



FEMA

February 5, 2018

Lona Grace Koch
Governor's Authorized Representative
3650 Schriever Avenue
Mather, CA 95655

Dear Ms. Koch:

This is in response to the State's request for the Immediate Services Program, Catalog of Federal Domestic Assistance #97.032, funding under Section 416 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288, as amended), for FEMA-4353-DR-CA. This request has been reviewed by FEMA and the Center for Mental Health Services. Based on the staff recommendations, I am approving the request and have obligated funds in the amount of **\$883,899.62**. The award is contingent upon the State meeting the following conditions.

Special Program Conditions of Award

The state shall submit a revised SF424 and SF424A reflecting the budget adjustments detailed below with the new award amount of **\$883,899.62** with the appropriate GAR signature.

Budget Narrative - Analysis for Award

Direct Costs

- Due to miscalculations of direct travel mileage, the state shall recalculate the number of miles from 400 to 800 miles.
- Due to miscalculations of direct travel mileage rate, the state shall recalculate the total amount for mileage from \$428 to \$856.
- The state requested mobile phones for the program at \$800 each. The state shall provide an assurance or justification for the cost of each mobile phone.
- The state requested a media consultant to provide 10 days of services. The state shall provide a position description of this individual's job duties and specify a breakout of the costs for the position.
- Due to the changes listed above, the state shall recalculate the total State Direct Projected costs from \$710,323.82 to \$711,179.82.

- Due to the changes listed above, the state shall recalculate the total State Direct funded cost from \$883,374.62 to \$883,899.62.

Contractual Costs

- Due to the miscalculation of t-shirts for Los Angeles County. The state shall also recalculate the supplies total costs for Los Angeles County from \$151,994.83 to \$152,519.83.
- Due to the above miscalculation changes, the state shall revise the total projected contractual provider charges for Los Angeles County Behavioral Health from \$153,494.83 to \$154,019.83.

Standard Program Conditions of Award

Data Collection and Reporting

- Data on service delivery must be collected in accordance with the FEMA Crisis Counseling Assistance and Training Program data toolkit as approved by the U.S. Office of Management and Budget (OMB No. 0930-0270) with an expiration date of 09/30/2018. The state must use the Individual/Family Crisis Counseling Services Encounter Log, Group Encounter Log, Weekly Tally Sheet, Adult and Child/Youth Assessment and Referral Tools, and Service Provider and Participant Feedback Surveys.
- The State must identify an individual to serve as the lead contact person for management of all data collection activities. All staff involved in outreach and service delivery must be specifically trained in the data collection requirements using the FEMA Crisis Counseling Assistance and Training Program data toolkit and data must be entered via the mobile application and/or the CCP Online Data Collection and Evaluation System <http://www.ccpdata.org> For technical assistance regarding CCP data forms, data entry via the online system please contact the SAMHSA Disaster Technical Assistance Center (DTAC) at 1-800-308-3515 or DTAC(@samhsa.hhs.gov).

Fiscal Accounting and Monitoring

- Expenditures by the grantee, contractors, and all other grant participants must be separate from non-grant State expenditures and consistent with the fiscal guidelines of the FEMA Crisis Counseling Assistance and Training Program.

Training and Consultant Services

- CMHS will recommend an appropriate trainer and/or consultant for the State's Crisis Counseling Program. Any selection and use of trainers and consultants made by the State must receive prior written approval from the CMHS Project Officer.

Hotlines and Public Information Efforts

- The grantee must include contact information and/or a hotline number for the Crisis Counseling Assistance and Training Program on the State's website as part of the overall communication plan.

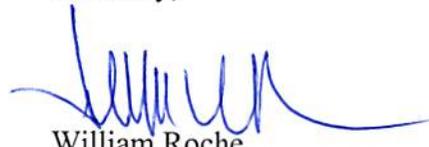
Disbursement of the funding will be provided through SMARTLINK.

If the Regular Services Program is needed, an application must be made within 60 days of the presidential declaration, or March 15, 2018. If an extension of the Immediate Services Program funding is needed while the Regular Services Program application is being processed, a written request must be submitted to the FEMA Regional Administrator prior to March 15, 2018, indicating and justifying the amount of additional funding. If a request for the Regular Services Program funding for crisis counseling is submitted, you must include an Immediate Services Program mid-program report as part of the request.

A final Program Report and a final SF-425 Financial Report must be submitted to the Regional Administrator within 90 calendar days after the last day of Immediate Services Program funding.

Should you or your staff have any questions, please contact Nehru Harper, Human Services Group Supervisor, at 202-394-2269.

Sincerely,



William Roche
Federal Coordinating Officer
FEMA-4353-DR-CA

CC: Tanika Bishop, FEMA HQ Program Specialist
Manjil Shrestha, FEMA HQ Program Specialist
Nehru Harper, FEMA Human Services Group Supervisor
Julie Liu, EMHTSSB (SAMHSA)
Erik Hierholzer, EMHTSSB (SAMHSA)