must also comply with the training and professional development requirement.***
4. Copies of FEMA NIMS/ICS Certificates and documentation proving completion of two exercises is due prior to requesting reimbursement.

EQUIPMENT

1. Allowable equipment categories for FY24 EMPG can be found at <https://www.fema.gov/grants/guidance-tools/authorized-equipment-list>. Check the *FEMA Related Grant Programs* and make sure the equipment is allowable under the Emergency Management Performance Grant. **Print a copy at time of application due to various changes in versions of the AEL list.**
2. The select allowable equipment includes equipment from the following AEL categories:
 - Personal Protective Equipment (Category 1)
 - Information Technology (Category 4)
 - Cyber Security Enhancement Equipment (Category 5)
 - Interoperable Communications Equipment (Category 6)
 - Detection Equipment (Category 7)
 - Power Equipment (Category 10)
 - CBRNE Reference Materials (Category 11)
 - CBRNE Incident Response Vehicles (Category 12)
 - Physical Security Enhancement Equipment (Category 14)
 - CBRNE Logistical Support Equipment (Category 19)
 - Other Authorized Equipment (Category 21)

➤ Subrecipients using FY24 EMPG Program funds to support emergency communication activities must comply with the FY2024 SAFECOM Guidance on Emergency Communication Grants. The SAFECOM guidance can be found at: [FY 2024 SAFECOM Guidance on Emergency Communications Grants \(cisa.gov\)](https://www.cisa.gov/fy-2024-safecom-guidance-on-emergency-communications-grants)

- Subrecipients purchasing/installing equipment subject to the Environmental Planning and Historic Preservation (EHP) requirement must complete and submit the required FEMA EHP Screening Form to the OES Grants Unit for Cal OES and FEMA approval prior to the installation of equipment.
Note: This includes any equipment being installed, which must be completed during the grant performance period. Installation of grant funded equipment prior to EHP approval will not be reimbursed.
- Certain types of Controlled Equipment, such as Unmanned Aerial Vehicles (drones) are allowable. All requests to purchase Small Unmanned Aircraft Systems (sUAS) with FEMA grant funding must comply with [FEMA Policy #207-22-0002, Prohibited or Controlled Equipment Under FEMA Awards](#), and also include a description of the policies and procedures in place to safeguard individuals' privacy, civil rights, and civil liberties of the jurisdiction that will purchase, take title to, or otherwise use the sUAS equipment. sUAS policies are not required at the time of application but must be received and approved by FEMA prior to obligating grant funds. All grant-funded procurements must be executed in a manner compliant with federal procurement standards at 2 C.F.R. §§ 200.317 – 200.327. For recipients that use grant funds for sUAS, FEMA advises that there is a general privacy concern related to the use of this equipment if the data the devices collect is transmitted to servers not under the control of the operator. It has been reported that some manufacturers of sUAS encrypt data and send that data to servers outside the United States. DHS's Privacy Office suggests the recipient fully explore data transmission and storage issues with vendors to reduce the possibility of data breaches.

Additionally, the Senate Report accompanying the FY 2024 DHS Appropriations further requires recipients to certify they have reviewed the [Industry Alert on Chinese Manufactured Unmanned Aircraft Systems](#), and completed a risk assessment that considers the proposed use of foreign-made sUAS to ascertain potential risks (e.g., privacy, data breaches, cybersecurity, etc.) related to foreign-made versus domestic sUAS.

Note: Acquisition of the controlled equipment may NOT occur PRIOR to the subrecipient receiving a FEMA Grants Program Directorate (GPD) approval from their Cal OES EMPG Program Specialist, as well as satisfying all other controlled equipment associated requirements and certifications. Failure to comply may result in disallowance of costs, increased monitoring, and termination of subaward.

TRAINING

1. EMPG Program funds may be used for a range of emergency management-related training activities to enhance the capabilities of State and local emergency management personnel through the establishment, support, conduct, and attendance of training. Training activities should align to a current, Multi-Year IPP developed through an annual IPPW and build from training gaps identified in the THIRA/SPR and work plan development process. EMPG Program funds used for training should support the nationwide implementation of NIMS. The NIMS Training Program establishes a national curriculum for NIMS and provides information on NIMS courses. Recipients are encouraged to place emphasis on the core competencies as defined in the NIMS Training Program. NIMS is also included in the curriculum of the EMI Basic Academy.

The NIMS Training Program can be found at [NIMS Implementation and Training](#). **A training feedback number must be requested 60 days prior to any training activities.**

2. Additional types of training or training related activities include, but are not limited to, the following:
 - Developing/enhancing systems to monitor training programs.
 - Conducting all hazards emergency management training.
 - Attending Emergency Management Institute (EMI) training or delivering EMI train-the-trainer courses.
 - Attending other FEMA-approved emergency management training.
 - State-approved, locally-sponsored CERT training.
 - Mass evacuation training at local, state, and tribal levels.
3. Allowable training-related costs include the following (see NOFO and FEMA Preparedness Grants Manual for specific details):
 - Funds Used to Develop, Deliver, and Evaluate Training.
 - Overtime and Backfill.
 - Travel.
 - Hiring of Full or Part-Time Staff or Contractors/Consultants.
 - Certification/Recertification of Instructors.

