

## MEMORANDUM

**TO:** Ron Long, Assembly President  
Members of the Kenai Peninsula Borough Assembly

**THRU:** John J. Williams, Borough Mayor  
Craig Chapman, Finance Director  
Scott Walden, Emergency Manager

**FROM:** Bonnie Golden, Grants Manager

**DATE:** July 26, 2007

**SUBJECT:** Ordinance No. 2007-19-11: Accepting and appropriating \$22,125 from the Alaska Department of Military and Veterans Affairs to support the activities of the Kenai Peninsula Borough Local Emergency Planning Committee

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The Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management, provides annual grants to each Local Emergency Planning Committee ("LEPC"). For fiscal year 2008 it has approved baseline funding of \$22,125 for the Kenai Peninsula Borough LEPC. This is the same amount received for the LEPC for the last two years. Funds may be used for LEPC activities such as travel, support services, supplies, contractual services, and capital equipment expenditures. (See attached letter from John W. Madden, Director of ADHS&EM.)

If this ordinance is enacted, the Borough's Office of Emergency Management will administer the grant on behalf of the LEPC. OEM provides the support staff and supplies needed by LEPC to function. Grant funds would be used to offset a portion of these operational expenses.

The grant agreement does not allow indirect costs to be charged against the grant. The Borough's policy, as adopted by Resolution 2006-036, states that "for grants and projects that do not allow an indirect cost to be charged, the respective cost shall be charged to the respective service area receiving the benefit of the grant or project." Since this grant is for a Borough department funded with general fund revenues, and not a service area, the policy does not apply. Therefore, no administrative service fee will be charged for this project.

The grant agreement requires that the agreement be signed and returned to ADHS&EM by August 6. Since this is not legally possible, a Notice of Intent to Accept Grant Award has been submitted to ADHS&EM requesting a 20-day extension to return the signed agreement. Therefore, a shortened hearing date of August 21, 2007, is requested.

Attachments (ordinance; notification letter from ADHS&EM; Notice of Intent)