

June 20, 2023

Stephanie Dietz
City Manager
Merced, City of - Fire Department
678 West 18th Street
Merced, CA 95340-4708

Subject: **Grant Subaward Application Approval**
Listos California CERT Support Grant Program
Grant Subaward #: LC22 02 1506

Dear Stephanie Dietz:

The California Governor's Office of Emergency Services (Cal OES) has approved your Grant Subaward application in the amount of \$25,000, subject to enactment of applicable State Budget Act. A copy of your approved Grant Subaward is enclosed for your records.

Cal OES will make every effort to process payment requests within 45 days of receipt of your Report of Expenditures & Request for Funds (Cal OES Form 2-201).

This Grant Subaward is subject to the Cal OES Subrecipient Handbook. You are encouraged to read and familiarize yourself with the Cal OES Subrecipient Handbook, which can be viewed on the Cal OES website at www.caloes.ca.gov.

Please contact your Program Specialist Kathryn Hardoy, at hardoyk@caloes.ca.gov with questions.

Sincerely,

Victim Services Grants Processing Unit

cc: Subrecipient's file Program
Specialist

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES GRANT SUBAWARD FACE SHEET

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

[CL] 1. Subrecipient: City of Merced 1a. UEI#: XXXXXXXXXX N/A

[CL] 2. Implementing Agency: City of Merced Fire Department 2a. UEI#: XXXXXXXXXX N/A

3. Implementing Agency Address: 678 W. 18th St Merced 95340-4708
(Street) (City) (Zip+4)

4. Location of Project: Merced Merced 95340-5020
(City) (County) (Zip+4)

5. Disaster/Program Title: LC - Litos California CERT Support Grant Program 6. Performance/Budget Period: 6/1/2023 to 12/31/2024
(Start Date) (End Date)

7. Indirect Cost Rate: N/A Federally Approved ICR (if applicable): N/A %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	2022	LIST	\$25,000						\$25,000
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
Total	Project	Cost	\$25,000		\$25,000				\$25,000

13. **Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. **CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

15. **Official Authorized to Sign for Subrecipient:**

Name: Stephanie Dietz Title: City Manager

Payment Mailing Address: 678 W. 18th St City: Merced Zip Code+4: 95340-4708

Signature: Stephanie Dietz Date: 03/27/23

16. Federal Employer ID Number: 946000371

DocuSigned by: <u>Mary Kucker</u> 6/19/2023 (Cal OES Use Only)	(FOR Cal OES USE ONLY) DocuSigned by: <u>Heather Carlson</u> 6/19/2023 (Cal OES Use Only)
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ENY: 2022-23 Chapter: 43 SL: 12700
Item: 0690-101-0001 Pgm: 0380
Fund: General Fund
Program: Litos California CERT Support Grant Program
Match Req.: None
Project ID: OES22LISTOS0000
SC: 2022-12700 Amount: \$ 25,000

REVIEWED
By nawabw at 4:38 pm, May 29, 2023

ML#: 219591



Grant Subaward Contact Information

Grant Subaward #: LC22 02 1506 [CL]

Subrecipient: City of Merced

1. **Grant Subaward Director:**

[CL] Name: ~~Derek Parker~~ Stephanie Dietz Title: ~~Fire Chief~~ City Manager
[CL] Telephone #: ~~209-388-8541~~ 209-388-8670 Email Address: ~~parkerd@cityofmerced.org~~ dietzs@cityofmerced.org
[CL] Address/City/ Zip Code (9-digit): ~~99 E. 16th St. / Merced / 95340-5020~~ 678 W. 18th St., Merced, CA 95340-4708

2. **Financial Officer:**

Name: Venus Rodriguez Title: Finance Officer
Telephone #: 209-385-8547 Email Address: vrodriguez@cityofmerced.org
Address/City/ Zip Code (9-digit): 678 W. 18th St. / Merced / 95340-4708