EXERCISES

1. Exercises conducted with grant funds should test and evaluate performance towards meeting capability targets, established through the development of a jurisdiction's THIRA for the core capabilities needed to address their greatest risks. Exercise priorities should align to a current, Multi-Year IPP developed through an annual IPPW. When applying FY 2024 EMPG Program funding to exercises, grant recipients and subrecipients shall include exercise objectives centered on practicing and validating their plans and procedures for sending emergency alerts to the public through the FEMA Integrated Public Alert and Warning System (IPAWS). Please see Section C of the FY 2024 EMPG Program NOFO for additional information on this requirement.
2. Allowable exercise-related costs include (see NOFO and FEMA Preparedness Grants Manual for specific details):
 - Funds Used to Design, Develop, Conduct and Evaluate an Exercise
 - Hiring of Full or Part-Time Staff or Contractors/Consultants
 - Overtime and Backfill
 - Travel
 - Supplies
 - Implementation of HSEEP
3. Outdoor exercises require a FEMA approved EHP prior to the exercise.

UNALLOWABLE COSTS

- Unallowable Equipment: Grant funds must comply with [FEMA Policy 207-22-0002](#)
 - Expenditures for firearms, ammunition, grenade launchers, bayonets, or weaponized aircraft, vessels, or vehicles of any kind with weapons installed

- Costs associated with sworn public safety officers for the purposes of fulfilling traditional public activities
- Positions or items purchased to **supplant** appropriated funds
- Activities and projects unrelated to the EMPG Program
- Clothing used for everyday wear by EM employees

REMINDER ON SUPPLANTING

Grant funds must be used to “supplement” existing funds, not replace (supplant) funds that have been appropriated for the same purpose. Subrecipients may be required to provide supporting documentation that certifies a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds. Supplanting will result in the disallowance of any activity associated with this improper use of federal grant funds.

REPORTING REQUIREMENTS

On a quarterly basis (July – September, October – December, January – March, April – June) the sub-grantee will submit the following to the OES Grants Unit:

A Mandatory Quarterly Performance Report reflecting work accomplished according to the jurisdiction’s narrative and work plan. The report should reflect how your project addressed the National Preparedness Goal (NPG). Report must also include status on FEMA’s training and exercise requirements. Updated Performance Report Templates will be included in the Authorization to Spend packet.

MANDATORY Quarterly Report Schedule:

Year One:

1 st Quarter (7/1/24 – 9/30/24)	N/A
2 nd Quarter (10/1/24 – 12/31/24)	N/A
3 rd Quarter (1/1/25 – 3/31/25)	Due no later than Friday, March 31, 2025
4 th Quarter (4/1/25 – 6/30/25)	Due no later than Friday, June 30, 2025

Year Two:

5 th Quarter (7/1/25 – 9/30/25)	Due no later than Monday, September 30, 2025
6 th Quarter (10/1/25 – 12/31/25)	Due no later than Monday, December 31, 2025
7 th Quarter (1/1/26 – 3/31/26)	Due no later than Monday, March 31, 2026
8 th Quarter (4/1/26 – 6/30/26)	N/A

**Funding may be withheld if performance standards are not completed.*

As stated in the FY2024 Emergency Management Performance Grant – Subrecipient Assurances, “[Subrecipients] will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.”

This includes the Federal Notice of Funding Opportunity (NOFO) and the California Supplement to the NOFO.

*Quarterly reporting on project status is mandatory. Funds **will** be de-obligated and returned to San Bernardino County OES **after two (2) missed Performance Report submittals in the first year of the Performance Period**. No allowances are permitted for missed Performance Report submittals in the second year of the performance period, and funds will be de-obligated by October 30, 2025 if the 5th quarter report is not received.*

Modifications

All project modifications and/or adjustments to quantities or costs must be pre-approved by Cal OES before funds are expended. Modification requests are allowable to one request per performance period, good through January 2, 2026. Exceptions may be granted on a case-by-case basis after a comprehensive review of the modification request form and the Project Narrative, accompanied by a well-documented justification for making the project change. If the modification pertains solely to adjustments in dollar amounts or quantities, a Project Narrative is not required. Please contact the Grants Unit for the necessary modification forms. *Do not expend funds on a modified project until approval notification is received.*

How to Apply

In order to apply and complete the FY24 EMPG funding, the following documents, forms, and remaining worksheets must be completed and submitted to the San Bernardino County OES Grants Unit by no later than 5:00 pm, Friday, February 28, 2025:

