

**agency Name:** Galveston County

**Grant/App:** 2972211 **Start Date:** 1/1/2026 **End Date:** 12/31/2026

**Project Title:** CPR - Galveston County - Community Preparedness

**Status:** Pending OOG Review

### **Eligibility Information**

**Your organization's Texas Payee/Taxpayer ID Number:**

17460009081010

### **Application Eligibility Certify:**

Created on:4/11/2025 2:08:44 PM By:Mark Henry

### **Profile Information**

**Applicant Agency Name:** Galveston County

**Project Title:** CPR - Galveston County - Community Preparedness

**Division or Unit to Administer the Project:** Office of Emergency Management

**Address Line 1:** 722 Moody

**Address Line 2:**

**City/State/Zip:** Galveston Texas 77550-2317

**Start Date:** 1/1/2026

**End Date:** 12/31/2026

**Regional Council of Governments(COG) within the Project's Impact Area:** Houston-Galveston Area Council

**Headquarter County:** Galveston

**Counties within Project's Impact Area:** Brazoria,Fort Bend,Galveston,Harris,Montgomery

### **Grant Officials:**

#### **Authorized Official**

**Name:** Mark Henry

**Email:** mark.henry@co.galveston.tx.us

**Address 1:** 722 Moody

**Address 1:**

**City:** Galveston, Texas 77550  
**Phone:** 409-766-2244 Other Phone: 409-765-2639  
**Fax:** 409-766-4582  
**Title:** The Honorable  
**Salutation:** Judge  
**Position:** County Judge

**Financial Official**

**Name:** Randall Rice  
**Email:** Randall.Rice@galvestoncountytexas.gov  
**Address 1:** 722 Moody Avenue 4th Floor  
**Address 1:**  
**City:** Galveston, Texas 77550  
**Phone:** 409-770-5301 Other Phone: 469-534-5988  
**Fax:** 409-765-3252  
**Title:** Mr.  
**Salutation:** Mr.  
**Position:** County Auditor

**Project Director**

**Name:** Brad Burness  
**Email:** brad.burness@galvestoncountytexas.gov  
**Address 1:** 1353 FM 646  
**Address 1:** SUITE 201  
**City:** Dickinson, Texas 77539  
**Phone:** 281-309-5003 Other Phone:  
**Fax:**  
**Title:** Mr.  
**Salutation:** --- Select One ---  
**Position:** EMC

**Grant Writer**

**Name:** Mary Pitts  
**Email:** mary.pitts@galvestoncountytexas.gov  
**Address 1:** 722 Moody Ave, 3rd Floor  
**Address 1:**  
**City:** Galveston, Texas 77550

**Phone:** 409-770-5207 Other Phone:

**Fax:**

**Title:** Ms.

**Salutation:** Ms.

**Position:** Grant Administrator

## **Grant Vendor Information**

**Organization Type:** County

**Organization Option:** applying to provide homeland security services

**Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):** 17460009081010

**Unique Entity Identifier (UEI):** DRP9KU1PVJN4

## **Narrative Information**

### **Overview**

The purpose of the Homeland Security Grant Program (HSGP) is to support state and local efforts to prevent terrorism and other catastrophic events and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States. HSGP provides funding to implement investments that build, sustain, and deliver the 32 core capabilities essential to achieving the National Preparedness Goal (the Goal) of a secure and resilient Nation. The building, sustainment, and delivery of these core capabilities are not exclusive to any single level of government, organization, or community, but rather, require the combined effort of the whole community. HSGP supports core capabilities across the five mission areas of Prevention, Protection, Mitigation, Response, and Recovery based on allowable costs.

### **Primary Mission and Purpose**

**Urban Area Security Initiative (UASI) - Regular:** Supports programs that address the unique multidiscipline planning, organization, equipment, training, and exercise needs of high-threat, high-density Urban Areas in efforts to build and sustain the capabilities necessary to prevent, protect against, mitigate, respond to, and recover from acts of terrorism. Urban areas must employ regional approaches to overall preparedness and are encouraged to adopt regional response structures whenever appropriate.

### **Eligibility Requirements**

#### **Cybersecurity Training Requirement**

Local units of governments must comply with the Cybersecurity Training requirements described in Section 772.012 and

Section 2054.5191 of the Texas Government Code. Local governments determined to not be in compliance with the cybersecurity requirements required by Section 2054.5191 of the Texas Government Code are ineligible for OOG grant funds until the second anniversary of the date the local government is determined ineligible. Government entities must annually certify their compliance with the training requirements using the [Cybersecurity Training Certification for State and Local Government](#). A copy of the Training Certification must be uploaded to your eGrants application. For more information or to access available training programs, visit the [Texas Department of Information Resources Statewide Cybersecurity Awareness Training](#) page.

