

# Application Information

## Instructions:

- Complete the applicable fields on each page.
- Note that some fields may be required, but if they are not relevant to your agency or the program, a response of "NA" is acceptable.
- Also, the "save" button is located in the upper right hand corner of each page.
- After completing each application section the "save" button must be pressed in order to keep the submitted information and move to the next page.
- **Please ensure that your organization name matches your STAARS Vendor Registration.**
- To update your Grants.Alabama.Gov Organization Name, navigate to your profile, and click "Organization Information".
- This is a reimbursement grant. Funds have to be expended first and then reimbursement is made for the expenditure.
- Only one (1) priority per application. Agencies may apply for multiple priorities but must do so with separate applications.

## Subgrantee Applicant Info

**Organization Name:** Baldwin County Emergency Management Agency

**STAARS Vendor Number:**

[REDACTED]

**UEI Number:**

[REDACTED]

**EIN:** (Federal Tax ID)

[REDACTED]

**SAM Expiration Date:** 11/16/2023

**Zip:**

36567

**SAM Activity Status:**

No Exclusions

**Is this money being passed through to another agency/agencies?**

Yes

No

**NOTE:** All applications are required to have at least three individuals assigned to the document. Please ensure that they have been added to your organization prior to selecting them in the dropdowns below. To add additional organization members please go to your profile in the top right corner of the screen and click on organization members.

Authorizing Official

Select the individual authorized to enter into binding commitments on behalf of the applicant. The official will normally be the Board President or the chief officer of the agency or governmental unit involved; i.e. Mayor, County Commission Chairman, City Council President, State Department Director, President of the Board of Directors.

**Name\***

Charles Gruber

**Title\*** Chairman, Baldwin County Commission

**Address\*** 23100 McAuliffe Drive

**Phone No.\*** (251) 972-6809

**E-Mail\*** BCEMA@baldwincountyal.gov

Project Director

Select the individual who combines knowledge and experience in the project area with abilities in administration and supervision of personnel. The project director will also be expected to devote the necessary amount of time to ensure the effective management the project.

**Name\***

Vernon Dandridge

**Title\*** EMA Planning & Grants Division Manager

**Address\*** 23100 McAuliffe Drive

**Phone No.\*** (251) 972-6809

**E-Mail\*** vernon.dandridge@baldwincountyal.gov

Financial Officer

Select the individual who will be responsible for fiscal matters relating to the project, and in ultimate charge of accounting, management of funds, verification of expenditures, and grant financial reports.

**Name\***

# Project Description

**Project Name\*** *Baldwin County EMA Soft Target Incident Staging Lights*  
**What is your service area for this project?\*** Municipality County  Other

**County\*** *Baldwin County*

**Core Capability Selection:** *On-scene Security, Protection, and Law Enforcement*  
**Does this project require new construction, renovation, retrofitting, or modifications of existing structures?**

Yes  No

**Does your agency spend \$750,000 or more in federal grant funds per fiscal year?**

(See 2 CFR 200.500)

Yes  No

**Describe the needs of the agency and the problem the project will be addressing.**

*The Baldwin County Emergency Management Agency has identified a gap in the capability to respond to a large scale incident in a low-light area.*

**List any emergencies or incidents that may have brought this need to your attention.**

*There was a motor vehicle accident (mva) that took place in the pre-dawn hours of August 22, 2022. Baldwin Emergency Management Agency was requested on the scene to support with scene lighting. The impact of the mva caused wreckage to span a large area of a poorly lit residential lot. The Fire Department, Sheriff's Office, and Highway department's lighting was not sufficient to illuminate the space.*

**What solution are you proposing to meet this issue. Describe how this will be implemented and accomplished.**

*Planning: Utilization of staging lights will allow for better planning for incidents in low-lit areas.*

*Organization: This project will allow the tree lights to be deployable throughout the entirety of Baldwin County.*

*Equipment: This project will enhance the County's capability to stage incidents. This project increases the equipment available for mutual aid response.*

*Training: This project will allow for staff to be trained during pre-dawn and post dusk incidents.*

*Exercises: This project will allow for exercises to take place during pre-dawn, post dusk, or any low-lit area.*

**Milestone(s):** *Milestone 1: Receive Funding for Project from ALEA* **Anticipated Completion Date:** *10/31/2023*

**Milestone(s):** *Milestone 2: Execute Grant Agreement with ALEA* **Anticipated Completion Date:** *11/30/2023*

**Milestone(s):** *Milestone 3: Competitively procure equipment based on agency procurement policy and federal requirements* **Anticipated Completion Date:** *12/22/2023*

