

**Texas Commission on Environmental Quality (TCEQ)
Local Emergency Planning Committee (LEPC) Grant Program
Form 1. Signature Page**

1. LEPC Name:	Local Emergency Planning Committee for Johnson County
2. Federal Tax ID Number:	75-2785447

3. County Judge or Emergency Manager Authorization

The County Judge or appointed Emergency Manager must sign below to authorize this grant application. By signing this document you certify that you have reviewed this **Grant Application and the Budget Information Sheet** and that the funds will be expended in accordance with Budget Information Sheet unless otherwise stated in writing by the TCEQ Grant Manager.

Signature of County Judge or Emergency Manager Official:	
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A faxed or scanned version of this contract page is an acceptable submission. The PDF program will allow electronic signatures to be inserted and are acceptable.

Printed Name:	Jamie Moore
Official's Title:	Emergency Management Coordinator
Date of Signature:	12/12/16

4. Authorized Official: Person authorized to apply for the grant

I hereby certify that to the best of my knowledge and belief all information provided in this application and any attachments is true and correct. If the application was prepared by a third party, I certify that I have read the complete application after all forms and information were completed, I agree with the information provided, and the date provided below is the date I signed the form. I further understand that prior to incorporating this information into a grant contract the data and information may be revised by the TCEQ for accuracy and that the acceptance of a grant contract will constitute agreement with those revisions. Failure to sign the application or signing it with a false statement may make the submitted offer or any resulting contracts voidable.

Signature of Authorized Official:	Breanna Evatt <small>Digitally signed by Breanna Evatt DN: cn=Breanna Evatt, o=Texas, ou=Emergency Management, email=breanna.evatt@tceq.texas.gov, c=US Date: 2016.08.16 11:22:48 -0500</small>
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A faxed or scanned version of this contract page is an acceptable submission. The PDF program will allow electronic signatures to be inserted and are acceptable.

Printed Name:	Breanna Evatt
Authorized Official's Title:	Emergency Management Planner/LEPC President
Date of Signature:	8/16/2016

Intentional falsification of these forms will be prosecuted to the extent allowed under the law and may be used as an adverse factor in future grant selection decisions.

If you have questions on how to fill out this form or about the LEPC Grant Program, please contact us at 512-239-1510 or LEPCGRANTS@tceq.texas.gov.

Upon submission, all proposals become the property of the State of Texas and as such become subject to the Texas Public Information Act, V.T.C.S. art. 6252-17a.

Personal Information Policy: Individuals are entitled to request and review their personal information that the agency gathers on its forms. Individuals may also have any errors in their information corrected. To review such information, contact the TCEQ LEPC Grant Program at LEPCGRANTS@tceq.texas.gov.

Do NOT alter forms. Altered forms will be void.

This form is only valid for the application period ending August 31, 2016.

**Texas Commission on Environmental Quality (TCEQ)
Local Emergency Planning Committee (LEPC) Grant Program
Form 2. LEPC Contact Information**

1. Applicant Contact Information	<i>Please Print or Type</i>
a. Legal Name of LEPC:	Local Emergency Planning Committee for Johnson County
b. Name of Grant Manager or Authorized Official:	Breanna Evatt
c. Phone Number:	817-556-6995
d. Fax Number:	817-556-6347
e. Email Address:	bevatt@johnsoncountytx.org
f. Mailing Address:	810 E. Kilpatrick Street, Cleburne, TX 76033
g. Physical Address: (if different than mailing address)	

2. Primary Contact Information	<i>Please Print or Type</i>
a. Name:	Jane Moore
b. Phone Number:	817-556-6346
c. Fax Number:	817-556-6347
d. Email Address:	jmoore@johnsoncountytx.org
e. Mailing Address:	810 E. Kilpatrick Street, Cleburne, TX 76033
f. Physical Address: (if different than mailing address)	

3. Secondary Contact Information	<i>Please Print or Type</i>
a. Name:	Amber Washington
b. Phone Number:	817-556-6345
c. Fax Number:	817-556-6347
d. Email Address:	awashington@johnsoncountytx.org
e. Mailing Address:	810 E. Kilpatrick Street, Cleburne, TX 76033
f. Physical Address: (if different than mailing address)	

4. Grant or Budget Administrator Contact Information	<i>Please Print or Type</i>
a. Name:	Breanna Evatt
b. Phone Number:	817-556-6995
c. Fax Number:	817-556-6347
d. Email Address:	bevatt@johnsoncountytx.org
e. Mailing Address:	810 E. Kilpatrick Street, Cleburne, TX 76033
f. Physical Address: (if different than mailing address)	

Texas Commission on Environmental Quality (TCEQ)
Local Emergency Planning Committee (LEPC) Grant Program
Form 3. Emergency Planning Community Right-to-Know Act (EPCRA) Requirements

a. EPCRA Requirements Currently Being Fulfilled

Directions: The items listed below are the four main requirements under EPCRA. Please check the box next to each requirement that your LEPC is currently fulfilling. **Note:** Section references come from Public Law 99-499 and subsection references come from the United States Code 42.

