



## **Urbana Fire Department**

400 South Vine Street  
Urbana, Illinois 61801  
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## **Memorandum**

**DATE:** SEPTEMBER 23, 2021  
**TO:** MAYOR DIANE MARLIN AND CITY COUNCIL MEMBERS  
**THROUGH:** CAROL MITTEN, CITY ADMINISTRATOR  
**FROM:** FIRE CHIEF CHARLES LAUSS  
**RE:** A RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE STAFFING FOR ADEQUATE FIRE & EMERGENCY RESPONSE (SAFER) GRANT

### **Introduction and Background**

In February of 2021, the Urbana Fire Department hired a professional grant writer to apply for the Staffing for Adequate Fire and Emergency Response (SAFER) Grant on behalf of the City of Urbana.

The SAFER Grant was created to provide funding to help fire departments comply with NFPA-recommended staffing, response, and operational Standards (NFPA 1710 and/or NFPA 1720), by increasing or maintaining the number of trained, "front line" firefighters available to a department.

I am pleased to announce that on September 10, the City of Urbana was officially awarded the SAFER Grant in the amount of \$1,709,748 from the Federal Emergency Management Agency.

### **Purpose**

The City of Urbana applied for the SAFER Grant in order to hire six (6) firefighters to increase staffing levels to enhance compliance with NFPA-recommended staffing standards. These additional firefighters would allow the Urbana Fire Department (UFD) to create a safer working environment by staffing 4-person engine crews during all emergency responses. The SAFER Grant will also eliminate overtime that is caused by the guaranteed third slot benefit time off that was included in the Collective Bargaining Agreement between the City and Local 1147 of the International Association of Fire Fighters.

## Discussion

While the grant fund has already been awarded to the City, it is necessary to adopt a resolution signifying formal acceptance by the City Council and outlining the terms under which the funds were provided.

After the 36-month performance period of the grant, the City will incur the full cost of maintaining the six (6) additional firefighters on staff. We think that the savings in overtime costs will more than account for these expenses. However, if the projected savings are not realized as we cycle through the grant life, Council can choose to allow the additional six (6) firefighters to be retained through attrition of other UFD staff. If the need arose to reduce staffing in this manner, it would have to happen after the term of the grant has concluded, since maintaining a minimum operational staffing level of sixty-one (61) is a condition of the grant.

The resolution and the award letter are attached for your review.

Funds received by this grant will be specifically used for the purpose of hiring six (6) firefighters. If we fail to take advantage of this opportunity, the City will continue to pay rising overtime costs that will exceed the expense of hiring six (6) additional firefighters.

## Deadlines

The acceptance of this award needs to be communicated to FEMA by 6:02am Sunday, October 10, 2021 or the award will be forfeited. Program supervision starts on February 27, 2022 and ends at midnight February 26, 2025. Each day that passes beyond February 27, 2022 will cause a reduction in the amount of the award.

Point of Clarity - The award period is different than our fiscal year. Grant Supervision/Guidance refers to the time period during which the hiring must take place in order for the grant to cover the entire salary and benefits. Current and future roster positions must match during the entire life of the grant cycle in order for the full annual award to be issued.

## Financial Impact

The following totals are approximate assessments of the financial impact per fiscal year. The HR/Finance Department will present the appropriate budget amendment for FY 2022 during a future meeting for Council consideration.

## Contributions

**SAFER Grant - \$1,709,748** = Salary & Benefits for six (6) firefighters

SAFER Year 1 (\$551,998 or \$91,998/FF)

SAFER Year 2 (\$568,782 or \$94,797/FF)

SAFER Year 3 (\$574,782 or \$98,163/FF)

**SAFER Year 1** – (\$27,000) Estimated program savings

\*Impact Fiscal Year 2022 –\$90,000 Expenditure/no savings observed

\*Impact Fiscal Year 2023 – First 8 months(observe \$116,000/savings)

**SAFER Year 2** – (\$152,000) Estimated program savings

\*Impact Fiscal Year 2023 – Last 4 months(observe \$11,000/savings)

\*Impact Fiscal Year 2024 – First 8 months(observe \$141,000/savings)

**SAFER Year 3** – (\$205,000) Estimated program savings

\*Impact Fiscal Year 2024 - Last 4 months(observe \$71,000/savings)

\*Impact Fiscal Year 2025 – First 8 months(observe \$134,000/savings)

**\*Estimated Overtime Savings - \$384,000** during 3 year (SAFER) term

Potential Savings Multipliers

✓ New hires w/EMT(B,I,A,P)

✓ AFG Grant Award

\*Please recognize that the modeling included here is conservative in nature and results in about \$384,000 in overall savings by the end of the grant.