- Complete, sign and submit the below documents by the application deadline:
 - FY 2024 EMPG Subrecipient Agreement/Assurances (**Attachment A**)
 - FY 2024 EMPG Subrecipient Application Workbook Certification (**Attachment B**)
 - FY 2024 EMPG Application Certification (**Attachment C**)
 - FY 2024 EMPG Grant: Designation of Authorized Agents (**Attachment D**)
 - FY 2024 Match Certification (**Attachment E**)
 - FY 2024 Budget Summary (**Attachment F**)
 - FY 2024 Project Narratives and Workplan (**Attachment G**)
 - FY 2024 Detail Project Worksheets (**Attachment H1-6**)
 - FY 2024 Cal OES Certification Regarding Lobbying (**Attachment I**)
 - Grants Management Assessment Form (**Attachment J**)
 - Copy of jurisdiction's 2023 Single Audit or Annual Financial Report.
 - Copy of registration in SAM.gov with jurisdiction's Unique Entity Identifier (UEI#), formerly known as DUNS #.

Please submit the requested application documents via the following steps:

1. Email electronic versions of the application with Authorized Agent signatures to: gustavo.mendoza@oes.sbcounty.gov by **5 p.m. Friday, February 28, 2025**.
2. Original application documents with Authorized Agent signatures can be mailed to:

San Bernardino County Office of Emergency Services
Attn: Gus Mendoza
1743 Miro Way
Rialto, CA 92376-8630

Keep a copy of the full application for your records.

SAN BERNARDINO COUNTY EMPG PROGRAM CONTACTS

Gus Mendoza, Grants Unit Staff Analyst
E-mail: Gustavo.Mendoza@oes.sbcounty.gov
Phone: (909) 356-2511

Tina Sutera, Administrative Supervisor
E-mail: Tina.Sutera@oes.sbcounty.gov
Phone: (909) 356-3950

~ PROCEED TO CERTIFICATION AND ACKNOWLEDGEMENT ON PAGE 12 ~

**SAN BERNARDINO COUNTY OPERATIONAL AREA
FY2024 EMERGENCY MANAGEMENT PERFORMANCE GRANT**

Application Workbook Certification

I, Linda Reich as the Authorized Agent
for City of Chino JURISDICTION,
certify that our jurisdiction has read and acknowledges the Emergency Management Performance Grant
(EMPG) Program guidelines specified in the document hereof.


Authorized Agent Signature

3/21/2025

Date

Linda Reich

Print Name


Project Manager Signature

3/21/2025

Date

Denise School

Print Name

SAN BERNARDINO COUNTY OPERATIONAL AREA

FY2024 EMERGENCY MANAGEMENT PERFORMANCE GRANT

APPLICATION CERTIFICATION

APPLICANT NAME (Jurisdiction & Address):	
City of Chino - 13220 Central Avenue, Chino, CA 91710	
REQUIREMENTS CHECKLIST:	
To be <u>eligible</u> to apply for the FY24 EMPG you must:	
➤ Be a signatory to the OA OACC Agreement (all 24 cities/towns already meet the requirement). ➤ Must be able to meet EMPG grant matching requirements.	
To <u>apply</u> for the FY24 EMPG, Complete and/or sign and submit all of the following documents:	
Attachment A	Subrecipient Agreement/Assurances
Attachment B	Subrecipient Application Workbook
Attachment C	Application Certification (<i>this page</i>)
Attachment D	Grant Designation of Authorized Agents
Attachment E	Match Certification Form
Attachment F	Budget Summary Form
Attachment G	Project Narrative and Work Plan (Projects must align with Cal OES Strategy Goals – Attachment P)
Attachments H 1-6	Project Worksheets - for each Category requested to be funded
Attachment I	Cal OES Certification Regarding Lobbying
Attachment J	Cal OES Subrecipient Grants Management Assessment
Attachment K	FFATA – Financial Disclosure

In addition to the above documents, please submit the following:

Fiscal Year 2023 Single Audit - If Federal Expenditures are less than \$750,000 in the last year, please submit the latest Comprehensive Annual Financial Report (CAFR).
Copy of SAM.gov Registration – Jurisdiction must have an active Unique Entity Identifier number (UEI#), formerly DUNS number. Please print out a copy of the registration verification and submit with the application packet.

