

## AGREEMENT

This Agreement is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by and between Racine County (County) and the City of Racine Fire Department (municipality).

WHEREAS, the City of Racine Fire Department's Hazardous Materials Team is one of WEM's Regional Hazardous Materials Teams; and

WHEREAS, County has acted as an agent to secure grant funds for Municipality as described in the grant announcement which is set forth in Exhibit A which is herein incorporated as if fully set forth; and

WHEREAS, Municipality has made assurances in order for County to secure such funds as set forth in Exhibit B & C which is herein incorporated as if fully set forth.

In consideration of the mutual promises, conditions and other good and valuable consideration of the parties hereto, it is agreed as follows:

1. Municipality accepts all responsibilities and terms and conditions imposed under the above-described grant imposed on County or otherwise and shall use said funds only as permitted by the above-described grant.

2. Municipality warrants and assures that it will fulfill its assurances, conditions and promises made in Exhibit B & C.

3. Municipality agrees to indemnify and hold County harmless from any claim, responsibility or requirement arising from the grant or its administration, including but not limited to any claim that said funds were not properly expended pursuant to the terms and conditions of the above-described grant.

4. Municipality agrees to keep records and make them available to the County for submission or inspection to the requisite Federal or State agency.

5. County agrees to provide the following funds to Municipality up to \$6000 to reimburse actual costs for Core Hazardous Materials training.

6. County will reimburse Municipality upon presentation of actual bills, receipts and proof of completion of said activities described in paragraph 5 above.

7. Municipality hereby certifies that the undersigned has full authority to bind the Municipality to the herein-described terms.

\_\_\_\_\_  
County

\_\_\_\_\_  
Date

\_\_\_\_\_  
Municipality

\_\_\_\_\_  
Date

Wisconsin Emergency Management  
2400 Wright Street  
PO Box 7865  
Madison WI 53707-7865

Tony Evers  
*Governor*

Darrell L. Williams, Ph.D.  
*Administrator*

The background of the entire page is a faded, light-colored image of the Wisconsin State Capitol building, showing its iconic dome and classical architectural details.

## **Hazardous Materials Emergency Preparedness (HMEP) Grants**

### ***HMEP Specialized HazMat Training FFY2020 (Second Edition)***

### **Grant Announcement**

**Applications must be submitted through  
Egrants on or before September 30<sup>th</sup>, 2020**



***STATE OF WISCONSIN***  
***Wisconsin Emergency Management***

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**Tony Evers**  
**Governor**

**Darrell L. Williams, Ph.D.**  
**WEM Administrator**

**Important Contact Information for this Grant Opportunity:**

Program/Policy: Troy Klemstein (608) 982-6486  
[troy.klemstein@wisconsin.gov](mailto:troy.klemstein@wisconsin.gov)

Budget/Fiscal: Rebecca Thompson (608) 242-3236  
[rebecca2.thompson@wisconsin.gov](mailto:rebecca2.thompson@wisconsin.gov)

Egrants Assistance: Weekdays, 7:30am – 4:00pm  
Email: [WEMEgrants@wisconsin.gov](mailto:WEMEgrants@wisconsin.gov)

The Egrants system user guide has step-by-step instructions for accessing and using the Egrants online system. The guide is posted on the grants page of the WEM website:

<https://wem.egrants.us/egmis/documents/EgrantsExternalUserGuide5-2-201-Final.pdf>

Online Help is available throughout the Egrants application process. Once you have started an application, look for the HELP button in the top right corner of the screen. Page-specific instructions can be found there.

## Grant Announcement Summary

**Grant Title:** HMEP Specialized HazMat Training FFY2020 (Second Edition)

**Description:** This grant opportunity will provide funding for City, County HazMat Teams or any participant of the Wisconsin Hazardous Materials Response System. Due to the high cost associated with these programs your team must submit their specialized training needs directly to the state HazMat Coordinator. All requests for specialized training will be reviewed and awarded, based on your department's current response capability, level of training, and the funding priorities identified by the State of Wisconsin. For additional information on Wisconsin Emergency Management Hazardous Materials training please contact the REACT Director (Troy Klemstein).

Specialized courses may include, as examples:

- 80-hour NFPA 472 Compliant Hazardous Material Technician Program
- Highly specialized chemical protective clothing
- Team Validation for the Wisconsin Hazmat Response Systems Teams
- Exercises that have a primary objective of Hazmat Response and Recovery Operations
- Field use of complex scientific monitoring equipment
- Safe methods of containing chemical spills
- Correct techniques for "off-loading" chemicals from damaged containers into intact containers
- Hazardous Materials Technician refresher training
- Proper methods and locations for disposal of hazardous wastes
- Rail Car Safety
- Field Identification of Unknown Substances
- Mass Decontamination.
- National Fire Protection Association
  - NFPA 472 Hazardous Materials Incident Command Training
  - Hazardous Materials Pipeline Emergency Response Technician Training
  - NFPA 472 Hazardous Materials Rail Specialist Training
  - NFPA 472 Hazardous Materials Highway Specialist Training
  - NFPA 472 Hazardous Materials Intermodal Training

**NEW INITIATIVE as of 2020 – The U.S. Department of Transportation's Priority: Rural Opportunities to Use Transportation for Economic Success (ROUTES)**

**ROUTES** is an initiative to address disparities in rural transportation infrastructure. Specifically, rural transportation infrastructure's unique challenges need to be considered in order to meet our Nation's priority transportation goals of safety and economic competitiveness.

The ROUTES Council will be collecting input from stakeholders on the benefits rural projects offer for safety and economic benefits, as well as the type and degree of assistance rural projects require. The council will also focus on improving the DOT's data driven approaches to better assess needs and benefits of rural transportation infrastructure projects. WEM will provide input as it pertains to the HMEP sub-grants awarded to rural communities.

**Opportunity Category:** Competitive, Rolling

## Important Dates:

**Application:** Application period closes **September 30<sup>th</sup>, 2020**

**Project:** Project Start Date: No earlier than **October 1<sup>st</sup>, 2020**

Project End Date: No later than **May 31, 2021.**

**Reporting requirements:** Once grant is awarded; a Final program report and Final fiscal report will be due at within 30 days of the end of the grant performance period.

