

HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS (HMEP) GRANT PROGRAM

Application for

**HMEP
Grant Cycle**

FY2022 - FY2025

GRANTEE NAME AND ADDRESS:

Grantee Name: Clark County Local Emergency Planning Committee

STATEMENT OF WORK

1. NEEDS ASSESSMENT. Include a brief statement that indicates the HMEP planning and training needs of the jurisdiction.

Clark County Local Emergency Planning Committee (LEPC) goals is to obtain funding to maintain educational and training needs for the Southern Nevada's Hazardous Materials Teams and responders to maintain the ability to response to all Hazardous Materials events that happen on the roadways and railways in Southern Nevada.

2. GOALS AND OBJECTIVES

Use the following table to list the programs goals and objectives for the HMEP grant funds requested. The programs goals must align with PHMSA's mission and top priorities as outlined in the application guidance document provided in the application package. PHMSA will require a progress report during the performance period and at the end of the performance period detailing the programs accomplished goals and outcomes. (Insert more rows to the table if more space is needed)

Goal#	Planning and Training Grant Goals and Objectives
1	Increase operations level response capability to ammonia incidents
2	Increase personnel certified as hazmat incident commanders
3	Establish internal capability to teach hazmat incident commander through a train-the-trainer certification program
4	Conduct TTX series with sets and reps to challenge and validate hazmat incident commanders and company officers
5	Increase operations level response capability to chlorine incidents
6	Establish personnel certified to teach PRISM decon system through a train-the-trainer certification program
7	Facilitate valley-wide full-scale exercise series validating the PRISM decon system through a train-the-trainer certification program
8	Establish internal capability to teach incident safety officer through a train-the-trainer certification program
9	Increase operational level of response capability related to electric car incidents
10	Review and revise Clark County hazmat code to better align with SARA Title II and EPCRA Tier system
11	Increase knowledge and understanding of SARA Title II for fire inspectors through NASTTPO (annually)
12	Fire Shows West (annually)
13	IAFC Hazmat Conference (annually)
14	CHEMTREC Conference (annually)

3. ACTIVITIES SUPPORTING PROGRAM GOALS

List activities to be performed under each goal listed in Part C above. Activities must be allowable, allocable and reasonable. **For planning activities**, please include activities planned under section 303 of the Emergency Planning and Community Right-To-Know Act (EPCRA) (e.g. commodity flow studies, hazard risk analyses, emergency plans to be written, emergency plans to be updated, and emergency plans to be exercised). **For training activities**, please list all training activities including trainings that fall under the NFPA 472 core competencies or OSHA 29 CFR § 1910.120(q) you plan to carry out with HMEP funds. Provide training type, training activity description, number of courses to be held, and the projected number of individuals to be trained. PHMSA will require a progress report during the performance period and at the end of the performance period detailing other accomplished training activities (Insert more rows to the table, as needed, to document all other projected training activities).

	GRANTEE ACTIVITY INFORMATION					
Planning or Training?	Activity Description	Year 1 or Year 2 or Year 3	Projected # of Courses to held (if applicable)	Projected number to be trained	Estimated Activity Cost	Projected Start/End Date
Training	Increase operations level response capability to ammonia incidents	Year 1	3	700	\$ 25,000.00	1 October 2022 – 30 September 2023
Training	Increase personnel certified as hazmat incident commanders	Year 1	3	20	\$ 15,000.00	1 October 2022 – 30 September 2023
Training	Establish internal capability to teach hazmat incident commander through a train-the-trainer certification program	Year 1	3	20	\$ 15,000.00	1 October 2022 – 30 September 2023
Training	Conduct TTX series with sets and reps to challenge and validate hazmat incident commanders and company officers	Year 1	3	100	\$15,000.00 (OT)	1 October 2022 – 30 September 2023