- Emergency planning (Sections 301-303, Subchapter I - 11001-11003)
- Emergency release notification (Section 304, Subchapter I - 11004)
- Hazardous chemical storage reporting requirements (Sections 311-312, Subchapter I - 11021-11022)
- Toxic chemical release inventory (Section 313, Subchapter I - 11023)

b. EPCRA Requirements this Grant Will Fulfill

Directions: The purpose of this grant is to assist LEPCs in fulfilling their requirements under EPCRA. The items listed below are the four main requirements under EPCRA. Please check the box next to each requirement that your LEPC will fulfill with this grant and explain in the boxes below.

- Emergency planning (Sections 301-303, Subchapter I - 11001-11003)

Explain how:

1) Mission Caster will allow members of the LEPC and reporting facilities to provide video streaming and real-time information to emergency services. This project is designed to be the next level of reporting and planning by securely providing information from the Tier-II facility.

2) Emergency planning is the core of emergency management, and LEPC planning mostly takes place in the office setting where a reliable copier is essential. The LEPC of Johnson County relies on the production and distribution of important documents in order to fulfill their obligation to EPCRA. This grant will give our LEPC a reliable piece of equipment that is essential in the overall planning task required by EPCRA. A copier will produce such documentation faster, cleaner, and cheaper.

- Emergency release notification (Section 304, Subchapter I - 11004)

Explain how:

1) Integrated data and video communication system will, in real time, allow responders to a Tier II facility to receive video and audio feed from a facility or location prior to arrival at a release. The project creates situational awareness by integrating our LEPC partners and facilities into the emergency response system.

2) The Johnson County LEPC will use this needed piece of equipment to send or gain access to important documents in a timely manner, whether during the planning process or during actual emergencies. The address book function will allow the user to quickly send through email or fax updated information in real time whether to LEPC members, fire and police departments, or to the news media and other organizations. This improves time management and accuracy during an emergency.

- Hazardous chemical storage reporting requirements (Sections 311-312, Subchapter I - 11021-11022)

Explain how:

2) Under EPCRA, Tier II reports should be available to responding agencies within our jurisdiction. This grant would enable our LEPC to assist with the rapid and essential communication of hazardous materials information to those agencies. Such information could be sent either by fax or email using the copier's machine pre-set address book. Additionally, Tier II reports will be able to be scanned on or in to storage devices using the copier machine's scan feature. This is an important tool when dealing with thousands of pages of information. Each agency could have this information as part of their planning and emergency response preparations.

- Toxic chemical release inventory (Section 313, Subchapter I - 11023)

Explain how:

The Johnson County LEPC provides an important role in accessing this data and assisting in the distribution of important information to assist responders in determining how to mitigate and respond to a related emergency. Additionally, the public has a right to know. Whether before or during an emergency, the LEPC can use a copier to send out this necessary information as needed. This method of using a copier machine saves time which frees personnel up for other tasks during an emergency.

Texas Commission on Environmental Quality (TCEQ)
Local Emergency Planning Committee (LEPC) Grant Program
Form 4. Grant Activity Description and Justification

1. Planned Projects/Activities: Describe the projects or activities that will be performed with this grant.

(Please include additional page if more space is necessary)

1) The project implements the mission caster and mission keeper systems of hardware and software that allow secure streaming of video, audio and responder location information in a secure forum allowing incident commanders to receive accurate situational awareness from the scene of a hazardous materials incident or release at a Tier II facility in real-time. The focus of our LEPC is not only public awareness but response to chemical storage locations and this software would facilitate never before seen interactions between facilities and members of the LEPC.

Mission caster can integrate video from all sources of feed including cell phones, UAS (drone) systems or remote automated robots among its sources allowing responders to limit exposure in critical environments.

2) The Local Emergency Planning Committee for Johnson County meets on a regular basis, every two months. Currently members include elected officials, emergency management, fire departments, law enforcement, transportation, environmental groups, emergency medical services, facility owners and operators, and members of the general public. The Johnson County LEPC conducts trainings and presentations regarding safety, hazardous materials, and current and future LEPC activities. Past presentations includes Coeranche Peak facility and operations, pipeline safety by Crestwood, pipeline release and response by TAS Environmental, and solid waste investigation and spill response actions and requirements by TCEQ. Our LEPC strives to educate members on a variety of subjects regarding safety and hazardous materials.