### **Criminal History Reporting**

Entities receiving funds from PSO must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the *Texas Code of Criminal Procedure, Chapter 66*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90% of convictions within five business days to the Criminal Justice Information System at the Department of Public Safety.

### **Uniform Crime Reporting (UCR)**

Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime in Texas (CIT) publication. To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted.

### **Entities That Collect Sexual Assault/Sex Offense Evidence or Investigate/Prosecute Sexual Assault or Other Sex Offenses**

In accordance with Texas Government Code, Section 420.034, any facility or entity that collects evidence for sexual assault or other sex offenses or investigates or prosecutes a sexual assault or other sex offense for which evidence has been collected, must participate in the statewide electronic tracking system developed and implemented by the Texas Department of Public Safety. Visit DPS's [Sexual Assault Evidence Tracking Program](#) website for more information or to set up an account to begin participating. Additionally, per Section 420.042 "A law enforcement agency that receives evidence of a sexual assault or other sex offense...shall submit that evidence to a public accredited crime laboratory for analysis no later than the 30th day after the date on which that evidence was received." A law enforcement agency in possession of a significant number of Sexual Assault Evidence Kits (SAEK) where the 30-day window has passed may be considered noncompliant.

**National Incident Management System (NIMS) Implementation**

Grantees are required to implement NIMS. The NIMS uses a systematic approach to integrate the best existing processes and methods into a unified national framework for incident management across all homeland security activities including prevention, protection, response, mitigation, and recovery. Grantees must use standardized resource management concepts for resource typing, credentialing, and an inventory to facilitate the effective identification, dispatch, deployment, tracking and recovery of resources.

**Emergency Management Plans (Intermediate Level)**

Cities and counties must have a current emergency management plan or be a legally established member of an inter-jurisdictional emergency management program with a plan on file with the Texas Division of Emergency Management (TDEM). Plans must be maintained throughout the entire grant performance period. If you have questions concerning your Emergency Management Plan (preparedness) level, contact your Emergency Management Coordinator (EMC) or your regional Council of Governments (COG). For questions concerning plan deficiencies, contact TDEM at [tdem.plans@tdem.texas.gov](mailto:tdem.plans@tdem.texas.gov).

**Program Income**

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income through a formal grant adjustment and to secure PSO approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after PSO's approval of a grant adjustment and prior to requesting reimbursement of funds.

Deduction Method - Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless PSO authorizes otherwise. Program income which the grantee did not anticipate at the time of the award shall be used to reduce the PSO award and grantee match rather than to increase the funds committed to the project.

Asset Seizures and Forfeitures - Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

**Program Requirements****Building and Sustaining Core Capabilities**

1. All capabilities being built or sustained must have a clear link to one or more Core Capabilities in the National Preparedness Goal.
2. Many capabilities which support terrorism preparedness simultaneously support preparedness for other hazards. Grantees must demonstrate this dual-use quality for any activities implemented under this program that are not explicitly focused on terrorism preparedness. Activities implemented under SHSP must support terrorism preparedness by building or sustaining capabilities that relate to the prevention of, protection from, mitigation of, response to, and recovery from terrorism.
3. Funding should be used to sustain core capabilities. New capabilities should not be built at the expense of maintaining current and critically needed core capabilities. New capabilities must be aligned with capability targets and gaps identified through the THIRA/SPR process.

### **Mission Areas**

The National Preparedness Goal organizes the core capabilities into the five mission areas:

- Prevention. Prevent, avoid or stop an imminent, threatened or actual act of terrorism.
- Protection. Protect our citizens, residents, visitors, and assets against the greatest threats and hazards in a manner that allows our interests, aspirations, and way of life to thrive.
- Mitigation. Reduce the loss of life and property by lessening the impact of future disasters.
- Response. Respond quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of a catastrophic incident.
- Recovery. Recover through a focus on the timely restoration, strengthening and revitalization of infrastructure, housing and a sustainable economy, as well as the health, social, cultural, historic and environmental fabric of communities affected by a catastrophic incident.

### **Overall Certification**

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the PSO Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, any authorizing or applicable state and federal statutes and regulations to be eligible for this program.

