



THE STATE  
of **ALASKA**  
GOVERNOR BILL WALKER

Department of Military and  
Veterans Affairs

Division of Homeland Security  
and Emergency Management

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August 28, 2017

The Honorable Mike Navarre, Mayor  
Kenai Peninsula Borough  
144 N Binkley Street  
Soldotna, AK 99669

RE: 2017 Emergency Management Performance Grant, EMS-2017-EP-00002-S01  
State Grant No.: 20EMPG-GY17

Certified Mail: 9171 9690 0935 0145 1963 06

Dear Mayor Navarre:

We received funds from the Federal Emergency Management Agency (FEMA) under the 2017 Emergency Management Performance Grant (EMPG). We are pleased to award the Kenai Peninsula Borough the amount of \$190,000.00 under this grant.

EMPG performance includes but is not limited to the following:

- Accomplishment of activities identified in the jurisdiction's 2017 EMPG Work Plan.
- Update or completion of the Alaska Assessment.
- Required attendance at the State's multi-year Training and Exercise Plan Workshop (TEPW), to be held in conjunction with the 2018 Preparedness Conference, and development of a local jurisdiction Multi-Year Training and Exercise Plan to be submitted to us at the TEPW.
- EMPG-funded personnel should make every attempt to participate in no less than three exercises during the performance period. Exercises may be discussion-based (seminars, workshops, tabletop simulations), or operations-based (drills, functional exercises, full scale exercises). Sponsored opportunities by us may be available during the performance period to meet the requirement. Real world events may not always count as exercise participation.
- Continued utilization and work towards adoption and implementation of the National Incident Management System (NIMS). The Alaska Assessment is the required means to report NIMS adoption and implementation.
- Complete the FEMA Independent Study Professional Development Series.
- Timely quarterly progress report submissions.
- Dollar-for-dollar, in-kind match.

EMPG funding allocations to local jurisdictions are a direct result of continued reporting on actual funds spent at the local level on emergency management activities. With that in mind, we encourage reporting all funds spent on emergency management activities even if they exceed the required match.

Mayor Navarre  
August 28, 2017  
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Enclosed are two pre-signed Obligating Award Documents (OAD). Please review the information for accuracy. Please sign both documents, keep one original for your records, and return the other original within 30 days of jurisdiction receipt to:

State Administrative Agency Point of Contact  
PO Box 5750  
JBER, AK 99505

If the OAD cannot be returned within 30 days due to local jurisdiction policies, a Notice of Intent to Accept Grant Award form must be submitted. The form and instructions are available for download on our Grants website, <http://ready.alaska.gov/grants>.

If signatory points of contact have changed since submittal of the application, please complete and return a Signatory Authority Form with the signed OAD. The Signatory Authority Form is available for download on our Grants website. If needed, electronic payment enrollment forms are also available upon request.

If you have any questions, please contact the Division Project Manager for this grant, Kelly Isham, at (907) 428-7078 or by email at [kelly.isham@alaska.gov](mailto:kelly.isham@alaska.gov).

Sincerely,



Michael J. Sutton  
Deputy Director

Enclosure(s): (2 originals) Obligating Award Document  
Project Budget Details Report

cc: Scott Walden, Jurisdiction Project Manager  
Brandi Harbaugh, Jurisdiction Chief Financial Officer