

**H. Acceptance of a CERT Grant from the California Office of Emergency Services (Cal OES) to Update the City's CERT Trailer and Equipment**

Recommendation: To accept a grant from the California Office of Emergency Services (Cal OES) in the amount of \$25,000 to update the city's CERT trailer and equipment.

June 7, 2024

Charles McClendon  
City Manager  
Cathedral City, City Of  
68-700 Avenida Lalo Guerrero  
Cathedral City, CA 92234-1208

Subject: **Grant Subaward Application Approval**  
Listos California CERT Support Grant Program  
Grant Subaward #: LC23 01 6320

Dear Charles McClendon:

The California Governor's Office of Emergency Services (Cal OES) has approved your Grant Subaward application in the amount of \$25,000, subject to enactment of applicable State Budget Act. A copy of your approved Grant Subaward is enclosed for your records.

Cal OES will make every effort to process payment requests within 45 days of receipt of your Report of Expenditures & Request for Funds (Cal OES Form 2-201).

This Grant Subaward is subject to the Cal OES Subrecipient Handbook. You are encouraged to read and familiarize yourself with the Cal OES Subrecipient Handbook, which can be viewed on the Cal OES website at [www.caloes.ca.gov](http://www.caloes.ca.gov).

Please contact your Program Specialist Angela Baeza, at [Angela.Baeza@caloes.ca.gov](mailto:Angela.Baeza@caloes.ca.gov) with questions.

Sincerely,

Victim Services Grants Processing Unit

cc: Subrecipient's file  
Program Specialist

AB

Cal OES #	065-12048-00	FIPS #	065-12048	VS#		Subaward #	LC23 01 6320
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**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES**  
**GRANT SUBAWARD FACE SHEET**

MS

The California Governor's Office of Emergency Services (Cal OES) hereby makes a Grant Subaward of funds to the following:

- AB 1. Subrecipient: City of Cathedral City, City of 1a. UEI#: ENDORSEMENTS N/A AB JG
- AB 2. Implementing Agency: Cathedral City, City of 2a. UEI#: N/A JG
3. Implementing Agency Address: 68-700 Avenida Lalo Guerrero Cathedral City 92234-1208  
(Street) (City) (Zip+4)
4. Location of Project: Cathedral City Riverside 92234-1208  
(City) (County) (Zip+4)
5. Disaster/Program Title: LC - Listos California CERT Support Grant Program 6. Performance/Budget Period: 6/1/2024 to 12/31/2025  
(Start Date) (End Date)
7. Indirect Cost Rate: N/A Federally Approved ICR (if applicable): \_\_\_\_\_ %

Item Number	Grant Year	Fund Source	A. State	B. Federal	C. Total	D. Cash Match	E. In-Kind Match	F. Total Match	G. Total Cost
8.	<del>2023</del> 2024	LIST	\$25,000						\$25,000
9.	Select	Select							
10.	Select	Select							
11.	Select	Select							
12.	Select	Select							
Total	Project	Cost	\$25,000		\$25,000				\$25,000

13. **Certification** - This Grant Subaward consists of this title page, the application for the grant, which is attached and made a part hereof, and the Assurances/Certifications. I hereby certify I am vested with the authority to enter into this Grant Subaward, and have the approval of the City/County Financial Officer, City Manager, County Administrator, Governing Board Chair, or other Approving Body. The Subrecipient certifies that all funds received pursuant to this agreement will be spent exclusively on the purposes specified in the Grant Subaward. The Subrecipient accepts this Grant Subaward and agrees to administer the grant project in accordance with the Grant Subaward as well as all applicable state and federal laws, audit requirements, federal program guidelines, and Cal OES policy and program guidance. The Subrecipient further agrees that the allocation of funds may be contingent on the enactment of the State Budget.

14. **CA Public Records Act** - Grant applications are subject to the California Public Records Act, Government Code section 6250 et seq. Do not put any personally identifiable information or private information on this application. If you believe that any of the information you are putting on this application is exempt from the Public Records Act, please attach a statement that indicates what portions of the application and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

**15. Official Authorized to Sign for Subrecipient:**

Name: Kevin Biersack Title: Financial Services Director

Payment Mailing Address: 68-700 Avenida Lalo Guerrero City: Cathedral City Zip Code+4: 92234-1208

Signature: [Signature] Date: 03/01/24

16. Federal Employer ID Number: 953674780**(FOR Cal OES USE ONLY)**

I hereby certify, on my personal knowledge that budgeted funds are available for the period indicated by this expenditure stated above.

