



Office of the President
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www.broward.edu

BROWARD COLLEGE

Define yourself.

To: Members of the Board of Trustees

From: J. David Armstrong Jr., President

Date: October 28, 2008

Place: Regular Meeting of the Board of Trustees
Broward College
Willis Holcombe Center, Boardroom #1208
111 East Las Olas Boulevard
Fort Lauderdale, FL

Subject: Agenda Item VI-H - Emergency Management for Higher Education Grant

Brief Description:

On September 22, 2008, Broward College (BC) received notification from the United States Department of Education (U.S. DOE) that the "Emergency Management for Higher Education" (EMHE) grant proposal submitted on May 19, 2009 was awarded in the amount of \$485,425 with a project length of 18 month period. The grant will allow BC to develop and integrate a college-wide, all-hazard emergency management plan, and will be administered by the Institute for Public Safety. In order to administer this grant with a high degree of cohesion, efficiency and effectiveness a college-wide Emergency Management Coordinating Committee (EMCC) will be formed consisting of representatives from each campus and related administrative departments. In addition, the EMCC will bring together local police departments, fire departments, Broward Emergency Management Operations Center, north and south hospital districts, medial and mental health agencies, and the local government to assist the college in the preparation and response to emergencies, and ensure compliance with existing county, state and federal protocols. BC will provide a match of \$500,000 currently budgeted for funding the implementation of improvements to college-wide emergency communications. Currently, the college is considering purchasing Panic Buttons for classrooms, IP Soft Phones in classroom podiums, and Voice and Text Emergency Notification systems. It is recommended that the BC Board of Trustees consider approval and acceptance of the EMHE grant funding from the U.S. DOE. Please see attachment title "Grant Award Notification."

Benefit to BC:

The college-wide benefits to BC include: Incorporation of key crisis management planning elements, including risk identification, risk assessment, crisis planning and preparation, mobilization and response, and emergency plan testing; preparation for prompt and efficient response and recovery activities to protect lives and property affected by emergencies; coordinated response to emergency using all systems, plans and resources necessary to preserve the health, safety & welfare of persons affected by the emergency; BC will become National Incident Management System (NIMS) compliant and increase by 50% to number of NIMS course completions by personnel in key courses.

Relationship to College Master Plan: Goal 8 - Make strategic choices about instructional programming and resources.

RECOMMEND APPROVAL

Board Agenda Approved: _____

Agenda Item IV-H

Date: _____

Enclosure _____

**BOARD OF TRUSTEES
AGENDA TRANSMITTAL SHEET**

To: President J. David Armstrong
From: Nancy Botero, Vice President of Development
Subj: U.S. DOE Emergency Management for Higher Education Grant

Date: September 28, 2008

Issue:


In accordance with Broward College Policy Number 6Hx2—6.18, the Board of Trustees must officially accept or reject any grant award approved by a funding agency. Broward College was awarded a grant by the U.S. Department of Education for the Emergency Management for Higher Education program, which now requires approval of the Board of Trustees.

Background/Analysis:

The grant will allow Broward College to develop and integrate a college-wide, all-hazard emergency management plan, and will be administered by the Institute for Public Safety.

Fiscal Impact:

The grant award is in the amount of \$485,425 with a match requirement of \$500,000. The match requirement is currently budgeted within the Information Technology department.



Initiating Official



Vice President

Staff Position: Approve acceptance of the U.S. DOE Emergency Management for Higher Education grant totaling \$485,425 with a match commitment of \$500,000.

THIS RECOMMENDED ACTION MEETS THE FOLLOWING ELEMENT(S) OF THE COLLEGE'S MISSION STATEMENT:

- | | |
|---|---|
| <input type="checkbox"/> Providing high quality educational programs | <input checked="" type="checkbox"/> Providing high quality services |
| <input type="checkbox"/> Providing for affordability to a diverse community of learners | <input type="checkbox"/> Providing for accessibility to a diverse community of learners |
| <input type="checkbox"/> Commitment to student achievement | <input type="checkbox"/> Commitment to lifelong learning |
| <input type="checkbox"/> Commitment to academic excellence | <input type="checkbox"/> Providing use of current technology |

BRIEFLY DESCRIBE HOW THIS RECOMMENDATION ACHIEVES THE ABOVE ELEMENT(S) IN THE COLLEGE'S MISSION STATEMENT:

This grant will allow Broward College to provide high quality services within a safe environment by implementing a college-wide all hazards emergency plan that will ensure the safety of all students, staff and faculty.