CERTIFICATION: This application, together with the attachments constitutes the annual work plan for the Emergency Management Program of the applicant listed above. The undersigned certifies that all grant requirements have been met and agree to exert their best efforts to accomplish all activities listed in the Work Plan and Progress Reports.		
Denise School		3/21/2025
Name of Emergency Manager or Authorized Official	Signature	Date

Attachment D

**SAN BERNARDINO COUNTY OPERATIONAL AREA
FY2024 EMPG
DESIGNATION OF AUTHORIZED AGENTS**

APPLICANT NAME (Jurisdiction): City of Chino**Employer Identification Number (EIN):** 95-0930239**UEI Number (Formerly DUNS):** RGVNGHJR3NV5

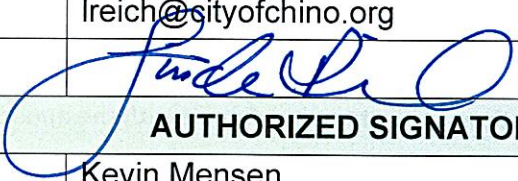
EMERGENCY MANAGEMENT PROGRAM MANAGER

NAME	Denise School
Mailing Address	5450 Guardian Way, Chino, CA 91710
Phone Number	(909) 334-3192
Fax Number	(909) 334-3249
E-mail Address	dschool@chinopd.org

FINANCIAL OFFICER

NAME	Kim Sao
Mailing Address	13220 Central Avenue, Chino, CA 91710
Phone Number	(909) 334-3354
Fax Number	
E-mail Address	ksao@cityofchino.org

AUTHORIZED SIGNATORY #1

NAME	Dr. Linda Reich
Title	City Manager
Mailing Address	13220 Central Avenue, Chino, CA 91710
Phone Number	(909) 334-3491
Fax Number	
E-mail Address	lreich@cityofchino.org
Signature	

AUTHORIZED SIGNATORY #2

NAME	Kevin Mensen
Title	Chief of Police
Official Mailing Address	5450 Guardian Way, Chino, CA 91710
Daytime Phone Number	(909) 334-3093
Fax Number	(909) 334-3249
E-mail Address	kmensen@chinopd.org
Signature	

**SAN BERNARDINO OPERATIONAL AREA
FY2024 EMERGENCY MANAGEMENT PERFORMANCE GRANT**

MATCH CERTIFICATION

I, Kim Sao, Financial Officer for City of Chino – Chino Police Department, certify that our jurisdiction will meet the 50/50 match requirement as defined* in the Emergency Management Performance Grant Guidance.

Linda Reich



3/21/2025

Authorized Official Name & Signature

Date

Kim Sao



3/21/25

Financial Officer Name & Signature

Date

***The grant is awarded on a dollar-for-dollar match basis. This means that the jurisdiction is required to contribute the same amount of hard (Cash) or in-kind (Services) match as a minimum to the amount of the funding received from the FY2024 EMPG Grant. Please see page 4 of the Application Workbook (Attachment B) or the FY2024 EMPG Match Guidance (Attachment Q) for additional match information.**

FY2024 EMERGENCY MANAGEMENT PERFORMANCE GRANT BUDGET SUMMARY

Expense Type	Requested Amount
EQUIPMENT Expenses (complete ATTACHMENT H-1 & ATTACHMENT G, submit with application)	\$17,407
EXERCISE Expenses (complete ATTACHMENT H-2 & ATTACHMENT G, submit with application) ***Complete Personnel/Contractor Expenses Sheet if necessary (ATTACHMENT H-6)	\$
TRAINING Expenses (complete ATTACHMENT H-3 & ATTACHMENT G, submit with application) ***Complete Personnel/Contractor Expenses Sheet if necessary (ATTACHMENT H-6)	\$
ORGANIZATION Expenses (complete ATTACHMENT H-4, & ATTACHMENT G, submit with application) ***Complete Personnel/Contractor Expenses (complete ATTACHMENT H-6)	\$
PLANNING Expenses (complete ATTACHMENT H-5, & ATTACHMENT G, submit with application) ***Complete PERSONNEL/CONSULTANT Expenses Sheet (ATTACHMENT H-6)	\$
Total Emergency Management Budget (a)	\$
FUNDING AVAILABLE TO MEET DOLLAR FOR DOLLAR MATCH (b) ~ see Attachment E for Match Certification	\$17,407
TOTAL EMPG ESTIMATED EXPENSES (a + b)	\$34,814

Prepared By:

Denise School		3/21/25
Print Name	Signature	Date

City of Chino

Chino, California

Single Audit Reports

For the year ended June 30, 2023

City of Chino
Single Audit Reports
For the year ended June 30, 2023

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**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Independent Auditor's Report

To the Honorable Mayor and Members of the City Council
of the City of Chino
Chino, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Chino, California (City), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements and have issued our report thereon dated January 25, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We identified certain deficiencies in internal control as described in the accompanying schedule of findings and questioned costs as items 2023-001 and 2023-002 that we consider to be significant deficiencies.

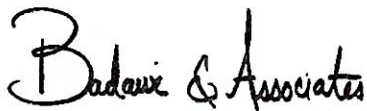
To the Honorable Mayor and Members of the City Council
of the City of Chino
Chino, California
Page 2

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Badawi & Associates". The signature is stylized, with the "B" being particularly large and the "&" symbol being prominent.

