



# ROSS TOWNSHIP RESOLUTION NUMBER 2016-050

**RESOLUTION ENTERING INTO PROJECT GRANT AGREEMENT WITH THE FEDERAL EMERGENCY MANAGEMENT AGENCY FOR A FEMA 2015 FIRE PREVENTION AND SAFETY GRANT FOR THE PURCHASE OF SMOKE/FIRE ALARMS FOR FIRE DEPARTMENT DISTRIBUTION; APPOINTING THE FIRE CHIEF TO SERVE AS PROJECT MANAGER AND AUTHORIZING HIM TO EXECUTE THE PROJECT; ESTABLISHING GRANT FUND NUMBER 2914 ENTITLED "FEMA 2015 - FIRE PREVENTION AND SAFETY GRANT"; AUTHORIZING TRANSFER OF \$476.00 FROM THE GENERAL FUND OF ROSS TOWNSHIP TO ITS FEMA 2015 - FIRE PREVENTION AND SAFETY GRANT FUND PURSUANT TO R.C. 5705.14(E); BUDGETING RECEIPTS AND MAKING APPROPRIATIONS FOR EXPENSES; AND REQUESTING AN AMENDED CERTIFICATE OF ESTIMATED RESOURCES FROM THE BUTLER COUNTY AUDITOR**

**WHEREAS**, the Fire Department submitted an application for a grant from the Federal Emergency Management Agency, (hereinafter referred to as FEMA), for a FEMA 2015 - Fire Prevention and Safety Grant, (hereinafter referred to as GRANT), for the purchase of smoke/fire alarms for fire department distribution first targeting the elderly and impoverished (hereinafter referred to as GRANT PURPOSE); and

**WHEREAS**, FEMA desires to enter into a Grant Agreement with Ross Township for the above referenced GRANT; and

**WHEREAS**, the GRANT is intended to pay an amount equal to \$9,524.00 towards the \$10,000.00 purchase price to satisfy the GRANT PRUPOSE, and

**WHEREAS**, a Project Manager be must be appointed to execute the provisions of the GRANT and to satisfy the GRANT PRUPOSE, and

**WHEREAS**, Grant Fund Number 2914, entitled "FEMA 2015 Fire Prevention and Safety Grant", (hereinafter referred to as GRANT FUND), must be established to budget receipts and appropriations to satisfy the GRANT PRUPOSE, and

**WHEREAS**, R.C. 5705.40(E) provides that transfers may be made by resolution from the General Fund to any other Ross Township fund and that the current fiscal requirements of the Township necessitate the transfer of funds from the General Fund to the GRANT FUND; and

**WHEREAS**, R.C. 5705.40 authorizes the amendment or supplement of appropriations and provides that transfers may be made by resolution from one appropriation item to another, and

WHEREAS, the changes to the budget of Ross Township necessitated by this resolution require that the Township Fiscal Officer request an Amended Certificate of Estimated Resources from the Butler County Auditor.

**BE IT RESOLVED**, by the Trustees of Ross Township, Butler County, Ohio, as follows:

**SECTION 1-A:**

That the Board hereby enters into a grant agreement with FEMA, for a GRANT, for the purchase of Knox Boxes to satisfy the GRANT PRUPOSE, with provisions substantially in the form of the grant award provisions that are included in the packet submitted with the cover letter attached and marked as Exhibit "A".

**SECTION 1-B:**

That Fire Chief Steve Miller serves as Project Manager and is hereby authorize and responsible to execute the GRANT and to satisfy the GRANT PRUPOSE.

**SECTION 1-C:**

That the GRANT FUND be established for the purpose of budgeting receipts and making appropriations necessary to execute the GRANT and to satisfy the GRANT PRUPOSE.

**SECTION 1-D:**

That the Board of Trustees of Ross Township hereby authorizes the transfer of \$476.00 from its General Fund to the GRANT FUND.

**SECTION 1-E:**

That anticipated receipts of \$10,000.00 in the GRANT FUND are hereby budgeted as follows:

- a. A grant award , herein authorized in Section 1-A, in the maximum amount of \$9,524.00 from FEMA; and
- b. A transfer of \$476.00, herein authorized in Section 1-D, from Fund Number 1000 – General Fund.

To make provision for the current expenses and other expenditures of said Board of Trustees, during the fiscal year ending December 31, 2016, appropriations be amended with the additional appropriation of \$10,000.00 into the GRANT FUND.

**SECTION 1-F:**

That the Fiscal Officer of Ross Township hereby be directed to request an Amended Certificate of Estimated Resources from the Butler County Auditor.

**SECTION 2-A:**

That Sections 1-A, 1-B, 1-C and 1-F of this resolution shall take effect on October 19, 2016 upon the filing of this resolution with the Ross Township Fiscal Officer.

**SECTION 2-B:**

That Sections 1-D and 1-E of this resolution shall take effect upon receipt of the Amended Certificate of Estimated Resources from the Butler County Budget Commission.

