



Oklahoma Office of  
**Homeland Security**  
*Prevent, Protect, Prepare*

K-2223-60

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

A Division of Oklahoma Department of Emergency Management

## SUB-RECIENT AWARD

|  |  |                                  |   |  |                              |
|--|--|----------------------------------|---|--|------------------------------|
| <b>Sub-grantee – Required for Reimbursement</b><br><b>FEI# 73-6005350</b>  |  | <b>UEI # X766N3PND5A9</b>        |   | <b>Original Award Amount</b><br><b>\$40,170.54</b>   |                              |
| <b>City of Norman</b><br><b>Larry Heikkila, Mayor</b><br><b>PO Box 370</b><br><b>Norman, OK 73070</b>  |  |                                  |   | <b>Award Number</b><br><b>#1260.002</b>              |                              |
|  |  |                                  |   | <b>Award Effective Date</b><br><b>9/1/2020</b>       |                              |
|  |  |                                  |   | <b>Project Period</b><br><b>9/1/2020 – 2/28/2023</b> |                              |
| <b>Project Title/IJ</b><br>Homeland Security Grant Program<br>SCBA Project/IJ #6   |  |                                  |   | <b>CFDA</b><br><b>97.067</b>                         |                              |
| <b>Applicable Funds</b><br><b>Homeland Security Grant Program</b><br><b>FY 2020 (SHSP - Local)</b>   |  | <b>Region</b><br><b>6</b>        |   | <b>County</b><br><b>Cleveland</b>                    |                              |
| <b>Method of Payment:</b><br><b>This is a Reimbursement Grant.</b>   |  |                                  | <b>Is Sub-Grantee NIMS Compliant? (Please Check One)</b><br><b>YES</b> <input checked="" type="checkbox"/> <b>NO</b> <input type="checkbox"/> |  |                              |
| <b>Agency/Jurisdiction Chief Executive Officer Information-Primary Authorized Official</b><br>City or County Official (Mayor, City Manager, County Commissioner, Head of Nonprofit)  |  |                                  | <b>Project Contact/ Secondary Authorized Official (If Applicable)</b>   |  |                              |
| <b>Title of Primary Authorized Official</b><br>Mayor   |  |                                  | <b>Title of Secondary Authorized Official</b><br>Chief of Police  |  |                              |
| <b>Name</b><br>Larry Heikkila  |  |                                  | <b>Name</b><br>Kevin Foster   |  |                              |
| <b>Telephone</b><br>405-876-9216   |  | <b>Telephone</b><br>405-366-5402 |   | <b>Telephone</b><br>405-321-5201                     |                              |
| <b>Telephone</b><br>405-876-9216   |  | <b>Telephone</b><br>405-366-5402 |   | <b>Fax</b>   |                              |
| <b>Email</b><br><a href="mailto:mayor@normanok.gov">mayor@normanok.gov</a>   |  |                                  | <b>Email</b><br><a href="mailto:Kevin.foster@normanok.gov">Kevin.foster@normanok.gov</a>  |  |                              |
| <b>Signature of Primary Authorized Official: (Required):</b>   |  |                                  | <b>Signature of Secondary Authorized Official: (Required):</b>  |  |                              |
| <b>Date</b>  |  |                                  | <b>Date</b>   |  |                              |
| <b>The Primary Authorized Official certifies:</b> <ul style="list-style-type: none"><li>Legal authorization to accept grants on behalf of the named governmental entity.</li><li>Proposed project can be completed by February 28, 2023</li><li>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.</li><li>All submitted data is true and correct to the best of signatory's knowledge.</li></ul> |  |                                  |   |  |                              |
| <b>Special Conditions</b>  |  |                                  |   |  |                              |
| <b>OKOHS Approving Official</b><br><b>Hiram Tabler</b><br><b>Director</b>  |  |                                  | <b>OKOHS Contact Information</b><br>Oklahoma Office of Homeland Security<br>P.O. Box 53365<br>Oklahoma City, OK 73152                         |  |                              |
| <b>Signature of OKOHS Approving Official</b><br>Digitally signed by Hiram Tabler<br>Date: 2022.09.20 10:08:53 -05'00'  |  |                                  | <b>Telephone</b><br>(405) 425-7296  |  | <b>Fax</b><br>(405) 425-7295 |

HIRAM TABLER  
DIRECTOR



K-2223-60

MARK GOWER  
AGENCY DIRECTOR

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

TO: City of Norman  
Larry Heikkila, City Manager  
FROM: Hiram Tabler, Director  
DATE: September 20, 2022  
RE: Oklahoma Office of Homeland Security 2020 Homeland Security Grant Program;  
SCBA Project; # 1260.002

Your agency has been selected to receive \$40,170.54, (the Proposed Award), pursuant to the Oklahoma Office of Homeland Security (OKOHS) fiscal year 2020 Homeland Security Grant Program (the 2020 Program). Among other initiatives, the 2020 Program provides this funding for the purchase of SCBA's.

We have attached Schedule "C", which has a list of the approved items for this grant that should cost approximately \$40,170.65.

In order to facilitate the expeditious acquisition of the SCBA's (the Equipment), the City of Norman hereby assigns the \$40,170.65 to the State of Oklahoma, specifically OKOHS, to purchase the Equipment, which will be delivered and titled directly to the City of Norman. We agree to accept title to the Equipment and acknowledge that use of the Equipment is subject to the terms and conditions of the 2020 Program, including but not limited to the requirement to maintain an accurate inventory of the Equipment.

The 2020 Program is a federally funded grant using money provided to the State of Oklahoma as a part of the FY 2020 (FEMA/DHS) Homeland Security Grant Program. Like previous FEMA/DHS/OKOHS grant programs, the 2020 Program is a reimbursement grant. The process requires the following actions (Note 2-5 apply to OKOHS):

- (1) Acceptance of the terms and conditions of the 2020 Program including but not limited to those noted on the attached Schedule "I".
- (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 may submit a Reimbursement Request Form with copies of the associated invoices to OKOHS. (Copies of the Reimbursement Request Form and the BDW are available on the OKOHS website at [www.homelandsecurity.ok.gov](http://www.homelandsecurity.ok.gov)).

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 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 "I" (each of which is included with this award packet) to OKOHS **ON OR BEFORE October 14, 2022** 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@okohs.ok.gov](mailto:christina.daron@okohs.ok.gov) or Ginny Andrews at 405-425-7590 or by email at [ginny.andrews@okohs.ok.gov](mailto:ginny.andrews@okohs.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 \_\_\_\_\_ 2022:

Government/Agency Name: City of Norman

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_