**Anticipated Funding Amount:** There is an anticipated total of \$47,000 available for funding the HMEP Specialized HazMat training courses. All eligible requests for specialized training will be reviewed and awarded based on your department's current response capability, level of training, and the needs of the State of Wisconsin. All eligible applications will be awarded on a first-come-first-serve basis and applications will continue to be awarded pending availability of funds

**Match/Cost Sharing Requirement:** None

**Eligible Applicants:** Eligible applicants are Counties, on behalf of local units of government  
You can find additional information at: <https://dma.wi.gov/DMA/wem/training/hazmat>

**Eligible Expenses:** Funding may be used for travel/training and consultants/contractual expenses on a reimbursement basis only.

***New for 2020** – The Pipeline and Hazardous Materials Safety Administration (PHMSA) will allow HMEP funds to be used to purchase items related to the COVID-19 pandemic in order to facilitate a safe training environment. Examples include, but are not limited to: Disposable Gloves, Hand Sanitizer, Disinfectant Spray, Disinfectant Wipes, Soap, Paper Towels, Masks, Sneeze Guards, Disposable Coveralls, and Contactless Thermometers. Items purchased must be used for HMEP training activities related to class(es) in your application and not for operational use.*

All expenses must be new and cannot replace existing state or local government funding. Substitution of existing funds with federal grants (supplanting) will be the subject of monitoring and audit. Violations may result in a range of penalties, including suspension of current and future funds under this program, suspension or debarment from federal grants, repayment of monies provided under a grant, and civil and/or criminal penalties.

Recipients and sub recipients shall use their own procurement standards and regulations, provided that the procurement conforms to applicable Federal law and the standards identified in the Procurement Standards Sections of 2 CFR §§ 200.318-326.

All eligible expenses must have incurred within the performance period in the approved grant award. Additionally, any expenses that have incurred prior to notification from WEM of a fully executed award document are not eligible for reimbursement, regardless if they fall within the Performance Period identified in the Award Documents.

Any expenses that are submitted for reimbursement must be allowable, reasonable, match the trainings/projects detailed in the approved grant award and may not exceed the maximum award amount. Please see “Submitting a request for reimbursement” for additional information.

**Data Universal Numbering System (DUNS) Number:**

The federal government requires a DUNS number as part of the grant application to keep track of how federal grant money is awarded and dispersed. If your organization needs to obtain a DUNS number, go to <http://fedgov.dnb.com/webform>. You can also search this site if you cannot find your agency's number. Under normal circumstances, a new account can be created in 24-72 hours. The federal government has published DUNS Frequently Asked Questions at <http://fedgov.dnb.com/webform/displayFAQPage.do>. Check with your agency's financial office before registering for a DUNS number - it is likely your agency already has one.

**Unique Entity Identifier and System for Award Management (SAM):**

All applicants for this grant opportunity must be registered in SAM before submitting an application and must continue to maintain an active SAM registration with current information at all times during the period of performance for the grant.

WEM's website has a helpful guide for SAM registration.

[https://dma.wi.gov/DMA/divisions/wem/grants/docs/03.SAM.gov\\_Registration.pdf](https://dma.wi.gov/DMA/divisions/wem/grants/docs/03.SAM.gov_Registration.pdf)

**WEM cannot award a grant until the applicant has complied with all applicable DUNS and SAM requirements.**



# HMEP Specialized HazMat Training FFY2020

## Program Description

This grant program is being offered to those groups whose duties or functions require a special skill set. According to Occupational Safety and Health Administration, these individuals are individuals who respond with and provide support to hazardous materials technicians. Their duties parallel those of the hazardous materials technician, however, those duties require a more directed or specific knowledge of the various substances they may be called upon to contain. Wisconsin's Hazardous Materials Specialist courses are comprehensive and exceed national training standards in the field of HazMat response training. Standards for the Hazmat training program are found both in the Federal Code CFR 29 and the National Fire Protection Association standard # 472. As of October 2014, all classes will be based on the NFPA 472 and tied directly to Job Performance Requirements (JPRs). JPRs are vital to the successful qualifying of an individual to a Professional Qualifications project standard. JPRs must be specific to indicate the attributes of successful performance on the job.

## Applications Using Egrants

Applications must be submitted through the Egrants online grants management system. If you have never used Egrants before, you will need to register for access to the system. To register online, go to <https://register.wisconsin.gov/accountmanagement/default.aspx> and complete the 'self-registration' process.

Authorization to access Egrants can take several days depending on registration activity. The WEM help desk is open Monday-Friday 7:30am-4pm if you need assistance. (Please note: If you register outside of these hours, access may not be approved until the next business day.) Once your Egrants access has been approved, you may begin your online grant application.

## Application Components

Through Egrants, you will provide WEM with detailed information about your project that will be used to make a funding decision. Questions on what is expected in each section can be directed to Troy Klemstein at (608) 982-6486 or via email at [troy.klemstein@wisconsin.gov](mailto:troy.klemstein@wisconsin.gov).

### 1. Main Summary

This page asks for information about your agency and the individuals responsible for the application and grant award. There are many required fields on this page so if you encounter problems, please check online help by clicking the floating HELP button. Please note: When identifying individuals involved in this grant, you may not list the same person as project director and financial officer. The financial officer is the individual responsible for financial activities in your organization while the project director will be overseeing project operations.

In the Brief Project Description text box, please describe your project in 150 words or less. A suggested format is included for your convenience:

“Funds will be used by the (your agency name and others involved in the project) to (describe what funds will be used for and who will be involved). The (training, project, pilot, etc.) will (describe the specific goals you hope to achieve – how will the project or equipment improve safety in Wisconsin?) [If appropriate, add which area(s) of the state will benefit]”

Responses to this section will be used on the WEM website, cited in WEM reports and could be mentioned in press releases. Plain language that clearly describes the intent of the project is most effective.

