



Grant Application - FY2022 - EMPG - Hampton, City of

Routing in Progress: Applicant Submission (Step 1 of 6)

Grant Application Summary

The Grant Application defines all project details including Scope-of-Work, all costs, worksheets, and other required data and documents.

Title: FY2022 - EMPG - Hampton, City of

Total Project Cost: \$0.00

Eligible Amount: \$70,740.00

Funding Sources: Federal - \$70,740.00
State - \$0.00
Local - \$70,740.00
[Edit](#)

FEMA Obligation Data: Federal Number - < no value >

Grant

FY2022 Emergency Management Performance Grant

Emergency Management Performance Grant

Start Date: July 1, 2022

End Date: June 30, 2023

Work Deadline: July 31, 2023

CFDA Number: 97.042

Applicant

Hampton, City of

Name (Legal): City of Hampton Location

Jurisdiction: Independent City of Hampton Independent City of Hampton Location (Region 5 - Tidewater Region)

UEI:

FIPS: 650-35000-00

State#: 2152

FEIN #: 54-6001336

Vendor # (Applicant): 000046247

DUNS #: 066019902 Type: City

Physical/Mailing: 22 Lincoln Street
Hampton, VA, 23669

Workflow Summary

Current Step: 1) Applicant Submission
Description: Applicant completed and then submits Application to VDEM

Submission: Oct 7, 2022 at 3:00 PM by Shane Ahern

Introduction

Summary Information

Grant: FY2022 Emergency Management Performance Grant

Project Type: EMPG Local

Please indicate whether your Agency intends to participate in this grant award, or whether your Agency will opt-out of participating:

Opt-In

Title: FY2022 - EMPG - Hampton, City of

Used to help identify the project. Ex: "FY2022 - EMPG - Hampton, City of".

This application contains Work Activity and Costs in the following areas:

Planning
Training
Equipment

Hold Ctrl key to select multiple areas.

Project Description:

For FY2022 EM personnel and city staff supporting Emergency Management throughout the city are tasked to:

- i. Present 2022 Hampton Roads Hazard Mitigation Plan to Planning Commission to amend the Hampton Community Plan (2006, as amended) to adopt the 2022 Hampton Roads Hazard Mitigation Plan in July 2022. Present 2022 Hampton Roads Hazard Mitigation Plan to Hampton City Council to adopt plan in August 2022. Present the 2022 Emergency Operations Plan to City Council for adoption in August 2022.
- ii. Continue to support mitigation construction and project management for home elevation/acquisition projects.
- iii. Provide support to other city departments for shelter generator upgrades and pump station generator upgrades to enhance mitigation and resilience.
- iv. Participate in regional exercises in collaboration with other jurisdictions. Support Regional Family Assistance Center Plan project. Conduct Regional Family Assistance Center Plan Tabletop Exercise in October 2022.
- v. Attend regional meetings and conference events with various stakeholders regarding evacuation readiness, mitigation programs and recovery/resilience initiatives.
- vi. Complete required coursework to maintain professional qualifications.
- vii. Send relevant city staff to DHS/FEMA National Hurricane Conference and/or other related conferences, trainings and workshops to include floodplain management.
- viii. Assess, identify and purchase technological equipment to enhance our program and Emergency Operations Center to support our emergency preparedness, response and recovery operations. Ensure EOC readiness for hurricane season to include technology review and updates. Conduct and support EOC activation for severe weather events.
- ix. Continue to develop plans to support post-disaster recovery and resilience.
- x. Conduct WebEOC initial and refresher training for personnel providing support staff to the EOC.
- xi. Conduct public outreach to promote emergency preparedness with consideration for diversity, equity and inclusion.
- xii. Enhance capability to provide support for emergency sheltering, food, and water including people with access and functional needs and animals with consideration for diversity, equity and inclusion. Inventory and restock shelter trailers and ensure hurricane season and winter weather preparedness.

Provide a brief, but detailed, description of the Project.