**X I certify to all of the application content and requirements.**

**Project Summary :**

Briefly summarize the project, including proposed activities and intended impact.

This project will support and deliver community outreach and training, partnering with community partners and key stakeholders to build resilience, especially focusing on historically underserved communities and socially vulnerable individuals. The program will train and maintain Galveston County Community Emergency Response Teams (CERT) and Teen CERT programs by procuring appropriate tools, equipment, and training aids for teaching and outreach. Partner with community organizations and key stakeholders to build the resilience of individuals and families and increase preparedness for terrorist attacks, active threats, and other emerging hazards. Partner with community organizations and key stakeholders to build disaster-centric financial resilience of individuals and households to better equip them to survive and recover from terrorist attacks and all hazards that could occur in Galveston County. Provide guidance to the whole community on how to create emergency kits and family communications plans, including youth preparedness and promoting community planning, coordination, and integration of children's needs during terrorist attacks and other emergencies our region faces.

**Problem Statement :**

Provide a detailed account of the issues, threats or hazards that your project will target. For federal Homeland Security Grants, include specific references to the regional or state *Threat and Hazard Identification and Risk Assessment (THIRA)*, as applicable. This project will address the issues, hazards and threats the community needs to be prepared for including terrorism activity by providing information and education on how to be prepared for, respond to and recover from human caused or natural disasters using the whole community approach. Threats and hazards for Galveston County are well documented and capabilities which support terrorism preparedness simultaneously support preparedness for other hazards. Our location along the Southeast Texas Gulf Coast and our status as one of the nation's prominent producer of oil and gas products leaves us vulnerable to many natural and human caused disasters including acts of terrorism. In order to respond and recover effectively, we continue to identify opportunities to address risks that impact our jurisdictions. Although we educate many community members each year on preparing for and recovering from these disasters, we have a high increase in the number of new residents moving to Galveston County each year. In addition, we identify and create new partnerships and new ways to reach and educate specific populations including vulnerable demographics with access and functional needs. Citizen Corps Councils support public outreach and promote programs to increase awareness and move individuals from awareness to action in an effort to enhance preparedness and keep the whole community engaged year-round. In addition, increase the effectiveness of emergency preparedness planning and response for the whole community by integrating and coordinating activities including under represented diverse populations that may be more impacted by disasters including children, seniors, individuals with disabilities or access and functional needs, individuals with diverse culture and language use, individuals with lower economic capacity, and other underserved populations. Source: Regional THIRA/ SPR Stakeholder Report; page 9 and 10.

**Existing Capability Levels :**

Describe the existing capability levels, including resources that are currently in place to support this project prior to the use of grant funds.

Over 10,000 community members have been CERT trained in Galveston County. Programs developed and available to the community include Neighborhood Ready, School Ready (elementary and middle school programs), Make the Call (Terrorism Prevention, If You See Something, Say Something, Run Hide Fight, Surviving an Active Shooter Event, Stop the Bleed training, Galveston County CERT website, numerous outreach events and a variety of activities, events and preparedness programs to engage the residents across the County.

**Capability Gaps:**

Describe the capability gaps which will be addressed by the project. For federal Homeland Security Grants, include specific references to the regional or statewide State Preparedness Report (SPR).

Community Resilience Core Capability: Mitigation/Community Resiliency/Whole Community Approach to Emergency Management Principles as called for by Presidential Policy Directive PPD-8: National Preparedness. Galveston County needs to sustain regional community preparedness planners, CERT Coordinators, Teen CERT and MRC to ensure regional preparedness plans, procedures, and programs remain up to date. In addition, these planners and coordinators need to continue to train and educate residents in order to promote whole community resilience. The need for individuals to take responsibility for their own self-preparedness efforts and for all community members to work together to develop the collective capacity needed to enhance the community's security and resilience. The population of our region continues to expand exponentially. This project works diligently to meet the expanding needs as new residents move into Galveston County on the risks and threats and how to best prepare for a disaster including terrorism as well as other human caused or natural events. Page 9 of THIRA/SPR - The region needs to sustain regional Community Preparedness Planners and CERT Coordinators to ensure regional preparedness plans, procedures, and programs remain up-to-date; in addition, these planners and coordinators need to continue to train and educate residents in order to promote whole community resilience.

**Impact Statement :**

Describe the project goals/objectives and how this project will maintain capabilities or reduce capability gaps.