Badawi & Associates, CPAs
Berkeley, California
January 25, 2024

REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Independent Auditor's Report

To the Honorable Mayor and Members of the City Council
of the City of Chino
Chino, California

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the City of Chino, California (City)'s compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2023. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the City's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

To the Honorable Mayor and Members of the City Council
of the City of Chino
Chino, California
Page 3

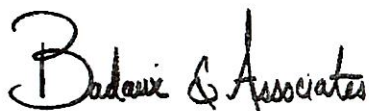
Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. Given these limitations, we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that have not been identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City, as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We issued our report thereon dated January 25, 2024, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.



Badawi & Associates, CPAs
Berkeley, California
March 27, 2024, except for the Schedule of Expenditures of Federal
Awards, which is as of January 25, 2024

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City of Chino
Schedule of Expenditures of Federal Awards
For the year ended June 30, 2023

Federal Grantor/Pass-Through Grantor Program Title	Federal Assistance Listing Number	Agency or Pass-Through Number	Federal Expenditures	Subrecipient Expenditures
U.S. Department of Transportation:				
<i>Passed through California Office of Traffic Safety</i>				
State and Community Highway Safety	20.600	N/A	\$ 77,753	\$ -
<i>Passed through California Office of Traffic Safety</i>				
Minimum Penalties for Repeat Offenders for Driving While Intoxicated	20.608	N/A	71,153	-
<i>Passed through San Bernardino County Fire District</i>				
Emergency Management Performance Grants	97.042	EMW-2020-EP-0000	20,094	-
Total U.S. Department of Transportation			<u>169,000</u>	<u>-</u>
U.S. Department of Housing and Urban Development:				
<i>Direct Program</i>				
Community Development Block Grants/Entitlement Grants	14.218	N/A	1,045,294	123,517
Total U.S. Department of Housing and Urban Development			<u>1,045,294</u>	<u>123,517</u>
U.S. Department of Homeland Security				
<i>Passed through CAL-OES</i>				
Homeland Security Grant Program	97.067	CAL OES/SBCFD	24,975	-
Total U.S. Department of Homeland Security			<u>24,975</u>	<u>-</u>
U.S. Department of Treasury				
<i>Direct Program</i>				
Coronavirus State and Local Fiscal Recovery Funds	21.027	N/A	3,091,801	-
Total U.S. Department of Treasury			<u>3,091,801</u>	<u>-</u>
U.S. Department of Justice				
<i>Direct Program</i>				
Equitable Sharing Program	16.922	N/A	294,423	-
Total U.S. Department of Justice			<u>294,423</u>	<u>-</u>
Total Expenditures of Federal Awards			<u>\$ 4,625,493</u>	<u>\$ 123,517</u>

See accompanying Notes to Schedule of Expenditures of Federal Awards.

City of Chino

Notes to the Schedule of Expenditures of Federal Awards

For the year ended June 30, 2023

A. Reporting Entity

The accompanying schedule presents only the expenditures incurred (and related awards received) by the City of Chino (City) that are reimbursable under programs of federal agencies providing financial assistance. For the purpose of this schedule, financial assistance includes both federal financial assistance received directly from a federal agency, as well as federal funds received indirectly by the City from a non-federal agency or other organization. Only the portion of the program expenditures reimbursable with such federal funds is reported in the accompanying schedule. Program expenditures in excess of the maximum federal reimbursement authorized or the portion of the program expenditures that were funded with state, local or other non-federal funds are excluded from the accompanying schedule.

B. Basis of Accounting

Funds received under the various grant programs have been recorded within the general, special revenue, and capital projects funds of the City. The City utilizes the modified accrual basis of accounting for the general, special revenue, and capital projects funds. Expenditures of federal awards reported on the Schedule of Expenditures of Federal Awards (Schedule) are recognized when incurred.

C. Relationship of Schedule of Expenditures of Federal Awards to Financial Statements

The accompanying Schedule presents the activity of all federal financial assistance programs of the City. Federal financial assistance received directly from federal agencies as well as federal financial assistance passed through the State of California is included in the Schedule.

The Schedule was prepared only from the accounts of various grant programs and, therefore, does not present the financial position or results of operations of the City.

D. Pass-Through Entities' Identifying Number

When federal awards were received from a pass-through entity, the Schedule shows, if available, the identifying number assigned by the pass-through entity. When no identifying number is shown, the City determined that no identifying number is assigned for the program, or the City was unable to obtain an identifying number from the pass-through entity.

E. Indirect Costs

The City did not elect to use the 10% de minimis indirect cost rate.