3. **Programmatic Point of Contact:**

[CL] Name: ~~Derek Parker~~ Stephanie Dietz Title: ~~Fire Chief~~ City Manager
[CL] Telephone #: ~~209-388-8541~~ 209-388-8670 Email Address: ~~parkerd@cityofmerced.org~~ dietzs@cityofmerced.org
[CL] Address/City/ Zip Code (9-digit): ~~99 E. 16th St. / Merced / 95340-5020~~ 678 W. 18th St., Merced, CA 95340-4708

4. **Financial Point of Contact:**

Name: Deborah Richardson Title: Accountant II
Telephone #: 209-385-6930 Email Address: richardsonde@cityofmerced.org
Address/City/ Zip Code (9-digit): 99 E. 16th St. / Merced / 95340-4708

5. **Executive Director** of a Non-Governmental Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

[CL] Name: ~~Derek Parker~~ Stephanie Dietz Title: ~~Fire Chief~~ City Manager
[CL] Telephone #: ~~209-388-8541~~ 209-388-8670 Email Address: ~~parkerd@cityofmerced.org~~ dietzs@cityofmerced.org
[CL] Address/City/ Zip Code (9-digit): ~~99 E. 16th St. / Merced / 95340-5020~~ 678 W. 18th St., Merced, CA 95340-4708

6. **Official Designee**, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Stephanie Dietz Title: City Manager
Telephone #: 209-388-8670 Email Address: dietzs@cityofmerced.org
Address/City/ Zip Code (9-digit): 678 W. 18th St. / Merced / 95340-5020 4708 KH

7. **Chair** of the **Governing Body** of the Subrecipient:

Name: Derek Parker Title: Fire Chief
Telephone #: 209-388-8541 Email Address: parkerd@cityofmerced.org
Address/City/ Zip Code (9-digit): 99 E. 16th St. / Merced / 95340-5020 4708



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Grant Subaward Signature Authorization

Grant Subaward #: LC22 02 1506 [CL]

Subrecipient: City of Merced

Implementing Agency: City of Merced Fire Department

The **Grant Subaward Director** and **Financial Officer** are **REQUIRED** to sign this form.

Grant Subaward Director:

Printed Name: Stephanie Dietz

Signature: *Stephanie Dietz*

Date: 06/08/2023

Financial Officer:

Printed Name: Venus Rodriguez

Signature: M. Venus Rodriguez Digitally signed by M. Venus Rodriguez
Date: 2023.06.08 17:57:11 -0700

Date: 06/08/2023

The following persons are authorized to
sign for the **Grant Subaward Director**:

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

The following persons are authorized to
sign for the **Financial Officer**:

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____

Signature: _____

Printed Name: _____



Grant Subaward Certification of Assurance of Compliance

Subrecipient: City of Merced

	Cal OES Program Name	Grant Subaward #:	Grant Subaward Performance Period
1	Listos California CERT Support Grant (LC) Program	LC22 02 1506 [CL]	06/01/23 - 12/31/24
2			
3			
4			
5			
6			

I, Stephanie Diez

(Official Designee; same person as

Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements as directed by Cal OES including, but not limited to, the following areas:

I. Proof of Authority – SRH 1.055

The Subrecipient certifies they have written authority by the governing board (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a specific Grant Subaward (indicated by the Cal OES Program name and initial Grant Subaward performance period) and applicable Grant Subaward Amendments with Cal OES. The authorization includes naming of an Official Designee (e.g., Executive Director, District Attorney, Police Chief) for the agency/organization who is granted permission to sign Grant Subaward documents on behalf of the Subrecipient. Written proof of authority includes one of the following: signed Board Resolution or approved Board Meeting minutes.

II. Civil Rights Compliance – SRH Section 2.020

The Subrecipient acknowledges awareness of, and the responsibility to comply with all state and federal civil rights laws. The Subrecipient certifies it will not discriminate in the delivery of services or benefits based on any protected class and will comply with all requirements of this section of the SRH.

III. Equal Employment Opportunity – SRH Section 2.025

The Subrecipient certifies it will promote Equal Employment Opportunity by prohibiting discrimination or harassment in employment because of any status protected by state or federal law and will comply with all requirements of this section of the SRH.



IV. Drug-Free Workplace Act of 1990 – SRH Section 2.030

The Subrecipient certifies it will comply with the Drug-Free Workplace Act of 1990 and all other requirements of this section of the SRH.

