

TEXAS DEPARTMENT OF PUBLIC SAFETY

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August 7, 2018

Allen Bogard
City Manager, City of Sugar Land
2700 Town Center Blvd N
Sugar Land, TX 77479

RE: Sub-Grant Award

Dear Mr. Bogard:

The Texas Division of Emergency Management (TDEM) has issued a sub-grant for the Hazard Mitigation Grant Program, DR-4332, Hurricane Harvey. The following is the information related to this award:

Subrecipient Information:

DUNS Number: 053502001

TINS Number: 7460274917

FIPS Number: 15770808

Award Information:

Catalog of Federal Domestic Assistance (CFDA): 97-039

FEMA Project Number: DR-4332-0010

Project Title: City of Sugar Land Hazard Mitigation Plan Update

Period of Performance (POP): July 24, 2018 to July 24, 2020

Version / Amendment	Date	Total Subgrant Amount	Federal Cost Share Percentage	Federal Cost Share Amount	Local Cost Share Percentage	Local Cost Share Amount
0	07/24/18	\$100,000	75%	\$75,000	25%	\$25,000

Please Note: This award is not for research or development as defined in 2 Code of Federal Regulations (CFR) 200.87.

A copy of the approved scope of work and the terms and conditions of this award are attached. It is important that the sub-recipient read, understand and comply with the Scope of Work (SOW) and all terms and conditions. It is also vital that this information be disseminated to sub-recipient's staff and contractors involved in work related to this project.

In accordance with FEMA Instruction 108-1-1 and DHS Instruction 023-01-001-01; Categorically Excluded (CATEX) M12, FEMA concludes that the above mentioned project is categorically excluded from the National Environmental Policy Act (NEPA) requirement to prepare further environmental documentation. No extraordinary conditions in accordance with DSH Instruction 023-01-001-01 exist involving this project.

Signing and returning this award letter indicates sub-recipient's acceptance of the scope of work of the sub-award, the ability to pay the state match and all grant terms and conditions outlined in the attached documents.


The recipient must ensure that:

1. The initial quarterly progress report for the HMGP project is submitted at the end of the approving quarter. Please include the HMGP project number (provided above) in your future quarterly reports. Note that 44 CFR 206.438(c) indicates the State must provide a quarterly progress report to FEMA indicating the status and completion date for each project funded. The report must include any problems or circumstances affecting completion dates, SOW, or project cost that may result in non-compliance with the approved grant conditions.
2. In accordance with HMGP rules and policy, TDEM requires the submittal of all closeout documentation within 90-days of the project completion not to exceed the POP. Section 206.438(d) of 44 CFR requires the Governor's Authorized Representative (GAR) to "certify that reported costs were incurred in the performance of eligible work, that the approved work was completed and that the mitigation measure is in compliance with the provisions of the "FEMA-State Agreement".

If changes are needed to the SOW for the sub-award, period of performance or costs associated to the sub-award, the sub-recipient should immediately contact TDEM. No change to the sub-award will be considered approved until the sub-recipient is notified in writing by TDEM.

This signed and dated award letter must be returned to TDEM before payment on the sub-award can be processed. Please sign, date, and return this award letter acknowledging acceptance of this sub-award and agreement to abide by all terms and conditions to the address below:

Texas Department of Public Safety
Attn: Division of Emergency Management
P.O. Box 4087
Austin, TX 78773-0001



{Designated Sub-recipient Agent}

8-27-18

Date

Should you wish to appeal any determination related to this sub-award you must do so within 60 days of receipt of the notice of the action. You will need to provide your appeal with any documentation supporting your position to your assigned TDEM project officer within the allotted time.