City of Chino
Schedule of Findings and Questioned Costs
For the year ended June 30, 2023

SECTION I - SUMMARY OF AUDITORS' RESULTS

Financial Statements

Types of auditors' report issued on whether financial statements audited were prepared in accordance with GAAP Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? No
- Significant deficiency(ies) identified? Yes

Any noncompliance material to the financial statements noted? No

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? No
- Significant deficiency(ies) identified? None noted

Type of auditor's report issued on compliance for major programs Unmodified

Any audit findings disclosed that are required to be reported in accordance with section 200.516(a)? No

Identification of major programs:

Assistance Listing		
Number(s)	Name of Federal Program or Cluster	Expenditures
21.027	Coronavirus State and Local Fiscal Recovery Funds	3,091,801
14.218	CDBG Entitlement Grant Cluster	1,045,294
Total Expenditures of All Major Federal Programs		\$ 4,137,095
Total Expenditures of Federal Awards		\$ 4,625,493
Percentage of Total Expenditures of Federal Awards		89%

Dollar threshold used to distinguish between type A and type B program \$750,000

Auditee qualified as low-risk auditee under section 200.520? Yes

City of Chino
Schedule of Findings and Questioned Costs, Continued
For the year ended June 30, 2023

SECTION II – CURRENT YEAR FINDINGS

A. Financial Statement Audit

2023-001– Ability of the City to continue as a going concern (Significant Deficiency)

Criteria:

The City's general fund should maintain adequate fund balance reserve to meet required operating obligations. GFOA recommends that General purpose local governments, regardless of size, at a minimum should maintain unrestricted budgetary fund balance in their general fund of no less than two months of regular general fund operating expenditures.

Condition:

As of June 30, 2023, the City's unrestricted fund balance in the General Fund was \$13,274,421, while the total expenditure was \$82,553,134. The ability of the City to continue as a going concern and meet required operating obligations is dependent on the City's ability to develop and implement a plan that will successfully increase revenues and cash flows, and/or reduce expenditures.

Cause:

The City did not accumulate fund balance sufficient to meet required operating obligations.

Context and Effect:

This may require significant cost cutting measures and/or increase revenue sources.

Recommendation:

We recommend the City continue to analyze all potential cost cutting measures and/or increase its revenues sources to be able to meet operating obligation.

Management Response:

The City declared a Fiscal Emergency in November 2023 and is placing a 1% Sales Tax increase on the March 2024 ballot. This measure is expected to bring in \$28million additional revenues to the general fund.

The current voting for the Measure V has a 60% approval rate (Yes) and a 40% opposition rate (No). Based on this data, it is highly likely that Measure V will pass.

City of Chino
Schedule of Findings and Questioned Costs, Continued
For the year ended June 30, 2023

SECTION II - CURRENT YEAR FINDINGS, CONTINUED

2023-002-Deficit net position in the Internal Service Funds (Significant Deficiency)

Criteria:

The City is responsible for the fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America. This includes the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud

Condition:

As of June 30, 2023, the City's Employee Benefit Internal Service Fund and the Liability Insurance Internal Service Fund reported a deficit net position of \$38 million and \$6.3 million, respectively.

Cause:

The City's internal controls did not identify that the Internal Service Funds charges to the General Fund and the other funds were not sufficient to cover expenses incurred.

Context and Effect:

The expenditures/expenses in the General Fund and the other funds were understated, thereby overstating fund balance/net position for those funds.

Recommendation:

We recommend the City enhance its internal control and closely monitor the Internal Service Funds' net positions and come up with a plan to recoup the deficit net position.

Management Response:

The City's finance and budget team are closely monitoring and ensuring that the Internal Service Funds charge sufficient amounts to General Fund and other funds, covering their respective expenditures.

B. Federal Award Program Audit

No current year federal award program audit findings.

City of Chino
Schedule of Findings and Questioned Costs, Continued
For the year ended June 30, 2023

SECTION III- PRIOR YEAR FINDINGS

A. Financial Statement Audit

No prior year financial statement findings.

B. Federal Award Program Audit

No prior year federal award program audit findings.



CITY OF CHINO

Unique Entity ID RGVNGHJR3NV5	CAGE / NCAGE 5J2F5	Purpose of Registration Federal Assistance Awards Only
Registration Status Active Registration	Expiration Date May 2, 2025	
Physical Address 13220 Central AVE Chino, California 91710-4127 United States	Mailing Address 5450 Guardian WAY Chino, California 91710-4127 United States	

Business Information

Doing Business as (blank)	Division Name City Of Chino	Division Number (blank)
Congressional District California 35	State / Country of Incorporation (blank) / (blank)	URL (blank)

Registration Dates

Activation Date May 6, 2024	Submission Date May 2, 2024	Initial Registration Date Jun 10, 2009
---------------------------------------	---------------------------------------	--

Entity Dates

Entity Start Date Feb 28, 1910	Fiscal Year End Close Date Jun 30
--	---

Immediate Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Proceedings Questions

Registrants in the System for Award Management (SAM.gov) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2. C.F.R. 200 Appendix XII. Their responses are displayed in the responsibility/qualification section of SAM.gov. Maintaining an active registration in SAM.gov demonstrates the registrant responded to the proceedings questions.