Training	Increase operations level response capability to chlorine incidents	Year 2	3	700	\$ 25,000.00	1 October 2023 – 30 September 2024
Training	Establish personnel certified to teach PRISM decon system through a train-the-trainer certification program	Year 2	2	20	\$ 15,000.00	1 October 2023 – 30 September 2024
Training	Facilitate valley-wide full-scale exercise series validating the PRISM decon system through a train-the-trainer certification program	Year 2	9	1500	\$ 25,000.00 (OT)	1 October 2023 – 30 September 2024
Training	Establish internal capability to teach incident safety officer through a train-the-trainer certification program	Year 2	2	20	\$ 15,000.00	1 October 2023 – 30 September 2024
Training	Increase operational level of response capability related to electric car incidents	Year 3	3	700	\$ 25,000.00	1 October 2024 – 30 September 2025
Planning	Review and revise Clark County hazmat code to better align with SARA Title II and EPCRA Tier system	Year 3	N/A	N/A	\$ 25,000.00	1 October 2024 – 30 September 2025
Training	Increase knowledge and understanding of SARA Title II for fire inspectors through NASTTPO (annually)	Year 1, 2, 3	N/A	8	\$ 24,000.00	1 October 2022 – 30 September 2025
Training	Fire Shows West (annually)	Year 1, 2, 3	N/A	18	\$ 24,000.00	1 October 2024 – 30 September 2025

Training	IAFC Hazmat Conference (annually)	Year 1, 2, 3	N/A	16	\$ 35,500.00	1 October 2024 – 30 September 2025
Training	CHEMTREC Conference (annually)	Year 1, 2, 3	N/A	8	\$ 24,000.00	1 October 2024 – 30 September 2025
Training	NASTTPRO Conference	Year 1	N/A	8	\$24,000.00	1 October 2024-30 September 2025

BUDGET NARRATIVE

In addition to completing the Planning and Training activities in the section above, complete a budget narrative to explain each line item of your project costs.

The budget narrative is extremely important as it provides transparency for proposed costs and justification for costs that may appear questionable to the granting agency, and it provides details of how and where the applicant will satisfy cost-sharing requirements (matching).

Consider the following when completing the Budget Narrative section:

1. PERSONNEL

Personnel costs are the employee salaries working directly on the grant project. Include the number, type of personnel, the percentage of time dedicated to the project, hourly wage (or salary) and total cost to the grant.

- This category is limited to only persons employed by your organization. Those not employed by your agency shall be classified as subgrantees or contractors and should be listed under the “Contractual” object class.
- Only include compensation paid for employees engaged in grant activities.
- Costs should be consistent with that paid for similar types of work within the organization.

The Clark County LEPC will request overtime costs reimbursements for the following proposed projects funded by HMEP grant funding.

1. Conduct TTX series to validate incident commanders and company officers-overtime expenses for Clark County Fire Department.
2. Conduct valley wide exercise validating PRISM-all first responder agencies overtime expense.

2. FRINGE BENEFITS

Fringe Benefit costs are the allowances and services provided by employers to their employees as compensation in addition to regular salaries and wages. Fringe costs are benefits paid to employees, including the cost of employer's share of FICA, health insurance, workers' compensation, and vacation. Include how the fringe benefit amount is calculated (i.e., actual fringe benefits estimate, approved rate, etc. Include a description of specific benefits charged to a project and the benefit percentage. Additional considerations:

- The personnel/salaries should have corresponding fringe; and vice-versa. PHMSA cannot pay fringe benefits for a position that is not listed in the Personnel section.
- Explain what is included in the benefit package and at what percentage.
- Fringe benefits are only allowable for the percentage of time devoted to the grant project.
- The applicant should not combine the fringe benefit costs with direct salaries and wages in the personnel category.

3. TRAVEL

Travel costs are those costs requested for field work or for travel to professional meetings associated with grant activities. Provide the purpose, method of travel, number of persons traveling, number of days, and estimated cost for each trip. If details of each trip are not known at the time of application submission, provide the basis for determining the amount requested.

For the training and conferences that traveling is required Clark County LEPC will be requesting the following expenses for reimbursement by the grant. The registration, lodging, airfare, per diem, ground transportation, airport parking. The four conferences on this proposal are annual attendance to International Hazardous Materials Conference (IAFC), FireShows West Conference, CHEMTREC Conference, NASTTPRO Conference.

4. EQUIPMENT

Equipment costs includes those items that are tangible, nonexpendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit - unless the applicant has a clear and consistent written policy that determines a different threshold. Include a description, quantity and unit price for all equipment.

Purchases of less than \$5,000 should be listed under "Supplies" or "Other."

Each item of equipment must be identified with the corresponding cost. General-purpose equipment must be justified as to how it will be used on the project.

Analyze the cost benefits of purchasing versus leasing equipment, particularly high-cost items and those subject to rapid technical advances. List rented or leased equipment costs in the “Contractual” or “Other” category, depending upon the procurement method.

