

# Hazardous Materials Emergency Preparedness Grant Program

## 2014-15 Local Emergency Planning Grant

### Frequently Asked Questions

(as of 4/10/15)

1. What is the period of performance for the grant? (updated 4-10-15)
  - a. The 2014-15 HMEP period of performance is from October 1, 2014-January 31, 2016.
2. Who is eligible to apply for HMEP funds?
  - a. The HMEP program requires that 75% of the HMEP Planning Grant funding awarded to a state must be made available for use by Local Emergency Planning Committees (LEPCs). In New York State, each county and the City of New York are designated as LEPCs, and therefore are the only eligible applicants for the Local HMEP Planning Grant Program. You must be an active LEPC in order to apply for funding.
3. Can my county use HMEP funds for salary for a county employee?
  - a. No, HMEP funds may not be used for salary.
4. Why is DHSES using reimbursement contracts this year for the HMEP Grant Program when contracts were previously not utilized?
  - a. DHSES transitioned administration of the HMEP Grant Program from the Office of Emergency Management (OEM) to the Grants Program Administration (GPA) unit of DHSES beginning with the 2014-15 award. GPA will administer the HMEP Grant Program in the same manner that other federal grant programs (SHSP, UASI, and EMPG) are administered.
5. Can my county use HMEP funds to pay for refreshments and/or a working lunch for an LEPC meeting?
  - a. No, HMEP funds may not be used for refreshments and/or a working lunch for an LEPC meeting.
6. Can my county use HMEP funds to pay for a lunch during a HazMat exercise?
  - a. Maybe. Grantees must justify in writing why a lunch should be approved and must document circumstances that would be too disruptive to the exercise if the meal were not provided. Prior approval is required. No retroactive approvals will be granted.
7. Can my county use HMEP funds to conduct a WMD exercise?
  - a. No, HMEP funds may not be used for WMD exercises. Eligible exercise costs must have a nexus to the transportation of Hazardous Materials.
8. Can I use HMEP funds to purchase equipment?
  - a. No, HMEP funds are intended to support planning activities. The purchase of equipment is not allowable.
9. Will my county receive more money than it applied for?
  - a. If additional funding becomes available (beyond the allocated amount), those funds will be applied evenly to all applications requesting funding for projects related to the bulk

transportation of crude oil. Counties submitting such projects will be contacted and will be asked to submit revised project budgets to account for the additional funding.

10. Can my county submit a regional application in partnership with other counties?
  - a. Yes, regional applications are encouraged, and the fiduciary agent for the regional application will administer the pooled award on behalf of the region.
11. If the Fiduciary Agent for a regional application complies with the planning requirements in Appendix A for SARA Title III, do all regional partners have to also have plans in compliance with SARA Title III. (Updated 4-10-15)
  - a. Only the fiduciary agent must be compliant with SARA Title III unless the fiduciary agent passes through funding to a partnering county. If the fiduciary agent wishes to pass through funding directly to a regional partner, then that partner must also be compliant with SARA Title III.
12. In previous years, counties had to submit information related to LEPC activities with the application. How will that information be gathered going forward?
  - a. DHSES GPA must collect information from counties related to LEPCs and SARA Title III compliance to submit to US DOT as a condition of funding. GPA will continue to require that counties submit this information to DHSES. DHSES anticipates using the Survey Monkey tool to create a data collection template for all counties to complete to assess the status of LEPCs across the state and to collect any other data required.