

Board Action Request

SUBJECT: Arizona Governor's Office of Highway Safety Grant Award
DATE: August 28, 2019
FROM: Cheryl Horvath, Fire Chief

Background: Tubac Fire District applied for a \$30,000 grant through the Arizona Governor's Office of Highway Safety. This is an annual grant program to support public safety. Tubac Fire District applied for funding to purchase auto extrication equipment. Staff is currently reviewing equipment needs in preparation for the October 1 start date of the grant funding. In order to participate in the grant program, the Tubac Fire District Fire Board must approve a resolution to accept the proposed grant award.

Fiscal Impact: This item is not included as a revenue or expense in the current operating budget.

Alternate Option: Not accept the grant award

Legal Review: The District's attorney reviewed the award letter and prepared the resolution.

Staff Recommendation: Staff recommends approving Resolution 2019-003, and acceptance of the grant award.

Proposed Motion: Move to approve Resolution 2019-003.

See Attachments

- Tubac Fire District Award Letter
- Resolution 2019-003

TUBAC FIRE DISTRICT

Resolution No. 2019- 003

A FORMAL RESOLUTION OF THE ELECTED BOARD OF THE TUBAC FIRE DISTRICT APPROVING AN AWARDED GRANT FROM THE ARIZONA GOVERNOR'S OFFICE OF HIGHWAY SAFETY COMMENCING OCTOBER 1, 2019.

WHEREAS, the Governor's Office of Highway Safety ("AZGOHS") has completed its review of the proposals for Federal Fiscal Year 2020 funding; and

WHEREAS, the Arizona Governor's Office of Highway Safety ("AZGOHS") has awarded a grant of \$30,000 to the Tubac Fire District; and

WHEREAS, the Tubac Fire District must return to the AZGOHS a "Pre-Award Risk Assessment" on or before August 30, 2019 in order to receive said award;

NOW, THEREFORE, Be It Resolved by the Governing Body of the Tubac Fire District:

Section 1: That the Governing Body hereby accepts the grant awarded by the Arizona Governor's Office of Highway Safety in the amount of \$30,000.

Section 2: That the Tubac Fire District Chief and staff are hereby authorized to complete and return to the AZGOHS a "Pre-Award Risk Assessment" on or before August 30, 2019, and to take such other and further action as may be required to effectuate and implement said award.

Adopted and Approved on this ___ day of _____, 2019.

By: _____
Board Chairperson

ATTEST:

Board Clerk



DOUGLAS A. DUCEY
GOVERNOR

ALBERTO GUTIER
DIRECTOR
GOVERNOR'S HIGHWAY SAFETY REPRESENTATIVE

August 9, 2019

Fire Chief Cheryl Horvath
Tubac Fire District
PO Box 2881
Tubac, Arizona 8646-2881

Re: FFY 2020 GOHS Grant Application

| Contract No.: | Contract Description: | Award Amount: |
|---------------|-----------------------|---------------|
| 2020-EM-010 | Extrication Equipment | \$30,000.00 |

Dear Fire Chief Horvath:

The Governor's Office of Highway Safety (GOHS) has completed the review of the proposals submitted for funding for Federal Fiscal Year (FFY) 2020 commencing on October 1, 2019. All of the proposals were carefully considered by an evaluation team at GOHS that reviewed agency performance, program priority area, problem identification, supporting fiscal/data documentation, consistency of reporting, and available funding levels.

As a result of this evaluation process, we are able to include your agency's submitted proposal(s) listed above in **Arizona's FFY 2020 Highway Safety Plan**. However, please be aware that your agency's awarded highway safety project(s) may not have been funded at the amount requested and may be subject to change. **Equipment** requests placed "on hold" are under further review and *may not* be funded due to funding constraints, as we strive to make the best use of federal taxpayers' dollars.

All FFY 2020 grants will begin *on* October 1, 2019. If approval from a Town/City Council or Board of Supervisors is required, your agency should begin the process of scheduling the grant award for approval.

The assigned GOHS project coordinator will be contacting you regarding your project(s) and your agency should have the contract(s) soon. **During the interim, do not make any public announcement concerning the grant and do not incur any costs or proceed with any portion of the project until GOHS has written a contract with your agency and it has been signed and executed by both parties.**

We appreciate the time and effort put forth by your agency in submitting its proposal(s). Should any questions and/or concerns arise, please feel free to contact your grant project coordinator at 602-255-3216.

Sincerely,

Alberto Gutier
Director, Governor's Office of Highway Safety

Agency Instructions: Please fill out questions 1 - 4 completely and return to GOHS



**Arizona Governor's Office of Highway Safety
Pre-Award Risk Assessment FY 2020**

Applicant Agency: _____ DUNS #: _____

Review Date: _____ Completed by: _____

- | | Yes | No | N/A |
|--|--------------------------|--------------------------|--------------------------|
| 1. Determine if the applicant has experience with same or similar sub-awards. | | | |
| a. Has the applicant previously had Federal or State grants similar to this award? | <input type="checkbox"/> | <input type="checkbox"/> | |
| b. Has the applicant had at least 3 year's experience with Federal grants? | <input type="checkbox"/> | <input type="checkbox"/> | |
| 2. Determine the results of previous audits. | | | |
| a. Did the applicant receive a single audit in accordance with 2 CFR part 200.501 Subpart F? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Was the same or similar sub-award audited last fiscal year? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Was the audit opinion unqualified?* | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>(*No response signifies automatic medium or high risk)</i> | | | |
| 3. Determine if the applicant has new personnel, or new or substantially changed systems? | | | |
| a. Has the applicant staff remained essentially unchanged during the prior year? | <input type="checkbox"/> | <input type="checkbox"/> | |
| b. Has the applicant organization remained unchanged during the prior year? | <input type="checkbox"/> | <input type="checkbox"/> | |
| c. Is the applicants accounting system the same as the prior year? | <input type="checkbox"/> | <input type="checkbox"/> | |
| 4. Determine the extent and results of Federal awarding agency monitoring (if the applicant has received a direct Federal grant within the preceding 3 years) | | | |
| a. Did the applicant receive monitoring from a federal awarding agency? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Did the federal agency determine that there were no financial or compliance issues? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

FOR GOHS USE ONLY

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 5. Determine if the subrecipient has been consistently on time and accurate in the submission of the following: | | | |
| a. Progress Reports | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Fiscal Reporting | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Change requests/revisions (if applicable) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Mandatory Reporting (if applicable) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Total No responses

RATING SCALE

| | |
|--------------------|--------|
| 0-4 No responses | Low |
| 5-9 No responses | Medium |
| 10-14 No responses | High |

RATING ASSIGNED= _____

COORDINATOR: _____

DATE: _____

INITIALS: _____