<u>Mary Rucker</u>	<u>6/6/2024</u>	<u>Eric Swanson</u>	<u>6/6/2024</u>
(Cal OES Fiscal Officer)	(Date)	(Cal OES Director or Designee)	(Date)

ENY: 2023-24 Chapter: 12 SL: 12700  
Item: 0690-101-0001 Pgm: 0380  
Fund: General Fund  
Program: Listos California CERT Support Grant Program  
Match Req.: NONE  
Project ID: OES23LISTOS0000  
SC: 2023-12700 Amount: \$25,000

DS  
JHDS  
GO

Mail Log# 243238

**RECEIVED**

By BaezaA at 10:56 am, May 30, 2024



## Grant Subaward Contact Information

AB Grant Subaward #: LC23 01 6320

AB Subrecipient: City of Cathedral City, City of

1. **Grant Subaward Director:**

Name: Charles McClendon Title: City Manager

Telephone #: 760-770-0340 Email Address: CMcClendon@cathedralcity.gov

Address/City/ Zip Code (9-digit): 68-700 Avenida Lalo Guerrero Cathedral City, CA 92234-1208

2. **Financial Officer:**

Name: Kevin Biersack Title: Financial Services Director

Telephone #: 760-770-0340 Email Address: KBiersack@cathedralcity.gov

Address/City/ Zip Code (9-digit): 68-700 Avenida Lalo Guerrero Cathedral City, CA 92234-1208

3. **Programmatic Point of Contact:**

Name: Christopher Dietz Title: Engineer Paramedic

Telephone #: 760-770-0340 Email Address: CDietz@cathedralcity.gov

Address/City/ Zip Code (9-digit): 68-700 Avenida Lalo Guerrero Cathedral City, CA 92234-1208

4. **Financial Point of Contact:**

Name: Amanda Geisendorfer Title: Senior Analyst

Telephone #: 760-770-0340 Email Address: AGeisendorfer@cathedralcity.gov

Address/City/ Zip Code (9-digit): 68-700 Avenida Lalo Guerrero Cathedral City, CA 92234-1208

5. **Executive Director** of a Non-Governmental Organization or the **Chief Executive Officer** (i.e., chief of police, superintendent of schools) of the implementing agency:

Name: Charles McClendon Title: City Manager

Telephone #: 760-770-0340 Email Address: CMcClendon@cathedralcity.gov

Address/City/ Zip Code (9-digit): 68-700 Avenida Lalo Guerrero Cathedral City, CA 92234-1208

6. **Official Designee**, as stated in Section 15 of the Grant Subaward Face Sheet:

Name: Kevin Biersack Title: Financial Services Director

Telephone #: 760-770-0340 Email Address: KBiersack@cathedralcity.gov

Address/City/ Zip Code (9-digit): 68-700 Avenida Lalo Guerrero Cathedral City, CA 92234-1208

7. **Chair** of the **Governing Body** of the Subrecipient:

Name: Mark Carnevale Title: Mayor

Telephone #: 760-770-0340 Email Address: MCarnevale@cathedralcity.gov

Address/City/ Zip Code (9-digit): 68-700 Avenida Lalo Guerrero Cathedral City, CA 92234-1208



## Grant Subaward Signature Authorization

AB Grant Subaward #: LC23 01 6320

AB Subrecipient: ~~City of~~ Cathedral City, City of

Implementing Agency: ~~City of~~ Cathedral City, ~~Fire Department~~ City of

The **Grant Subaward Director** and **Financial Officer** are **REQUIRED** to sign this form.

### Grant Subaward Director:

Printed Name: Charles McClendon

Signature: 

Date: 03/01/2024

### Financial Officer:

Printed Name: Kevin Biersack

Signature: 

Date: 03/01/2024

The following persons are authorized to  
sign for the **Grant Subaward Director**:

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

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

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

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

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

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

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

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

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

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

The following persons are authorized to  
sign for the **Financial Officer**:

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

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

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

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

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

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

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

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

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

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



## Grant Subaward Certification of Assurance of Compliance

AB Subrecipient: ~~City of Cathedral City~~, City of

	Cal OES Program Name	Grant Subaward #:	Grant Subaward Performance Period
AB 1	<del>LC</del> Listos California CERT Support Grant Program (LC)	LC23 01 6320	6/1/2024 - 12/31/2025
2			
3			
4			
5			
6			