Minority Firm: Yes ___ No ___ N/A ___

Broward Firm: Yes ___ No ___ N/A ___



**U.S. Department of Education
Washington, D.C. 20202**

GRANT AWARD NOTIFICATION

1	RECIPIENT NAME: Broward Community College 110 East Broward Blvd, Suite 750 Fort Lauderdale, FL 33301	5	AWARD INFORMATION PR/AWARD NUMBER Q184T080200 ACTION NUMBER 01 ACTION TYPE New AWARD TYPE Discretionary																														
2	PROJECT TITLE 84.184T EMERGENCY MANAGEMENT FOR HIGHER EDUCATION	6	AWARD PERIODS BUDGET PERIOD 10/01/2008 - 03/31/2010 PERFORMANCE PERIOD 10/01/2008 - 03/31/2010																														
3	PROJECT STAFF RECIPIENT PROJECT DIRECTOR Kenneth P. Shives (954) 201 - 6801 EDUCATION PROGRAM CONTACT Tara E. Hill (202) 245 - 7860 EDUCATION PAYMENT CONTACT GAPS PAYEE HOTLINE (888) 336 - 8930	7	AUTHORIZED FUNDING <table style="width:100%; margin-left: 20px;"> <tr> <td style="text-align:right;">THIS ACTION</td> <td style="text-align:right;">\$485,425.00</td> </tr> <tr> <td style="text-align:right;">BUDGET PERIOD</td> <td style="text-align:right;">\$485,425.00</td> </tr> <tr> <td style="text-align:right;">PERFORMANCE PERIOD</td> <td style="text-align:right;">\$485,425.00</td> </tr> <tr> <td style="text-align:right;">RECIPIENT COST-SHARE</td> <td style="text-align:right;">103.00%</td> </tr> <tr> <td style="text-align:right;">RECIPIENT NON-FEDERAL AMOUNT</td> <td style="text-align:right;">\$500,000.00</td> </tr> </table>	THIS ACTION	\$485,425.00	BUDGET PERIOD	\$485,425.00	PERFORMANCE PERIOD	\$485,425.00	RECIPIENT COST-SHARE	103.00%	RECIPIENT NON-FEDERAL AMOUNT	\$500,000.00																				
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9	LEGISLATIVE AND FISCAL DATA AUTHORITY: PL x X PROGRAM TITLE: SAFE AND DRUG-FREE SCHOOLS AND COMMUNITIES - NATIONAL PROGRAMS CFDA/SUBPROGRAM NO: 84.184T <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align:left;">FUND CODE</th> <th style="text-align:left;">FUNDING YEAR</th> <th style="text-align:left;">AWARD YEAR</th> <th style="text-align:left;">ORG. CODE</th> <th style="text-align:left;">CATEGORY</th> <th style="text-align:left;">LIMITATION</th> <th style="text-align:left;">ACTIVITY</th> <th style="text-align:left;">CFDA</th> <th style="text-align:left;">OBJECT CLASS</th> <th style="text-align:right;">AMOUNT</th> </tr> </thead> <tbody> <tr> <td>0203A</td> <td>2008</td> <td>2008</td> <td>EQ000000</td> <td>F</td> <td>ZG1</td> <td>WDD</td> <td>184</td> <td>4101C</td> <td style="text-align:right;">\$106,664.00</td> </tr> <tr> <td>0203A</td> <td>2008</td> <td>2008</td> <td>EQ000000</td> <td>B</td> <td>GA6</td> <td>TTT</td> <td>184</td> <td>4101C</td> <td style="text-align:right;">\$378,761.00</td> </tr> </tbody> </table>			FUND CODE	FUNDING YEAR	AWARD YEAR	ORG. CODE	CATEGORY	LIMITATION	ACTIVITY	CFDA	OBJECT CLASS	AMOUNT	0203A	2008	2008	EQ000000	F	ZG1	WDD	184	4101C	\$106,664.00	0203A	2008	2008	EQ000000	B	GA6	TTT	184	4101C	\$378,761.00
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FEDERAL ITEM VI-H
 OCT 28 2008
 ENCLOSURE



