



Bruce Barton
Director

April 23, 2025

City of Corona
Brian Young, Fire Chief

SUBJECT: FY 2024 State Homeland Security Program Grant (SHSP) Award Notice
Period of Performance: 4/23/2025 – 5/31/2026
Grant #: 2024-0088 CFDA #: 97.067

This letter is being provided to notify you that your FY 2024 SHSP subaward has been approved in the amount of \$22,530.

This subaward is subject to requirements in 2 CFR, Part 200, including the Notice of Funding Opportunity (NOFO), Preparedness Grants Manual, California Supplement to the NOFO, Riverside County Supplement to the NOFO, Grant Assurances, and all applicable federal, state, and local requirements. All activities funded with this subaward must be completed within the period of performance.

The Riverside County Operational Area (OA) may suspend or terminate grant funding, in whole or in part, or other measures may be imposed for any of the following reasons:

- Failure to submit required performance reports.
- Failure to expend a minimum of 90% of awarded funding.
- Failure to expend funds in a timely manner consistent with the grant milestones, guidance, and assurances.
- Failure to comply with the requirements or statutory progress toward the goals or objectives of federal or state law.
- Failure to make satisfactory progress toward the goals or objectives set forth in the Subrecipient application.
- Failure to follow Grant Subaward requirements or special conditions.
- Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.
- False certification in the application or document.
- Failure to adequately manage, monitor, or direct the grant funding activities of the organization.

Subrecipients must obtain additional written approval prior to incurring costs for activities such as aviation, watercraft, noncompetitive procurement, and projects requiring Environmental Planning and Historic Preservation (EHP) review. Any changes to the Financial Management Forms Workbook (FMFW) requires approval from the OA prior to conducting activities and incurring costs.



Bruce Barton
Director

The following documents must be submitted with signatures to finalize the acceptance of this subaward. The documents should be submitted in a single PDF to EMD_OAGrants@rivco.org by **July 23, 2025**:

- Financial Management Forms Workbook
 - Grant Subaward Face Sheet
 - Authorized Agent and Contact Tab
 - Project Ledger Tab
 - Planning Tab
 - Organization Tab
 - Equipment Tab
 - Training Tab
 - Exercise Tab
 - Consultant-Contractor Tab
 - Personnel Tab
 - Match Tab
 - Authorized Agent Sheet
- Governing Body Resolution
- FY24 Standard Assurances
- FY24 Grants Management Assessment
- EHP Screening Form (if projects are marked with an EHP hold)

Reimbursement requests will not be processed without the acceptance documents on file.

This subaward is subject to all provisions of 2 CFR Part 200, Subpart F – Audit Requirements. 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 OA within 30 days upon receipt of an invoice from the County of Riverside Emergency Management Department.

For further assistance, please contact EMD_OAGrants@rivco.org. We look forward to working with you and appreciate your cooperation and support.

Sincerely,

Louis Le
Emergency Management Program Supervisor
County of Riverside Emergency Management Department