I, Kevin Biersack (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements as directed by Cal OES including, but not limited to, the following areas:

### I. Proof of Authority – SRH 1.055

The Subrecipient certifies they have written authority by the governing board (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a specific Grant Subaward (indicated by the Cal OES Program name and initial Grant Subaward performance period) and applicable Grant Subaward Amendments with Cal OES. The authorization includes naming of an Official Designee (e.g., Executive Director, District Attorney, Police Chief) for the agency/organization who is granted permission to sign Grant Subaward documents on behalf of the Subrecipient. Written proof of authority includes one of the following: signed Board Resolution or approved Board Meeting minutes.

### II. Civil Rights Compliance – SRH Section 2.020

The Subrecipient acknowledges awareness of, and the responsibility to comply with all state and federal civil rights laws. The Subrecipient certifies it will not discriminate in the delivery of services or benefits based on any protected class and will comply with all requirements of this section of the SRH.

### III. Equal Employment Opportunity – SRH Section 2.025

The Subrecipient certifies it will promote Equal Employment Opportunity by prohibiting discrimination or harassment in employment because of any status protected by state or federal law and will comply with all requirements of this section of the SRH.



**IV. Drug-Free Workplace Act of 1990 – SRH Section 2.030**

The Subrecipient certifies it will comply with the Drug-Free Workplace Act of 1990 and all other requirements of this section of the SRH.

**V. California Environmental Quality Act (CEQA) – SRH Section 2.035**

The Subrecipient certifies that, if the activities of the Grant Subaward meet the definition of a “project” pursuant to the CEQA, Section 20165, it will comply with all requirements of CEQA and this section of the SRH.

**VI. Lobbying – SRH Sections 2.040 and 4.105**

The Subrecipient certifies it will not use Grant Subaward funds, property, or funded positions for any lobbying activities and will comply with all requirements of this section of the SRH.

**All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES upon request. Failure to comply with these requirements may result in suspension of payments under the Grant Subaward(s), termination of the Grant Subaward(s), and/or ineligibility for future Grant Subawards if Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) the Subrecipient violated the certification by failing to carry out the requirements as noted above.**

**CERTIFICATION**

I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on the date, is made under penalty of perjury under the laws of the State of California.

Official Designee's Signature: \_\_\_\_\_

Official Designee's Typed Name: Kevin Biersack

Official Designee's Title: Financial Services Director

Date Executed: 03/01/2024

**AUTHORIZED BY:**

I grant authority for the Subrecipient/Official Designee to enter into the specific Grant Subaward(s) (indicated by the Cal OES Program name and initial Grant Subaward performance period identified above) and applicable Grant Subaward Amendments with Cal OES.

☐ City Financial Officer

☐ County Financial Officer

☒ City Manager

☐ County Manager

☐ Governing Board Chair

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

Typed Name: Charles McClendon

Title: City Manager

Date Executed: 03/01/2024



**LISTOS CALIFORNIA CERT SUPPORT GRANT PROGRAM  
CERT Training Certification**

AB **Name of Agency:** ~~City of~~ Cathedral City, City of

I, Kevin Biersack (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for adhering to all of the Grant Subaward requirements as directed by Cal OES including, but not limited to, the following area:

- The Subrecipient certifies they are conducting classroom-based, instructor-led, CERT training based on the 20-hour FEMA curriculum, incorporating all nine module and all hands-on exercises (e.g., fire suppression, medical triage, cribbing), including a disaster simulation drill, or utilizing the approved CERT Training curriculum.

**All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES upon request. Failure to comply with this requirement may result in suspension of payments under the Grant Subaward(s), termination of the Grant Subaward(s), and/or ineligibility for future Grant Subawards if Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) the Subrecipient violated the certification by failing to carry out the requirements as noted above.**

**CERTIFICATION**

I, the official named above, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on this date, is made under penalty of perjury under the laws of the State of California.

