

**Agency Name:** Galveston County

**Grant/App:** 2972311 **Start Date:** 1/1/2026 **End Date:** 12/31/2026

**Project Title:** Galveston County - Regional Planner

**Status:** Pending OOG Review

### **Eligibility Information**

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

17460009081010

**Application Eligibility Certify:**

Created on:4/11/2025 2:24:02 PM By: Mary Pitts

### **Profile Information**

**Applicant Agency Name:** Galveston County

**Project Title:** Galveston County - Regional Planner

**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 sustains the Galveston County regional planner and allows continued collaboration and coordination with local jurisdictions, regions, and UASI partners at various state and nationwide conferences and meetings. Sustainment of the UASI planners ensures continued development and maintenance of regional terrorism-related plans through a multi-jurisdictional approach to planning. The planners continue developing and updating regional plans (e.g., the MACC, EPIP, etc.) and continue coordination among jurisdictions regarding planning processes, standards, and technologies. This project includes professional development and training for planners as well as supplies to support planning activities.

**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. The Department of Homeland Security has designated Houston as a high-risk urban area, but other hazards are more regularly occurring and receive the bulk of jurisdictional spending for emergency management planning. Associated threat data on page 5. Without an external funding source, homeland security planning activities would be limited and would not be as comprehensive as a region of our size, threats, and complexities demands. The region is comprised of local, regional, state, federal, nonprofit, and private-sector partners who work closely together for frequently-occurring emergencies but require coordination and planning to ensure preparedness to respond to acts of terrorism. In our County are, active threats/ terrorism threats are increasing. The County continues to grow in population and critical infrastructure and contains a wide-range of terrorism targets: the world's largest medical center, power plants, chemical facilities, railway hubs, and major tourist sites.

**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.

The Homeland Security Planner will continue developing and updating regional plans (e.g., the MACC, EPIP, etc.) and continue coordination among jurisdictions regarding planning processes, standards, technologies, etc. Galveston County lacks the ability to fund part or full-time terrorism planners. This project will sustain all of the regional efforts made in planning which will allow us to develop new plans and maintain current plans based on dynamically changing risks and needs.

**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).

The following gaps were noted in the 2022 Regional SPR on page 2 - "The region still requires additional planning efforts."; "The region has also identified the need to update and socialize several existing plans."; "Fulfillment of the implementation steps from the regional strategy."; "Planning needs and gaps change regularly, and a dedicated planning network is needed to keep the region current." and "Planning needs are constantly evolving which continuously puts the region at risk for capability gaps." The desired end-state is to sustain the regional planners to ensure that plans within the region remain current with evolving and emerging terrorism threats. The planners also review the SPR gaps for all of the core capabilities to prioritize planning gaps each year.

### **Impact Statement :**

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

This investment allows continued regional planning efforts and the continued ability to assist in the implementation of the Houston UASI Regional Homeland Security Strategy and addressing the gaps noted in the SPR. This project provides planning assistance that allows the region to continue to better plan for terrorist attacks which further enables the region's mitigation, protection, prevention, and response efforts. This investment reduces the gaps identified above by addressing the continued need for additional planning efforts to include updating and socializing existing plans, ensuring the fulfillment of planning implementation steps from the regional homeland security strategy, and helping create planning documents as need by the UAWG. This project allows the funding for the UASI planner to ensure continued development and maintenance of regional plans through a multi-jurisdictional approach to planning, including updating regional plans (e.g., the MACC, EPIP, etc.) and continued coordination among jurisdictions regarding planning processes, standards, technologies, etc. We are seeing an increase, both regionally and world-wide in domestic violent extremism. The planners funded under this project stay informed on emerging threats to ensure that both local and regional plans incorporate evolving threat methods into planning efforts.

### **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.*)

4.7.1 Periodically review, update, and upgrade emergency and disaster-related plans statewide, and ensure these plans account for people with disabilities or other access and functional needs. 4.7.7 Enhance local jurisdictions preparedness to secure special events and soft targets and respond to mass casualty attacks, and provide guidance and templates to support local planning. 4.7.8 Expand Homeland Security and emergency management collaboration with institutions of higher education, to include coordination on planning studies, development of research agendas, and internship programs.

### **Target Group :**

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

This project serves the entire Houston-Galveston Area, providing support to key homeland security-related disciplines.



**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. [The economic climate at the time would determine whether or not individual jurisdictions were able to sustain these planner positions.](#)

**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 1: Coordinated Planning. UASI Strategic Objective: 1.1: Facilitate a regional planning network composed of the planners from large jurisdictions and other appropriate stakeholders to collaborate on whole community regional planning efforts and to exchange best practices.

**Selected Project Activities:**

ACTIVITY	PERCENTAGE:	DESCRIPTION
Planning - Homeland Security	100.00	The project facilitates a Regional Homeland Security Planner network composed of regional planners to collaborate on whole community regional planning efforts and to exchange best practices.