The Johnson County LEPC also partakes in the annual Preparedness Fair in September, during the National Preparedness Month. At this event, we are able to engage with citizens on important topics related to safety and preparedness. The goal is to provide insight on what we do on their community's behalf, as well as what they can do to protect themselves during a disaster. In the past, this event has also drawn the general public to meet their local first responders and has given them the opportunity to learn about disaster prevention and preparedness, explore tornado shelter options, and interact with other organizations such as the National Weather services, CBS Channel 11, American Red Cross, Salvation Army, and local hospitals.

This year's fourth annual Preparedness fair will conduct a live mock line strike in order to show excavators, first responders, and the public what could potentially happen if one was to dig before calling 811 first. This exercise will include a full scale line strike demonstration using heavy equipment and an underground compressed air set up to simulate the gas release of the strike and the emergency response to the incident. Also planned, is to have a heavy equipment rodeo with stations for excavators to test their skills and compete with one another, local area emergency responder's onsite to promote public awareness, a vendor booth area for product demonstrations, and classes such as CPR. Educating fellow LEPC members, company employees, and the public about the potential outcome of unexcused digging, along with disaster preparedness, is extremely important and it could prevent real life scenarios.

2. LEPC or Community Benefit: State all benefits/improvements this grant will create.

(Please include additional page if more space is necessary)

1) Though multiple benefits such as archiving video from the scene of a Tier II facility during an emergency, the primary collaboration will occur at the LEPC level creating a greater interaction between facility operators, the LEPC and first responders by facilitating greater communications among these organizations.

2) By obtaining this grant, our LEPC could increase our community's awareness of events such as our Preparedness Fair, and be given educational information, if our organization was to gain a copier. We could have the opportunity to reach a larger and wider audience, if given the proper tools, and could result in an even more prepared community. By acquiring a copier, our organization could promote our safety and preparedness messages to the general public by being able to educate them on hazards in their community. This could also include the ongoing epidemic, Zika. As more information becomes available, we could notify the public about this threat, and how they as a community could prevent widespread outbreaks. The Johnson County LEPC could pass out this information at our local events and establish them in highly populated areas, such as schools, hospitals, and other public buildings.

Not only could our community as whole benefit by being given the opportunity to obtain important information by a copier, but our own LEPC members could as well. Notification is a vital part of sustaining a successful organization, and by gaining a copier, our members could be notified about upcoming meetings, hazardous materials in our community, emergency response plans, county plans and annexes, and educational information that may increase their knowledge in overall local emergency planning. A copier would also benefit the LEPC by copying annual Tier II reports, which could also be distributed to local fire departments. Knowledge in local hazardous material locations and its quantities is incredibly important when creating emergency response plans, and it could keep our LEPC members, company employees, and our community safe and aware.

**Texas Commission on Environmental Quality (TCEQ)
Local Emergency Planning Committee (LEPC) Grant Program
Form 4. Grant Activity Description and Justification (continued)**

3. Project/Activities Ranking*: Please use this area to rank each project listed above by importance.

(Please include additional page if more space is necessary)

- 1. Mission Caster
- 2. LEPC Copier
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.
- 18.
- 19.
- 20.

*Please note: The TCEQ will take the project/activity rankings into consideration if the entire application cannot be funded. Please use numbered bullets to list the most important projects at the top (1) and the least important projects at the bottom (20).

**Texas Commission on Environmental Quality (TCEQ)
Local Emergency Planning Committee (LEPC) Grant Program
Budget Information Sheet**

a. Cost Budget Overview*

Directions for Cost Budget Overview: Fill in each budget category that is part of your grant application. Place zeros in fields that will not be included. LEPCs that receive funding as part of an annual budget will have that taken into consideration when determining grant awards.

Budget Categories	TCEQ Grant Totals
31. Salaries	
35. Contracts	
37. Travel	
39. Training	
40. Rent - Building for Training	
41. Postage	
42. Telephone and Utilities	
43. Supplies	
46. Other	
53. Rent - Machine and Other	
45/54. Equipment	\$54,453.78
Total:	\$54,453.78

*The itemized lists on the following pages must be filled in and include a justification for each purchase. All expenditures will require supporting documentation such as receipts, training transcripts, certificates, and/or proof of product delivery.

Please note: No match is required for this grant.

b. Current Funding Sources

Directions: List all funding sources and amounts below.

Funding Source	Funding Amount (yearly)
Example: Local Government	\$250,000
Total:	\$250,000

c. Application Budget Plan

Directions: Fill in each table that pertains to your budget proposal.

31. Salaries*

Item	Price Per Unit	Quantity	Total	Justification for Purchase
ex. John Smith	\$2,500/month	12 months	\$30,000	Budget/Contract Manager salary for one fiscal year.
Total:			\$30,000	

*Must submit documentation showing this position will only be filled during the grant period.