## 2. Performance Measures

Indicate the number of persons who will successfully complete the training session. WEM requires a minimum class size of 15 persons. Exceptions will be considered on a case-by-case basis and must be approved prior to the start of the training session. If it appears there may be difficulty achieving minimum class enrollment requirements the class may be placed on the Wisconsin Training Portal at the discretion of program staff.

A per student cost may also be considered as an exception but must include a proposal with justification in the application and break down in the Budget Detail section.

## 3. Budget Detail

Complete a project budget using the following categories. For each category used, enter a justification that describes how the items in that category will be used during the grant period. It is important that you include specific details for each budget line item, including cost calculations.

If requesting the opportunity to be considered for a per student cost, the cost calculation must reflect the break down by student.

Travel/Training: Any travel and/or training costs associated with the funded project. Only actual expenses will be reimbursed.

- Mileage: \$0.51/mile
- Lodging: Maximum \$82/night (\$90/night for Milwaukee, Waukesha or Racine County)
- Meals: \$8/breakfast (leaving before 6 a.m.); \$10/lunch (leaving before 10:30 a.m. and returning after 2:30 p.m.); \$20/dinner (returning after 7 p.m.)

(Please note: Travel and training for contracted employees does not go in this section. These expenses should be itemized under “Contractual.”)

Supplies: COVID-19 PPE supplies must be directly related with the funded training activities and not for operational use. Provide detailed computation for the following /Supplies being utilized: Disposable Gloves, Hand Sanitizer, Disinfectant Spray, Disinfectant Wipes, Soap, Paper Towels, Masks, Sneeze Guards, Disposable Coveralls, and Contactless Thermometers. *Example of an acceptable detailed computation would be: Item x cost per unit x quantity.*

Consultants/Contractual: Provide costs associated with individuals or entities providing services through a contractual arrangement. Except for a few justified sole source situations, contracts should be awarded via competitive processes. Attach detailed information to support the total cost of each contract. For each consultant enter the name, if known; service to be provided; hourly rate and estimated time on the project. Hourly rate for contractors may not exceed \$45.00/hour or a daily reimbursement rate of \$450.00/day (based on a full instruction day.) Show the basis of computation for each service requested. Within 30 days of grant award date, a signed contract must be received by WEM. **No reimbursements will be made prior to receipt of the signed contract.**

## 4. Project Narrative

Describe the long-range training goals and objectives. Specifically address the:

- potential benefit regarding total population and total special population at risk
- number of facilities reporting extremely hazardous substances in the jurisdiction
- need to augment response capability based on existing gaps
- **benefits rural training(s) offer for safety as they pertain to transportation related Hazardous Materials responses**

*(Continues on next page)*



Indicate the current level of training that exists within the jurisdiction and criteria required to advance to the next level. Also, estimate the total number of students to be trained with this grant funding.

First responder agencies are encouraged to work with their local Emergency Manager and their regional hazmat team to determine training needs in their jurisdiction above the Awareness level.

Furthermore, cross-discipline and cross-jurisdictional classes are encouraged to maximize the benefit cost ratio of the grant funds.

## **5. Required Attachments**

To attach a document to your Egrants application you must type “See Attached” in the text box to enable the document attachment tool.

Please attach the following documents to your application in this section:

1. E-Mail from applicant County to the WEM Regional Director notifying the Regional Director of the application
2. For each class, submit a course outline showing the objectives of the course, an agenda of the training project and a resume, biography or training records showing the qualifications of the instructor (attach extra pages if needed). Your application will not be considered without this information as each level of hazmat training must meet certain objectives and each instructor must have certain qualifications for the training to qualify for the grant funds. This requirement will be waived for technical college courses instructed by internal staff or courses instructed by REACT Center instructors.

## **Application Review and Award Criteria**

All applications must be submitted on or before the deadline and will be screened for completeness and compliance with the instructions provided in this announcement. WEM staff will review applications to ensure consistency with statewide strategies and make funding recommendations to the WEM Administrator. All final grant award decisions will be made by the WEM Administrator.

## Post-Award Special Conditions/Reporting Requirements

If you are awarded funds under this announcement, you will be required to provide regular progress reports. The schedule for your reports will be included in your grant award materials. At that time, please review all your grant award special conditions and Egrants reporting requirements. In addition to any special conditions described in your award documents and reporting requirements contained in Egrants, you will need to provide the following:

1. **Summary** of the instructor evaluations (by personnel other than instructors)
2. If funds are being used to hire personnel, submit the position description and if hiring an independent consultant or contractor, submit a contract detailing job specifications and deliverables.
3. Minimum class enrollment is 15 students, with a breakdown by discipline (minimally, emergency management, fire/EMS, law enforcement, public works, or other.) A per student cost may also be considered as an exception but must include a proposal with justification in the application. Any additional exceptions may be considered on a case-by-case basis and must be approved prior to the start of the training session.
4. A class roster is required for each course funded under this award. Upload the document into the Egrants program report.
5. A final Program Report is due at the close-out of the grant.
6. A final Fiscal Report/Reimbursement request is due in Egrants at the close-out of the grant.

## Request for reimbursement

Payments will be made on a reimbursement basis only. All expenses submitted for reimbursement, must be paid by the agency prior to submitting the request to WEM.

Requests for reimbursement are made by submitting a Fiscal Report in Egrants with required supporting documentation attached.

Fiscal Reports/Reimbursements will be approved by the Fiscal Contact upon the following conditions:

1. Special conditions have been satisfied.
2. Program reports are approved by the Hazmat coordinator.
3. Receipt of a completed Reimbursement Request form (formerly G-2) signed by the contacts listed in Egrants: <https://dma.wi.gov/DMA/wem/grants/admin-tools>
4. Expenses are deemed allowable and reasonable as outlined by the Federal HMEP grant, this Funding Announcement and approved grant award.
5. At minimum, the following supporting documents are supplied and uploaded to Egrants:
  - a. Detailed Invoice(s)/Receipt(s)
  - b. Proof of payment by your agency
  - c. Roster/Sign-in sheet
  - d. A summary of instructor evaluations – a template is available on WEM’s website: [https://dma.wi.gov/DMA/divisions/wem/grants/docs/06.Exercise\\_Evaluation\\_Survey.doc](https://dma.wi.gov/DMA/divisions/wem/grants/docs/06.Exercise_Evaluation_Survey.doc)
  - e. Executed contract for all expenses listed under the Contractual budget category.