U.S. Department of Education
Washington, D.C. 20202

GRANT AWARD NOTIFICATION

10

PR/AWARD NUMBER: Q184T080200

RECIPIENT NAME: Broward Community College

TERMS AND CONDITIONS

(1) THE FOLLOWING ITEMS ARE INCORPORATED IN THE GRANT AGREEMENT:

- (1) THE RECIPIENT'S APPLICATION (BLOCK 2),
- (2) THE APPLICABLE EDUCATION DEPARTMENT REGULATIONS (BLOCK 8), AND
- (3) THE SPECIAL TERMS AND CONDITIONS SHOWN AS ATTACHMENTS (BLOCK 8).

IN ACCORDANCE WITH 34 CFR 74.25(c)(2), OR 34 CFR 80.30(d)(3) CHANGES TO KEY PERSONNEL IDENTIFIED IN BLOCK 4 MUST RECEIVE PRIOR APPROVAL FROM THE DEPARTMENT.

THE RECIPIENT IS REQUIRED TO SUBMIT ALL NECESSARY REPORTS TO THE DEPARTMENT OF EDUCATION WITHIN 90 DAYS AFTER THE END OF FEDERAL SUPPORT (BLOCK 6).



AUTHORIZING OFFICIAL



DATE

EXPLANATION OF BLOCKS ON THE GRANT AWARD NOTIFICATION

For Discretionary, Formula, and Block Grants

(See Block 5 of the Notification)

