



CITY OF ORLANDO

Grants & Financial Assistance Approval Form

Transmittal Sequence	Authorized Approver	Signature	Date
1	Department Director Fire Chief John Miller	Approved By: <i>John M. Miller</i>	10/23/13
1A	Department Director 2 Insert Name	Approved By:	
2	Department Budget Analyst	Verified By: <i>[Signature]</i>	10/25/2013
3	Department's Assigned City Attorney	Approved By: <i>John Brunden</i>	10.30.13
4	Department's Authorized Signatory ¹	Approved By: <i>[Signature]</i>	30 Oct 13
5	Grants-Development Supervisor	Approved By: <i>[Signature]</i>	11/1/13
6	Chief Financial Officer	Approved By: <i>[Signature]</i>	11/4/13
7	Return to Department GOC Liaison	Received By: <i>April Taylor</i>	11/5/13

Following are the financial, programmatic, legal and procurement considerations for your review:

Today's Date: October 11, 2013		City Council Date: November 25, 2013		Application Deadline: N/A	
Name of Grant: State Homeland Security Grant Program (SHSGP) 2013					
Short description of the project or program that will be pursued with grant funding: This core assistance provides funds to build capabilities at the state and local levels and to implement the goals and objectives included in state homeland security strategies and initiatives in our State Preparedness Report.					
Short description of the problem or need for the project or program: Funding will be used for training and sustainment / replacement of equipment previously purchased under Federal funds for the Florida Task Force 4 Urban Search and Rescue Team.					
Anticipated timeline of project or program: Final Execution-May 31, 2015					
Name of Initiating Department/Division/Office: Fire/FOB					
GOC Liaison Name: April Taylor			Telephone #: 407 246-2544		
Programmatic Considerations			Indicate Response Here		
1. How does the proposed project align with City's priorities and department's core services?			Participation in the State Homeland Security Task Force aligns with the Mayor's Dyer's Public Safety Initiative and OFD's mission statement, Save Lives and Protect Property. Being capable to respond at a state and local level in areas of homeland security is a part of our State Preparedness Initiative.		
2. Does the proposed project provide or expand essential services to address critical needs?			This program expands the capabilities and resources of the FL TF-4 through training and sustainment of equipment.		
3. Does the proposed project impact other City departments?			No		
4. Does the applying department have the capacity			OFD has the capacity to manage this award.		

¹ Authorized signatories are as follows: CAO for Operating Departments, Chief of Staff for Executive Offices, CFO for OBFS and City Attorney for the City Attorney's Office.

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to manage this project?	
5. Does the applying department have the capacity to fulfill the financial and administrative requirements of the grant?	Yes
6. Is this a collaborative effort with an external organization?	Yes. FL-TF4 USAR team is made up of a consortium of 3 main Fire Departments from Orlando, Orange County, and Seminole County.

Financial Considerations	Indicate Response Here
1. What is the total anticipated project cost?	\$56,000.00
2. How much does the Department anticipate receiving from the grantor? If not receiving cash, include the value of property, equipment, or services.	\$8,000.00 for Sustainment for FL-TF4 USAR \$48,000.00 for Training for FL-TF4 USAR 1/3 of the USAR funds going to the three members of the consortium (Orlando, Orange County, and Seminole County). All sustainment equipment will be signed over to the accepting agency.
3. What are the match requirements and funding source(s)?	None
4. If applicable, identify the amount and funding source(s) that support the remainder of the project or program cost.	N/A
5. Will the grant be used to fund salaries, wages or benefits and other associated personnel costs?	Yes. \$48,000 of the award is for USAR training which will include backfill and overtime for OFD and its sub-recipients.
6. Will the receipt of this grant cause the City to incur additional or future operating costs?	No
7. What is the CIP number and/or financial project number associated with this project?	TBD
8. Will this program generate revenue?	No
9. Is supplanting allowed?	No
10. Does the grantor require any special ways to manage the receipt of grant funds?	No
11. Does the grant require continuation of the project or program beyond the grant period of performance?	No
Legal Considerations	Indicate Response Here
1. Provide a short description of unique contract requirements that the City Attorney needs to be made aware of, or needs to clarify for the Department before the Department applies for the grant.	This is a continuation of a federal grant currently managed by OFD.
Procurement Considerations	Indicate Response Here
1. Provide a short description of any special procurement requirements that need to be disclosed and evaluated at the time of application.	None
2. Does the receipt of the grant involve the lease or purchase of real estate? If so, please describe the real estate need and add the Real Estate Division Manager as an impacted department director, by adding a row under the first department director in the transmittal sequence on page one of this	No

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form.

Per Rebecca:

Make sure that
the time - 150 min
against the employee
actually - back-fill
or
overtime
is directly related to
the person taking the
training - OFD grants