



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Military and
Veterans Affairs**

Division of Homeland Security
and Emergency Management

P.O. Box 5750
JBER, AK 99505-0750
Main: 907.428.7000
Fax: 907.428.7009
www.ready.alaska.gov

July 27, 2016

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

RE: 2017 Local Emergency Planning Committee Grant
State Grant No.: 20LEPC-GY17

Certified Mail #: 9171 9690 0935 0126 7391 57

Dear Mayor Navarre:

The Division of Homeland Security and Emergency Management (DHS&EM) received funds from the State of Alaska to support Local Emergency Planning Committee (LEPC) activities.

The State Emergency Response Commission (SERC) Finance Committee approved the State Fiscal Year (SFY) 2017 Baseline Award of \$22,485.23 for the Kenai Peninsula Borough LEPC. The SERC Finance Committee will periodically examine all LEPC budget executions during the fiscal year. An LEPC which fails to submit timely reports, execute its budget, attend the biannual Local Emergency Planning Committee Association (LEPCA) meeting, or otherwise comply with the award agreement risks losing part or all of the award. The SERC Finance Committee may reallocate funds from underspent LEPC budgets or noncompliant LEPCs to meet other non-funded LEPC/SERC program requests.

Eligible expenditures include:

- **Management:** This category supports the day-to-day sustainment of the committee.
- **Outreach:** This category supports the committee's baseline goals of public involvement in the emergency planning process, community right-to-know, all-hazards awareness, and promoting LEPC membership.
- **Preparedness:** This category supports the LEPC's baseline goals of Tier II report monitoring, increasing awareness of and planning for chemical and all-hazards events, and helping communities prepare and mitigate through planning and preparedness for potential events.

Additional guidance and eligible activities are available in the *Local Emergency Planning Committee Grant Program Guidance* document available on DHS&EM's website, <http://ready.alaska.gov/grants>. The above categories are not all inclusive.



Mayor Navarre
July 27, 2016
Page 2 of 2

Two pre-signed SFY 2017 LEPC Obligor Award Documents and a Project Budget Detail Report are enclosed. Please review the information for accuracy and sign the obligor documents, keep one original for your records and return the other original within 30 days to:


State of Alaska DHS&EM
State Administrative Agency Point of Contact
PO Box 5750
JBER, AK 99505

If the Obligor Award Document cannot be returned within 30 days due to local jurisdiction policies, a Notice of Intent to Accept Grant Award form may be requested. If needed, electronic payment enrollment forms are also available upon request.

If signatory points of contact have changed since submittal of the SFY 2017 application, please complete and return a LEPC Signatory Authority Form with the signed Obligor Award Document. The LEPC Signatory Authority Form is available on DHS&EM's website.

If you have questions or need further assistance, please contact the Division Project Manager for this grant, Jared Woody, at (907) 428-7044, (800) 478-2337, or by email at jared.woody@alaska.gov.

Sincerely,



Michael J. Sutton
Deputy Director

Enclosures: (2 originals) Obligor Award Document
Project Budget Details Report

cc: Ron Rogalsky, LEPC Chair
Scott Walden, Jurisdiction Project Manager
Craig C. Chapman, Jurisdiction Chief Financial Officer