1. **RECIPIENT NAME** - The legal name of the recipient, name of the primary organizational unit that will undertake the funded activity, and the complete address of the recipient. The recipient is commonly known as the "grantee."
2. **PROJECT TITLE AND CFDA NUMBER** - Identifies the Catalog of Federal Domestic Assistance (CFDA) subprogram title and the associated subprogram number.
3. **PROJECT STAFF** - This block contains the names and telephone numbers of the U.S. Department of Education and recipient staff who are responsible for project direction and oversight.
 - ***RECIPIENT PROJECT DIRECTOR** - The recipient staff person responsible for administering the project. This person represents the recipient to the U.S. Department of Education.
 - EDUCATION PROGRAM CONTACT** - The U.S. Department of Education staff person responsible for the programmatic, administrative and business-management concerns of the Department.
 - EDUCATION PAYMENT CONTACT** - The U.S. Department of Education staff person responsible for payments or questions concerning electronic drawdown and financial expenditure reporting.
4. *** KEY PERSONNEL** - Name, title and percentage (%) of effort the key personnel identified devotes to the project.
5. **AWARD INFORMATION** - Unique items of information that identify this notification.
 - PR/AWARD NUMBER** - A unique, identifying number assigned by the Department to each application. On funded applications, this is commonly known as the "grant number" or "document number."
 - ACTION NUMBER** - A numeral that represents the cumulative number of steps taken by the Department to date to establish or modify the award through fiscal or administrative means. Action number "01" will always be "NEW AWARD"
 - ACTION TYPE** - The nature of this notification (e.g., NEW AWARD, CONTINUATION, REVISION, ADMINISTRATIVE)
 - AWARD TYPE** - The particular assistance category in which funding for this award is provided, i.e., DISCRETIONARY, FORMULA, or BLOCK.
6. **AWARD PERIODS** - Project activities and funding are approved with respect to three different time periods, described below:
 - BUDGET PERIOD** - A specific interval of time for which Federal funds are being provided from a particular fiscal year to fund a recipient's approved activities and budget. The start and end dates of the budget period are shown.
 - PERFORMANCE PERIOD** - The complete length of time the recipient is proposed to be funded to complete approved activities. A performance period may contain one or more budget periods.
 - *FUTURE BUDGET PERIODS** - The estimated remaining budget periods for multi-year projects and estimated funds the Department proposes it will award the recipient provided substantial progress is made by the recipient in completing approved activities, the Department determines that continuing the project would be in the best interest of the Government, Congress appropriates sufficient funds under the program, and the recipient has submitted a performance report that provides the most current performance information and the status of budget expenditures.
7. **AUTHORIZED FUNDING** - The dollar figures in this block refer to the Federal funds provided to a recipient during the award periods.
 - ***THIS ACTION** - The amount of funds obligated (added) or de-obligated (subtracted) by this notification.
 - ***BUDGET PERIOD** - The total amount of funds available for use by the grantee during the stated budget period to this date.
 - ***PERFORMANCE PERIOD** - The amount of funds obligated from the start date of the first budget period to this date.
 - RECIPIENT COST-SHARE** - The funds, expressed as a percentage, that the recipient is required to contribute to the project, as defined by the program legislation or regulations and/or terms and conditions of the award.
 - RECIPIENT NON-FEDERAL AMOUNT** - The amount of non-federal funds the recipient must contribute to the project as identified in the recipient's application. When non-federal funds are identified by the recipient where a cost share is not a legislation requirement, the recipient will be **required** to provide the non-federal funds.
8. **ADMINISTRATIVE INFORMATION** - This information is provided to assist the recipient in completing the approved activities and managing the project in accordance with U.S. Department of Education procedures and regulations.
 - DUNS/SSN** - A unique, identifying number assigned to each recipient for payment purposes. The number is based on either the recipient's assigned number from Dun and Bradstreet or the individual's social security number.
 - ***REGULATIONS** - The parts of the Education Department General Administrative Regulations (EDGAR) and specific program regulations that govern the award and administration of this grant.
 - ***ATTACHMENTS** - Additional sections of the Grant Award Notification that discuss payment and reporting requirements, explain Department procedures, and add special terms and conditions in addition to those established, and shown as clauses, in Block 10 of the award. Any attachments provided with a notification continue in effect through the project period until modified or rescinded by the Authorizing Official.
9. **LEGISLATIVE AND FISCAL DATA** - The name of the authorizing legislation for this grant, the CFDA title of the program through which funding is provided, and U.S. Department of Education fiscal information.
 - FUND CODE, FUNDING YEAR, AWARD YEAR, ORG. CODE, PROJECT CODE, OBJECT CLASS** - The fiscal information recorded by the U.S. Department of Education's Grant Administration and Payment System to track obligations by award.
 - AMOUNT** - The amount of funds provided from a particular appropriation and project code. Some notifications authorize more than one amount from separate appropriations and/or project codes. The total of all amounts in this block equals the amount shown on the line, "THIS ACTION" (See "AUTHORIZED FUNDING" above (Block 7)).
10. **TERMS AND CONDITIONS OF AWARD** - Requirements of the award that are binding on the recipient.
 - ***AUTHORIZING OFFICIAL** - The U.S. Department of Education official authorized to award Federal funds to the recipient, establish or change the terms and conditions of the award, and authorize modifications to the award.

FOR FORMULA AND BLOCK GRANTS ONLY:

(See also Blocks 1, 2, 5, 6, 8, 9 and 10 above)

3. **EDUCATION STAFF** - The U.S. Department of Education staff persons to be contacted for programmatic and payment questions.
7. **AUTHORIZED FUNDING**
 - CURRENT AWARD AMOUNT** - The amount of funds that are obligated (added) or de-obligated (subtracted) by this action.
 - PREVIOUS CUMULATIVE AMOUNT** - The total amount of funds awarded under the grant before this action.
 - CUMULATIVE AMOUNT** - The total amount of funds awarded under the grant, this action included.

* This item differs or does not appear on formula and block grants.

ASSENT ITEM VI-H
OCT 23 2008
ENCLOSURE