V. California Environmental Quality Act (CEQA) – SRH Section 2.035

The Subrecipient certifies that, if the activities of the Grant Subaward meet the definition of a "project" pursuant to the CEQA, Section 20165, it will comply with all requirements of CEQA and this section of the SRH.

VI. Lobbying – SRH Sections 2.040 and 4.105

The Subrecipient certifies it will not use Grant Subaward funds, property, or funded positions for any lobbying activities and will comply with all requirements of this section of the SRH.

All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES upon request. Failure to comply with these requirements may result in suspension of payments under the Grant Subaward(s), termination of the Grant Subaward(s), and/or ineligibility for future Grant Subawards if Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) the Subrecipient violated the certification by failing to carry out the requirements as noted above.

CERTIFICATION	
I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 1.5 on Grant Subaward Face Sheet], and hereby affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on the date, is made under penalty of perjury under the laws of the State of California.	
Official Designee's Signature:	<u>Stephanie Dietz</u>
Official Designee's Typed Name:	<u>Stephanie Dietz</u>
Official Designee's Title:	<u>City Manager</u>
Date Executed:	<u>03/27/2023</u>
AUTHORIZED BY:	
I grant authority for the Subrecipient/Official Designee to enter into the specific Grant Subaward(s) (indicated by the Cal OES Program name and initial Grant Subaward performance period identified above) and applicable Grant Subaward Amendments with Cal OES.	
<input checked="" type="checkbox"/> City Financial Officer	<input type="checkbox"/> County Financial Officer
<input type="checkbox"/> City Manager	<input type="checkbox"/> County Manager
<input type="checkbox"/> Governing Board Chair	
Signature:	<u>Venus Rodriguez</u>
Typed Name:	<u>Venus Rodriguez</u>
Title:	<u>Finance Officer</u>
Date Executed:	<u>03/27/2023</u>



**LISTOS CALIFORNIA CERT SUPPORT GRANT PROGRAM
CERT Training Certification**

Name of Agency: City of Merced ~~Fire Department~~ [CL]

I, Stephanie Dietz (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for adhering to all of the Grant Subaward requirements as directed by Cal OES including, but not limited to, the following area:

- The Subrecipient certifies they are conducting classroom-based, instructor-led, CERT training based on the 20-hour FEMA curriculum, incorporating all nine module and all hands-on exercises (e.g., fire suppression, medical triage, cribbing), including a disaster simulation drill, or utilizing the approved CERT Training curriculum.

All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES upon request. Failure to comply with this requirement may result in suspension of payments under the Grant Subaward(s), termination of the Grant Subaward(s), and/or ineligibility for future Grant Subawards if Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) the Subrecipient violated the certification by failing to carry out the requirements as noted above.

CERTIFICATION

I, the official named above, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on this date, is made under penalty of perjury under the laws of the State of California.

Official Designee Signature:

Stephanie Dietz

Official Designee Typed Name: Stephanie Dietz

Official Designee's Title: City Manager

Date Executed: 03/27/23



3650 SCHRIEVER AVENUE, MATHER, CA 95655
www.CalOES.ca.gov

[illegible]

Grant Subaward Budget Pages Single Fund Source - Cal OES 2-106b (Revised 10/2020)

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Grant Subaward Budget Pages
Single Fund Source

