

# STATE OF ALASKA

**DEPARTMENT OF MILITARY  
AND VETERANS AFFAIRS  
DIVISION OF HOMELAND SECURITY  
AND EMERGENCY MANAGEMENT**

SEAN PARNELL, GOVERNOR

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www.ready.alaska.gov

July 1, 2011

The Honorable David R. Carey, Mayor  
Kenai Peninsula Borough  
144 North Binkley Street  
Soldotna, AK 99669

RE: 2012 Local Emergency Planning Committee Grant  
Agreement Number: 12LEPC-GR35602

Dear Mayor Carey:

The Division of Homeland Security and Emergency Management (DHS&EM) has received funds from the State of Alaska to support Local Emergency Planning Committee (LEPC) activities.

The State Emergency Response Commission (SERC) Finance Committee approved the State Fiscal Year (SFY) 2012 Baseline award of \$23,693.00 for the Kenai Peninsula Borough LEPC. The SERC Finance Committee will periodically examine all LEPC budget executions during the fiscal year. An LEPC which fails to submit timely reports, execute its budget, attend the bi-annual Local Emergency Planning Committee Association (LEPCA) meeting, or is found otherwise non-compliant with the award agreement risks losing part or the entire award. The SERC Finance Committee may reallocate funds from under-spent LEPC budgets or non-compliant LEPCs to meet other non-funded LEPC/SERC program requests.

Eligible expenditures include:

- **Management:** This category supports the day-to-day sustainment of the committee.
- **Outreach:** This category supports the committee's baseline goals of public involvement in the emergency planning process, committee right to know, all-hazards awareness, and promoting LEPC membership.
- **Preparedness:** This category supports the LEPCs baseline goals of increasing awareness of and planning for chemical and all-hazards events, as well as helping communities prepare and mitigate through planning and preparedness for potential events.

Additional guidance and eligible activities are available in the *Local Emergency Planning Committee Grant Program Guidance* document available on DHS&EM's website, <http://ready.alaska.gov/grants.htm>. The above categories are not all inclusive.



Mayor Carey  
July 1, 2011  
Page 2 of 2

Two pre-signed SFY 2012 LEPC Obligating Award Documents are enclosed, as well as a Project Budget Detail Report. Please review the information for accuracy and sign the obligating documents, keep one original for your records, and return the other original within 30 days to:

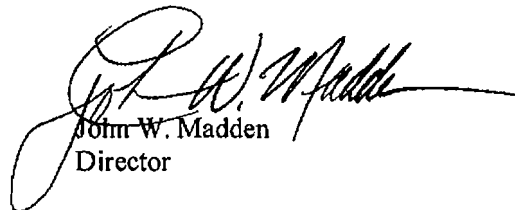
State of Alaska DHS&EM  
State Administrative Agency Point of Contact  
PO Box 5750  
Fort Richardson, AK 99505

If the Obligating Award Document cannot be returned within 30 days due to local jurisdiction policies, a Notice of Intent to Accept Grant Award form may be requested. If needed, Electronic Payment (EDI) enrollment forms are also available upon request.

If signatory points of contacts have changed since submittal of the SFY 2012 application, please complete and return a LEPC Signatory Authority Form with the signed Obligating Award Document. The LEPC Signatory Authority Form is available at DHS&EM's website, <http://ready.alaska.gov/grants.htm>.

The DHS&EM Project Manager for this grant, Christine Stroda, may be contacted directly at 907-428-7061, toll-free at 800-478-2337, or by email at [christine.stroda@alaska.gov](mailto:christine.stroda@alaska.gov) if you have questions or need further assistance.

Sincerely,



John W. Madden  
Director

jwm:cas:jms

Enclosures: Obligating Award Document (2 copies)  
Project Budget Details Report

CC: Ron Rogalsky, LEPC Chair  
Eric J. Mohrmann, Jurisdiction Project Manager  
Craig C. Chapman, Jurisdiction Chief Financial Officer