Galveston County continues to experience a population growth and very prone to significant natural disasters as well as vulnerable to human caused and man-made terrorist threats. Galveston County is unmatched by the myriad of thre economic include any area in the US, recent reports have Houston predicted to become the third most populated city in the US. As the city population expands so does the population of the UASI footprint. In addition to new community members, our region has seen an influx of new businesses, increasing the potential for new partnerships.

**Homeland Security Priority Actions:**

Identify the Texas Homeland Security Priority Action most closely aligned with this project. Each Priority Action is linked with an *Objective from the Texas Homeland Security Strategic Plan (HSSP)*. List the Priority Action by number and text (e.g. 1.2.3



*Expand and enhance the network of human sources that can provide detailed and relevant information on known or suspected terrorist and criminal enterprises.)*

Goal 3: Mitigation - 3.3.1 Expand and enhance local jurisdiction and citizen capabilities through participation in Citizen Corps and other individual and community preparedness programs. Goal 4: Response - 4.2.5 Continue the use of trained and vetted volunteers from private, public, non-profit and faith-based organizations for statewide security response activities.

### **Target Group :**

Identify the target group and population expected to benefit from this project.

The project supports individual and community preparedness throughout Galveston County which encompasses 13 jurisdictions and a population of nearly 360,000 residents. Not to mention an increase in seasonal population from the influx of visitors and tourists that saturate Galveston County and the Southeast Texas Gulf Coast during the summer months. Additionally, Galveston County is the home of the fourth largest cruise ship terminal in the nation that brings people from around the world to embark on their international travels.

### **Long-Term Approach:**

Describe how the applicant agency will maintain the capabilities supported by this project without additional federal or state funds. If sustainment is dependent upon federal or state grants, describe the ongoing need for future grants, as applicable.

Galveston County CERT team members are very successful and filled a tremendous need in the community. These teams are very impactful and active in the Galveston County area. We would look towards the possibility of continuing personnel funding, contracts & agreements and ultimately use of home budget and other grant funding opportunities to continue and meet the other needs of the program.

## **Project Activities Information**

### **HSGP Instructions for Project Activity Selection**

Homeland Security Grant Program (HSGP) applicants should only select one project activity. The eGrants system will allow multiple selections, but each HSGP subrecipient project must fit into one and only one of the Investment Categories that are listed as project activities under the "Activity List".

### **Urban Area Impact**

Identify the Urban Area Strategic Plan Goal and Objective that most closely aligns with this project. List the Goal/Objective specific to your Urban Area Strategic Plan by number and text (*e.g., Goal 5: Interoperable Communications. Sustain standards-based, shared systems with adequate coverage and capacity to facilitate seamless interoperable communications throughout the Urban Area. Objective 2: Complete the deployment of standards-based shared systems to serve the region.*)

Goal 4: Enhanced Community Preparedness. Enhance community resiliency through efforts to improve the preparedness of individuals, households, private sector, schools, government, and nongovernmental organizations (NGOs); and continue to train citizens to augment government efforts in a catastrophic incident. UASI Strategic Objectives: 4.2 - Develop, enhance, and sustain capabilities that enable residents to practice personal preparedness activities and techniques, such as making a plan, building a kit, and staying informed. 4.4 - Develop, enhance, and sustain capabilities to conduct Citizen Corps training so that there is an adequate number of personnel who can conduct preparedness outreach and training efforts for each of the counties in the Houston UASI region. 4.5 - Develop, enhance, and sustain the capabilities to recruit and train volunteer members for the Citizen Corps' constituent programs—Community Emergency Response Team (CERT), Volunteers in Police Service, Neighborhood Watch, Medical Reserve Corps (MRC), and Fire Corps—who can advocate for personal preparedness in their communities and can augment government efforts in a catastrophic incident.

**Selected Project Activities:**

ACTIVITY	PERCENTAGE:	DESCRIPTION
Community Preparedness and Resilience	100.00	Develop, enhance, and sustain the capabilities to recruit and train volunteer members for the Citizen Corps' constituent programs—Community Emergency Response Team (CERT).

## Measures Information

### Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Number of community preparedness (CCP, CERT or other similar agency sponsored programs) events held.	4

Number of exercises conducted.	4
Number of individuals participating in exercises.	40
Number of people trained.	100
Number of planning/coordination meetings attended.	4
Number of planning/coordination meetings conducted (including whole community as appropriate).	8
Number of plans developed or updated.	0
Number of plans reviewed.	0
Number of trainings conducted.	16

#### Objective Outcome Measures

<b>OUTCOME MEASURE</b>	<b>TARGET LEVEL</b>
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Number of people participating in community preparedness events.	200
Number of stakeholders participating in planning/coordination meetings.	10

#### Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL
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#### Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL
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### **Resolution from Governing Body**

Applications from nonprofit corporations, local units of governments, and other political subdivisions must include a [resolution](#) that contains the following:

1. Authorization by your governing body for the submission of the application to the Public Safety Office (PSO) that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update the PSO should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to PSO.

