



Oklahoma Office of
Homeland Security
Prevent, Protect, Prepare

P.O. Box 53365
 Oklahoma City, OK 73152
 (405) 425-7296 Office (405) 425-7295 Fax
www.homelandsecurity.ok.gov

A Division of Oklahoma Department of Emergency Management

SUB-RECIPIENT AWARD

Sub-grantee – Required for Reimbursement FEI# UEI #		Original Award Amount \$48,537.70	
City of Norman Larry Heikkila, Mayor 201 W. Gray St. Norman, OK 73069		Sub-Recipient Award Number #1330.040	
		Federal Award Identification Number EMW-2021-SS-00035	
		Award Effective Date 9/1/2021	
		Project Period 9/1/2021 – 11/30/2023	
Project Title/IJ Homeland Security Grant Program Physical Security Enhancements/IJ #3		CFDA 97.067	
Applicable Funds Homeland Security Grant Program FY 2021 (SHSP - Local)	Region 6	County Cleveland	
Method of Payment: This is a Reimbursement Grant.		Is Sub-Grantee NIMS Compliant? (Please Check One) YES <input type="checkbox"/> NO <input type="checkbox"/>	
Agency/Jurisdiction Chief Executive Officer Information-Primary Authorized Official City or County Official (Mayor, City Manager, County Commissioner, Head of Nonprofit)		Project Contact/ Secondary Authorized Official (If Applicable)	
Title of Primary Authorized Official Mayor		Title of Secondary Authorized Official Chief of Police	
Name Larry Heikkila		Name Kevin W. Foster	
Telephone 405-366-5402	Fax	Telephone 405-366-5218	Fax
Email mayor@normanok.gov		Email Kevin.foster@normanok.gov	
Signature of Primary Authorized Official: (Required): Date		Signature of Secondary Authorized Official: (Required): Date	
The Primary Authorized Official certifies: <ul style="list-style-type: none"> Legal authorization to accept grants on behalf of the named governmental entity. Proposed project can be completed by November 30, 2023 Sub-Grantee will comply with all laws, regulations, statutes, assurances, certifications, and other requirements referenced in Schedules A, B and C (if applicable) and Schedules 1-5 (if applicable) each of which is attached hereto. All submitted data is true and correct to the best of signatory's knowledge. 			
Special Conditions			
OKOHS Approving Official Hiram Tabler Director		OKOHS Contact Information Oklahoma Office of Homeland Security P.O. Box 53365 Oklahoma City, OK 73152	
Signature of OKOHS Approving Official Digitally signed by Hiram Tabler Date: 2023.04.25 08:45:52 -05'00'		Telephone (405) 425-7296	Fax (405) 425-7295



HIRAM TABLER
DIRECTOR

MARK GOWER
AGENCY DIRECTOR

STATE OF OKLAHOMA
OFFICE OF HOMELAND SECURITY
A Division of Oklahoma Department of Emergency Management

TO: City of Norman
Larry Heikkila, Mayor
FROM: Hiram Tabler, Director
DATE: April 25, 2023
RE: Oklahoma Office of Homeland Security 2021 Homeland Security Grant Program;
Physical Security Enhancement; # 1330.040

Your agency has been selected to receive \$48,537.70, (the Proposed Award), pursuant to the Oklahoma Office of Homeland Security (OKOHS) fiscal year 2021 Homeland Security Grant Program (the 2021 Program). Among other initiatives, the 2021 Program provides this funding for the purchase of physical security enhancements.

The 2021 Program is a federally funded grant using money provided to the State of Oklahoma as a part of the FY 2021 (FEMA/DHS) Homeland Security Grant Program. Like previous FEMA/OKOHS/ODEMHS grant programs, the 2021 Program is a reimbursement grant. The process requires the following actions:

- (1) Acceptance of the terms and conditions of the 2021 Program including but not limited to those noted on the attached Schedule "1".
- (2) Submission of a Budget Detail Worksheet (BDW) to OKOHS with a list of estimated costs of specific allowable items.
- (3) Receipt of an approval letter from OKOHS with a schedule of approved items. You must have this **OKOHS APPROVAL LETTER IN HAND PRIOR TO EXPENDING FUNDS**.
- (4) After your receipt of the OKOHS Approval Letter, you may purchase approved items in an amount not to exceed the amount of the Proposed Award; and
- (5) Upon receipt of the purchased items, you will need to submit a Reimbursement Request Form, copies of the associated invoices and purchase orders to OKOHS. (Copies of the Reimbursement Request Form and the BDW are available on the OKOHS website at www.homelandsecurity.ok.gov).
- (6) After your payment to the vendor has been processed, you will need to submit a copy of the cancelled check and an inventory form to OKOHS.

Reimbursement checks are generally mailed to sub grantees by OKOHS within 30 days of receipt of the signed Reimbursement Request Form and associated invoices. If this process will cause a significant hardship, please contact OKOHS for further guidance.

If your organization is willing to accept the Proposed Award subject to all the terms and conditions of the 2021 Program, please so indicate by: (1) affixing the signature of the

appropriate chief executive officer (i.e. the chair of the county commissioners, the mayor, the agency director, or the city manager) in the space provided below; and (2) returning an original fully executed copy of this letter and each document listed on Schedule "1" (each of which is included with this award packet) to OKOHS **ON OR BEFORE May 17, 2023** Post Office Box 53365, Oklahoma City, Oklahoma 73152.

Should you have questions or need additional assistance contact Christina Daron at 405-425-7591 or by email at christina.daron@okohts.ok.gov or Hannah Kopisch at 405-425-7455 or by e-mail at Hannah.kopisch@okohts.ok.gov.

Thank you for your willingness to participate in this important initiative. We appreciate your efforts to protect our citizens and we look forward to working with you.

Agreed and accepted this ____ day of _____ 2023:

Government/Agency Name: _____

Signature: _____

Printed Name: _____

Title: _____