



PO Box 2017  
Cameron Park, CA 95682-2017

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# CUPA Forum Board

## *Environmental Protection*

## *Trust Fund Grant Application*

### (1) ENTITY INFORMATION

You must submit one (1) application per project. All applications will be scored as one complete application and not divided up. Your application will be accepted or denied as a whole. Grant applications must be from agencies implementing one or more of the Unified Programs (UP) or from entities other than a UP, if a majority of the Trustees agree that the proposal benefits UP implementation and enforcement. The department director or designee must sign this grant application.

**Name of UPA or Other Entity:**

El Dorado County Environmental Management Department

**Name of Department Head, Director or Designee:**

Gerri Silva, Director Environmental Management Department

**Name of Project Director:**

Barbara Houghton

**Address:**

2850 Fairlane Court Building C

**City, State, Zip Code:**

Placerville, Ca. 95667

**Phone:**

530-621-6649

**Fax:**

530-626-7130

**E-Mail Address:**

barbara.houghton@edcgov.us

## (1) ENTITY INFORMATION (CONTINUED)

**Name of Grant Contact:** (Contact for grant implementation, progress, etc)

Michael Tilley

**Address:**

2850 Fairlane Court Building C

**City, State, Zip Code:**

Placerville, Ca 95667

**Phone:**

530-621-6660

**Fax:**

530-626-7130

**E-Mail Address:**

michael.tilley@edcgov.us

**Number of UP Staff:** \_\_\_\_\_

**Number of Regulated Facilities:** \_\_\_\_\_

**Participate in the CUPA Forum:**

(i.e. regional or TAG)

**YES**

**NO**

## (2) EXECUTIVE SUMMARY

Provide a brief description of the purpose and benefits of the grant proposal.

El Dorado County Environmental Management Department (EMD) respectfully requests CUPA Forum Grant Funds to purchase equipment to enhance the current hazardous materials management program. If funded, the requested equipment will also benefit County residents by enabling better communication during hazardous materials incident response by EMD.

### (3) GRANT AMOUNT

Grant Amount Requested: \$

### (4) WORK PLAN: (SCOPE OF WORK)

The grant applicant shall develop a work plan as part of this grant application that describes the objective of the project, sustainability, anticipated goals, benefits to the UP and performance measures or measures of success in 1500 words or less. The scope of work could be as simple as describing equipment, purchase date, proposed use and benefit or as complex as a description of implementation activities, tasks and equipment to be purchased (or both). The work plan shall include a detailed timeline that delineates critical and completion dates of the activities and tasks. The work plan shall include a brief narrative summary for each activity and task that clearly describes the activity or task and depicts the steps that will be taken or the methods to be used for completion. The description(s) should include as much detail as necessary to depict the overall implementation efforts through the period of the grant. If applicable, the description should also include the degree of applicability to all elements of the UPs, e.g. hazardous waste, underground storage tanks, etc. and the degree that the proposal could be used by other agencies or replicated.

◀ Please Attach Work Plan to Application ▶

## (5) PROJECTED BUDGET

Describe in line item detail, the expenditures, the appropriate Sales Tax and costs necessary to complete the project described in the Work Plan. The grant award must be used to pay for costs listed in this budget. The Trustees will consider "like for like" substitutions for approved grants, but the use of the grant award to pay for other costs not specified in the budget will likely be denied. The applicant will be required to provide evidence to verify that the grant allocation was used as specified in this budget.

◀ Please Attach Projected Budget to Application ▶

## (6) REIMBURSEMENT OPTIONS

If more than one option is selected, then the option(s) must be specified in line item detail in the project budget.

Receive approved grant monies up front (in July of the year grant is approved)

Submit invoice for reimbursement

Have CFB Trust pay supplying entity directly (subject to discretion of Trustees)

## (7) GRANTEE APPLICANT SPECIFIC CERTIFICATIONS

These criteria are mandatory. Please check all that apply:

This grant will be used to supplement the annual budget of the Grantee. It will not be used to reduce or supplant the annual operating budget of the Grantee.

The grant applicant maintains an accounting system that is sufficient to track the use of Trust Fund monies and to report on these transactions as required under the terms of the grant.

Grant applicants requesting equipment purchases must certify that their organization maintains a fixed asset tracking system and a periodic inventory of equipment is performed. A copy of the first inventory following the purchase of equipment with Trust Funds must be submitted to the Trustees.

A copy of the invoice and a picture of equipment purchased with these funds must be submitted to the Trustees within one month of purchase.





Successful applicants must acknowledge the Trust Fund's right to conduct an audit of purchase(s) made with Trust Fund monies.



Grant funds must be expended for the purposes approved in the grant within two years or repaid to the Trust Fund, unless otherwise stipulated in the grant award.

## (8) CERTIFICATION

I certify under penalty of perjury that the information I have entered on this application is true and complete to the best of my knowledge and that I am an employee of the applicant authorized to submit the application. All procedures and mandates have been followed in the preparation of this application, including financial procurement and when approvals are necessary from the governing body. I further understand that any false, incomplete, or incorrect statements may result in the disqualification of this application. By signing this application, I waive any and all rights to privacy and confidentiality of the proposal on behalf of the applicant.

**Director/Department Head or Authorized Designee Signature:**

*Gerri Silva*

**Printed name of Director/Department Head or Authorized Designee:**

Gerri Silva

**Date:**

*March 8, 2013*

CUPA Trust Fund Grant Application 2013

**(4) Work Plan**

El Dorado County Environmental Management Department (EMD) respectfully requests CUPA Forum Grant Funds to purchase equipment to enhance the current hazardous materials management program. If funded, the requested equipment will also benefit County residents by enabling better communication during hazardous materials incident response by EMD.

Requested equipment includes Motorola XT 2500 Radios, Motorola Batteries, and Motorola Chargers. Attached are product descriptions and a spreadsheet of quoted costs.

They radios currently used by EMD hazardous materials management staff are outdated and can no longer be upgraded to enable communications with other agencies due to incompatible microchips. While communication with cellular phones can be considered as an option, due to the rural nature of El Dorado County, cell phone coverage is unreliable and not an effective means of communication, especially in the event of an emergency. With the new radios staff will be able to communicate more effectively during hazardous materials incident responses with EMD team members and other agencies.

The radios will be programmed and serviced by the El Dorado County Communications Division. Routine maintenance, such as charging, will be conducted by EMD staff.

The equipment will be purchased when grant funds become available.

**(5) Projected Budget**

Equipment/Description	Units	Cost per unit	Total cost
Motorola XT 2500	6	\$1,829.94	\$10,979.64
Motorola Batteries	6	\$63.84	\$383.04
Motorola Charger	6	\$120.75	\$724.50
Sub Total			\$12,087.18
Tax @ 7.25%			\$876.32
Total			\$12,963.50
Note: County Bid 12-725-045			