Primary Contact:

Hui-Shan Walker - Emergency Management Coordinator

[Edit](#)

Email Address: hui-shan.walker@hampton.gov

Phone: 757-727-1208

Alternate Contact:

Sara Snowden - Deputy Coordinator

[Edit](#)

Organization: City of Hampton

Email Address: sara.snowden@hampton.gov

Phone: 757-727-1208

Chief Administrative Officer:

MARY BUNTING - CITY MANAGER

[Edit](#)

Email Address: MBUNTING@HAMPTON.GOV

Phone: 757-727-6392

Finance Officer:

Karl Daughtrey - Director of Finance

[Edit](#)

Email Address: kdaughtrey@hampton.gov

Phone: 757-727-6230

Requested Applicant Updates

Fill out the below fields only if the current values are incorrect or missing. - ([View Applicant](#))

State Tax Number:

54-6001336

Current State Tax Number value:

Federal Tax Number:

54-6001336

Current Federal Tax Number value:

FEIN:

54-6001336

Current Federal Employer Identification Number value: 54-6001336

DUNS:

066019902

Current DUNS value: 066019902

Unique Entity Identifier (UEI):

H43KALPESBP1

Current UEI value:

Grant Application Worksheets

1 results

#	Grant Application Worksheet Title	Amount	Grant Application Worksheet Type	Status
1...	FY2022 EMPG-City of Hampton	\$141,480.00	EMPG Local	Included

Costs

Fund Allocation

The EMPG program requires a 50/50 match, which means that in order to be awarded the full allocated amount, the total cost for this project must add up to an amount of \$141,480.00. Note also that the total M&A costs for this project cannot exceed \$3,537.00.

Federal Allocated Amount: \$70,740.00

Total Project Cost: \$141,480.00

Balance: \$0.00

Worksheet Cost Type Summary

Cost Type	Quantity Sum	Unit Cost Avg.	Total Cost Sum
Information Technology	1.00	\$15,480.00	\$15,480.00
Planning	1.00	\$106,000.00	\$106,000.00
Training Workshops and Conferences	1.00	\$20,000.00	\$20,000.00

Cost Line Items

The table below displays the Total Cost across all Project Worksheets. To add or remove costs, please update the Cost Lines on the applicable Project Worksheet.

Classification	Description	EHP	Qty	Price	Total
	Grant Application Worksheet Total			\$141,480.00	
	Grant Application Total			\$0.00	
	Grand Total			\$141,480.00	

Timeline

Project Milestones

In this section, please describe what will happen from start to completion of this grant. Provide a description and the estimated start and completion dates of each milestone.

For salaries covered under this grant, please answer the following questions when creating milestones:

- What activities or planning events will the EM or EM staff facilitate or participate in?
- Where will these occur?
- Are these events necessary? What are the objectives of the events or activities?
- Please provide timelines/dates of when these activities or events will place.

Task Description	Start Day	End Day
Conduct WebEOC initial and refresher training for personnel providing support staff to the EOC. Ensure	Jul 1, 2022	Sep 30, 2022
Conduct public outreach to promote emergency preparedness; winter weather. Continue to support mitigation	Oct 1, 2021	Dec 31, 2022
Complete required coursework to maintain professional qualifications. Send relevant city staff to course	Jan 1, 2023	Mar 31, 2023
Assess, identify and purchase technological equipment to enhance our program and Emergency Operation	Apr 1, 2023	Jun 30, 2023
Continued support for mitigation construction and project management for home elevations/acquisition	Jul 1, 2022	Jun 30, 2023

Documentation

Please download, complete and upload the below list of required documentation:

Document Name:

Actions:

POC Form

Acceptance Package Checklist

FEMA EHP Screening Form Instructions

FEMA EHP Screening Form

Certification Regarding Lobbying

Grant Assurances

FEMA Form 20-16C

Certifications

Certification 1: Applicant understands that no project can be started (federal and/or matching funds) until an EHP review and approval is received from VDEM. Any project having the potential to impact Environmental or Historical Preservation (EHP) resources without the prior approval of FEMA, including but not limited to communications towers, physical security enhancements, new construction, and modifications to buildings, structures and objects that are 50 years old or greater. Applicant must comply with all conditions placed on the project as the result of the EHP review. Any change to the approved project scope of work will require re-evaluation for compliance with these EHP requirements. Any activities that have been initiated without the necessary EHP review and approval will result in a non-compliance finding and will not be eligible for FEMA funding.

Certified by Tracy Hanger on Oct 19, 2022 12:00 am

Certification 2: In accordance with HSPD-5, the adoption of the National Incident Management System (NIMS) is a requirement to receive Federal preparedness assistance through grants, contracts, and other activities. By submitting this project, you, and all participating entities, are certifying that your locality/state agency is NIMS compliant.

Certified by Tracy Hanger on Oct 19, 2022 12:00 am

Certification 3: Submission of this project proposal does not guarantee funding, in whole or part, for the project outlined above.