Subrecipient: City of Merced		Grant Subaward #: LC22 02 1506 [CL]	
B. Operating Costs - Line-item description and calculation		Total Amount	Allocated
30 Hard Hats - 4 Pt Suspension with Ratchet, CERT Decal, and Reflective Stickers (30 ea x \$49.99)			\$1,500
[CL] 30 High Visibility CERT Vests with Silk Screening (30 ea x \$49.97) (30x\$50/ea)		\$1,500	\$1,499
30 Premiere CERT Kits (30 ea x \$149.99)			\$4,500
30 CERT Shirt/Jackets (30 ea x \$20.00)			\$600
15 LISTOS Patches (15 ea x \$3.00)			\$45
15 LISTOS Hard Hats - 4 Pt Suspension with Ratchet, LISTOS Decal, and LISTOS Stickers (15 x \$49.99)			\$750
15 LISTOS High Visibility Vests with Silk Screening (15 ea x \$49.97)			\$750
15 LISTOS Premiere Kits (15 ea x \$149.99)			\$2,250
15 LISTOS T-Shirts (15 ea x \$20.00)			\$300
1,000 Tri Fold Brochures Advertising Merced's CERT & LISTOS (1,000 ea x \$.57)			\$570
1,000 Glossy 8.5"x11" Flyers Advertising Merced's CERT & LISTOS (1,000 ea x \$.19)			\$190
1 Banner Advertising Merced's CERT & LISTOS (1 ea x \$224)			\$224
1 E-Z Up, Custom Eclipse Package with CERT Logo (1 ea x \$1,000)			\$1,000
1,000 Sprinter Ballpoint Pens with CERT Logo (1,000 ea x \$1.45)			\$1,450
200 14 oz Ceramic Mugs with CERT/LISTOS Logo (200 ea x \$5.70)			\$1,140
500 Keychain with Lights with CERT/LISTOS Logo (500 ea x \$1.99)			\$995
400 Zippered 20 Piece First Aid Pouch silver mini carabiner, 3 antiseptic cleaning wipes, 5 standard size adhesive bandages, 6 small adhesive bandages, 1 adhesive butterfly bandage, 1 adhesive knuckle badage, 2 alcohol wipes, and 2 sting-relief wipes. Does not contain Ocinoxate or Oxybenzone. Meets FDA requirements. (400 ea x \$4.05)			\$1,620
400 16 oz Double Wall Tumbler with CERT/LISTOS logo (400 ea x \$3.50)			\$1,400
1,000 Carabiners with CERT/LISTOS logo (1,000 ea x \$.88)			\$880



Cal OES

GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Grant Subaward Budget Pages
Single Fund Source

Subrecipient: City of Merced		Grant Subaward #: LC22 02 1506 [CL]	
B. Operating Costs - Line-item description and calculation			Total Amount Allocated
[CL] OPERATING COSTS CATEGORY TOTAL			\$21,664 \$21,663



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

Grant Subaward Budget Pages
Single Fund Source

Subrecipient: City of Merced		Grant Subaward #: LC22 02 1506 [CL]
C. Equipment Costs - Line-item description and calculation		Total Amount Allocated
Not Applicable		
EQUIPMENT COSTS CATEGORY TOTAL		<u> </u>
Total Project Cost (Must match the Grant Subaward Face Sheet)		\$25,000 \$24,999

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Budget Summary Report

LC22 Listos California CERT Support Grant Program

Subaward#: LC22 02 1506

City of Merced

Subaward Period: 06/01/23 - 12/31/24

Listos California CERT Support Grant Program

Latest Request:

A Personnel Services - Salaries/Employee Benefits

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
S	22LIST	3,336	0	3,336	0	3,336
Total A Personnel Services - Salaries/Employee Benefits		3,336	0	3,336	0	3,336

B. Operating Expenses

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
S	22LIST	21,664	0	21,664	0	21,664
Total B. Operating Expenses		21,664	0	21,664	0	21,664

C. Equipment

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
S	22LIST	0	0	0	0	0
Total C. Equipment		0	0	0	0	0

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
Total						

Budget Summary Report

LC22 Listos California CERT Support Grant Program

Subaward#: LC22 02 1506

City of Merced

Subaward Period: 06/01/23 - 12/31/24

Listos California CERT Support Grant Program

Latest Request:

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
Total Local Match:	0	0	0	0	
Total Funded:	25,000	0	25,000	0	
Total Project Cost:	25,000	0	25,000	0	



Grant Subaward Budget Narrative

Grant Subaward #: LC22 02 1506 [CL]

Subrecipient: City of Merced

30 Hard Hats – 4 Pt Suspension with Ratchet, CERT Decal, & Stickers - \$1,500

30 High Visibility CERT Vests with Silk Screening - ~~\$1,499~~ **\$1,500**

30 Premiere CERT Kits - \$4,500

30 CERT Shirt/Jackets - \$600

15 LISTOS Patches - \$45

15 LISTOS Hard Hats – 4 Pt Suspension with Ratchet, LISTOS Decal & Sticker - \$750

15 LISTOS High Visibility Vests with Silk Screening - \$750

15 LISTOS Premiere Kits - \$2,250

15 LISTOS T-Shirts - \$300

The above items will be used as safety equipment and clothing easily recognized by the public when CERT members are serving our community.