## Request for award modification

Requests for an award modification may be submitted to WEM for the following circumstances:

1. Change of any contacts within the agency.
2. Requesting a change in the award amount, returning the award, or moving funds between categories.
3. Requesting an extension of the performance period.
4. Changing the scope of the project including class type, class date, and number of participants.

Requests for modifications must be submitted via Egrants. All modification requests will be reviewed by the Hazmat Coordinator and Fiscal contact for approval. All final grant modification decisions will be made by the WEM Administrator. Modifications are not considered final until WEM provides a signed Grant Adjustment Notification (GAN); **any related expenses incurred prior to receipt of a signed modification approval are not eligible for reimbursement.**

## Additional Resources

- Wisconsin Emergency Management website: <https://dma.wi.gov/DMA/wem/>
- The Reimbursement Request form (formerly G-2): <https://dma.wi.gov/DMA/wem/grants/admin-tools>
- HMEP-funded courses are eligible to be placed on the Wisconsin Emergency Management Training Portal: <https://www.trainingwisconsin.org/index.aspx>.  
For assistance, please contact at [WEM.Training@wisconsin.gov](mailto:WEM.Training@wisconsin.gov).
- Wisconsin Emergency Management website: <https://dma.wi.gov/DMA/wem/>
- Egrants Helpdesk is staffed on non-holiday weekdays between 7:30AM and 4:00PM.  
Email: [WEMEgrants@wisconsin.gov](mailto:WEMEgrants@wisconsin.gov)

**Exhibit B**

**WISCONSIN EMERGENCY MANAGEMENT**

Applicant Hereby Applies to the WEM for Financial Support for the Within-Described Project:

**WEM USE ONLY**

<u>Receipt Date</u>	<u>Award Date</u>	<u>Subgrant Number(s)</u>
		-- 12297

<p>1. <b>Type of Funds for which you are applying.</b></p>	<p>HMEP-Federal (Fed. 20.703 HMEP-FED) HMEP Core HazMat Training FFY2020 (Second Edition)                  HMEP-State-GPR (St. 465.310 HMEP-GPR) HMEP Core HazMat Training FFY2020 (Second Edition)                  HMEP-State-SEG (St. 465.363 HMEP-SEG) HMEP Core HazMat Training FFY2020 (Second Edition)</p>		
<p>2. <b>Applicant</b></p>	<p><b>Name Of Applicant:</b></p>		<p><b>County:</b> Racine</p>
<p>Racine County Emergency Management</p>			
<p><b>Street Address:</b> 730 Wisconsin Ave</p>			
<p><b>Address Line 2:</b></p>		<p><b>Address Line 3:</b></p>	
<p><b>City:</b> Racine</p>		<p><b>State:</b> WI</p>	<p><b>Zip:</b> 53403</p>
<p>3. <b>Recipient Agencies</b></p>			
<p>Racine County Emergency Management</p>			
<p>4. <b>Signatory</b></p>	<p><b>Name:</b></p>		<p><b>Title:</b> County Executive</p>
<p>Mr. Jonathan Delagrave</p>		<p><b>Agency:</b> Racine County</p>	
<p><b>Street Address:</b> 730 Wisconsin Avenue</p>			
<p><b>Address Line 2:</b></p>		<p><b>Addr Line 3:</b></p>	
<p><b>City:</b> Racine</p>		<p><b>State:</b> WI</p>	<p><b>Zip:</b> 53403</p>
<p><b>Phone:</b> 262-636-3273</p>	<p><b>Fax:</b></p>	<p><b>Email:</b> RCExecutive@racinecounty.com</p>	
<p>5. <b>Financial Officer</b></p>	<p><b>Name:</b></p>		<p><b>Title:</b> Staff Accountant</p>
<p>Rebekah Spain</p>		<p><b>Agency:</b> Racine County Emergency Management</p>	
<p><b>Street Address:</b> 730 Wisconsin Ave</p>			
<p><b>Address Line 2:</b></p>		<p><b>Addr Line 3:</b></p>	
<p><b>City:</b> Racine</p>		<p><b>State:</b> WI</p>	<p><b>Zip:</b> 53403</p>
<p><b>Phone:</b> 262-636-3988</p>	<p><b>Fax:</b></p>	<p><b>Email:</b> Rebekah.Spain@racinecounty.com</p>	
<p>6. <b>Project Director</b></p>	<p><b>Name:</b></p>		<p><b>Title:</b> Deputy Emergency Management Coordinator</p>
<p>Mr James A Kerner</p>		<p><b>Agency:</b> Racine County Emergency Management</p>	
<p><b>Street Address:</b> 730 Wisconsin Ave</p>			
<p><b>Address Line 2:</b></p>		<p><b>Addr Line 3:</b></p>	
<p><b>City:</b> Racine</p>		<p><b>State:</b> WI</p>	<p><b>Zip:</b> 53403</p>
<p><b>Phone:</b> 262-498-2492</p>	<p><b>Fax:</b></p>	<p><b>Email:</b> james.kerner@racinecounty.com</p>	
<p>7. <b>Brief Summary of Project</b></p> <p>(Do Not Exceed Space Provided)</p>	<p><b>Short Title</b> (may not exceed 50 characters)                  Hazmat Monitor Training</p> <p>Funds will be used by the Racine Fire Department to deliver hazmat meter training from a contracted trainer, Hazard Assessment, LLC. The training will specifically address the equipment received by the Racine Hazardous Materials Response Team through the recent WHMRS Equipment Grants. Members of our team will receive specialized instruction as a refresher and supplement to the initial in-service training for the Rapid Deployment Kit, MultiRae, FTIR, and the FLIR R100. This training will increase our members' capabilities and better equip them to more confidently utilize these technologies during incidents in our 4-county response area in southeastern Wisconsin. Additionally, we will offer up to 32 seats in class to members of the county hazmat teams in our service area. This would further enhance this training opportunity through relational development amongst teams, as regional and county teams typically integrate during hazardous materials emergencies.</p>		