Official Designee Signature: 

Official Designee Typed Name: Kevin Biersack

Official Designee's Title: Financial Services Director

Date Executed: 3/1/2024





**Grant Subaward Budget Pages**  
Single Fund Source

AB

**Subrecipient:** ~~City of Cathedral City~~ City of

**Grant Subaward #:** LC23 01 6320

AB

**A. Personnel Costs** - Line-item description and calculation

**Total Amount**  
**23LIST Allocated**

JG

2 Firefighter Paramedics for 72 hrs ~~@~~ ~~\$43~~ per hr =

\$6,192

1 Fire Engineer for 72 hrs ~~@~~ ~~\$45~~ per hr =

\$3,240

2 Fire Captains for 72 hrs ~~@~~ ~~\$54~~ per hr =

\$7,776

**PERSONNEL COSTS CATEGORY TOTAL**

**\$17,208**

✓ JG



**Grant Subaward Budget Pages**  
Single Fund Source

AB

**Subrecipient:** ~~City of~~ Cathedral City, City of

**Grant Subaward #:** LC23 01 6320

AB

**B. Operating Costs** - Line-item description and calculation

<sup>23LIST</sup>  
**Total Amount Allocated**

**CERT Trailer Supplies**

Air compressor (to refill fire extinguishers) 1 <del>@</del> <sup>X</sup> \$500 per unit =	\$	500.00
Portable Generator 1 <del>@</del> <sup>X</sup> \$1000 per unit =	\$	1,000.00
100' Outdoor extension cord 2 <del>@</del> <sup>X</sup> \$50 per unit =	\$	100.00
Halogen Tripod Work Light 2 <del>@</del> <sup>X</sup> \$100 per unit =	\$	200.00
Foldout tables 2 <del>@</del> <sup>X</sup> \$100 per unit =	\$	200.00
Triage Tarps (Black/Red/Yellow/Green) 1 <del>@</del> <sup>X</sup> \$220 per unit =	\$	220.00
Heavy Duty Tarp - 10'x20' 5 <del>@</del> <sup>X</sup> \$250 per unit =	\$	1,250.00
Mechanic Tool Set 1 <del>@</del> <sup>X</sup> \$100 per unit =	\$	100.00
40ft Nylon Rope 5 <del>@</del> <sup>X</sup> \$10 per unit =	\$	50.00
Shovels 10 <del>@</del> <sup>X</sup> \$20 per unit =	\$	200.00
Steel Pry Bars 5 <del>@</del> <sup>X</sup> \$20 per unit =	\$	100.00
Heavy Duty Bolt Cutter 1 <del>@</del> <sup>X</sup> \$40 per unit =	\$	40.00
Brooms 5 <del>@</del> <sup>X</sup> \$40 per unit =	\$	200.00
Bungee Cords (30 piece) 1 <del>@</del> <sup>X</sup> \$10 per unit =	\$	10.00
Caution Tape (1,000ft) 1 <del>@</del> <sup>X</sup> \$30 per unit =	\$	30.00
Chainsaw 2 <del>@</del> <sup>X</sup> \$300 per unit =	\$	600.00
Folding Chairs (10 pack) 1 <del>@</del> <sup>X</sup> \$200 per unit =	\$	200.00
Coleman QuickPack Lantern 10 <del>@</del> <sup>X</sup> \$40 per unit =	\$	400.00
Wrecking Bar (12' Gooseneck) 1 <del>@</del> <sup>X</sup> \$25 per unit =	\$	25.00
Masking Tape (Per roll) 5 <del>@</del> <sup>X</sup> \$5 per unit =	\$	25.00
Duct Tape (Per roll) 5 <del>@</del> <sup>X</sup> \$5 per unit =	\$	25.00
Flashlights (4 Pack w/ batteries) 10 <del>@</del> <sup>X</sup> \$25 per unit =	\$	250.00
Leather Work Gloves (Single Pair) 20 <del>@</del> <sup>X</sup> \$10 per unit =	\$	200.00
Green Safety Helmet (Each) 20 <del>@</del> <sup>X</sup> \$18 per unit =	\$	360.00
Green Safety Vest (Each) 20 <del>@</del> <sup>X</sup> \$15 per unit =	\$	300.00
Safety Goggles (10 pack) 20 <del>@</del> <sup>X</sup> \$20 per unit =	\$	400.00
N95 Masks (25 pack box) 2 <del>@</del> <sup>X</sup> \$25 per unit =	\$	50.00
Emergency Glow Sticks (24 pack) 5 <del>@</del> <sup>X</sup> \$15 per unit =	\$	75.00