1,000 Tri Fold Brochures Advertising Merced's CERT & LISTOS - \$570

1,000 Glossy 8.5"x11" Flyers Advertising Merced's CERT & LISTOS - \$190

1 Banner Advertising Merced's CERT & LISTOS - \$224

The above items will be used to solicit interest, advertise, and recruit members for CERT & LISTOS. Advertisements will be created in Spanish, Southeast Asian, and English.

1 E-Z Up, Custom Eclipse Package with CERT Logo - \$1,000



Grant Subaward Budget Narrative

Grant Subaward #: LC22 02 1506 [CL]

Subrecipient: City of Merced

The above item will be used as shelter and at promotional events advertising CERT & LISTOS.

1,000 Sprinter Ballpoint Pens with CERT Logo - \$1,000

200 14 oz Ceramic Mugs with CERT/LISTOS Logo - \$1,140

500 Keychain with Lights with CERT/LISTOS Logo - \$995

400 Zippered 20 Piece First Aid Pouches - \$1,620

400 16 oz Double Wall Tumbler with CERT/LISTOS Logo - \$1,400

1,000 Carabiners with CERT/LISTOS logo - \$880

The above items will be used as promotional items to solicit interest in the CERT/LISTOS program as well as items that may be used for safety.

1 Firefighter Overtime Salary - \$2,320

1 Firefighter Fringe Benefits - \$1,016

The above items will be used for when our firefighters are leading the solicitation, instruction, training and recruitment of volunteers. We also will have exempt employees as well as on duty employees providing assistance at no additional charge to the grant funded program.

As public servants we take great care in spending public funds carefully, with propriety, and most importantly, legally. We adhere to an agency-wide procurement policy/procedure manual, which has been attached for your



Grant Subaward Budget Narrative

Grant Subaward #: LC22 02 1506 [CL]

Subrecipient: City of Merced

review. We maintain good working relationships with our vendors and obtain the best pricing possible by adhering to guidance provided in our procurement manual. We also pay our vendors according to stipulated terms and conditions.



Grant Subaward Programmatic Narrative

Grant Subaward #: LC22 02 1506 [CL]

Subrecipient: City of Merced

Problem Statement – In January 2023, extensive flooding necessitated

emergency evacuations, rescues, sandbagging, and street closures. The Fire Dept. lacked sufficient personnel to respond to all requests in a timely matter.

Merced CERT was chartered in 2003 by Merced City through a contract with the Merced County OES by accepting a FEMA CERT grant. During its 1st year of operation adult volunteers were trained & the program ceased operating after funding ended & the coordinator retired. In Jan. 2023, raging waters from local creeks flooded parts of the city forcing mandatory emergency evacuations. Five feet of flood waters entered apartments, homes, and businesses over a one-week period. The Fire Dept. had insufficient manpower to assist with evacuations, sandbagging, filling/delivering sandbags, rescuing people & animals, performing traffic control, & clearing street gutters/drains. Our citizens were trying to recover from the January floods when another storm flooded our town last week. More sandbags, manpower and traffic control were needed again. Again, we lacked sufficient personnel to respond to all requests. Had an active CERT program been in place, we could have been doing the greatest good for the greatest number of people.