8. SubGrant Budget

Sources

Categories	Federal	Category Total
Travel (Including Training)	0.00	0.00
Supplies & Operating Expenses	0.00	0.00
Consultants/Contractual	6,000.00	6,000.00
Source Total	6,000.00	6,000.00

9. Project Start Date: 10/1/2020

Project End Date: 5/31/2021



10. Budget Details:

Master Budgets:

By Recipient Agency	Year 1	Total
Racine County Emergency Management	6,000.00	6,000.00
<b>Total:</b>	6,000.00	6,000.00

Allocation/Recipient Agency: Racine County Emergency Management

Category:	Year 1	Total
Consultants/Contractual	6,000.00	6,000.00
<b>Total:</b>	6,000.00	6,000.00

11. Budget Details:

Master Budgets:

Line Item Details for Racine County Emergency Management

**YEAR 1**

**CONSULTANTS/CONTRACTUAL - CONSULTANT**

Briefly describe the overall use of the funds for this budget category:

COST

<b>Name / Position</b>	Todd Daanen, Owner Hazard Assessment LLC
<b>Service Provided</b>	Hazmat monitor training
<b>Description of your computation:</b>	Flat fee
	Source: Federal
	6,000.00
<b>Consultants/Contractual - Consultant</b>	<b>Year 1 Total:</b>
	<b>6,000.00</b>

**YEAR 1 TOTAL: 6,000.00**

12. Sections:

## A PROJECT NARRATIVE

Describe the long-range training goals and objectives. Specifically address the:

- potential benefit regarding total population and total special population at risk
- number of facilities reporting extremely hazardous substances in the jurisdiction
- need to augment response capability based on existing gap
- benefits rural training(s) offer for safety as they pertain to transportation related Hazardous Materials responses

Indicate the current level of training that exists within the jurisdiction and criteria required to advance to the next level. Also, estimate the total number of students to be trained with this grant funding.

First responder agencies are encouraged to work with their local Emergency Manager and their regional hazmat team to determine training needs in their jurisdiction above the Awareness level.

Furthermore, cross-discipline and cross-jurisdictional classes are encouraged to maximize the benefit cost ratio of the grant funds.

RESPONSE:

The Racine Hazardous Materials Response Team covers the rapidly growing corner of southeast Wisconsin including over half a million residents. Coverage area ranges from moderately dense urban centers to sparsely populated rural farmland. The southeast corner of Wisconsin is home to many schools, churches, hospitals, prisons, group-care homes, sporting venues, manufacturing and retail business, and encompasses the Interstate 94 corridor between Milwaukee and Chicago. The heavily traveled stretch of Interstate 94 presents a unique response challenge based on the potential for unknown threats and population levels at any given time. Additionally, Canadian National, Canadian Pacific, Union Pacific, and Wisconsin & Southern Railroad operate rail lines through Kenosha, Racine, Walworth, and Jefferson Counties. Racine County alone contains 192 Tier II reporting facilities with S.C. Johnson Wax alone reporting 117 different chemicals and 88 facilities reporting EHS chemicals.

A regional response team that can quickly and easily integrate with local fire departments and county hazmat teams is an important component to safely and expediently mitigating hazardous materials emergencies. The Racine Hazardous Materials Response Team consists of 40 members trained to the technician level. Due to pending retirements, by January of 2021 ten or more of these members will have less than 1 year experience as a hazmat technician. Counties in our coverage area have a mixed response capability with Kenosha and Racine counties having numerous hazmat technicians available and Jefferson and Walworth counties having more limited resources. Creating the opportunity for hazmat technicians from different teams in southeast Wisconsin to train together, as is proposed in this grant funding request, will enhance the response capabilities to the more rural parts of our coverage area. Joint training will improve familiarization with the tools and technology made available to the Racine Hazardous Materials Response Team. Furthermore, the full technological capabilities of the equipment can be explored with the guidance of an expert.

This grant request would cover specialized meter training for 72 hazmat technicians, approximately 40 from Racine with the remainder open to technicians from other agencies. Benefits of this training would include closing a recognized gap between the capability of our technology and the ability of our members, plus crossjurisdictional training of different hazmat teams will improve interagency efficiencies, especially in a rural response. A specialized course such as this will help build a foundation of knowledge that all hazmat technicians can carry forward throughout their careers. Course description is attached.

PROJECT NARRATIVE - RELATED ATTACHMENTS:

**File Name**

**File Description**

## B REQUIRED ATTACHMENTS

To attach a document to your Egrants application you must type “See Attached” in the text box to enable the document attachment tool.

Please attach the following documents to your application in this section:

1. E-Mail from applicant County to the WEM Regional Director notifying the Regional Director of the application
1. For each class, submit a course outline showing the objectives of the course, an agenda of the training project and a resume, biography or training records showing the qualifications of the instructor (attach extra pages if needed). Your application will not be considered without this information as each level of hazmat training must meet certain objectives and each instructor must have certain qualifications for the training to qualify for the grant funds. This requirement will be waived for technical college courses instructed by internal staff or courses instructed by REACT Center instructors.

RESPONSE:

See attached documents.

REQUIRED ATTACHMENTS - RELATED ATTACHMENTS:

<u>File Name</u>	<u>File Description</u>
Metering Class Proposal - Racine Fire[2347].pdf	Class Description\ Instructor Bio
WEM REGION NOTIFICATION Racine FD.pdf	Region Director Notification

### 13. Performance Measures:

Required:

<u>Measure Title</u>	<u>Measure Type</u>	<u>Target</u>	<u>Target Type</u>	<u>Description</u>
Number of Persons Trained	Process	72.00	Unit Count	Indicate the number of persons successfully completing the training session.
Number of Training Sessions Conducted	Process	3.00	Unit Count	Indicate number of training sessions conducted.