35. Contracts

Item	Price Per Unit	Quantity	Total	Justification for Purchase
ex. Emergency Plan Review	\$1,250/month	1 plan	\$1,250	Example Company will review and revise the County Emergency Plan and improve the effectiveness and quality of the plan.
Total:			\$1,250	

37. Travel:

Item (Include Travel Dates)	Price Per Unit	Quantity	Total	Justification for Purchase
ex. Travel to El Paso LEPC Regional Meeting* (December 2-5, 2016)	\$250/person	2 people	\$500	The purpose of this meeting is to bring the Hidalgo and neighboring counties together and identify and review the procedures on responding to the potential disasters in the area.
Total:			\$500	

*All travel must take place within the contract period.

39. Training:

Item	Price Per Unit	Quantity	Total	Justification for Purchase
ex. Hazardous Waste Handling Training	\$500/person	5 people	\$2,500	Training on Hazardous Waste handling procedures.
Total:			\$2,500	

*A training schedule, transcript, or certificate must be submitted as supporting documentation after the training has been completed.

40. Rent - Buildings for Training:

Item	Price Per Unit	Quantity	Total	Justification for Purchase
ex. Rent community center for three hours for LEPC meeting	\$350/hour	3 hours	\$1,050	This facility will be used as our meeting center on January 10, 2017.
Total:			\$1,050	

41. Postage:

Item	Price Per Unit	Quantity	Total	Justification for Purchase
ex. Freight/Shipping	\$15.00/shipment	100 shipments	\$1,500	Shipping equipment to vendors for annual maintenance.

Item	Price Per Unit	Quantity	Total	Justification for Purchase
Total:				

42. Telephone and Utilities:

Item	Price Per Unit	Quantity	Total	Justification for Purchase
ex. LEPC main phone line for emergency reporting	\$35.00/month	12 months	\$420	The phone line will be used to report emergencies in the county to the LEPC and relay critical information to the emergency responders.
Total:			\$420	

43. Consumable Supplies:

Item	Price Per Unit	Quantity	Total	Justification for Purchase
ex. Printer paper	\$15/box	30 boxes	\$450	Printer paper will be used to create flyers and informational packets for employees and public citizens for outreach activities.
Total:			\$450	

46. Other:

Item	Price Per Unit	Quantity	Total	Justification for Purchase
ex. Newspaper or Radio Advertisement	\$300/ per ad	3 ads	\$900	Three 2x4 inch ads will appear each quarter announcing LEPC meetings and updates.
Total:			\$900	

53. Rent - Machine and Other:

Item	Price Per Unit	Quantity	Total	Justification for Purchase
ex. Rental of one box truck	\$30/day	1 day	\$30	The LEPC will rent one box truck to move equipment from the main storage building out to the training site.
Total:			\$30	

45/54. Equipment:

Item	Price Per Unit	Quantity	Total	Justification for Purchase
ex. HP Commercial Printer	\$1,500/each	1 printer	\$1,500	Commercial printer will be used to print informational packets and outreach documents.
Total:			\$1,500	

Johnson County would continue the annual associated costs. equipment and overall planning that is required by EPCRA.

Built for DJI

Go anywhere. Share everywhere.

LTE Advanced Wi-Fi Datalink for DJI



**mission
caster**

Secure live broadcast with your DJI

MissionCaster Plus is a companion to the MissionCaster DJI app. MissionCaster Plus provides mobile, secure, high speed data connectivity with multi-carrier failover for you DJI platform. Simply connect the DJI Go app to the

MissionCaster Plus Wi-Fi network and your video and data is broadcasting live to MissionKeeper - no geek required.

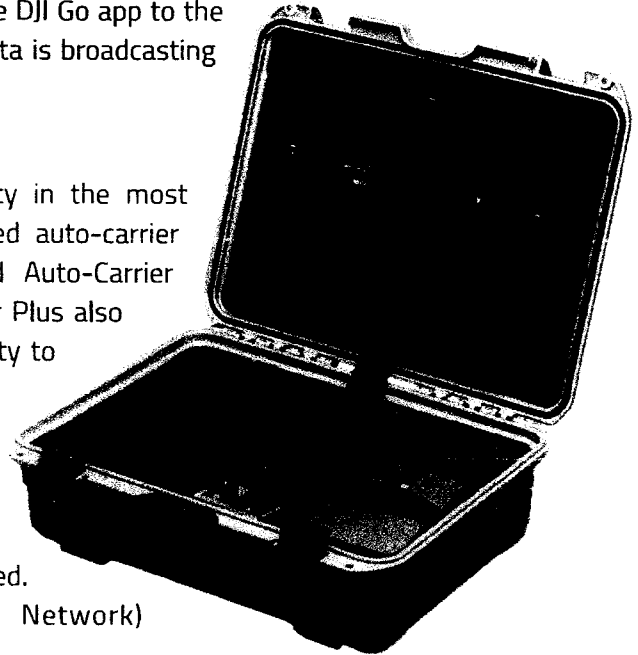
LTE Advanced with multi-carrier failover

MissionCaster Plus provides mission-critical connectivity in the most challenging environments with LTE Advanced SIM-based auto-carrier selection on up to two different carriers (SIM-based Auto-Carrier Selection for all North American carriers). MissionCaster Plus also doubles as a WiFi hot spot, providing internet connectivity to remote users. FirstNet version available October 2016.