Our City Council's priority is for community engagement and public safety and our mission is to prevent, prepare for and mitigate emergencies using



Grant Subaward Programmatic Narrative

Grant Subaward #: LC22 02 1506 [CL]

Subrecipient: City of Merced

exceptional and visionary leadership. Therefore, we want to inform, educate and train our citizens on disaster preparedness; we want CERT volunteers to respond to local disasters & provide manpower support to our firefighters at disasters & community wide public events. We will target two areas of our community that are vulnerable & underserved. We will build two teams of 10 volunteers & hold 2 sessions per year. Volunteers will be trained in hands on CPR, disaster preparedness, minor emergency response, participating in community events & fairs. Delivery will be accomplished using our 63 public safety membership of who 19 are on duty daily. We have a bilingual workforce consisting of 2 Spanish speakers, 1 Khmer speaker, and 1 Italian speaker. We have a working relationship with the Merced Lao family to bridge any gaps in barriers to communicating with the Southeast Asian population. Our bilingual individuals have been identified and will serve as leads. The dept. has extensive experience providing hands-on CPR, emergency preparedness, & disaster drills. We have meeting rooms, a mobile refreshment trailer, equipment, and most importantly we have strong community ties to gap any unanticipated shortfalls. What we lack is funding for advertisements, PPE, mobile canopy, & promotional materials to engage the public in reactivating the program. All of this will be accomplished in 18 mos. Then, we will begin "train the trainers" & continuing program expansion to serve more vulnerable low income & ESL citizens.



Grant Subaward Programmatic Narrative

Grant Subaward #: LC22 02 1506 [CL]

Subrecipient: City of Merced

Plan – Reactivate our CERT program by recruiting vulnerable and underserved community members by acquiring advertising materials, training resources, & CERT kits to accomplish our goal.

Goal 1: Recruit vulnerable and underserved citizens as volunteers through outreach efforts, printed advertising, & social media. Goal 2: Train & certify volunteers as official CERT members. Goal 3: Actively utilize CERT volunteers. Goal 4: Capitalize on our success & expand program until we no longer need grant funding. Tasks: Identify volunteers. Purchase PPE, disaster kit supplies, & equipment. Provide 1 month notice of upcoming training. Fire Dept. will provide 2-3 days of training using our bilingual firefighters and Merced Lao Family (for Southeast Asian translation) to deliver training to two core groups of 10 vulnerable & underserved community members about basic fire suppression, first aid, hands-on CPR, search & rescue, & evacuation techniques. The volunteers will assist firefighters with local disasters & in providing manpower for community wide public events. It is our goal to leverage CERT funds by utilizing CERT volunteers to play an active role in providing critical support to our firefighters allowing FF to handle the most critical functions & CERT volunteers to assist in secondary functions. We have two certified CERT trainers & two additional Fire Dept. employees are currently being certified using the Hybrid CERT training program.