## Options

1. **Approve the Resolution.**
2. **Do not approve the Resolution.**

## Recommendation

I recommend that the City Council approve the Resolution authorizing the acceptance of the Staffing for Adequate Fire and Emergency Response (SAFER) Grant.

Attachments: Proposed Resolution  
FEMA Award Letter

**RESOLUTION NO. 2021-09-XXR**

**A RESOLUTION ACCEPTING THE STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE GRANT (SAFER) FUNDING FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY, UNITED STATES DEPARTMENT OF HOMELAND SECURITY**

**WHEREAS**, the City of Urbana (City) is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution, 1970, and may exercise any power and perform any function pertaining to its government and affairs, and the passage of this Resolution constitutes an exercise of the City's home rule powers and functions as granted in the Illinois Constitution, 1970; and

**WHEREAS**, the Federal Emergency Management Agency (FEMA), United States Department of Homeland Security, on February 1, 2021, released the Notice of Funding Opportunity, Staffing For Adequate Fire and Emergency Response (SAFER); and

**WHEREAS**, the City of Urbana Fire Department is currently working with staffing levels below the recommendations of the National Fire Protection Association (NFPA) 1710: Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments; and

**WHEREAS**, the City of Urbana applied to FEMA for the SAFER grant to assist with the cost of increased staffing; and

**WHEREAS**, FEMA has approved a \$1,709,748 grant for the City of Urbana for the Fire Department's staffing efforts; and

**WHEREAS**, said grant will be used to fully fund the salaries and benefits for six fire suppression positions within the City of Urbana Fire Department for a three-year period; and

**WHEREAS**, the City Council, after due consideration, finds that the acceptance of the grant promotes the fiscal welfare of the City, is in the best interests of the residents of the City, and is desirable for the welfare of the City's government and affairs.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Urbana, Illinois, that the Mayor be authorized to accept the SAFER grant and the terms set forth within the grant agreement.

**PASSED BY THE CITY COUNCIL** this \_\_\_\_\_.

AYES:

NAYS:

ABSTENTIONS:

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Phyllis D. Clark, City Clerk

**APPROVED BY THE MAYOR** this \_\_\_\_\_.

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Diane Wolfe Marlin, Mayor

# Award Letter

U.S. Department of Homeland Security  
Washington, D.C. 20472

Effective date: 08/31/2021



Michael Phillips  
URBANA EXECUTIVE DEPARTMENT, CITY OF  
400 S VINE ST  
URBANA, IL 61801

EMW-2020-FF-00964

Dear Michael Phillips,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2020 Staffing for Adequate Fire and Emergency Response (SAFER) Grant funding opportunity has been approved in the amount of \$1,709,748.00 in Federal funding.

FEMA has waived, in part or in full, one or more requirements for this grant award. See the Summary Award Memo for additional information about Economic Hardship Waivers.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- 2020 SAFER Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in blue ink that reads "Robert Farmer".

Robert Farmer  
Acting Deputy Assistant Administrator  
Grant Programs Directorate

# Summary Award Memo

**Program:** Fiscal Year 2020 Staffing for Adequate Fire and Emergency Response

**Recipient:** URBANA EXECUTIVE DEPARTMENT, CITY OF

**DUNS number:** 111969957

**Award number:** EMW-2020-FF-00964

## Summary description of award

The purpose of the SAFER Grant Program is to provide funding directly to fire departments and volunteer firefighter interest organizations to assist in increasing the number of firefighters to help communities meet industry minimum standards and attain 24-hour staffing to provide adequate protection from fire and fire-related hazards, and to fulfill traditional missions of fire departments. After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application and detailed in the project narrative as well as the request details section of the application — including budget information — was consistent with the SAFER Grant Program's purpose and was worthy of award.