Data and Security

Want even more security? Not only can MissionCaster Plus provide up to four simultaneous wireless networks, each secured via a password, it's WPA2 AES secured. Furthermore, you can have VPN (Virtual Private Network) communications as well.

So how fast will the MissionCaster Plus transmit data? MissionCaster Plus normally uploads data from 2Mbps to 100Mbps depending on the cellular signal. Our world class antennas provide cellular signals at optimum strength, often enabling real time broadcast from locations that were previously not possible! Making it no longer Mission Impossible – but Mission Completed thanks to Mission Caster Plus.



**mission
keeper**

Live stream, collaborate, share, archive and search with MissionKeeper

MissionKeeper allows you to securely share your video, telemetry and sensor data instantly, to anyone with an internet connection. Quickly send invites to your mission or preschedule an event through the calendar. just as you would any other meeting.

When your mission is complete, the archived video and sensor data is immediately searchable and available. Technology shouldn't get in the way. We believe the service should be simple and "just work", with the focus on your mission.

Cradlepoint IBR1100:

- Multi-carrier 4G LTE Advanced support with dual SIM capability
- Supports Ethernet (T1, DSL, Cable, MetroE), WiFi as WAN, and Metro WiFi
- Ruggedized to ensure always-on connectivity

WAN:

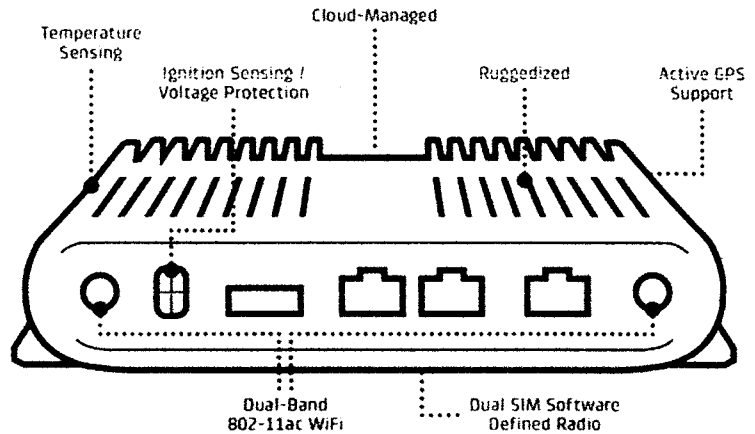
- Dual-modem capable with optional IBR1100/IBR1150 Dual-Modem Dock
- LP6: LTE Advanced LTE/HSPA+ (SIM-based Auto-Carrier Selection for all North American carriers)
- LPE: 4G LTE/HSPA+/EVDO (multi-carrier, North America)
- LP3: 4G LTE/HSPA+ (Europe, EMEA, and Australia/New Zealand)
- WiFi as WAN
- Failover/Failback
- Load Balancing
- Advanced Modem Failure Check
- WAN Port Speed Control
- WAN/LAN Affinity
- IP Passthrough
- Standby

LAN:

- VLAN 802.1Q
- DHCP Server, Client, Relay
- DNS and DNS Proxy
- DynDNS
- UPnP
- DMZ
- Multicast/Multicast Proxy
- QoS (DSCP and Priority Queuing)
- MAC Address Filtering

Power:

- DC input steady state voltage range: 9–36 VDC (requires inline fuse for vehicle installations)
 - For 9–24 VDC installations, use a 3 A fuse
 - For > 24 VDC installations, use a 2.5 A fuse
- Reverse polarity and transient voltage protection per ISO 7637-2
- Ignition sensing (automatic ON and time-delay OFF)



Power consumption:

- Idle: typical=400mA@12VDC (4.8W); worst case=800mA@12VDC (9.6W)
- Tx/Rx: typical=650mA@12VDC (7.8W); worst case=1300mA@12VDC (15.6W)
- 12VDC 2A adapter recommended

Temperature:

- -40 °C to 85 °C (-40 °F to +185 °F) storage
- Includes temperature sensor with options for alerts and automatic shutoff

Humidity (non-condensing):