**Milestone(s):** *Milestone 4: Receive equipment from selected vendor and conduct quality check inspection* **Anticipated Completion Date:** *3/29/2024*

**Milestone(s):** *Milestone 5: Conduct staff training with equipment* **Anticipated Completion Date:** *4/24/2024*

**Milestone(s):** *Milestone 6: Allow situational use of equipment* **Anticipated Completion Date:** *6/3/2024*

**If purchasing communication equipment, is it P25 compliant?**

Yes  No

# Budget Worksheet

**Items Unallowable for Applications:**

- Riot gear
- Weapons and weapon accessories
- Body cameras
- Boats or watercraft
- Unmanned aerial systems/vehicles/drones
- Operational overtime
- Technology to mitigate or counter unmanned aerial system/vehicles/drones

| Expense Category | Category                         | AEL REF #    | Item                   | Unit Price | Quantity | Total       | Discipline                   | Recipient                                     |
|------------------|----------------------------------|--------------|------------------------|------------|----------|-------------|------------------------------|---|
| Equipment        | Decon (DECON)                    | 08D2-01-LITE | Mobile LED Light Tower | \$10,362   | 4        | \$41,448.00 | EMA-<br>Emergency Management | Baldwin County<br>Emergency Management Agency |
| Other            | Other Authorized Equipment (OAE) | 21GN-00-SHIP | Freight shipping cost  | \$1,365    | 4        | \$5,460.00  | EMA-<br>Emergency Management | Baldwin County<br>Emergency Management Agency |
| <b>Total:</b>    |                                  |              |                        |            |          |             |                              | \$46,908.00                                   |

## Budget Narrative

Please include a detailed description of each item listed above. Explain how it aligns with your project.

There are four mobile led light towers (\$10,362 each) that will be used as staging lights for incidents in low-light areas within Baldwin County. The freight shipping cost (\$1,365) is included for each. These lights will ensure that Baldwin County will be equipped to respond to incidents in low-light areas as needed.

# Misc Attachments

## Instructions:

Click on the name of documents to be taken to the most recent version of each form.

The forms can then be saved and uploaded by clicking the "select" button.

Any attachments not specifically listed can be entered under the "Other Attachments" section.

### [Disclosure Statement \\*](#)

Act 2001-955 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of \$5,000. The form must be signed, dated, and notarized prior to submission. Complete all lines as indicated. If an item does not apply, denote N/A (not applicable).

### [Certification Regarding Debarment Suspension ineligibility & Involuntary Exclusion \\*](#)

This form is used to ensure that an agency is not suspended or otherwise excluded from receiving federal funding. This form must be completed and signed.

### [Certification Regarding Drug Free Workplace Requirements \\*](#)

This form certifies that the subrecipient will provide a drug-free workplace. Certification Regarding Drug-Free Workplace Requirements form must be completed and signed.

### [Equal Employment Opportunity Certification\\*](#)

Compliance is required with federal laws which prohibit discrimination on the basis of race, color, national origin, religion, sex, age or disability. The Equal Employment Opportunity Program Certification must be completed and signed by the Authorizing Official.

### [Financial Questionnaire \\*](#)

This questionnaire is a tool designed to assist both the subgrantee and the ALEA staff in assessing the subgrantee's management capabilities. Subrecipient organizations are expected to have certain systems, policies, and procedures in place for managing their own funds, equipment, and personnel. The questionnaire must be completed and signed.

### [Risk Assessment Questionnaire \\*](#)

This questionnaire is a supplemental tool for completing a full risk assessment. A risk assessment must be conducted on each applicant before an award can be made. A higher risk rating may require additional grant requirements or special conditions. All assessments are unique and are handled on a case-by-case basis.

### [Certification Regarding Lobbying](#)

This form certifies compliance with federal restrictions on lobbying. The Certification Regarding Lobbying must be completed and be signed by the Authorizing Official for grant awards in excess of \$100,000.

### [Environmental and Historic Preservation Screening Form \(EHP\)](#)

*At the time of award, if your agency is required to submit an EHP, please upload here.*

*EHP Screening Form (1).pdf*

**W-9 \***

**Please upload your agency's W-9.**

### **Procurement Policy \***

**Please upload your agency's procurement policy.**

*BUDGET-PURCHASING - 3.7 - Purchasing Policies.pdf*

### **Other**

Please upload any other necessary documents here. Add rows for each separate document.

Description

*Homeland Security Training Certificate*

*ALEA HS Training Certificate.pdf*