Except as otherwise approved as noted in this award, the information you provided in your application for FY2020 Staffing for Adequate Fire and Emergency Response (SAFER) funding is incorporated into the terms and conditions of this award. This includes any documents submitted as part of the application.

## Approved Economic Hardship Waivers

### Position cost limit waiver

FEMA has waived the position cost limit requirement for this grant award. Costs are limited to the approved budget.

### Cost share waiver

FEMA has waived the cost share requirement for this grant award. You are not required to contribute non-Federal funds for this grant award. The recipient is responsible for any costs that exceed the Federal funding provided for this grant award.

### Minimum budget waiver

FEMA has waived the minimum budget requirement for this award.

### Non-supplanting waiver

FEMA has waived the non-supplanting requirement for this award. SAFER grant funds may be used to replace funds that would be available from State or local sources or from the Bureau of Indian Affairs.

## Amount awarded table

The amount of the award is detailed in the attached Obligating Document for Award.

The following are the total approved budgeted estimates for object classes for all funded firefighter positions for this award (including Federal share plus your cost share, if applicable, as applied to the estimated costs):

<b>Object Class</b>	<b>First Year</b>	<b>Second Year</b>	<b>Third Year</b>	<b>Total</b>
Personnel	\$328,110.00	\$333,030.00	\$339,690.00	\$1,000,830.00
Fringe benefits	\$223,878.00	\$235,752.00	\$249,288.00	\$708,918.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00	\$0.00
Contractual	\$0.00	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
Indirect charges	\$0.00	\$0.00	\$0.00	\$0.00
Federal	\$551,988.00	\$568,782.00	\$588,978.00	\$1,709,748.00
Non-federal	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$551,988.00</b>	<b>\$568,782.00</b>	<b>\$588,978.00</b>	<b>\$1,709,748.00</b>
Program Income				\$0.00

## Approved scope of work

After review of your application, FEMA has approved the below scope of work. Justifications are provided for any differences between the scope of work in the original application and the approved scope of work under this award. You must submit scope or budget revision requests for FEMA's prior approval, via an amendment request, as appropriate per 2 C.F.R. § 200.308 and the FY2020 SAFER NOFO.

**Approved request details:**

## Hiring of Firefighters



## New, Additional Firefighter(s)

### BENEFITS FUNDED

The benefits include health insurance for family coverage (80% plan) and life insurance - there is an annual escalator of approximately 10% for insurance coverage costs. There is no dental or vision insurance currently offered by the City. Fire Pensions are also included, and are calculated at 37.59% of annual salary.

### NUMBER OF FIREFIGHTERS

6

	ANNUAL SALARY PRICE	ANNUAL BENEFITS	TOTAL PER FIREFIGHTER
Year 1	\$54,685.00	\$37,313.00	\$91,998.00
Year 2	\$55,505.00	\$39,292.00	\$94,797.00
Year 3	\$56,615.00	\$41,548.00	\$98,163.00
3 Year Total	\$1,709,748.00		

