



Council Meeting: November 1, 2011

SUBJECT: Budget Modification No. 4 to Appropriate \$162,594 of Department of Homeland Security, State Homeland Security Grant Program Funds for Training

BACKGROUND

The Department of Public Safety (DPS) participates annually in the State Homeland Security Grant Program (SHSGP) which provides funding from the U. S. Department of Homeland Security (DHS) to Santa Clara County as one of its designated operational areas. These grants are used to address the operational area's identified needs for responding to acts of terrorism or catastrophic events. Funded activities include planning, organization, equipment, training, and field exercises.

Grant guidelines require each operational area to appoint an Anti-Terrorism Approval Body (known as the Approval Authority). This body makes the final determination on the operational area's allocation of SHSGP grant funds. The Approval Authority consists of the County Sheriff, County Public Health Officer or designee responsible for Emergency Medical Services, County Fire Chief or Chief Fire Authority, a Municipal Fire Chief, and a Chief of Police. The Santa Clara County Fire Chief's Association selects the municipal fire chief representative, and the Santa Clara County Police Chief's Association selects the chief of police representative. The Approval Authority is assisted by the Santa Clara County Homeland Security Training & Exercise Grant Program Advisory Group (known as the Advisory Group). This group administers and allocates the training and field exercise grants.

DPS annually submits requests for training, equipment, and field exercises. All requests are considered within the context of the operational area's assessed needs. The Approval Authority and Advisory Group approved a total of \$162,594 to DPS from the total Federal Fiscal Year 2010 (FFY 2010) training allocation.

GRANTING AGENCY

U.S. Department of Homeland Security via the Santa Clara County Anti-Terrorism Approval Body. The grant is administered by the Santa Clara County Office of Emergency Services.

EXISTING POLICY

Council Policy 7.1.5 Donations, Contributions and Sponsorships:

The City Manager may apply for grants of any dollar amount, but shall notify the Council when grants are being pursued. Council approval of a budget modification to appropriate grant monies is required before funds can be expended by staff. Such a budget modification shall include the use to which the grant would be placed; the objectives or goals of the City which will be achieved through use of the grant; the local match required, if any, plus the source of the local match; any increased cost to be locally funded upon termination of the grant; and the ability of the City to administer the grant. For grants under the amount of \$5,000 that do not have any external reporting requirements or any local match requirement, Council approval of a budget modification is not required. The City Manager is authorized to accept and administratively appropriate the grant funds.

This grant does not meet all of the criteria to be administratively appropriated by the City Manager; therefore a budget modification is required. Grant funds from OJP/BJA have external reporting requirements and fall under the federal single audit guidelines.

4.1 Law Enforcement Sub-Element

Goal 4.1A: Provide a safe and secure environment for people and property in the community.

Policy 4.1A.5: Facilitate the safe movement of pedestrians, bicyclists and vehicles.

Action Statement 4.1A.5g: Participate in activities that enhance the successful detection, apprehension, rehabilitation and prevention of persons driving under the influence of alcohol/drugs.

Action Statement 4.1A5h: Participate in prevention and enforcement activities directed at minimizing personal injury in traffic collisions.

Policy 4.1D.2: Provide effective and efficient management of Public Safety resources in order to meet the needs of: the community, the internal organization, and those mandated by regional, State, and Federal agencies.

Action Statement 4.1D.2b: Develop proposals and apply for appropriate governmental grants.

DISCUSSION

DPS has been approved for \$162,594 in FFY 2010 SHSGP training funds. These funds will be for reimbursable expenditures that will occur in FY 2011/2012. As per grant guidelines, the funds will cover the costs of tuition,

travel, overtime, and backfill for participants to attend training. Annually, DPS submits requests to the Approval Authority for training programs. These programs are identified by Homeland Security to enhance the response capabilities of the first responder agencies in Santa Clara County.

The Approval Authority and Advisory Group approved a total of \$162,594 to DPS from the FFY 2010 training and exercise allocation. Requested training includes, but is not limited to, Advanced Chemical and Biological Integrated Response, All Hazards, Confined Space Rescue, Hazardous Materials Specialist, Incident Command, and Incident Response to Terrorist Bombings. These training programs enhance DPS' response capabilities by providing all-hazards training to line-level personnel, incident command training to our supervisors and command staff, and preparing for responses to catastrophic events both City- and county-wide.

FISCAL IMPACT

The Strategic Services Division in the Department of Public Safety will be responsible for managing the grant. As with all grants, the Department of Finance provides oversight and accounting support. Finance has confirmed the City has available resources to administer the grant.

Expenditures for SHSGP approved training are reimbursable up to a cumulative total of the \$162,594 appropriation. Any expenditure disallowed by grant guidelines will be reviewed and charged to the appropriate operating account in DPS.

Required Local Match

NONE

Increased Cost To City Upon Grant Termination

NONE

Budget Modification No. 4			
FY 2011/2012			
	Current	Increase/ (Decrease)	Revised
General Fund			
<u>Revenues</u>			
0965-01 Homeland Security Grants – Training Programs	\$0	\$162,594	\$162,594
<u>Expenditures</u>			
New Project – FFY 2010 State Homeland Security Grant for Training	\$0	\$162,594	\$162,594

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center, and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk, and on the City’s web site.

ALTERNATIVES

1. Approve Budget Modification No. 4 to appropriate \$162,594 of Department of Homeland Security, State Homeland Security Grant Program funds to a special project for training purposes.
2. Do not approve Budget Modification No. 4 to appropriate \$162,594 of Department of Homeland Security, State Homeland Security Grant Program funds to a special project for training purposes.

RECOMMENDATION

Staff recommends Alternative 1: Approve Budget Modification No. 4 to appropriate \$162,594 of Department of Homeland Security, State Homeland Security Grant Program funds to a special project for training purposes.

Reviewed by:

Dayton Pang, Interim Director of Public Safety
Prepared by: Ann Durkes, Manager

Reviewed by:

Grace Leung, Director of Finance

Approved by:

Gary M. Luebbbers
City Manager