



Emergency Management Performance Grants (EMPG) Program Frequently Asked Questions

1. Is the Fiscal Year (FY) 2006 EMPG a standalone program, separate from the Homeland Security Grant Program (HSGP)?

Yes, the EMPG program is separate from HSGP in FY06. This change from FY05 was made based on State and local feedback to a joint ODP-National Emergency Management Agency (NEMA) survey conducted May 2005. ODP continuously evaluates its programs, including soliciting stakeholder feedback, to ensure that programs support national priorities as well as State and local needs.

2. Where is the FY06 EMPG Program Guidance and Application Kit located?

The FY06 EMPG Program Guidance and Application Kit can be found online at:
http://www.ojp.usdoj.gov/odp/grants_programs.htm.

3. Is the EMPG program changing from supporting traditional emergency management roles and responsibilities to a terrorism-focus?

No, the EMPG program remains focused on supporting emergency management activities consistent with previous years. Emergency management planning, organization (personnel), equipment, training, and exercises remain allowable costs consistent with previous years. The National Preparedness Goal provides a common framework for a systems-based approach to build, sustain, and improve national preparedness for a broad range of threats and hazards, regardless of origin. The Goal and other source documents define four mission areas of this framework: prevent, protect, respond, and recover. Please see *National Preparedness* on p.2 of the FY06 EMPG Guidance for additional information.

4. What is the relationship between emergency management and the National Preparedness Goal?

Achieving the National Preparedness Goal requires that the emergency management discipline play a vital role in support of the Goal, as well as the implementation of National Priorities and achievement of the target levels of capability described in the TCL. As the coordinator for disaster response operations, the emergency management discipline is essential to the prevention, protection, response, and recovery efforts necessary when disasters or other incidents of national significance occur at the State and local level, and when Federal assistance is needed.

Therefore, to sustain and enhance emergency management capabilities in support of the Goal, the EMPG program is designed to assist States and Urban Areas achieve the target levels of capability to sustain and enhance the effectiveness of their emergency management program. Please see *National Preparedness* on p.2 of the FY06 EMPG Guidance for additional information.

5. What should States use in developing the EMPG Work Plan?

States should use the Emergency Management Accreditation Program (EMAP) Standard (September 2004) structure, the National Emergency Management Baseline Capability Assessment Program (NEMB-CAP), the NRP, and NIMS (as published by DHS on March 1, 2004), as a basis for developing work plans and performance evaluations for EMPG. Please see *Developing EMPG Work Plans* on p. 7 of the FY06 EMPG Program Guidance for additional information.



6. What are the FY06 NIMS implementation requirements?

State, territorial, tribal, and local entities are being asked to become fully compliant with NIMS during FY 2006. DHS has issued guidance to States on FY 2006 NIMS implementation requirements, including two matrices: one that identifies the State and territorial level NIMS implementation requirements and one that identifies the NIMS implementation requirements that must be taken at the tribal and local government levels. Jurisdictions will be required to meet the FY 2006 NIMS implementation requirements as a condition of receiving Federal preparedness funding assistance in FY 2007.

Most important of the FY 2006 requirements, States and territories must establish a planning process that incorporates the appropriate procedures to ensure the effective communication and implementation of NIMS requirements across the State, including tribes and local governments. This planning process must include a means for measuring progress and facilitate the reporting of NIMS implementation among its tribal and local jurisdictions.

Additional information about NIMS implementation and resources for achieving compliance are available through the NIMS Integration Center (NIC). The NIC web page, <http://www.fema.gov/nims>, is updated regularly with information about NIMS and additional guidance for implementation. Please see *NIMS Implementation Guidance* on p.7 of the FY06 EMPG Program Guidance for additional information.

7. Who is eligible to apply for FY06 EMPG?

The Governor of each State has designated an SAA to apply for and administer ODP grant funds. The SAA is the only agency eligible to apply for FY06 EMPG funds and is responsible for passing through those funds to the State EMA within prescribed timelines.

8. Where and when are FY06 EMPG applications available?

SAAs must apply for FY06 EMPG funding through the online Grants Management System (GMS) at <https://grants.ojp.usdoj.gov/>. Applications are available as of **November 14, 2005** and must be received by ODP no later than **December 14, 2005**. ODP will evaluate applications and award funds within 30 days of receipt of application.