# Agreement Articles

**Program:** Fiscal Year 2020 Staffing for Adequate Fire and Emergency Response

**Recipient:** URBANA EXECUTIVE DEPARTMENT, CITY OF

**DUNS number:** 111969957

**Award number:** EMW-2020-FF-00964

## Table of contents

**Article 1 Assurances, Administrative Requirements, Cost Principles, Representations and Certifications**

**Article 2 DHS Specific Acknowledgements and Assurances**

**Article 3 Acknowledgement of Federal Funding from DHS**

**Article 4 Activities Conducted Abroad**

**Article 5 Age Discrimination Act of 1975**

**Article 6 Americans with Disabilities Act of 1990**

**Article 7 Best Practices for Collection and Use of Personally Identifiable Information**

**Article 8 Civil Rights Act of 1964 – Title VI**

**Article 9 Civil Rights Act of 1968**

**Article 10 Copyright**

**Article 11 Debarment and Suspension**

**Article 12 Drug-Free Workplace Regulations**

**Article 13 Duplication of Benefits**

**Article 14 Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX**

**Article 15 Energy Policy and Conservation Act**

**Article 16 False Claims Act and Program Fraud Civil Remedies**

**Article 17 Federal Debt Status**

**Article 18 Federal Leadership on Reducing Text Messaging while Driving**

**Article 19 Fly America Act of 1974**

**Article 20 Hotel and Motel Fire Safety Act of 1990**

**Article 21 Limited English Proficiency (Civil Rights Act of 1964, Title VI)**

**Article 22 Lobbying Prohibitions**

**Article 23 National Environmental Policy Act**

**Article 24 Nondiscrimination in Matters Pertaining to Faith-Based Organizations**

**Article 25 Non-Supplanting Requirement**

**Article 26 Notice of Funding Opportunity Requirements**

**Article 27 Patents and Intellectual Property Rights**

**Article 28 Procurement of Recovered Materials**

**Article 29 Rehabilitation Act of 1973**

**Article 30 Reporting of Matters Related to Recipient Integrity and Performance**

**Article 31 Reporting Subawards and Executive Compensation**

Article	SAFECOM
32	
Article	Terrorist Financing
33	
Article	Trafficking Victims Protection Act of 2000 (TVPA)
34	
Article	Universal Identifier and System of Award Management
35	
Article	USA PATRIOT Act of 2001
36	
Article	Use of DHS Seal, Logo and Flags
37	
Article	Whistleblower Protection Act
38	
Article	Acceptance of Post Award Changes
39	
Article	Prior Approval for Modification of Approved Budget
40	
Article	Disposition of Equipment Acquired Under the Federal Award
41	
Article	Environmental Planning and Historic Preservation (EHP) Review
42	
Article	Award Performance Goals
43	

**Article 1****Assurances, Administrative Requirements, Cost Principles, Representations and Certifications**

DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances – Non-Construction Programs, or OMB Standard Form 424D Assurances – Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances applicable to their program as instructed by the awarding agency. Please contact the DHS FAO if you have any questions. DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200, and adopted by DHS at 2 C.F.R. Part 3002. By accepting this agreement, the recipient and its executives, as defined in 2 C.F.R. § 170.315, certify that the recipient policies are in accordance with OMB guidance located at 2 C.F.R. Part 200, all applicable federal laws, and relevant Executive guidance.

**Article 2****DHS Specific Acknowledgements and Assurances**

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff. 1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS. 2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance. 3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports. 4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance. 5. Recipients of federal financial assistance from DHS must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award or, for State Administrative Agencies, thirty (30) days from receipt of the DHS Civil Rights Evaluation Tool from DHS or its awarding component agency. After the initial submission for the first award under which this term applies, recipients are required to provide this information once every two (2) years if they have an active award, not every time an award is made. Recipients should submit the completed tool, including supporting materials, to [CivilRightsEvaluation@hq.dhs.gov](mailto:CivilRightsEvaluation@hq.dhs.gov). This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>. The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to [CivilRightsEvaluation@hq.dhs.gov](mailto:CivilRightsEvaluation@hq.dhs.gov) prior to expiration of the 30-day deadline.

<p><b>Article 3</b></p>	<p><b>Acknowledgement of Federal Funding from DHS</b>  Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.</p>
<p><b>Article 4</b></p>	<p><b>Activities Conducted Abroad</b>  Recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.</p>
<p><b>Article 5</b></p>	<p><b>Age Discrimination Act of 1975</b>  Recipients must comply with the requirements of the Age Discrimination Act of 1975, Pub. L. No. 94-135 (1975) (codified as amended at Title 42, U.S. Code, § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.</p>
<p><b>Article 6</b></p>	<p><b>Americans with Disabilities Act of 1990</b>  Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101–12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.</p>
<p><b>Article 7</b></p>	<p><b>Best Practices for Collection and Use of Personally Identifiable Information</b>  Recipients who collect personally identifiable information (PII) are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance at <a href="http://www.dhs.gov/xlibrary/assets/privacy/privacy_pia_guidance_june2010.pdf">http://www.dhs.gov/xlibrary/assets/privacy/privacy_pia_guidance_june2010.pdf</a> and Privacy Template at <a href="https://www.dhs.gov/sites/default/files/publications/privacy_pia_template_2017.pdf">https://www.dhs.gov/sites/default/files/publications/privacy_pia_template_2017.pdf</a> as useful resources respectively.</p>
<p><b>Article 8</b></p>	<p><b>Civil Rights Act of 1964 – Title VI</b>  Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.</p>