Exclusion Summary

Active Exclusions Records?

No

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Entity Types

Business Types

Entity Structure U.S. Government Entity	Entity Type US Local Government	Organization Factors (blank)
Profit Structure (blank)		

Socio-Economic Types

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Government Types

U.S. Local Government

City

Local Government Owned

Financial Information

Accepts Credit Card Payments

Yes

Debt Subject To Offset

No

EFT Indicator

0000

CAGE Code

5J2F5

Points of Contact**Electronic Business**

✎

RIA MEDINA

5450 Guardian WAY
Chino, California 91710
United States

ROB BURNS

13220 Central Avenue
Chino, California 91710
United States**Government Business**

✎

RIA MEDINA

5450 Guardian WAY
Chino, California 91710
United States

ROB BURNS

13220 Central Avenue
Chino, California 91710
United States**Past Performance**

✎

KEVIN MENSEN

5450 Guardian WAY
Chino, California 91710
United States

KEVIN MENSEN

5450 Guardian WAY
Chino, California 91710
United States**Service Classifications****NAICS Codes**

Primary

NAICS Codes

NAICS Title

Disaster Response

This entity does not appear in the disaster response registry.

FY24 EMPG Project Narrative and Work Plan

NOTE: Complete a separate Project Narrative and Work Plan for each proposed project

Applicant (Jurisdiction's Name): City of Chino
Project Title: <i>Emergency Supply Cache Storage</i>
AEL No(s): 19MH-00-CONT
State Strategy Goal and Objective Supported by the Project: Enhance Community Preparedness

Indicate the State Priority Supported by the Project (Select All That Apply):

- | | | | | | |
|--------------------------|----|------------------------|--------------------------|-----|-----------------------------------|
| ☐ | 1. | Information Management | ☐ | 6. | Emergency Responder Credentialing |
| X | 2. | Care and Sheltering | ☐ | 7. | Planning |
| ☐ | 3. | Alert and Warning | ☐ | 8. | Exercises |
| ☐ | 4. | Special Needs | ☐ | 9. | Regional Catastrophic Planning |
| X | 5. | Mass Evacuation | ☐ | 10. | COOP and COG Planning |

Please answer the following questions:

1. Provide a brief description (maximum 2 paragraphs) of the proposed project and how it supports the State priority.

To support its emergency preparedness efforts, the City of Chino would like to purchase a storage container to create a cache of emergency supplies. This could include supplies for mass care and shelter, evacuation, and Community Emergency Response Team (CERT). The storage container would be kept at the City of Chino Public Works Service Yard along with the City's other emergency storage containers. Having an additional storage container will allow the City to expand its cache of emergency supplies to support its various response functions including emergency evacuation and sheltering. The storage container project will support State Priorities #2 Care and Sheltering and #5 Mass Evacuation as the items stored in the container will be for mass care, evacuation, and CERT.

2. Provide a detailed description on how you plan to manage your proposed project.

The project will be managed by the City of Chino's Emergency Services Coordinator. Upon notification of the award approval, the Emergency Services Coordinator will ask the Chino City Council to authorize appropriation of the award amount from unappropriated reserves of the General Fund and establish a project revenue and expenditure budget for the project. Following Council approval, the storage container will be purchased and request for reimbursement will be submitted to San Bernardino County Office of Emergency Services.

3. Provide a detailed description on how you plan to meet and account for the required dollar for dollar cost-match of the proposed project.

The City of Chino will account for the 50/50 cost-match of with an in-kind match, utilizing the salary of the full-time Emergency Services Coordinator. The primary duty of the Emergency Services Coordinator is to serve as the City's Emergency Manager. A Personnel Activity Report will be submitted with the reimbursement request detailing the weekly activities of this employee.

4. Provide a performance timeline for your proposed project. Make sure that the timeline you are proposing is "reasonable". List three to four milestones for your project and when you expect to achieve them during the grant Period of Performance.

1. Upon notification of award, obtain quotes and submit staff report for City Council acceptance and approval of award (July/August 2025)

FY24 EMPG Project Narrative and Work Plan

2. Purchase storage container and have equipment tagged by San Bernardino County Office of Emergency Services
3. Seek reimbursement from San Bernardino County Office of Emergency Services
5. Training Data Table (Indicate date course was taken by employee. Attach copy of certification).
Important Note to Remember: Program funded personnel and personnel providing a salary match, must complete the required courses listed below from July 1, 2024 through June 30, 2026 prior to requesting grant reimbursement.

