



Bruce Barton, Director  
Emergency Management Department

January 6, 2023

City of Riverside  
LaWayne Heam, Interim Fire Chief  
Mark D. Annas, Emergency Services Administrator  
Marilene Cabanlit, Sr. Management Analyst

RE: FY21 Emergency Management Performance Grant Program (EMPG) Award - \$68,680.00  
Grant # 2021-0015 CFDA#: 97.042

The California Office of Emergency Services (CalOES) has approved Riverside County's FY21 Emergency Management Performance Grant Program (EMPG) application and has authorized the commencement of reimbursement requests. The performance period of this grant is **July 1, 2021 (for personnel) February 17, 2022 (for equipment) – March 31, 2023**. All **final reimbursement requests** are **due** no later than **April 10, 2023**.

Please remember that changes to your grant will require the approval of the OA prior to incurring any costs. All modifications, EHP's, sole source procurement, EOC and construction requests require additional approvals from CalOES through the OA prior to incurring any costs. Some of your projects may require these additional approvals. Grant funds must be used to supplement existing funds, not replace funds that have been appropriated for the same purpose. Your Agency must not make or permit any award at any tier, to any party that is debarred. You must obtain documentation of eligibility prior to making any agreement/payment with a vendor funded by EMPG funds. It is your Agency's responsibility to obtain all additional approvals prior to expending the funds. Your Agency will also be responsible for providing all necessary documentation for reimbursements. If you are purchasing maintenance agreements, upgrades, service fees, etc. for your equipment or continuation of a service it is your responsibility to provide proof that these costs follow the guidelines of the grant.

Your Agency's Financial Workbook is being provided to you via email along with a copy of this letter. **Please complete the facesheet on your workbook and please have the Grant Assurances read, signed and dated by your authorized agent in blue ink and return both to me. Reimbursements will not be processed without these.** Keep in mind that this grant has a **dollar-for-dollar match** requirement.

By accepting this award it will be understood that you are agreeing to conform to the requirements of the grant as put forth in the FY21 EMPG Grant Assurances, the State Supplemental Guidance, the Federal Guidance, the Federal Single Audit Act of 1984 and amendment of 1996, and the Robert T. Stafford Disaster Relief and Emergency Assistance Act as amended.

As always, please feel free to contact me with any questions you may have. I look forward to working with you and appreciate your cooperation and support.

Regards,

*Joe Barron*

Joe Barron, Administrative Services Analyst II  
Riverside County EMD  
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