**Grant Subaward Budget Pages**  
Single Fund Source

AB Subrecipient: <del>City of Cathedral City</del> , City of	Grant Subaward #: LC23 01 6320
AB B. Operating Costs - Line-item description and calculation	23LIST Total Amount Allocated
Trauma Shears (12 pack) 5 <sup>X</sup> <del>@</del> \$18 per unit =	\$ 90.00
Permanent Markers (30 Pack) 2 <sup>X</sup> <del>@</del> \$15 per unit=	\$ 30.00
Paper (750 sheets) 1 <sup>X</sup> <del>@</del> \$18 per unit =	\$ 18.00
NOAA Two-Way radios (18-pack) 1 <sup>X</sup> <del>@</del> \$500 per unit =	\$ 500.00
AA Batteries (60 pack) 2 <sup>X</sup> <del>@</del> \$22 per unit =	\$ 44.00
OPERATING COSTS CATEGORY TOTAL	\$7,792

✓ JG



## Single Fund Source

Subrecipient: <del>City of Cathedral City</del> City of		Grant Subaward #: LC23 01 6320
C. Equipment Costs - Line-item description and calculation		23LIST Total Amount Allocated
EQUIPMENT COSTS CATEGORY TOTAL		
Total Project Cost (Must match the Grant Subaward Face Sheet)		\$25,000

# Budget Summary Report

LC23 Listos California CERT Support Grant Program

Subaward#: LC23 01 6320

Cathedral City, City Of

Subaward Period: 06/01/24 - 12/31/25

Listos California CERT Support Grant Program

Latest Request:

## A Personnel Services - Salaries/Employee Benefits

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
S	23LIST	17,208	0	17,208	0	17,208
<b>Total A Personnel Services - Salaries/Employee Benefits</b>		<b>17,208</b>	<b>0</b>	<b>17,208</b>	<b>0</b>	<b>17,208</b>

## B. Operating Expenses

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
S	23LIST	7,792	0	7,792	0	7,792
<b>Total B. Operating Expenses</b>		<b>7,792</b>	<b>0</b>	<b>7,792</b>	<b>0</b>	<b>7,792</b>

## C. Equipment

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
S	23LIST	0	0	0	0	0
<b>Total C. Equipment</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<u>F/S/L</u>	<u>Funding Source</u>	Budget Amount	Paid/Expended	Balance	Pending	Pending Balance
<b>Total</b>						

## Budget Summary Report

**LC23 Listos California CERT Support Grant Program**

**Subaward#: LC23 01 6320**

**Cathedral City, City Of**

**Subaward Period: 06/01/24 - 12/31/25**

Listos California CERT Support Grant Program

**Latest Request:**

	<u>Budget Amount</u>	<u>Paid/Expended</u>	<u>Balance</u>	<u>Pending</u>	<u>Pending Balance</u>
<b>Total Local Match:</b>	0	0	0	0	0
<b>Total Funded:</b>	25,000	0	25,000	0	25,000
<b>Total Project Cost:</b>	25,000	0	25,000	0	25,000



## Grant Subaward Budget Narrative

<sup>AB</sup> Grant Subaward #: LC23 01 6320

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<sup>AB</sup> Subrecipient: City of Cathedral City, City of

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Cathedral City Fire Department will utilize budgeted funds to improve our response ready CERT program. Allocating funds to address the inadequacies of our CERT trailer and increase the number of trained individuals will increase Cathedral City's resilience. Increased resilience helps the local vulnerable and underserved community during unfortunate but probable events such as earthquakes, wildfires, and flooding.

The Cathedral City Fire Department's Community Risk Reduction committee will oversee purchasing and training scheduling for the grant. This team handles staffing, training needs and instructor coverage as well as tools and equipment for the participants in our disaster preparedness programs. This expertise will help ensure funds are properly allocated with minimal administrative costs. Grant funds will be used to purchase inventory for the trailer, including a portable generator, triage tarps, and two-way radios, and pay overtime costs for CERT trainers. Two Fire Captains, a Fire Engineer, and two Firefighter Paramedics from the Cathedral City Fire Department will act as trainers. Leveraging their experience, the trainers will help foster trust and knowledge with the vulnerable and underserved community over the course of four training sessions, resulting in 80 trained CERT members.