Upon approval from your agency's governing body, upload the [approved](#) resolution to eGrants by going to the **Upload.Files** tab and following the instructions on Uploading eGrants Files.

### **Contract Compliance**

Will PSO grant funds be used to support any contracts for professional services?

Select the appropriate response:

☒ Yes  
☐ No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

Emergency Management Department has a written Contract Monitoring Policy for the Community Preparedness program to follow.

**Lobbying**

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the appropriate response:

- ☐ Yes
- ☒ No
- ☐ N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

- ☐ Yes
- ☒ No
- ☐ N/A

**Fiscal Year**

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2025

Enter the End Date [mm/dd/yyyy]:

9/30/2026

**Sources of Financial Support**

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (in Whole Dollars \$) of Federal Grant Funds expended:

32233605

Enter the amount (in Whole Dollars \$) of State Grant Funds expended:

0

**Single Audit**

Applicants who expend less than \$1,000,000 in federal grant funding or less than \$1,000,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a PSO grant. However, PSO may require a limited scope audit as defined in 2 CFR Part 200, Subpart F - Audit Requirements.

Has the applicant agency expended federal grant funding of \$1,000,000 or more, or state grant funding of \$1,000,000 or more during the most recently completed fiscal year?

Select the appropriate response:

☒ Yes

☐ No

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the State of Texas Single Audit Circular; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit:

9/30/2024

**Debarment**

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;

- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- ☒ I Certify  
☐ Unable to Certify

Enter the debarment justification:

#### **FFATA Certification**

**Certification of Recipient Highly Compensated Officers** – The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (HSGD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient's preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

- ☐ Yes  
☒ No



Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

☒ Yes

☐ No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered NO to the first statement you are NOT required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

Position 1 - Name:

Position 1 - Total Compensation (\$):

0

Position 2 - Name:

Position 2 - Total Compensation (\$):

0

Position 3 - Name:

Position 3 - Total Compensation (\$):

0

Position 4 - Name:

Position 4 - Total Compensation (\$):

0

Position 5 - Name:

Position 5 - Total Compensation (\$):

0

## **Homeland Security Information**

### **FUND SOURCE INFORMATION AND REQUIREMENTS**

**DHS Project Type:** Establish/enhance citizen awareness of emergency preparedness, prevention, and response measures

#### **Capabilities**

**Core Capability:** Community Resilience

**Identify if this investment focuses on building new capabilities or sustaining existing capabilities. :** Existing Capabilities (Sustain)

**Are the assets or activities Deployable or Shareable:** Shareable

☐ Check if this Investment requires new construction or renovation, retrofitting, or modification of existing structures

☒ Check if these funds will support a project that was previously funded with HSGP funding

**Project Management Step Involved:**

Check the step that most closely resembles the phase of the project activities to be completed during the grant period.

**Step:** Execute

**Description:** The period within the project lifecycle during which the actual work of creating the project's deliverables is carried out.

**Process:** Involves directing, accomplishing, managing, and completing all phases and aspects of work for a given project.

### **Milestones**

**Milestone:** Plan academy trainings, exercises, continuing education courses, skills refreshers and outreach dates for the grant period of performance.; **Completion Date:** 03-01-2026

**Milestone:** Procure allowable training and outreach supplies and materials as needed; **Completion Date:** 09-01-2026

**Milestone:** Conduct a minimum of (4) basic CERT academies; **Completion Date:** 12-15-2026

**Milestone:** Conduct a minimum of (4) continuing education classes and skills refresher training with CERT program graduates; **Completion Date:** 12-22-2026

**Milestone:** Conduct a minimum of 02 Adult CPR/AED Classes ; **Completion Date:** 12-01-2026

### **NIMS Resources**

\_\_\_ Check if this project supports a NIMS typed resource

**Enter the name of the typed resources from the Resource Type Library Tool:**

**Enter the ID of the typed resources from the Resource Type Library Tool:**

## **Fiscal Capability Information**

### **Section 1: Organizational Information**

\*\*\* FOR PROFIT CORPORATIONS ONLY \*\*\*

Enter the following values in order to submit the application

Enter the Year in which the Corporation was Founded: 0

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status: 01/01/1900

Enter the Employer Identification Number Assigned by the IRS: 0  
Enter the Charter Number assigned by the Texas Secretary of State: 0

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

## **Section 2: Accounting System**

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts)?