- 5% to 95% operating
- 5% to 95% storage

Ports

- Power
- 2-wire GPIO
- USB 2.0
- 3 Ethernet LAN/WAN
- 2 cellular antenna connectors (SMA)
- 1 active GPS antenna connector (SMA)
- 2 WiFi antenna connectors (R-SMA)
- Serial DE-9 (commonly called "DB-9") connector – RS-232 (Out-of-Band Management of an external device requires a null modem adapter/cable)



Case:

- Waterproof
- Impact resistant
- Conditional lifetime guarantee
- Crushproof
- Rustproof
- Powerclaw™ latching system
- Soft grip foldable handle
- Lightweight NK-7™ resin
- Padlockable
- 100% stainless steel hardware
- High performance gasket
- Automatic pressure release valve
- Molded-in bezel system
- Integrated lid stay
- Stackable
- Meets airline carry-on regulations

Exterior Dimensions and Weight:

- L19.8" x W16.0" x H7.6"
(L503mm x W406mm x H193mm)
- Weight (empty): 7.1 pounds | 3.2 kg
- Lid depth: 2.1" | 53mm
- Base depth: 4.8" | 121mm
- Material: Polypropylene or Polypropylene with NK-7™ resin.
- Max buoyancy: 65 pounds | 29.5 kg
- Temperature range: Min -20°F (-29°C) Max 140°F (60°C)
- Airline carry-on: Yes
- Watertight (IP67): Yes
- Warranty: Conditional lifetime guarantee
- Colors: Available in black, silver, orange, yellow, or dark green

**Cellular Antennas (2):**

- Frequency Range (MHz) 698-960 / 1710-2700
- Operational Band
700/800/900/1800/1900/2100/ 2400/2600
- 700 MHz 3dBi; 800 MHz 3dBi; 900 MHz 4dBi; 1800 MHz 4dBi; 1900 MHz 5dBi; 2100 MHz 5dBi; 2400 MHz

Mechanical Data

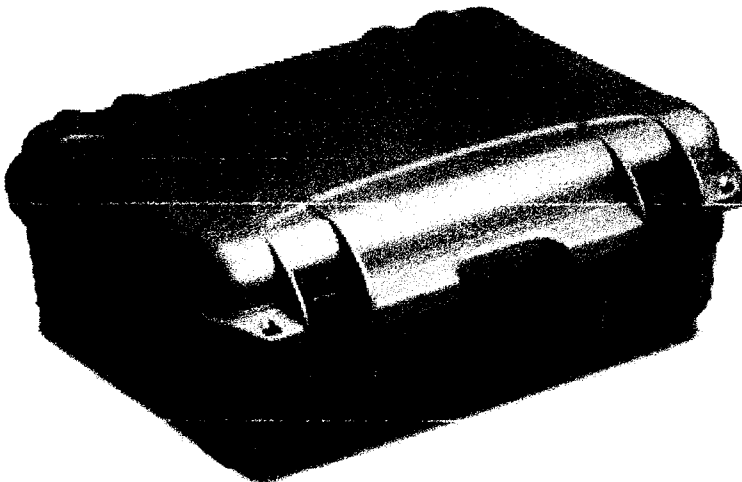
- Operating Temp (°C) -40° / +80°C (-40° / 176°F)
- Material High impact UV Stable ABS
- Max Panel Thickness (mm) 13 (0.5")

Wi-Fi Antennas (2):

- Frequency Range (GHz) 2.4/5
- Impedance 50Ω
- VSWR <2.0:1 @ 1575MHz ± 4MHz
- Gain: Isotropic
- Polarization: Vertical
- Maximum Input Power: 25W


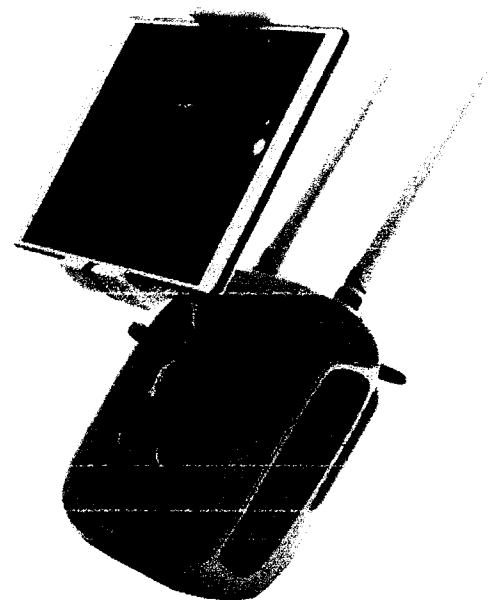
Mechanical Data

- Dimensions mm (inches)
- Base Height 40 (1.5")
- Base Length 68 (2.7")
- Base Width 48 (1.8")
- Operating Temp (°C) -40° / +80°C (-40° / 176°F)
- Material High Impact U.V. Stable A.B.S
- Color Black



For more information on how to purchase or to locate an authorized partner in your area please contact:

Scott Lucas
SVP Sales and Business Development
919.522.7999
scott.lucas@ksidatasciences.com
<http://www.ksidatasciences.com>

The logo for KSI Data Sciences features the lowercase letters "ksi" in a bold, sans-serif font. To the right of the letters is a stylized, curved shape resembling a partial circle or a swoosh. Below the "ksi" text, the words "DATA SCIENCES" are written in a smaller, all-caps, sans-serif font.