## Grant Subaward Budget Narrative

AB Grant Subaward #: LC23 01 6320

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AB Subrecipient: City of Cathedral City, City of

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Utilizing grant funds for only training and supplies eliminates administrative costs from the grant budget. Any administrative costs will come from City of Cathedral City funds. All activities performed with grant funds will allow for one-on-one interactive training with new equipment. Not only is this a benefit to an already outdated CERT program, but this will also allow for new community involvement within our target communities. With a growing agency, city, and disaster response metric, the department will allocate funds to assist with staffing and any additional instructors while grant funds will be allocated back into our CERT program.



## Grant Subaward Programmatic Narrative

AB Grant Subaward #: LC23 01 6320

AB Subrecipient: City of Cathedral City, City of

The Cathedral City Fire Department (CCFD) exhibits a robust capacity to deliver CERT (Community Emergency Response Team) training to vulnerable and underserved communities, particularly within Cathedral City. Over the past year, Engineer Paramedic Christopher Dietz and Firefighter Paramedic Diwan De La Torre have contributed to the department's extensive experience in emergency response and community outreach. This serves as a strong foundation for our ability to conduct effective CERT training. With a Community Risk Reduction committee of highly trained and skilled personnel, including certified CERT instructors and Firefighter Paramedics, the CCFD is well-equipped to deliver comprehensive training programs tailored to the specific needs of various populations within Cathedral City.

CCFD demonstrates a keen understanding of the socio-economic dynamics present in Cathedral City. Training programs are designed to address the unique challenges faced by vulnerable communities such as language barriers, diverse cultural backgrounds, trust issues, and time constraints. Programs include annual CERT training, Disaster Preparedness presentations, Stop the Bleed courses, and Hands Only CPR. This enhances the effectiveness of CCFD training, making it more accessible and relevant to all participants, especially vulnerable and underserved populations.

CCFD teaches courses in English and Spanish to promote effective learning. The CCFD's commitment to inclusivity is further exemplified by their efforts to make CERT



## Grant Subaward Programmatic Narrative

Grant Subaward #: LC23 01 6320

Subrecipient: City of Cathedral City, City of

training materials and resources easily understandable and accessible. This ensures that individuals with varying levels of education and literacy can actively participate and benefit from the program.

The CCFD also actively collaborates with local community organizations, leaders, and residents to establish solid rapport with target communities. Established trust is invaluable when delivering CERT training to disadvantaged communities, as it facilitates open communication and ensures a culturally sensitive approach.

Resource and time constraints can also impact the availability and quality of CERT training resources. Disadvantaged communities often experience resource constraints, including limited access to technology, educational materials, or even suitable training spaces. Vulnerable populations may also have competing priorities such as work, childcare, or caregiving responsibilities. Finding a balance between meeting the training needs and accommodating these time constraints is essential for successful engagement.

CCFD's experienced personnel, community engagement initiatives, tailored approach, and commitment to inclusivity make them a reliable and effective partner in enhancing the emergency preparedness and resilience of Cathedral City's diverse and disadvantaged populations. With CalOES's help, the CCFD will be able to reach a wider audience, further assisting the local vulnerable and underserved communities.



## Grant Subaward Programmatic Narrative

Grant Subaward #: LC23 01 6320

Subrecipient: City of Cathedral City, City of

CCFD has significantly amplified its commitment to community safety by doubling the frequency of its CERT training and increasing class sizes. With four training sessions of 20 participants annually, the department aims to increase the number of trained individuals to 80 per year. This strategic shift from annual to biannual CERT training ensures a more consistent, regularized approach, expanding the reach and impact on community preparedness. This adjustment enables a more substantial number of residents to acquire crucial emergency response skills, further strengthening the community's ability to handle disasters. To maximize outreach, CCFD implements various community engagement strategies, such as workshops offered in English and Spanish, partnerships with local organizations, and flexible training modules to accommodate diverse schedules, making CERT training accessible to a broader range of participants. High school students can also get involved through TEEN CERT, enabling a forward-thinking culture of emergency preparedness. CCFDs commitment to adaptability enhances the program's effectiveness and inclusivity. Clear, measurable goals and regular evaluations ensure the CERT program aligns with evolving community needs, enabling greater outreach to vulnerable populations. Grant funding will be strategically utilized to transform the CERT program into a robust, responsive, well-equipped force capable of efficiently addressing large-scale disasters and safeguarding the community during emergencies. The primary focus is addressing



## Grant Subaward Programmatic Narrative

Grant Subaward #: LC23 01 6320

Subrecipient: City of Cathedral City, City of

the CCFD CERT trailer, currently ill-equipped for large-scale disasters and primarily used for training purposes. Planned CERT trailer upgrades to ensure it is well-equipped for efficient disaster response include outfitting the trailer with state-of-the-art emergency response equipment, medical supplies, search and rescue tools, personal protective equipment, and communication devices. The grant will also support the acquisition of specialized equipment tailored for large-scale disasters. This investment will provide CCFD with the necessary resources to handle diverse emergency scenarios effectively.