Certified by Tracy Hanger on Oct 19, 2022 12:00 am

Certification 4: Any projects allocated funds will be required to complete a grant application, check all purchases against the Allowable Equipment Lists, and follow the Administrative Guidelines.

Certified by Tracy Hanger on Oct 19, 2022 12:00 am

Certification 5: I have read and comply with federal grant guidance for this program which included the federal grant code regulations (2 CFR-200) - Uniform Guide.

Certified by Tracy Hanger on Oct 19, 2022 12:00 am

Certification 6: I understand all requests (if awarded) to purchase Small Unmanned Aircraft System (SUAS) with FEMA grant funding must also include a description of the policies and procedures in place to safeguard individuals' privacy, civil rights, and civil liberties of the jurisdiction that will purchase, take title to, or otherwise use the SUAS equipment and must be approved by FEMA in advance of purchase.

Certified by Tracy Hanger on Oct 19, 2022 12:00 am

Certification 7: I have followed all administrative processes within my entity to submit this request for funding.

Certified by Tracy Hanger on Oct 19, 2022 12:00 am

Commonwealth of Virginia Subaward Application Points of Contact



Virginia Department of Emergency Management
 Grants Management Office
 9711 Farrar Court - Suite 200 Tel: 804-267-7600
 Richmond, VA 23236-3713 Fax: 804-272-2046

Grant Year: FY2022

Federal Program and CFDA #: 97.042

Sub-Grantee

Organization Type (Check Applicable Box)

Subgrantee (Jurisdiction Legal Name):

City of Hampton

State Agency

City/County

College

Sub-recipient (Agency Name):

Airport

Authority

Planning District

Legal Address:

Other: (Please specify)

22 Lincoln Street
 Hampton, VA 23669

EIN #: 54-6001336

DUNS #: 66019902

Project Title: FY2022 EMPG City of Hampton

Total Dollar Amount Requested: \$ 141,480.00

Please Provide all Signatures (as applicable)

By signing this application, I certify (1) to the statements contained in the list of certifications; (2) that the statements herein are true, complete and accurate to the best of my knowledge; and (3) that if awarded I will not undergo any obligations until I have received approval or clearance for any Environmental Historical Preservation (EHP) requirements. (4) that the below representatives are authorized to submit grant management requirements both paper and electronic to VDEM and VDEM's grant management system. I also provide the required assurances and agree to comply with any resulting terms if I obtain an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties.

**City Manager, County Administrator, State Agency Head, Executive Director or their authorized designee.*

Contact Details: Chief Administrative Officer *

Name: Mary B. Bunting

Title: City Manager

Email: mbunting@hampton.gov

Telephone: 757-727-6392

Address: 22 Lincoln Street, 8th Floor
 Hampton, VA 23669

Mary B. Bunting
 * Chief Administrative Officer [signature]

10/20/22
 Date

ENTER PRIMARY & SECONDARY CONTACT INFORMATION ON THE FOLLOWING PAGES

CITY OF HAMPTON
 OFFICE OF THE CITY ATTORNEY
 Approved as to form and legal sufficiency
 Date: 10/19/2022

 Dep. City Attorney

Commonwealth of Virginia Subaward Application Points of Contact



Virginia Department of Emergency Management
 Grants Management Office
 9711 Farrar Court - Suite 200 Tel: 804-267-7600
 Richmond, VA 23236-3713 Fax: 804-272-2046

ENTER PRIMARY CONTACT INFORMATION FOR YOUR SUBAWARD

PROGRAM/PROJECT MANAGER	
PRIMARY CONTACT	
Name:	Hui-Shan Walker
Title:	Emergency Management Coordinator
E-mail:	hui-shan.walker@hampton.gov
Telephone:	757-727-1208
Address:	1300 Thomas Street, RM 97
	Hampton, VA 23669
FINANCE OFFICER	
PRIMARY CONTACT	
Name:	Karl Daughtrey
Title:	Finance Director
Organization:	City of Hampton
E-mail:	kdaughtrey@hampton.gov
Telephone:	757-727-6230
Fax:	757-727-6262
Address:	22 Lincoln Street, 7th Floor
	Hampton, VA 23669

Commonwealth of Virginia Subaward Application Points of Contact



Virginia Department of Emergency Management
 Grants Management Office
 9711 Farrar Court - Suite 200 Tel: 804-267-7600
 Richmond, VA 23236-3713 Fax: 804-272-2046