Local Emergency Planning Committee Grant Program Application Guidelines

Texas Commission on Environmental Quality

2016-2017



In order to be eligible for the TCEQ LEPC Grant funds every LEPC must submit an application in accordance with the following guidelines. Applications can be found on the TCEQ web site at the link below. All applications must be submitted to LEPCGrants@tceq.texas.gov or by mail no later than August 31, 2016. The application web site is <http://www.tceq.texas.gov/goto/LEPCGrants>.

I. Grant Period

September 1, 2016 to August 31, 2018

II. Grant Amount

\$4,420,000.00

III. Description

- a. In the 84th Texas Legislative Session the Texas Legislature transferred the Tier II Chemical Reporting Program to the Texas Commission on Environmental Quality (TCEQ). Health and Safety Code 505.016(d), 506.017(d), and 507.013(d) authorizes up to 20% of chemical reporting fees to be awarded to the Local Emergency Planning Committees (LEPCs) to fulfill their responsibilities under Emergency Planning and Community Right-to-Know Act (EPCRA). The total amount to be awarded under this grant program will depend upon the amount of revenue received from chemical reporting fees in the Tier II Chemical Reporting General Revenue Workplace Chemicals List account.

The funds for this grant program are appropriated to the TCEQ by the Legislature and are subject to change annually. This **\$4,420,000** grant amount includes an additional \$4,000,000 appropriated for the 2016/2017 biennium. Future grants will be approximately **\$210,000** annually based on fee revenue received. Because of this, the TCEQ encourages LEPCs to use this one-time grant amount to establish large projects or plans that can be used in multiple years or shared with other LEPCs.

- b. This grant will allow LEPCs to establish, maintain, and/or improve their implementation of EPCRA. The EPCRA requires each state to create a State Emergency Response Commission (SERC), designate emergency planning districts, and to establish LEPCs for each district. LEPCs are to work with facilities to develop response procedures, evacuation plans, and training programs for people who will be the first to respond in the event of an emergency. Only LEPCs that are officially recognized by the SERC are eligible for this grant.

No match will be required during this grant period, but future match requirements may be established.

IV. Administrative Conditions

- a. A completed Texas LEPC Grant Program **Application and Budget Information Sheet** must be submitted to be considered for this grant.
- b. A completed **Texas Division of Emergency Management (TDEM) 151 Form** must be submitted with this application. Forms can be accessed from the TDEM website under Forms or at <https://www.txdps.state.tx.us/internetforms/Forms/TDEM-151.pdf>.
- c. If the LEPC is awarded grant funding they will be required to enter into a contract agreement with the TCEQ which will specify terms and conditions that will need to be adhered to. LEPCs selected for this grant program are

expected to complete all grant activities within a timely manner and comply with all deadlines as specified in their grant award contract. Funding will be awarded upfront to the LEPCs selected for this grant after all required application documentation is received, reviewed, and approved by the TCEQ. All funds must be expended and all travel and services must take place during the grant award contract period.

- d. Budget Control and Transfers:
 - i. **Cumulative transfers less than 10% of the Total Budget.** LEPCs may transfer amounts between the approved direct cost budget categories so long as cumulative transfers between the direct cost categories during the Contract do not exceed ten percent (10%) of the Total Budget amount. The LEPC must timely submit a Budget Revision Request Form reflecting the revised budget. The LEPC may not transfer amounts to budget categories containing zero dollars without TCEQ pre-approval.
 - ii. **Cumulative transfers greater than 10% of the Total Budget.** TCEQ must pre-approve all budget revisions that result in the cumulative transfer of funds greater than 10% of the Total Budget during a Contract. A Contract Amendment is required before the LEPC incurs these costs.
- e. All grants will follow the **timeline** outlined below:
First Reporting Period: September 1, 2016 to September 30, 2016
Second Reporting Period: October 1, 2016 to October 31, 2016
Third Reporting Period: November 1, 2016 to November 30, 2016
Fourth Reporting Period: December 1, 2016 to February 28, 2017
Fifth Reporting Period: March 1, 2017 to May 31, 2017
Sixth Reporting Period: June 1, 2017 to August 31, 2017
- f. An **invoice** or Financial Status Report (FSR) must be submitted, in writing, to the TCEQ Grant Coordinator no later than 15 calendar days after the end of each reporting period with all supporting documentation (i.e. receipts, training certificates, invoices, etc.). Request for reimbursement must be submitted within 15 days after the close of each quarter with the exception of the final invoice which is due within 45 days after the close of the Contract.
- g. This award may be reduced or terminated at such time the recipient fails to comply with the program objectives, grant award conditions, or state reporting requirements.