Chlorine, ammonia detection equipment \$15,000 for training
Decon equipment for TTX \$ 25,000
Equipment for electric car incident response \$25,000
PRISM wide valley exercise equipment-\$15,000

SUPPLIES

Supplies are tangible personal property other than equipment. Include the types of property in general terms. It is not necessary to document office supplies in great detail (for example: reams of paper, boxes of paperclips, etc.). However, applicants should include a quantity and unit cost for larger cost supply items such as computers and printers.

N/A

5. CONTRACTUAL

Contractual costs are those services carried out by an individual or organization, other than the applicant, in the form of a procurement relationship. There are two ways to capture costs in this category: subgrants and contracts.

A Subgrant – is an award provided by a pass-through entity (State or Territory) to a subrecipient.

That subrecipient carries out part of a program for which the State or Territory received Federal support. A subgrantee has its performance measured in relation to whether objectives of a Federal program were met; has responsibility for programmatic decision making; is responsible for adherence to applicable Federal program requirements specified in the Federal award; and (in accordance with its agreement), uses the Federal funds to carry out a program for a public purpose specified in authorizing statute, as opposed to providing goods or services for the benefit of the pass-through entity.

A Contract - is a legal instrument by which a Grantee Recipient purchases property or services needed to carry out the project or program under an award. A contract/contractor provides the goods and services within normal business operations; provides similar goods or services to many different purchasers; normally operates in a competitive environment; and provides goods or services that are ancillary to the operation of the Federal program.

For all contractual line-item costs, include the rationale for the amount of the costs and include the specific contract goods and/or services provided and the related expenses for those goods

and services. Simply entering the statement “contractual services” will not be considered sufficient for the requirement of completing this section.

Clark County LEPC will request HMEP contractual funding for proposed grant activities.

1. Increase operations level response for ammonia incidents-Consultant-\$25,000
2. Increase personnel certified as hazmat incident commanders-Consultant-\$15,000
3. Develop internal train the trainer certification program for hazmat incident commander-Consultant-\$15,000.00
4. Increase operations level response for chlorine incidents-\$25,000
5. Develop train the trainer for PRISM Decon system-consultant-\$15,000
6. Develop train the trainer for Safety Officer-consultant-\$15,000
7. Develop operational response level for electric cars-consultant-\$25,000
8. Review and revise Clark County Hazmat Code-consultant-\$25,000
9. Review and Update CCFD Hazmat Standard Operating Procedures (SOP's)-consultant-\$25,000
10. Full scale exercise develop regional wide mass Decon Series-consultant-\$ 15,000

6. OTHER

Other costs do not fit any of the aforementioned categories, such as rent for buildings used to conduct project activities, utilities, leased equipment, employee training tuition, etc. “Other” direct costs must be itemized.

N/A

7. INDIRECT

Indirect Costs (if applicable): Indirect costs are allowable in the HMEP grant. If the rate will not be approved by the application due date, attach the letter of renewal or letter of request that you sent to your cognizant agency to your application. The applicant must include a signed copy of the approved negotiated rate agreement that is valid as of the date of the application. If the applicant does not have an approved indirect cost rate agreement, the applicant may be eligible for the 10% de minimis rate provided by 2 CFR § 200.414.

N/A

PART E: CERTIFICATIONS

Authorized Representatives should initial next to each statement below to indicate that your agency understands and agrees with the following:

1. The Applicant certifies that the total amount the State or Indian tribe expends (except amounts of the Federal Government) to develop, improve, and carry out emergency plans will at least equal the average level of expenditure for the last 5 years.

2. The Applicant certifies that all training activities conducted are consistent with the competencies identified in NFPA 472 or OSHA 29 § 1910.120.

3. The Applicant certifies that it is complying with Sections 301 and 303 of EPCRA (42 U.S.C. 11001, 11003).

4. I certify that the agency is compliant with the National Incident Management System (NIMS).

5. The applicant certifies that the person(s) it authorized to provide training has an auditable accounting system.

APPLICATION CERTIFICATION

The Grantee certifies to the best of its knowledge and belief that this application is correct and complete for the planned activities under the HMEP Grant Program Funding Requirements.

Grantee Authorized Representative Signature

Printed Name: Billy Samuels

Title: Deputy Fire Chief

Date: _____