**Measures Information**

## Objective Output Measures

<b>OUTPUT MEASURE</b>	<b>TARGET LEVEL</b>
Number of exercises conducted.	1
Number of individuals participating in exercises.	10
Number of people trained.	30
Number of planning/coordination meetings attended.	30
Number of planning/coordination meetings conducted (including whole community as appropriate).	12
Number of plans developed or updated.	4
Number of plans reviewed.	8
Number of trainings conducted.	8

#### Objective Outcome Measures

<b>OUTCOME MEASURE</b>	<b>TARGET LEVEL</b>
Number of individuals from stakeholder organizations participating in planning/coordination meetings.	60
Number of stakeholders participating in planning/coordination meetings.	20

#### Custom Output Measures

<b>CUSTOM OUTPUT MEASURE</b>	<b>TARGET LEVEL</b>
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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:

### **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 sustainable homeland security planning program\*

#### **Capabilities**

**Core Capability:** Planning

**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

X 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:** Finalize coordination for training, workshops, and conferences.; **Completion Date:** 03-31-2026

**Milestone:** Order supplies, materials, and mobile phone service; **Completion Date:** 09-30-2026

**Milestone:** Attend and conduct trainings, workshops, meetings, exercises and conferences; **Completion Date:** 12-15-2026

### **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/%
Personnel	Planner (Planning)	Homeland Security Planner - Robert "Ted" Chase: Full-Time Salary and benefits. Salary \$64,164 and Benefits \$24,931 from 1/1/2026 to 12/31/2026. The position provides specific focus and professional expertise and support in the areas of emergency management and emergency planning. As the Houston Urban Area Security	\$89,095.00	\$0.00	\$0.00	\$0.00	\$89,095.00	100

		<p>Initiative (UASI) planning coordinator for Galveston County, this position is regional in scope and responsibility. The Homeland Security Planner conducts exercises and trainings as well as represents the county in development of plans, concepts of operations, and strategies for mitigation of, preparedness for, and responding to terrorist incidents within its Houston UASI region. The position also works with other Galveston County jurisdictions, organizations,</p>						
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		and agencies to integrate them into regional terrorism planning initiatives. Total Salary = \$89,095.						
Travel and Training	In-State Incidentals and/or Mileage (Planning)	Mileage for planner to attend various meetings and events that serve as critical needs in meeting target project goals. Total mileage cost not to exceed \$1,200.	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0
Travel and Training	In-State Incidentals and/or Mileage (Planning)	Homeland Security Planner - Robert "Ted" Chase will attend the 2026 Texas Department of Emergency Management (TDEM) Conference. Estimated costs include per diem, flights, and hotel @ \$1,400 per person. Location	\$1,400.00	\$0.00	\$0.00	\$0.00	\$1,400.00	0

		and dates are TBD.						
Travel and Training	In-State Registration Fees (Planning)	Registration fee for Robert "Ted" Chase to attend the 2026 Texas Department of Emergency Management (TDEM) conference. Location is and dates are TBD. Registration fee is \$300 per person.	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0
Travel and Training	Out-of-State Incidentals and/or Mileage (Planning)	Homeland Security Planner - Robert "Ted" Chase will attend the 2026 National Homeland Security Conference. Estimated costs include per diem, flights, and hotel @ \$2,100 per person. Location is at Louisville, Kentucky and	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00	0

		dates are August 10-13, 2026.						
Travel and Training	Out-of-State Registration Fees (Planning)	Registration fee for Homeland Security Planner - Robert "Ted" Chase to attend the 2026 National Homeland Security Conference. Location: Louisville, Kentucky. Dates: August 10-13, 2026. Registration Fee: \$700.	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0
Supplies and Direct Operating Expenses	Office Supplies (Planning)	OFFICE SUPPLIES - General office supplies such as pen, papers, printing materials, file folders and administrative supplies to support planner activities. Total cost not to exceed \$150.78.	\$150.78	\$0.00	\$0.00	\$0.00	\$150.78	0

Supplies and Direct Operating Expenses	Telecommunications Costs (Planning)	CELL SERVICE. \$70/MNTH X 12/MNTHS = \$840.	\$840.00	\$0.00	\$0.00	\$0.00	\$840.00	0
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## Source of Match Information

### Detail Source of Match/GPI:

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

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$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>
Personnel	\$89,095.00	\$0.00	\$0.00	\$0.00	\$89,095.00
Supplies and Direct Operating Expenses	\$990.78	\$0.00	\$0.00	\$0.00	\$990.78
Travel and Training	\$5,700.00	\$0.00	\$0.00	\$0.00	\$5,700.00

**Budget Grand Total Information:**

<b>OOG</b>	<b>CASH MATCH</b>	<b>IN-KIND MATCH</b>	<b>GPI</b>	<b>TOTAL</b>
\$95,785.78	\$0.00	\$0.00	\$0.00	\$95,785.78

**Condition Of Fundings Information**

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