



October 28, 2024

Kelly Hubbard  
Director of Emergency Management  
Santa Barbara County  
4408 Cathedral Oaks Road  
Santa Barbara, CA 93110

**DELIVERED VIA E-MAIL:** khubbard@sbcoem.org

**SUBJECT: NOTIFICATION OF SUBRECIPIENT ALLOCATION**

Fiscal Year (FY) 2024 Emergency Management Performance Grant (EMPG)  
Grant Subaward Performance Period: July 1, 2024, to June 30, 2026

Dear Ms. Hubbard:

We are pleased to announce your FY 2024 EMPG subaward in the amount of \$201,528.

This subaward is subject to requirements in Title 2 Code of Federal Regulations, Part 200, including the Notice of Funding Opportunity (NOFO), the Preparedness Grants Manual, the California Supplement to the NOFO, reporting requirements, and all applicable federal, state, and local requirements. All activities funded with this subaward must be completed within the subaward performance period.

Your organization will be required to prepare and submit the Biannual Strategy Implementation Report (BSIR) to Cal OES semi-annually for the duration of the subaward period of performance or until all activities are completed and the subaward is formally closed. Throughout the subaward cycle, milestones set in the BSIR will be used as indicators of project feasibility, performance, and grant management capacity. This information may also be used in assessing proposals in future grant opportunities. Failure to submit required reports could result in subaward reduction, suspension, or termination.

Subrecipients must obtain additional approval **prior** to incurring costs for activities such as aviation, watercraft, allowability request logs, noncompetitive procurement, and projects requiring Environmental Planning and Historic Preservation review.



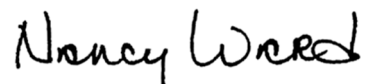
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Next Steps:

- Your signature is required on this letter. Please sign and return this letter via email to your Cal OES Grants Analyst (GA) within 20 calendar days of receipt and keep a copy for your records.
- If you have not already, please visit the [Grants Central System \(GCS\) webpage](#) to register your organization.
- You will be notified to complete your application as soon as it is available in GCS – we anticipate mid-January 2025.
- Once the completed application is submitted and approved in GCS, you will be able to request reimbursement of eligible subaward expenditures in the system.

Please contact your GA if you have questions or need further assistance.

Sincerely,



NANCY WARD  
Director

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Kelly Hubbard  
Santa Barbara County

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Date