CCFD's second priority is expanding the CERT training program, incorporating all FEMA curriculum and exercises using Listos California program materials. The goal is to double the number of trained CERT members annually, enhancing overall community resilience. Advanced simulation exercises, closely mirroring real-life disaster scenarios, will be conducted using the grant funds to improve CERT members' emergency readiness. Community awareness campaigns will also be implemented to encourage more residents to participate in CERT training, emphasizing the role of CERT members in community-wide preparedness and disaster response.

**CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES  
SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT**

<b>Subrecipient:</b> Cathedral City, City of	<b>UEI #</b> N/A	<b>FIPS #:</b> 065-12048
<b>Grant Disaster/Program Title:</b> Listos California CERT Support Grant (LC) Program		
<b>Performance Period:</b> 06/01/24	<b>to</b> 12/31/25	<b>Subaward Amount Requested:</b> \$ 25,000
<b>Type of Non-Federal Entity</b> (Check Applicable Box)	<input type="checkbox"/> State Govt <input checked="" type="checkbox"/> Local Govt <input type="checkbox"/> JPA <input type="checkbox"/> Non-Profit <input type="checkbox"/> Tribe	

JG

Per Title 2 CFR § 200.332, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms and conditions posed by each subrecipient of pass-through funding. This assessment is made in order to determine and provide an appropriate level of technical assistance, training, and grant oversight to subrecipients for the award referenced above.

The following are questions related to your organization's experience in the management of federal grant awards. This questionnaire must be completed and returned with your grant application materials.

For purposes of completing this questionnaire, *grant manager* is the individual who has primary responsibility for day-to-day administration of the grant, *bookkeeper/accounting staff* means the individual who has responsibility for reviewing and determining expenditures to be charged to the grant award, and *organization* refers to the subrecipient applying for the award, and/or the governmental implementing agency, as applicable.

Assessment Factors	Response
1. How many years of experience does your current grant manager have managing grants?	>5 years
2. How many years of experience does your current bookkeeper/accounting staff have managing grants?	>5 years
3. How many grants does your organization currently receive?	>10 grant
4. What is the approximate total dollar amount of all grants your organization receives?	\$ 1,000,000
5. Are individual staff members assigned to work on multiple grants?	Yes
6. Do you use timesheets to track the time staff spend working on specific activities/projects?	No
7. How often does your organization have a financial audit?	Annually
8. Has your organization received any audit findings in the last three years?	No
9. Do you have a written plan to charge costs to grants?	Yes
10. Do you have written procurement policies?	Yes
11. Do you get multiple quotes or bids when buying items or services?	Sometimes
12. How many years do you maintain receipts, deposits, cancelled checks, invoices?	>5 years
13. Do you have procedures to monitor grant funds passed through to other entities?	Yes

**Certification:** This is to certify that, to the best of our knowledge and belief, the data furnished above is accurate, complete and current.

<b>Signature: (Authorized Agent)</b> 	<b>Date:</b> 03/01/24
<b>Print Name and Title:</b> Kevin Biersack, Financial Services Director	<b>Phone Number:</b> 760-770-0340

Cal OES Staff Only: SUBAWARD # LC23 01 6320



## Grant Subaward Service Area Information

<sup>AB</sup> Grant Subaward #: LC23 01 6320

<sup>AB</sup> Subrecipient: ~~City of~~ Cathedral City, City of

1. County or Counties Served:

Cathedral City is located in Riverside County, CA

County where principal office is located: Riverside County

2. U.S. Congressional District(s) Served:

Cathedral City is located in California Congressional District 41 and California Congressional District 25.

U.S. Congressional District where principal office is located: CA District 25

3. State Assembly District(s) Served:

Cathedral City is located in State Assembly District 47.

State Assembly District where principal office is located: State Assembly District 47

4. State Senate District(s) Served:

Cathedral City is located in State Senate District 32 and State Senate District 18.

State Senate District where principal office is located: State Senate District 32

5. Population of Service Area: 52,494 per US Census data