Select the appropriate response:

- ☐ Yes
- ☐ No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

- ☐ Yes
- ☐ No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

- ☐ Yes
- ☐ No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

### **Section 3: Financial Capability**

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- ☐ Yes
- ☐ No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- ☐ Yes
- ☐ No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- ☐ Yes
- ☐ No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

#### **Section 4: Budgetary Controls**

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

- ☐ Yes
- ☐ No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

- ☐ Yes
- ☐ No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

### **Section 5: Internal Controls**

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

- ☐ Yes
- ☐ No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

- ☐ Yes
- ☐ No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

**Budget Details Information****Budget Information by Budget Line Item:**

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN- KIND MATCH	GPI	TOTAL	UNIT/ %
Contractual and Professional Services	Consultant (Training)	CERT/Citizen Corps Administration and Coordination Contract (1/1/2026 to 12/31/2026) (vendor: Greater Metropolitan Safety Council) – This contract is needed to administer and coordinate the Galveston County Community Emergency Response Team (CERT)/Citizen Corps as well as provide training, exercises, and	\$80,000.0 0	\$0.00	\$0.00	\$0.0 0	\$80,000.0 0	0



		drills to CERT volunteers. Total Cost of the contract is \$80,000 invoiced monthly for a service period that runs 01/01/2026 to 12/31/2026.						
Supplies and Direct Operating Expenses	01ZA-05-UNDR Undergarment, Non- Flame-Resistant	CERT Shirts for CERT volunteers only - These personalized shirts are needed for CERT volunteers only during training exercises for identification of participants in training and at incidents to show they are all part of the same team/organization on the scene. 30 shirts @ \$15.10 each.	\$453.00	\$0.00	\$0.00	\$0.00	\$453.00	0
Supplies and Direct	03OE-04-KTTL Kit, Tool, Miscellaneous, Non-sparking	4-in-1 emergency tools for community	\$1,400.00	\$0.00	\$0.00	\$0.00	\$1,400.00	0

Operating Expenses		disaster preparedness. These tools are heat treated alloy, multi-function tools that can shut off gas and water, serve as a pry tool, and dig debris and are needed to provide to CERT volunteers to be utilized during trainings, exercises, drills and at incidents. 70 tools @ \$20 each.						
Supplies and Direct Operating Expenses	16AD-01-PPE Personal Protective Equipment	Personal Protective Equipment (PPE) for CERT member training and operations to include Nitrile Gloves, Face Masks, and Foul Weather Jackets for the personal protection of trainers and	\$1,497.00	\$0.00	\$0.00	\$0.00	\$1,497.00	0

		trainees. 3 mil Powder Free/Latex Free Nitrile Gloves 16 cases @ 45.25 each. Disposable Face Masks 2 @ \$43.50 each. Waterproof Reflective Foul Weather Jackets 14 @ \$49 each.						
Supplies and Direct Operating Expenses	Software License and User Fees (Training)	Annual Website Domain Renewal Fee: Preparedness and Awareness website for the CERT/Citizen Corps program. 1 Renewal Fee @ \$900.	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00	0

### Source of Match Information

#### Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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**Summary Source of Match/GPI:**

<b>Total Report</b>	<b>Cash Match</b>	<b>In Kind</b>	<b>GPI Federal Share</b>	<b>GPI State Share</b>
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**Budget Summary Information****Budget Summary Information by Budget Category:**

<b>CATEGORY</b>	<b>OOG</b>	<b>CASH MATCH</b>	<b>IN-KIND MATCH</b>	<b>GPI</b>	<b>TOTAL</b>
Contractual and Professional Services	\$80,000.00	\$0.00	\$0.00	\$0.00	\$80,000.00
Supplies and Direct Operating Expenses	\$4,250.00	\$0.00	\$0.00	\$0.00	\$4,250.00

**Budget Grand Total Information:**

<b>OOG</b>	<b>CASH MATCH</b>	<b>IN-KIND MATCH</b>	<b>GPI</b>	<b>TOTAL</b>
\$84,250.00	\$0.00	\$0.00	\$0.00	\$84,250.00

### Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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