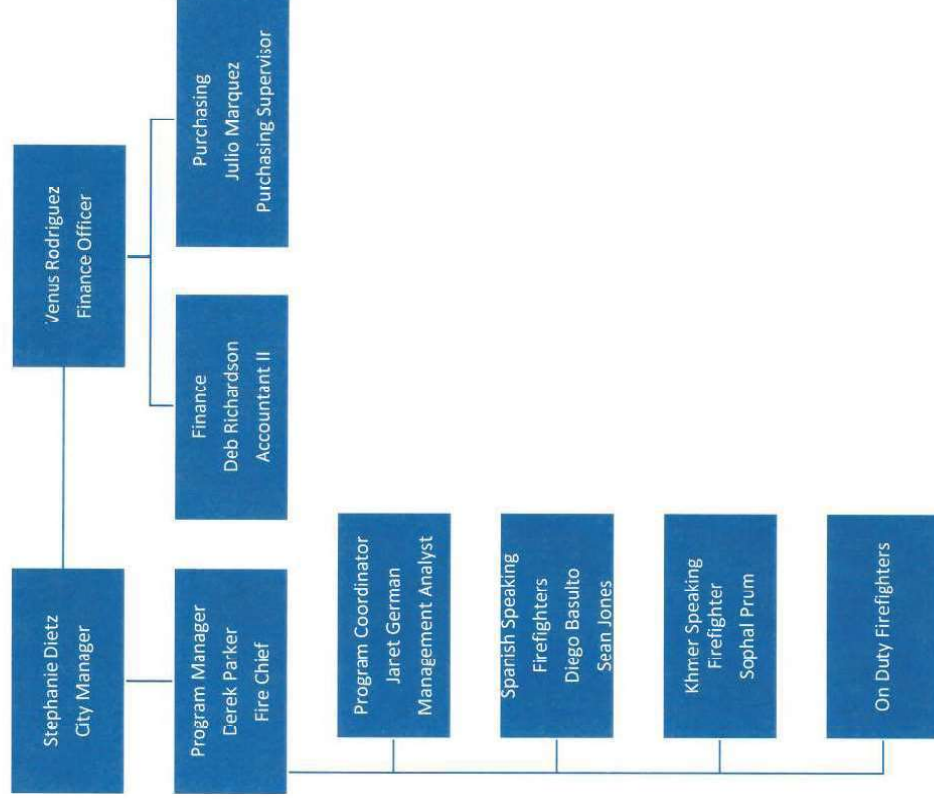
Grant Subaward Programmatic Narrative

Grant Subaward #: LC22 02 1506 [CL]

Subrecipient: City of Merced

Starting in late 2023 we will begin training 10 basic CERT volunteers. We will hold two sessions per year. We will target our underserved and at-risk non-English speaking Southeast Asian population by working in conjunction with the Merced Lao Family Community, Inc. to begin training 15 of their members in Basic CERT and we will reach our Hispanic/Latino population utilizing our bilingual firefighters. We already provide large-scale and mini-disaster simulations to our High-School students using live fire suppression, search & rescue, jaws of life auto extrication, triage, rescue carriers, hands on CPR, & medical operations & this grant will allow us to easily reach a wider audience who are underserved and at higher risk. At the end of the performance period, we will expand our presence, by training the volunteers to become trainers & exponentially increasing our effectiveness by leveraging the grant funds. Exempt employees & on-duty firefighters will provide training at no additional cost. We intend to distribute give aways to increase interest in the program, we will create instructional materials in Spanish and Southeast Asian. We will provide CERT kits at no cost to the volunteers. These events will also serve as recruitment opportunities & volunteers will reflect our diverse population.

Merced Fire Dept. Organizational Chart



**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

Subrecipient: City of Merced	UEI # n/a	FIPS #: 047-46898 [CL]
Grant Disaster/Program Title: Listos California CERT Support Grant (LC) Program		
Performance Period: 06/01/23 to 12/31/24	Subaward Amount Requested: \$ 25,000	
Type of Non-Federal Entity (Check Applicable Box)	<input type="checkbox"/> State Govt <input checked="" type="checkbox"/> Local Govt <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe	


Per Title 2 CFR § 200.332, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, *grant manager* is the individual who has primary responsibility for day-to-day administration of the grant, *bookkeeper/accounting staff* means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and *organization* refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

Assessment Factors	Response
1. How many years of experience does your current grant manager have managing grants?	>5 years <input checked="" type="checkbox"/>
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 years
3. How many grants does your organization currently receive?	1-3 grants
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 1,000,000
5. Are individual staff members assigned to work on multiple grants?	No
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	Yes
7. How often does your organization have a financial audit?	Annually
8. Has your organization received any audit findings in the last three years?	No
9. Do you have a written plan to charge costs to grants?	No
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	Always
12. How many years do you maintain receipts, deposits, cancelled checks, invoices?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes

Certification: This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.

Signature: (Authorized Agent) 	Date: 05/12/23
Print Name and Title: Stephanie Dietz, City Manager	Phone Number: 209-388-8670
Cal OES Staff Only: SUBAWARD # LC22 02 1506 [CL]	



Grant Subaward Service Area Information

Grant Subaward #: LC22 02 1506 [CL]

Subrecipient: City of Merced

1. County or Counties Served:
Merced County

County where principal office is located: Merced County

2. U.S. Congressional District(s) Served:
13th Congressional District of California

U.S. Congressional District where principal office is located: Turlock

3. State Assembly District(s) Served:
State Assembly District 27

State Assembly District where principal office is located: Merced

4. State Senate District(s) Served:
State Senate District 14

State Senate District where principal office is located: Merced

5. Population of Service Area: 90,971

Grant Subaward Service Area Information – Cal OES 2-154 (Revised 11/2020)