15. **Attachments:**

List of Attachments required for submission of this Application for funding:

**Section:** Required Attachments

<b><u>File Name</u></b>	<b><u>File Description</u></b>
Metering Class Proposal - Racine Fire[2347].pdf	Class Description\ Instructor Bio
WEM REGION NOTIFICATION Racine FD.pdf	Region Director Notification

**WISCONSIN EMERGENCY MANAGEMENT  
Hazardous Materials Emergency Preparedness (HMEP)  
Grant Summary Sheet**

Grantee or Unit of Government: **Racine County**

Project Name: **Hazardous Materials Emergency Preparedness/Hazmat Monitor Training**

Address: **Racine County Emergency Management, 730 Wisconsin Ave, Racine, Wisconsin 53403**

Project Director: **James Kerner**

Phone number: **262-498-2492**

Signing Official: **Mr. Jonathan Delagrave, County Executive, Racine County, 730 Wisconsin Avenue, Racine, Wisconsin 53403**

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Amount of Award: **\$6,000**

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**SUMMARY OF GRANT:**

Funds will be used by the Racine Fire Department to deliver hazmat meter training from a contracted trainer, Hazard Assessment, LLC. The training will specifically address the equipment received by the Racine Hazardous Materials Response Team through the recent WHMRS Equipment Grants.

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Name of Program Manager: **Troy Klemstein**

Phone number: **608-982-6486**

Name of Grants Specialist: **Rebecca Thompson**

Phone number: **608-242-3236**





# STATE OF WISCONSIN

DEPARTMENT OF MILITARY AFFAIRS

DIVISION OF EMERGENCY MANAGEMENT

Darrell L. Williams, Ph.D.  
Administrator

Tony Evers  
Governor

October 21, 2020

James Kerner, Deputy Emergency Management Coordinator  
Racine County Emergency Management  
730 Wisconsin Ave  
Racine, WI 53403

**RE: Hazardous Materials Emergency Preparedness/Hazmat Monitor Training  
WEM Grant Number: 2021-HMEP-GPR-01-12297**

Dear Mr Kerner:

Congratulations! I have approved a grant award to Racine County in the amount of \$6,000.00. These funds are from WEM's Hazardous Materials Emergency Preparedness Program available through the State of Wisconsin. This grant supports the Racine County Hazardous Materials Emergency Preparedness/Hazmat Monitor Training project.

To accept this award, have the authorized official initial the bottom right corner of Attachments A and B, and sign the *Signatory Page, Certified Assurances, and OMB Standard Form 424B* (Attachment C). The Project Director should sign the *Acknowledgement Notice*. Two award packets are enclosed. Once signed, return one to WEM (attention: Troy Klemstein) and keep the other for your records. Funds cannot be released until all signed documents are received.

As Project Director, you will be responsible for all reporting requirements outlined in the grant award and seeing that funds are administered according to the approved application materials and certifications enclosed. We look forward to a collaborative working relationship with you.

Sincerely,

Darrell L. Williams, Ph.D., Administrator  
Wisconsin Emergency Management



# STATE OF WISCONSIN

DEPARTMENT OF MILITARY AFFAIRS

DIVISION OF EMERGENCY MANAGEMENT

Darrell L. Williams, Ph.D.  
Administrator

Tony Evers  
Governor

## FFY20 Hazardous Materials Emergency Preparedness Grant Award for SFY21 Hazardous Materials Emergency Preparedness/Hazmat Monitor Training 2021-HMEP-GPR-01-12297

Wisconsin Emergency Management (WEM), hereby awards to **Racine County**, (hereinafter referred to as the **Grantee**), the amount of **\$6,000.00** for programs or projects pursuant to the federal Hazardous Materials Emergency Preparedness Grant Program.

This grant may be used until **May 31, 2021** for the programs consistent with the budget and general conditions in Attachment A, subject to any limitations or conditions set forth in Attachments B and/or C, if included.

The Grantee shall administer the programs or projects for which this grant is awarded in accordance with the applicable rules, regulations, and conditions of WEM. The submitted application is hereby incorporated by reference into this award.

*This grant shall become effective, and funds may be obligated (unless otherwise specified in Attachments A and/or B) when the Grantee signs and returns one copy of this grant award to Wisconsin Emergency Management.*

BY: \_\_\_\_\_

**Darrell L. Williams, Ph.D.**

Administrator

Wisconsin Emergency Management

10/21/2020

Date

The Grantee, **Racine County**, hereby signifies its acceptance of the above-described grant on the terms and conditions set forth above or incorporated by reference therein.

GRANTEE: **Racine County**

BY: \_\_\_\_\_

NAME: **Jonathan Delagrave**

TITLE: **County Executive**

Date

**WISCONSIN EMERGENCY MANAGEMENT  
ATTACHMENT A**

**APPROVED FFY20 HMEP GRANT PROGRAM BUDGET FOR SFY21**

Grantee: **Racine County**

Project Title: **Hazardous Materials Emergency Preparedness/Hazmat  
Monitor Training**

**CFDA#465.310**

Grant Period: From **October 1, 2020** To **May 31, 2021**

Grant Number: **2021-HMEP-GPR-01-12297**

**APPROVED BUDGET**

		<u>Federal &amp; Match</u>
Personnel	_____	
Employee Benefits	_____	
Travel (Including Training)	_____	
Equipment	_____	
Supplies & Operating Expenses	_____	
Consultants	_____	\$6,000.00
Other	_____	
<b>FEDERAL TOTAL</b>	<b>\$6,000.00</b>	
<b>LOCAL CASH MATCH</b>	_____	
<b>TOTAL APPROVED BUDGET</b>	<b>\$6,000.00</b>	<b>\$6,000.00</b>

**AWARD GENERAL CONDITIONS**

1. Federal funds cannot be used to supplant local funds. They must increase the amount of funds that would otherwise be available from local resources. Award recipients may be required to demonstrate and document that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.
2. To be allowable under a grant program, costs must be obligated (purchase order issued), or paid for services provided, during the grant performance period. If obligated by the end of the grant period, payment must be made within 30 days of the grant period ending date.
3. Budget changes require prior approval from WEM.
4. Grant funds will be disbursed by WEM on receipt of copies of paid vendor invoices and requests for reimbursement (G-2 form). The G-2 form may be found at: <https://dma.wi.gov/DMA/divisions/wem/grants/docs/G-2-11.5.19.xlsx>.
5. Recipients and subrecipients shall use their own procurement procedures and regulations, provided that the procurement conforms to applicable Federal law and the standards identified in the Procurement Standards Sections of 2 CFR § 200.318-326.
6. Reimbursement for travel (i.e. mileage, meals, and lodging) is limited to applicable state rates and timeframes.
7. All income generated as a direct result of a grant-funded project shall be deemed program income. Program income must be used for the purpose and under the conditions applicable to the award. Program income should be used as earned and expended as soon as possible. If the cost is allowable under the Federal grant program, then the cost would be allowable using program income. All program income must be reported to WEM on the G-2 form.
8. All allocations and use of funds under this grant shall be in accordance with the Hazardous Materials Emergency Preparedness (HMEP) Grant Program Expenditures and Activities Guide located at <http://www.phmsa.dot.gov/hazmat/grants>.