EMPG Funded Employee Name	NIMS REQUIRED COURSES				Aligned to Multi-Year Training (Yes or No)
	IS 100	IS 200	IS 700	IS 800	
Denise School	8/4/15	8/5/15	8/5/15	8/6/15	Yes

EMPG Funded Employee Name	FEMA PROFESSIONAL DEVELOPMENT SERIES							Aligned to Multi-Year Training (Yes or No)
	IS 120.c	IS 230.e	IS 235.c	IS 240.c	IS 241.c	IS 242.c	IS 244.b	
Denise School	5/2/18	8/11/21	4/21/16	2/9/22	2/9/22	2/9/22	4/21/16	Yes

FY24 EMPG Project Narrative and Work Plan

6. Exercise Requirement (indicates the name of the exercise, location, and date the subrecipient plans to attend or host the event). **Important Note to Remember: To qualify for 2024 EMPG grant funding, the program funded personnel, as well as personnel providing salary match, must participate in at least two (2) exercises from July 1, 2024 to June 30, 2026 (24-month period). Response to real world events will not fulfill exercise requirements.**

EMPG Funded Employee Name	Name of Exercise	Name of Host and Location	Discussion-Based Exercise (Seminar, Workshop, TTX or Game)	Operations-Based Exercise (Drill, Functional, Full-Scale)	Exercise Date				AAR & IP Will Be Submitted
					1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	
Denise School	West End EOC Academy EOC Exercise	City of Ontario Ontario, CA		Functional		10/8/24			No
Denise School	California mass Care 2024 Tabletop Exercise Mutual Aid Region 1 & 6	Cal OES Virtual	TTX			11/13/24			No

Please check the appropriate box:

- ☐ Our agency currently has spending authority for the requested funds.
- ☒ Our agency does not currently have spending authority for the requested funds. Please explain below:
Upon notification of the award approval, the Emergency Services Coordinator will ask the Chino City Council to authorize the appropriation of the award amount from unappropriated reserves of the General Fund and establish a project revenue and expenditure budget for the project.

SAN BERNARDINO COUNTY
OFFICE OF EMERGENCY SERVICES
FY 2024 EMPG PROPOSED EQUIPMENT PROJECT

Jurisdiction Name:	City of Chino
Point of Contact:	Denise School
Department or Division:	Police - Emergency Services
Address:	5450 Guardian Way, Chino, CA 91710
E-mail Address:	dschool@chinood.org
Phone Number:	909-334-3192
Date Submitted:	11/21/2024

****Must Complete Attachment A: Project Narrative for each project listed here.****

No.	Equipment Description	Portable or Handheld	Installation Required	QTY	AEL #	AEL Title	Solution Area Sub-Category	EHP	FBI	Safecom Guidance	EOC Project	Sole Source	Project Cost	NPG Mission Area	NPG Core Capabilities	Cal OES 2024 Strategy Goals and Number
A	Emergency Supply Cache Storage	NO	NO	1	19MH-00-CONT	Containers, Storage	CBRNE Logistical Support Equipment	NO	NO	NO	YES	YES	\$17,407	Response	Planning	Goal 5: Enhance Community Preparedness
Total													17407			



Certification Regarding Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. 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 an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid 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 this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, 'Disclosure of Lobbying Activities,' in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Certification Regarding Lobbying

The Subrecipient, as identified below, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Subrecipient understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

Subrecipient: City of Chino

Signature of Authorized Agent: _____

Printed Name of Authorized Agent: Linda Reich

Title: City Manager

Date: 3/25/2025

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

Subrecipient: City of Chino	UEI # RGVNGHJR3NV5	FIPS #: 071-13210
Grant Disaster/Program Title: Emergency Management Performance Grant (EMPG)		
Performance Period: 07/01/24	to 06/30/26	Subaward Amount Requested: \$ 17,407
Type of Non-Federal Entity (Check Applicable Box)	☐ State Govt ☒ Local Govt ☐ JPA ☐ Non-Profit ☐ Tribe	

Per Title 2 CFR § 200.332, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, *grant manager* is the individual who has primary responsibility for day-to-day administration of the grant, *bookkeeper/accounting staff* means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and *organization* refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

Assessment Factors	Response
1. How many years of experience does your current grant manager have managing grants?	>5 years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 years
3. How many grants does your organization currently receive?	>10 grant
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 9,656,791
5. Are individual staff members assigned to work on multiple grants?	Yes
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Annually
8. Has your organization received any audit findings in the last three years?	Yes
9. Do you have a written plan to charge costs to grants?	Yes
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	Sometimes
12. How many years do you maintain receipts, deposits, cancelled checks, invoices?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes

Certification: <i>This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.</i>	
Signature: (Authorized Agent) 	Date: 03/21/25
Print Name and Title: Linda Reich, City Manager	Phone Number: (909) 334-3491
Cal OES Staff Only: SUBAWARD #	