9. What is the FY06 EMPG period of performance?

The period of performance for FY06 EMPG is 24 months, from October 1, 2005 through September 30, 2007. Although EMPG is an annual process, this period of performance will allow emergency management agencies (EMAs) maximum flexibility to plan and coordinate the use of EMPG funds. Any unspent balance will be unobligated by ODP at the end of this period.

10. What are the FY06 EMPG cost share requirements?

EMPG has a 50% Federal and 50% State cost-share cash or in-kind match requirement. Unless otherwise authorized by law, Federal funds can not be matched with other Federal funds. In accordance with Federal guidelines and DHS Office of General Counsel rulings, match requirements are waived for the U.S. Territories of American Samoa, Guam, the Virgin Islands, and the Commonwealth of the Northern Mariana Islands. For further information on allowable sources and types of funds, timing of match contributions, and records for match, please consult the Office of Grant Operations (OGO) Financial Management Guide. DHS administers cost sharing requirements in accordance with 44 C.F.R. 13.24, which is located at http://a257.g.akamaitech.net/7/257/2422/04nov20031500/edocket.access.gpo.gov/cfr_2003/octqtr/44cfr13.24.htm.



11. What are the requirements for pass through to State and local emergency management?

Each State shall obligate **100%** of the total grant program amount to the designated State-level EMA. If the SAA is also the EMA, this requirement is automatically met. If the SAA is separate, or has separate budget processes, then these funds must be obligated to the EMA within **15 days** of the grant award date. State EMAs are encouraged to pass EMPG funds through to local EMAs, as appropriate.

12. What are FY06 EMPG allowable costs?

EMPG allowable costs are divided into planning, organization, equipment, training, and exercises categories. In addition, management and administration (M&A) costs are allowable. Please see *Allowable Costs Guidance* on p.13 of the FY06 EMPG Program Guidance for additional information.

13. What are the guidelines for allowable M&A costs?

M&A costs are the costs associated with directly managing and implementing the EMPG program and are different from personnel costs under the organizational category. M&A costs are allowable for both State and local-level EMAs. The State EMA may use up to 5% of the total amount for M&A purposes. If the SAA is not the EMA, the SAA is not eligible to retain funds for M&A. In addition, local EMAs may retain and use up to 3% of their subaward from the State for local M&A purposes. Please see *Management and Administrative Costs Guidance* on p.15 of the FY06 EMPG Program Guidance for additional information.

14. Are personnel costs allowable?

Personnel costs, including salary, overtime, compensatory time off, and associated fringe benefits are allowable under FY06 EMPG.

15. What are the FY06 EMPG funding allocations?

Per Congressional direction, FY06 EMPG funds have been allocated consistent with previous fiscal years. Pursuant to the Compact of Free Association, \$50,000 may be available for the Federated States of Micronesia and \$50,000 for the Republic of the Marshall Islands. Please see *Eligible Applicants and Funding Availability* on p.22 of the FY06 EMPG Program Guidance for additional information.

16. Is construction and renovation allowed?

While the primary purpose of the EMPG program is not to support construction activities, DHS recognizes that an updated, functioning EOC is a core component of an effective emergency management system. Therefore, limited construction and renovation activities for EPCs are allowable under EMPG, consistent with past EMPG practices. The State must match 50% of any money used for construction and must comply with the Davis-Bacon Act. Please see *Construction and Renovation Guidance* on p.16 of the FY06 EMPG Program Guidance for additional information.

17. What resources are available to grantees with EMPG program activities?

ODP has several support mechanisms available to grantees, including Preparedness Officers, Regional Preparedness Officers, the Centralized Scheduling and Information Desk (CSID) Help Line, ODP's Office of Grant Operations, technical assistance programs, and the Lessons Learned Information Sharing system. Please see *ODP Resources and Support* on p. 18 of the FY06 EMPG Program Guidance for additional information. CSID can be contacted by telephone at 1-800-368-6498 or via e-mail at askcsid@dhs.gov.