



OFFICE OF HOMELAND SECURITY

November 18, 2008

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Sponsored Programs Administration

Ms. Sue DeRosa
California State University
401 Golden Shore
Long Beach, CA 90802

SUBJECT: NOTIFICATION OF SUBGRANTEE APPLICATION APPROVAL
FY 2008 Homeland Security Grant Program (HSGP)
Grant #2008-0006, OES ID# 000-92010
Subgrantee Performance Period: November 18, 2008 to May 31, 2011

Dear Ms. DeRosa:

The Governor's Office of Homeland Security (OHS) has approved your FY 08 Homeland Security Grant Program (HSGP) application in the amount of \$600,000. Please submit an OHS financial management forms workbook available at WWW.OHS.CA.GOV to reflect your approved projects. As of the date of this letter, you may request reimbursement or advance of eligible grant expenditures using the OHS financial management forms workbook.

During the grant application review process, an OHS representative has reviewed and approved your FY08 HSGP application. As a result of this review, some of your funded projects may have been assigned performance milestones shorter than the subgrant performance period stated above. Performance milestones will be used by OHS to both determine the appropriate date to disencumber funds awarded under this grant and re-direct them to other needs across the State and as indicators of performance and grant management capacity in future competitive grant applications.

Performance Milestones:

PROJECT A CSU CAMPUSES SHSP \$600,000 MAY 31, 2010

These project awards are based on your application to OHS. Only those projects listed above have been approved for funding. Any changes from the submitted application must be approved by OHS. Unapproved modifications will not be reimbursed.

Additionally, Aviation/Watercraft requests, Establish/Enhance Emergency Operations Center (EOC) upgrades and sole source procurement requests require additional approvals from OHS. You must request and obtain approval for these items prior to incurring any costs.

Subgrantees are required to obtain a performance bond for any equipment item over \$250,000, or any vehicle, aviation, or watercraft (regardless of the cost) financed with homeland security dollars.

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Following acceptance of this award, you must enter your grant information into the Federal Emergency Management Agency (FEMA) Grant Reporting Tool (GRT), during the Biannual Strategy Implementation Report (BSIR) period. The GRT can be accessed online at [HTTPS://WWW.REPORTING.ODP.DHS.GOV/](https://www.reporting.odp.dhs.gov/). Semi-annual performance reports must be prepared and submitted to OHS via the GRT for the duration of the grant period or until all activities are completed and the grant is formally closed. Failure to submit performance reports could result in grant reduction, termination, or suspension.

This grant is subject to all policies and provisions of the Federal Single Audit Act of 1984 and the Single Audit Act Amendments of 1996. Any funds received in excess of current needs, approved amounts, or those found owed as a result of a final review or audit, must be refunded to the State within 30 days upon receipt of an invoice from OHS.

For further assistance, please feel free to contact your OHS program representative or the Grant Management Section at (916) 324-8908.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew Bettenhausen". The signature is fluid and cursive, with a large initial "M" and a long, sweeping underline.

MATTHEW BETTENHAUSEN
Director