**SECTION 3:**

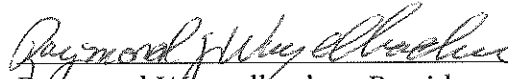
It is hereby determined that all formal actions of the Board of Trustees relating to the adoption of this Resolution were taken in an open meeting of the Board of Township Trustees and that all deliberations of such Board of Trustees were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

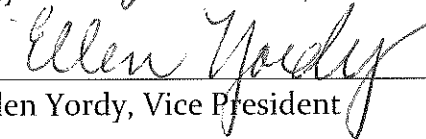
**INTRODUCTION AND VOTE RECORD:**

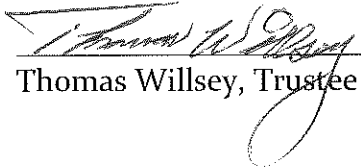
Trustee RW introduced the foregoing Resolution and moved its adoption, Trustee EY seconded the Motion. The roll being called upon the question of adoption of the Resolution by the Township Fiscal Officer, the vote resulted as follows:

Trustees: Willsey ✓ Wurzelbacher ✓ Yordy ✓

Adopted at the meeting of the Board of Trustees this 19<sup>th</sup> day of October, 2016.

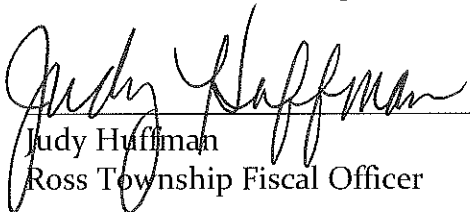
  
Raymond Wurzelbacher, President

  
Ellen Yordy, Vice President

  
Thomas Willsey, Trustee

**AUTHENTICATION**

This is to certify that this resolution was duly adopted by the Board of Trustees, and filed with the Ross Township Fiscal Officer, this 19<sup>th</sup> day of October, 2016.

  
Judy Huffman  
Ross Township Fiscal Officer

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



FEMA

Mr. Steve Miller  
Ross Twp Fire Department  
4055 Hamilton-Cleves  
Hamilton, Ohio 45014-9503

Re: Grant No.EMW-2015-FP-00197

Dear Mr. Miller:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2015 Assistance to Firefighters Grant Program - Fire Prevention and Safety Grant has been approved in the amount of \$9,524.00. As a condition of this award, you are required to contribute a cost match in the amount of \$476.00 of non-Federal funds, or 5 percent of the Federal contribution of \$9,524.00.

**Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the Assistance to Firefighters Grant Programs' e-grant 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
- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2015 Assistance to Firefighters Grant Program - Fire Prevention and Safety Grant Notice of Funding Opportunity.

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

**Prior to requesting Federal funds, all recipients are required to register in the System for Award Management (SAM.gov).** As the recipient, you must register and maintain current information in SAM.gov until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that the recipient review and update the information annually after the initial registration, and more frequently for changes in your information. There is no charge to register in SAM.gov. Your registration must be completed on-line at <https://www.sam.gov/portal/public/SAM/>. It is your entity's responsibility to have a valid DUNS number at the time of registration.

In order to establish acceptance of the award and its terms, please follow these instructions:

**Step 1:** Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

**Step 2:** If you accept your award, you will see a link on the left side of the screen that says "Update 1199A" in the Action column. Click this link. This link will take you to the SF-1199A, Direct Deposit Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit the form electronically. Then, using the Print 1199A Button, print a copy and take it to your bank to have the bottom portion completed. Make sure your application number is on the form. After your bank has filled out their portion of the form, you must fax a copy of the form to FEMA's SF-1199 Processing Staff at 301-998-8699. You should keep the original form in your grant files. After the faxed version of your SF 1199A has been reviewed

[https://eservices.fema.gov/FemaFireGrant/firegrant/jsp/fire\\_admin/awards/spec/view\\_award\\_package.do?agree...](https://eservices.fema.gov/FemaFireGrant/firegrant/jsp/fire_admin/awards/spec/view_award_package.do?agree...) 9/9/2016

Award Package

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you will receive an email indicating the form is approved. Once approved you will be able to request payments online. If you have any questions or concerns regarding your 1199A, or the process to request your funds, please call (866) 274-0960.

Sincerely,



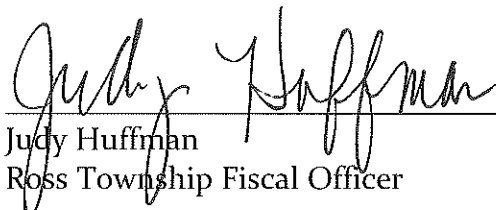
Brian E. Kamoie  
Assistant Administrator  
Grant Programs Directorate

**CERTIFICATE AS TO COPY,  
ORIGINAL ON FILE**

**STATE OF OHIO, COUNTY OF BUTLER, SS:**

I, Judy Huffman, Fiscal Officer of the Board of Township Trustees of Ross Township, in said county, and in whose custody the Files and Records of said Board are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original Resolution now on file with said Board, that the foregoing has been compared by me with said original and copied from the original document, and that the same is a true and correct copy thereof.

This 19<sup>th</sup> day of October, 2016.

  
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Judy Huffman  
Ross Township Fiscal Officer

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