



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY



MASSACHUSETTS EMERGENCY MANAGEMENT AGENCY

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Website: www.mass.gov/mema

Kurt N. Schwartz
Acting Director

Deval L. Patrick
Governor

Timothy P. Murray
Lieutenant Governor

Mary Elizabeth Heffernan
Secretary

December 1, 2010

Chief Kevin Kelleher
Emergency Management Director
Fire Department
266 Broadway
Somerville, MA 02145

RE: FFY2009 Emergency Management Performance Grant

Dear Chief Kelleher:

It is my pleasure to inform you that your community emergency management program is eligible to receive a total of \$ 25000.00 in Emergency Management Performance Grant (EMPG) funds. While the EMPG program requires that your community provide a 100% match (a dollar for dollar match) for all grant funds that you expend, you may satisfy the match requirement with "in-kind" expenditures from allowable sources. The EMPG funds must be expended by September 30, 2011.

In an effort to support the formation and development of regional initiatives, individual communities may choose to surrender some or all of their EMPG allotment in favor of participation in a regional project or program. Regional projects may include but are not limited to: regional shelters, regional emergency operations centers, interoperable communications systems, regional planning, and regional emergency management oversight and leadership. Regional programs will need to affiliate with a single community point of contact to serve as the fiscal agent.

This grant opportunity will be structured as a reimbursement grant. This means that you will be required to expend the funds, or at least issue a purchase order for the expenditure, and then seek reimbursement from MEMA. Our intention is to provide you maximum discretion in the use of these grant funds. Accordingly, we will reimburse you upon receipt of appropriate documentation establishing that the funds were used for any expense deemed allowable under guidelines issued by FEMA for the EMPG program. Be advised that funding is contingent upon the completion of an EMPG budget and program narrative for your program. The MEMA Project Management Office staff must approve your proposed budget and program narrative prior to expenditure of funds.


Region I
P.O. Box 116
365 East Street
Tewksbury, MA 01876
Tel: 978-328-1500 Fax: 978-851-8218

Region II
P.O. Box 54
12-1 Rear Administration Road
Bridgewater, MA 02324-0054
Tel: 508-427-0400 Fax: 508-697-8869

Region III / IV
1002 Suffolk Street
Agawam, MA 01001
Tel: 413-821-1500 Fax: 413-821-1599

The enclosed "FFY 2009 EMPG - GRANT GUIDANCE AND INSTRUCTIONS" document contains detailed information regarding the grant application and administration process. You will be notified of technical assistance meetings being scheduled in each region in the next few weeks. Please refer any question you may have about this grant program to the PMO by contacting Jeff Trask at Jeffrey.Trask@state.ma.us 508-820-2053 or Elaine Denniston at Elaine.Denniston@state.ma.us 508-820-1447. Your regional MEMA office is also available to answer questions and help you complete the necessary contract documents.

Sincerely,



Kurt N. Schwartz, Acting Director
Massachusetts Emergency Management Agency

CC: Chief Municipal Officer

Enclosures