<b>Article 9</b>	<b>Civil Rights Act of 1968</b> Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. No. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. § 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)
<b>Article 10</b>	<b>Copyright</b> Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.
<b>Article 11</b>	<b>Debarment and Suspension</b> Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3000. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.
<b>Article 12</b>	<b>Drug-Free Workplace Regulations</b> Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (41 U.S.C. §§ 8101-8106).
<b>Article 13</b>	<b>Duplication of Benefits</b> Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

<p><b>Article 14</b></p>	<p><b>Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX</b>  Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. 92-318 (1972) (codified as amended at 20 U.S.C. § 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.</p>
<p><b>Article 15</b></p>	<p><b>Energy Policy and Conservation Act</b>  Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. 94- 163 (1975) (codified as amended at 42 U.S.C. § 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.</p>
<p><b>Article 16</b></p>	<p><b>False Claims Act and Program Fraud Civil Remedies</b>  Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. §§ 3729-3733, which prohibit the submission of false or fraudulent claims for payment to the federal government. (See 31 U.S.C. §§ 3801-3812, which details the administrative remedies for false claims and statements made.)</p>
<p><b>Article 17</b></p>	<p><b>Federal Debt Status</b>  All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)</p>
<p><b>Article 18</b></p>	<p><b>Federal Leadership on Reducing Text Messaging while Driving</b>  Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.</p>
<p><b>Article 19</b></p>	<p><b>Fly America Act of 1974</b>  Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. § 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.</p>
<p><b>Article 20</b></p>	<p><b>Hotel and Motel Fire Safety Act of 1990</b>  In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a, recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, (codified as amended at 15 U.S.C. § 2225.)</p>



**Article 21**     **Limited English Proficiency (Civil Rights Act of 1964, Title VI)**  
Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. § 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

**Article 22**     **Lobbying Prohibitions**  
Recipients must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.

**Article 23**     **National Environmental Policy Act**  
Recipients must comply with the requirements of the National Environmental Policy Act of 1969 (NEPA), Pub. L. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 et seq.) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

**Article 24**     **Nondiscrimination in Matters Pertaining to Faith-Based Organizations**  
It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

**Article 25**     **Non-Supplanting Requirement**  
Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

<b>Article 26</b>	<b>Notice of Funding Opportunity Requirements</b> All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.
<b>Article 27</b>	<b>Patents and Intellectual Property Rights</b> Recipients are subject to the Bayh-Dole Act, 35 U.S.C. § 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.
<b>Article 28</b>	<b>Procurement of Recovered Materials</b> States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. § 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.
<b>Article 29</b>	<b>Rehabilitation Act of 1973</b> Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. 93-112 (1973) (codified as amended at 29 U.S.C. § 794) which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
<b>Article 30</b>	<b>Reporting of Matters Related to Recipient Integrity and Performance</b> If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.
<b>Article 31</b>	<b>Reporting Subawards and Executive Compensation</b> Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

<p><b>Article 32</b></p>	<p><b>SAFECOM</b>  Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.</p>
<p><b>Article 33</b></p>	<p><b>Terrorist Financing</b>  Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.</p>
<p><b>Article 34</b></p>	<p><b>Trafficking Victims Protection Act of 2000 (TVPA)</b>  Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. § 7104. The award term is located at 2 C.F.R. § 175.15, the full text of which is incorporated here by reference.</p>
<p><b>Article 35</b></p>	<p><b>Universal Identifier and System of Award Management</b>  Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.</p>
<p><b>Article 36</b></p>	<p><b>USA PATRIOT Act of 2001</b>  Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), Pub. L. No. 107-56, which amends 18 U.S.C. §§ 175-175c.</p>
<p><b>Article 37</b></p>	<p><b>Use of DHS Seal, Logo and Flags</b>  Recipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.</p>
<p><b>Article 38</b></p>	<p><b>Whistleblower Protection Act</b>  Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.</p>

**Article 39 Acceptance of Post Award Changes**

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to ASK-GMD@fema.dhs.gov if you have any questions.