**WISCONSIN EMERGENCY MANAGEMENT**  
**ATTACHMENT B**  
**Award Special Conditions**

**Class Size**

Minimum class enrollment is 15 students, with a breakdown by discipline (minimally, emergency management, fire/EMS, law enforcement, public works, or other.) A per student cost may also be considered as an exception but must include a proposal with justification in the application. Any additional exceptions may be considered on a case-by-case basis and must be approved prior to the start of the training session.

**Class Roster**

A class roster is required for each course funded under this award. Upload the document into the Egrants program report.

**Instructor Evaluations**

An instructor evaluation summary (by personnel other than instructors) is required for each course funded under this award. Upload the document into the Egrants program report.

**SAM.gov Requirement**

Pursuant to 2 CFR Part 25.200, the applicant must be registered in the System for Award Management (SAM.gov) prior to applying for federal funds and they must certify that they will always maintain an active SAM registration during which it has an active federal award.



**WISCONSIN DEPARTMENT OF MILITARY AFFAIRS**  
**ATTACHMENT C**

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**ASSURANCES - NON-CONSTRUCTION PROGRAMS**

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

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**Note:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

- |  |  |
|--|--|
| <ol style="list-style-type: none"><li>1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.</li><li>2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.</li><li>3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.</li><li>4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.</li><li>5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).</li><li>6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), which prohibits discrimination on the basis of sex;</li></ol> | <ol style="list-style-type: none"><li>(c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.</li><li>7. Will comply, or has already complied, with the requirements of Titles II and III of the uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.</li><li>8. Will comply, as applicable, with the provisions of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.</li></ol> |
|--|--|

<p>9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. §§ 874) and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally assisted construction subagreements.</p> <p>10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.</p> <p>11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).</p>	<p>12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1721 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.</p> <p>13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).</p> <p>14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.</p> <p>15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§ 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.</p> <p>16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.</p> <p>17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, Audits of States, Local Governments, and Non-Profit Organizations.</p> <p>18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.</p>
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SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE  <b>County Executive</b>
APPLICANT ORGANIZATION  <b>Racine County Emergency Management</b>	DATE SUBMITTED



**ACKNOWLEDGEMENT NOTICE**

Date: **October 2020**

Grantee: **Racine County**

Grant No. **2021-HMEP-GPR-01-12297**

Project Title: **Hazardous Materials Emergency Preparedness/Hazmat Monitor Training**

The following regulations and obligations (referenced below) apply to your grant award.

**PROGRESS REPORTS** must be submitted on a scheduled basis into the Egrants system. Narrative reports on the status of your project are due on:

**6/30/2021**

**Final-only**

**FINANCIAL REPORTS (G-2)** Reports may be submitted monthly but, at a minimum, are due on:

**6/30/2021**

**Final-only**

**PROGRESS REPORTS & FINANCIAL REPORTS**  
**NOTE:** Quarterly Reports due 04/12 include January, February and March program activity.  
Quarterly Reports due 07/12 include April, May and June program activity.  
Quarterly Reports due 10/12 include July, August and September program activity.  
Quarterly Reports due 01/12 include October, November and December program activity

Reimbursements and grant modifications will be held if there are late program reports.

**INVENTORY REPORT** should reflect final inventory in your records. All equipment purchases must be received, paid for, installed, and deployed before submitting report. Report is due in Egrants on or before:

Complete and return a *W-9 Taxpayer Identification Number Verification Form* (enclosed).

OTHER:

**ACKNOWLEDGEMENT**

The materials referenced above were received and reviewed by the appropriate members of this organization. I also acknowledge receipt of the Grant Award and any attached Special Conditions. I understand that this grant is awarded subject to our compliance with all Conditions, Regulations, and Obligations described in the above materials.

Date

James Kerner

, Project Director

# Agreement Articles for Federal Fiscal Year 2020 HMEP Awards

## Article I – Summary Description of Award

The Hazardous Materials Transportation Safety and Security Reauthorization Act of 2005 authorizes the U.S. Department of Transportation (DOT) to provide assistance to public sector employees through training and planning grants to States, Territories, and Native American tribes for emergency response. The purpose of this grant program is to increase State, Territorial, Tribal, and local effectiveness in safely and efficiently handling hazardous materials accidents and incidents, enhance implementation of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA), and encourage a comprehensive approach to emergency training and planning by incorporating the unique challenges of responses to transportation situations. This grant consists of Hazardous Materials Emergency Preparedness (HMEP) funds from the Pipeline and Hazardous Materials Safety Administration (PHMSA) under Federal award # HM-HMP-0538-16-01-00.

## Article II – Assurances, Administrative and Audit Requirements

### 1. Assurances

Recipients must complete Office of Management and Budget (OMB) Standard Form 424B (Assurances- Non-Construction Programs), included herein as Attachment C.

### 2. Administrative Requirements

The administration of this award will be based on the following Federal statutory and regulatory requirements:

- The authorizing language of 49 U.S.C. 5116 *et seq.*
- The regulations outlined at 49 CFR Part 110.
- 2 CFR Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- Any other applicable Federal statutes and regulations, including, but not limited to the following:
  - The recipient must comply with 49 CFR Part 20, “New Restrictions on Lobbying.”
  - The recipient must comply with Title VI of the Civil Rights Act of 1964, which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance.
  - The recipient must comply with 49 CFR Part 21, “Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964.”
  - The recipient must comply with 49 CFR part 32, “Government wide Requirements for Drug-Free Workplace (Financial Assistance)” which implements requirements of Public Law 100-690, Subtitle D, “Drug-Free Workplace Act of 1988.”