ENTER SECONDARY CONTACT INFORMATION FOR YOUR SUBAWARD

	PROGRAM/PROJECT MANAGER
	SECONDARY CONTACT
Name:	Sara Snowden
Title:	Emergency Management Deputy Coordinator
E-mail:	sara.snowden@hampton.gov
Telephone:	757-726-0694
Address:	1300 Thomas Street, Rm. 97
	Hampton, VA 23669
	FINANCE OFFICER
	SECONDARY CONTACT
Name:	Veronica Kmetz
Title:	Accountant
Organization:	City of Hampton
E-mail:	veronica.kmetz@hampton.gov
Telephone:	757-727-6331
Fax:	757-727-6262
Address:	22 Lincoln Street 7th Floor
	Hampton, VA 23669

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, 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 modification 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.
- (2) If any funds other than Federal appropriated funds have 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 Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- (3) The undersigned shall require that the language of the certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. The certification is a material representation of the fact on which reliance was placed when this transaction was made or entered into. Submission of the certification is a prerequisite for making or entering into the transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned state, to the best of his or her knowledge and belief, that:

If any funds have 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 commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instruction. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Applicant's Organization

City of Hampton

Printed name and title of authorized representation

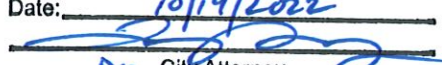
Mary B. Bunting

Signature



Date

10/20/22

CITY OF HAMPTON
OFFICE OF THE CITY ATTORNEY
Approved as to form and legal sufficiency
Date: 10/19/2022

City Attorney

ASSURANCES - NON-CONSTRUCTION PROGRAMS

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


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

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

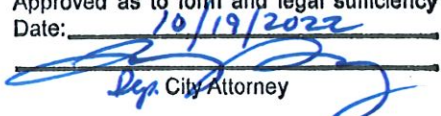
As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE City Manager
APPLICANT ORGANIZATION City of Hampton	DATE SUBMITTED 10/20/22

Standard Form 424B (Rev. 7-97) Back

CITY OF HAMPTON
OFFICE OF THE CITY ATTORNEY
Approved as to form and legal sufficiency
Date: 10/19/2022

Dep. City Attorney

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND
OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

O.M.B. No. 1660-0025
Expires August 31, 2011

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this form is estimated to average 1.7 hours per response. The burden estimate includes the time for reviewing instructions and searching existing data sources, gathering and maintaining the data needed and completing, and submitting the form. You are not required to respond to this collection of information unless a valid OMB control number appears in the upper right corner of this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472, Paperwork Reduction Project (1660-0001). **NOTE: Do not send your completed form to this address.**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 44 CFR Part 18, "New Restrictions on Lobbying" and 28 CFR Part 17, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Federal Emergency Management Agency (FEMA) determines to award the transaction, grant, or cooperative agreement.

1. LOBBYING

As required by section 1352, Title 31 of the U.S. Code, and implemented at 44 CFR Part 18, for persons entering into a grant or cooperating agreement over \$ 100,000, as defined at 44 CFR Part 18, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, 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 making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement.

(b) If any other funds than Federal appropriated funds have been paid or will be paid to any other person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or an employee of Congress, or employee of a member of Congress in connection with this Federal Grant or cooperative agreement, the undersigned shall complete and submit Stand Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

Standard Form-LLL "Disclosure of Lobbying Activities" attached
(This form must be attached to certification if nonappropriated funds are to be used to influence activities.)

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 44 CFR Part 67, for prospective participants in primary covered transactions, as defined at 44 CFR Part 17, Section 17.510-A.

A. The applicant certifies that it and its principals:

(a) 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 covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of a or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or perform 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;

(c) Are not presently indicted for otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause of default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

**3. DRUG-FREE WORKPLACE
(GRANTEE OTHER THAN INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 44 CFR Part 17, Subpart F, for grantees, as defined at 44 CFR Part 17.615 and 17.620-

A. The applicant certifies that it will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug free awareness program to inform employees about-

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant to be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will-

(1) Abide by the term of the statement; and

(2) Notify the employee in writing of his or her conviction for a violation of a criminal drug statute occurring on the workplace no later than five calendar days after such convictions;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position, title, to the applicable FEMA awarding office, i.e., regional office or FEMA office.

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is convicted-

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation act of 1973, as amended; or

(2) Requiring such an employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, City, County, State, Zip code)

1300 Thomas Street, Rm. 97

Hampton, VA 23669

Check If there are workplaces on file that are not identified here.

Sections 17.630 of the regulations provide that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for FEMA funding. States and State agencies may elect to use a state wide certification.