V. Purchasing Guidelines

- a. All purchases must be justified in the application and follow all terms and conditions outlined in the grant award contract. LEPCs may apply for contractor services or salaries, but must show confirmation of the contract or salaried position only being filled during the contract period. The TCEQ will not approve on-going salaries due to uncertainty of funding. LEPCs will need to provide supporting documentation for each line item on Form 6 (i.e. quotes, pricing sheet, web link to items with the model number and price, etc.).

- b. This grant round will allow infrastructure items that could be used during multiple years and larger items such as printers, training programs, certifications, contractors (to create or update an Emergency Plan), Emergency Operations Center (EOC) upgrades, or training facility remodels. Since this grant round has a larger amount of funds, the TCEQ encourages LEPCs to include all needed projects on their applications and use Form 4 to rank the projects based on importance
- c. Purchases using grant funds must be made by the LEPC.
- d. Grant funds **cannot** be used to purchase food, drinks, alcohol and grant preparation services.

VI. Performance Evaluation

The TCEQ will prepare evaluations of the performance of the grant recipient upon completion of all reimbursements or more frequently, as deemed necessary by the TCEQ. The performance rating on evaluations for a past grant may be considered by the TCEQ in evaluating an application from the grant recipient for additional funding under this program. A rating of marginal or unsatisfactory performance may be used as a basis to lower or otherwise change the priority and ranking of a future application.

Specific items that may be used in a performance evaluation include:

- Tangible resources that could be used in multiple years or across LEPCs (training programs, emergency plans, handbooks, guides, outreach activities, preparedness activities, etc.)
- Cost effectiveness
- Budget requirements
- Meeting frequency

VII. Funding

The total amount to be awarded under this grant program will depend upon the amount of revenue received by the Tier II Chemical Reporting General Revenue Workplace Chemicals List account in accordance with Health and Safety Code 505.016(d), 506.017(d), and 507.013(d).

The TCEQ will not be obligated to select project proposals to cover the full amount of expected or available funding. The TCEQ may select parts of a proposal for funding and may offer to fund less than the dollar amount requested in a proposal.

VIII. Deadline for Submission

Grant applications must be received by the TCEQ by **no later than 5:00 p.m. Central Time, August 31, 2016**. Applications can be submitted by mail or electronically. Applications received after this deadline will be awarded on a case-by-case basis as funds are available. Applicants are encouraged to submit an application as early as possible.

IX. Priority List

Funds will be distributed on an as needed basis to the projects that best suit the needs and goals of the program. If projects exceed available funding, funding may be decided by the following:

1. Amount of Tier II facilities or materials in the LEPC's area
This category looks specifically at the number of facilities or amount of Tier II chemicals reported to the TCEQ in the LEPC's area.

2. Population of the LEPC's area
This category will use the most recent population data from the Office of Management and Budget census data. The census data will be pulled on July 31, 2016 to ensure the most recent information is used.

3. Past Performance of the LEPC
This category will not be used during the initial grant round because no historical data will be available. The performance of the LEPC during this grant round will affect future application reviews. LEPCs that do not fully expend their budget or do not properly document purchases will be subject to lower funding amounts and/or extra oversight during future grant rounds.

4. Outside Funding for LEPCs
All funding from outside of this grant must be included in this grant application. LEPCs who receive significant funding from local governments, facility owners, HMEP Grants, or any other source may be considered lower on the selection list than LEPCs who do not receive any funding, depending on the projects being applied for.

5. Transferability of Application Projects
Projects that can transfer and be used by other LEPCs or continue to be used past this grant round (such as training programs, infrastructure, equipment, or emergency plan writing) will be given a higher score based on the level of transferability.

6. Risk Assessment
The TCEQ may assess the risks associated with a project and may classify or otherwise categorize projects according to the assessed risks separate from the general scoring and ranking. Grantees with a higher risk may have additional responsibilities assigned.

7. LEPC Minutes (optional)
LEPCs may submit meeting minutes and attendance records from the three most recent meetings as optional criteria. LEPCs that have held meetings may be given a higher score if necessary in a tie or close scoring situation.

X. Submission Information

Mail:

Texas Commission on Environmental Quality
Attention Deanna Sivek, MC 177
PO Box 13087
Austin, TX 78711-3087

Electronic:

LEPCGRANTS@tceq.texas.gov

XI. Contact Information

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