### 3. Audit Requirements

As required by 2 CFR § 200.51 Audit Requirements, recipients that expend \$750,000 or more in Federal awards, during the non-federal entity’s fiscal year, must have a single or program-specific audit conducted for that year in accordance with the provisions of the regulation. Recipients are expected to review and fully comply with the audit requirements formerly located in OMB Circular A-133 and now located at 2 CFR Part 200, Subpart F.

## Article III – Allowable Costs

The allowability of costs incurred by the recipient is determined using the cost principles in 2 CFR Part 200, Subpart E, and HMEP-specific program requirements.

## Article IV – Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129 for information and guidance.

## **Article V – Record retention and access to records**

Grant-related financial and programmatic records, supporting documents, statistical records, and other records must be maintained as provided in 2 CFR § 200.333 Retention Requirements for Records and 2 CFR § 200.336 Access to Records. DOT, PHMSA, and DMA/WEM, through its staff or authorized representatives, may conduct desk reviews and site visits, at reasonable times, to review project accomplishments, management control systems and provide guidance as may be requested or required. The recipient is required to provide, electronically or via postal service, all requested records. All reviews will be performed in a manner to not unduly delay work activity under the award.

## **Article VI – Copyright**

PHMSA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for federal government purposes: the copyright in any work developed under a grant, subaward, or contract under a grant or subaward; and any rights of copyright to which a recipient, subrecipient a contractor purchases ownership with grant support.

## **Article VII – Title to Equipment**

Title to equipment purchased or fabricated under this award vests in the recipient upon acquisition except that DOT reserves the right to require the recipient to transfer title to items of equipment to the federal government or a third party named by DOT, when such a third party is otherwise eligible under existing statutes. Such transfers are subject to the standards contained in 2 CFR § 200.313.

## **Article VIII – Debarment and Suspension**

In accordance with 2 CFR § 200.212, all recipients must comply with Executive Orders 12549 and 12689, and 2 CFR Part 180 as supplemented by 2 CFR Part 1200, which provide protection against waste, fraud and abuse by debarment or suspending those persons deemed irresponsible in their dealings with the Federal Government.

## **Article IX – False Claims Act and Program Fraud Civil Remedies**

All recipients must comply with the requirements of 31 U.S. Code (U.S.C.) § 3729, which sets forth that no recipient of federal payments shall submit a false claim for payment. 38 U.S.C § 3801-3812 details the administrative remedies for false claims and statements made.

## **Article X – Acceptance of Post-Award Changes**

In the event that DOT or PHMSA determines that changes are necessary to WEM's award after this award has been made, including changes to the period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award.

## **Article XI – Small and Minority Firms, Women's Business Enterprises, Veteran-Owned, and HubZone Area Firms**

In keeping with 2 CFR § 200.321, recipients are encouraged to take all necessary affirmative steps to assure that small, minority-owned, women-owned, veteran-owned, and HubZone business firms are used when possible.

## **Article XII – Seat Belt Use Policies and Programs**

In accordance with Executive Order 13043, recipients and their contractors are encouraged to adopt on-the-job seat belt use policies and programs for its employees when operating government-owned, company-owned, rented, or personally-owned vehicles.

## **Article XIII – Texting While Driving**

In accordance with Executive Order 13513, recipients and their contractors are encouraged to adopt and enforce policies that ban messaging while driving government-owned, company-owned, rented or personally-owned vehicles while on official government business or while performing any work for or on behalf of the government.

**Article XIV – Training Certification Requirement**

The recipient agrees to use HMEP training funds in accordance with the authorizing language at 49 U.S.C. § 5116 *et seq* to provide emergency responders with the training capabilities required to protect nearby persons, property, and the environment from the effects of accidents or incidents involving the transportation of hazardous material in accordance with existing regulations or National Fire Protection Association standards for competence of responders to accidents and incidents involving hazardous materials.

**Article XV – Termination of Agreement**

This grant award may be terminated in whole or in part as follows:

1. DMA/WEM may terminate this grant award at any time for cause by delivering thirty (30) days written notice to the Recipient. Upon termination, the awarding agency’s liability will be limited to the pro rata cost of the services performed as of the date of termination plus expenses incurred with the prior written approval of the awarding agency.
2. DMA/WEM may terminate this grant award at will effective upon delivery of written notice to the Recipient, under any of the following conditions:
  - a. If the awarding agency’s funding from federal, state, or other sources is not obtained and/or continued at levels sufficient to allow for purchases of the indicated quantity of services, the grant may be modified to accommodate a reduction or increase in funds.
  - b. If federal or state laws, rules, regulations, or guidelines are modified, changed, or interpreted in such a way that the services are no longer allowable or appropriate for purchase under this grant or are no longer eligible for the funding proposed for payments by this grant.
  - c. If any license or certification required by law or regulation to be held by the Recipient to provide the services required by this grant award is for any reason denied, revoked, or not renewed.

Any termination of this grant award shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination.

**Article XVI - WEM Conditions**

1. The recipient and any sub-recipient(s) must comply with the Grant Announcement used to announce the funding opportunity.
2. The recipient and any sub-recipient(s) must comply with the Grant Award Documents.
3. The recipient and any sub-recipient(s) must cooperate with the WEM Compliance Monitors.

As the duly authorized representative, I hereby certify that the recipient will comply with the above certifications and conditions, and has the legal authority to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal portion of project costs) to ensure proper planning, management, and completion of the project as described in the application.

Grantee Name and Address: Racine County, 730 Wisconsin Avenue, Racine, WI 53403

Grant no. 12297 Hazmat Monitor Training  
Application Number and Project Name

Jonathan Delagrave, County Executive  
Typed Name of Authorized Representative

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**NOTE: The original signature of the chief executive is required.  
Substitute signing or stamping is not accepted.**