**Article 40 Prior Approval for Modification of Approved Budget**

Before making any change to the FEMA approved budget for this award, you must request prior written approval from FEMA where required by 2 C.F.R. § 200.308. FEMA is also utilizing its discretion to impose an additional restriction under 2 C.F.R. § 200.308(f) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget FEMA last approved. You must report any deviations from your FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

**Article 41 Disposition of Equipment Acquired Under the Federal Award**

When original or replacement equipment acquired under this award by the recipient or its subrecipients is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, you must request instructions from FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. § 200.313.

**Article 42****Environmental Planning and Historic Preservation (EHP) Review**

DHS/FEMA funded activities that may require an EHP review are subject to the FEMA Environmental Planning and Historic Preservation (EHP) review process. This review does not address all federal, state, and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state, and local laws. DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/FEMA grant funds, through its EHP Review process, as mandated by the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and, any other applicable laws and Executive Orders. To access the FEMA EHP screening form and instructions, go to the DHS/FEMA website at: <https://www.fema.gov/media-library/assets/documents/90195>. In order to initiate EHP review of your project(s), you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, DHS/FEMA may not be able to fund the project due to noncompliance with EHP laws, executive order, regulations, and policies. If ground disturbing activities occur during construction, applicant will monitor ground disturbance, and if any potential archeological resources are discovered, applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.

**Article 43****Award Performance Goals**

FEMA will measure the recipient's performance of the grant by comparing the firefighter hiring activities of new, additional firefighters, rehire laid off firefighters, or retain firefighters facing layoff OR recruitment and retention activities of volunteer firefighters who are involved with or trained in the operations of firefighting and emergency response as requested in its application. In order to measure performance, FEMA may request information throughout the period of performance. In its final performance report submitted at closeout, the recipient is required to report on the recipients increased compliance with the National standards described in the NOFO.

## Obligating document

<b>1. Agreement No.</b> EMW-2020-FF-00964	<b>2. Amendment No.</b> N/A	<b>3. Recipient No.</b> 376000524	<b>4. Type of Action</b> AWARD	<b>5. Control No.</b> WX00586N2021T		
<b>6. Recipient Name and Address</b> URBANA EXECUTIVE DEPARTMENT, CITY OF 400 S VINE ST URBANA, IL 61801		<b>7. Issuing FEMA Office and Address</b> Grant Programs Directorate 500 C Street, S.W. Washington DC, 20528-7000 1-866-927-5646		<b>8. Payment Office and Address</b> FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20742		
<b>9. Name of Recipient Project Officer</b> Michael Phillips	<b>9a. Phone No.</b> 2173842429	<b>10. Name of FEMA Project Coordinator</b> Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program		<b>10a. Phone No.</b> 1-866-274-0960		
<b>11. Effective Date of This Action</b> 08/31/2021	<b>12. Method of Payment</b> OTHER - FEMA GO	<b>13. Assistance Arrangement</b> COST SHARING	<b>14. Performance Period</b> 02/27/2022 to 02/26/2025 <b>Budget Period</b> 02/27/2022 to 02/26/2025			
<b>15. Description of Action a. (Indicate funding data for awards or financial changes)</b>						
<b>Program Name Abbreviation</b>	<b>Assistance Listings No.</b>	<b>Accounting Data(ACCS Code)</b>	<b>Prior Total Award</b>	<b>Amount Awarded This Action + or (-)</b>	<b>Current Total Award</b>	<b>Cumulative Non-Federal Commitment</b>
SAFER	97.083	2021-F0-GF01 - P410-xxxx-4101-D	\$0.00	\$1,709,748.00	\$1,709,748.00	\$0.00
Totals			\$0.00	\$1,709,748.00	\$1,709,748.00	\$0.00
<b>b. To describe changes other than funding data or financial changes, attach schedule and check here:</b> N/A						
<b>16. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)</b> This field is not applicable for digitally signed grant agreements						

<b>17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)</b>	<b>DATE</b>
<b>18. FEMA SIGNATORY OFFICIAL (Name and Title)</b> <b>Robert Farmer, Acting Deputy Assistant Administrator Grant Programs Directorate</b>	<b>DATE</b> <b>08/31/2021</b>