



FFY2006 HOMELAND SECURITY GRANT PROGRAM



DESIGNATION OF ADMINISTRATOR FORM

Due August 15, 2006

The XXX of XXX will receive the following allocation from the FY 2006 State Homeland Security Grant Program (SHSGP):

PROGRAM	ALLOCATION
State Homeland Security Grant Program	\$XXX
Law Enforcement Terrorism Prevention Program	\$XXX
Citizen Corps Program	\$XXX
Metropolitan Medical Response System	\$XXX
Total Fiscal Year 2006 Municipal Allocation	\$X,XXX

This allocation was developed by the FY 2006 Homeland Security Working Group and approved by the Connecticut Department of Emergency Management & Homeland Security Coordinating Council.

In addition to the jurisdictional allocations, the Coordinating Council approved the following set asides from the local portion of the SHSGP for initiatives benefiting first responders on a statewide basis:

PROGRAM	PROJECT	ALLOCATION	PROJECT	ALLOCATION
SHSGP	Expanded Regional Collaboration	\$2,114,324	Interoperable Communications & State Interagency Coordination Center	\$191,320
	CT Intelligence/Fusion Center	\$31,020	Natural Disaster & CBRNE Preparedness	\$2,449,488
	Medical Preparation & Response	\$927,904	All Hazards Planning & Outreach	\$628,464
TOTAL:			\$6,342,520	

The Jurisdictions have the following options to administer their grant allocations: (Check the applicable options and indicate dollar allocations. The sum of both options must equal total municipal allocation.)

	SHSP \$	LETPP \$
1. <input type="checkbox"/> ADMINISTER MUNICIPAL ALLOCATION AT THE LOCAL LEVEL		
2. <input type="checkbox"/> ADMINISTER MUNICIPAL ALLOCATION AT THE REGIONAL LEVEL THROUGH A REGIONAL PLANNING ORGANIZATION Designate the RPO: _____		
TOTAL	\$XXX	\$XXX

PLEASE NOTE

All participating jurisdictions must submit a signed Memorandum of Agreement (MOA) before they will be eligible to receive grant funds. The MOA is a federal requirement and allows the State of Connecticut Department of Emergency Management & Homeland Security (DEMHS) to use a portion of the Homeland Security Grant for the aforementioned set aside projects. The jurisdiction will receive an MOA and grant application upon submission of this form. Once the signed MOA is received by the DEMHS Strategic Planning & Grant Administration unit, the administering entity will receive a grant application kit.

JURISDICTIONS WILL NOT BE ALLOWED TO ENCUMBER OR EXPEND ANY GRANT FUNDING UNTIL THEY HAVE RECEIVED AN EXECUTED GRANT AWARD INDICATING THE APPLICATION HAS BEEN APPROVED.

The grantee will assume all administrative functions including grant reporting requirements as outlined in the grant application. The grantee will be permitted to drawdown funds up to **120 days prior to**

expenditure/disbursement subject to the requirements and guidelines stated in the grant application. A maximum of 2.5% of the total allotment may be used for administrative purposes as detailed in the grant guidelines. The grantee must comply with all requirements detailed in the FFY 2006 Homeland Security Program Guidance (<http://www.ojp.usdoj.gov/odp/docs/fy2006hsgp.pdf>) and U.S. Department of Homeland Security, Office of Grant Operations Financial Management Guide (http://www.dhs.gov/interweb/assetlibrary/Grants_FinancialManagementGuide.pdf).

Jurisdictions designating a Regional Planning Organization as the administrator of their funds are responsible for ensuring that their individual needs will be met with regional administration. RPOs and designated municipalities will not be required to maintain separate jurisdictional accounts.

The signature below indicates approval of your jurisdiction's FY 2006 State Homeland Security Grant Program allocation, designation of fund administrator, and set aside projects from the local portion of the FY 2006 Homeland Security Grant.

Name & Title of CEO, Manager, or Executive Director Name of Jurisdiction	Date
---	------

This completed form must be returned on or before August 15, 2006.

Please mail the ORIGINAL form to:

**Department of Emergency Management & Homeland Security
Attention: Strategic Planning & Grant Administration
25 Sigourney Street, 6th Floor
Hartford, CT 06106**

