

**FISCAL YEAR 2015
EMPG STATEMENT OF WORK & CUMULATIVE PROGRESS REPORT**

Applicant Name (Jurisdiction):

Jurisdiction DUN/SAM #

Jurisdiction Congressional District #

| KEY DOCUMENT SUBMISSIONS AND APPROVALS | | | | |
|---|-----------|------|---------------|------|
| Document | Submitter | Date | TDEM Reviewer | Date |
| Statement of Work | | | | |
| Progress Report #1 | | | | |
| Progress Report #2 | | | | |

| TASK 1—WORK PLAN & SEMIANNUAL PROGRESS REPORT | |
|--|--|
| <input type="checkbox"/> Work Plan | Jurisdiction will submit an EMPG Application, two Progress Reports, four Quarterly FEMA Training matrices, and four Quarterly Financial Reports |
| <input type="checkbox"/> Progress Report #1 | <input type="checkbox"/> Progress Report #1 is being submitted to TDEM OMB <input type="checkbox"/> First Financial Report has been submitted to TDEM OMB |
| <input type="checkbox"/> Progress Report #2 | <input type="checkbox"/> Progress Report #2 is being submitted to the TDEM OMB <input type="checkbox"/> Second & Third Quarter Financial Reports have been submitted to TDEM OMB <input type="checkbox"/> Fourth Quarter Financial Report has been submitted to TDEM OMB |

| TASK 2—LEGAL AUTHORITIES FOR EMERGENCY MANAGEMENT PROGRAM | |
|---|---|
| <input type="checkbox"/> Work Plan | Jurisdiction will maintain current legal documents establishing emergency management program <input type="checkbox"/> TRRN registration completed and resources entered <input type="checkbox"/> Legal documents are current & on file with TDEM; no additional action is required <input type="checkbox"/> Jurisdiction will prepare or update & submit to TDEM: <input type="checkbox"/> Commissioner's Court Order # <input type="checkbox"/> City Ordinance(s) for: <input type="checkbox"/> Updated Joint Resolution dated: <input type="checkbox"/> NIMS Adoption dated: |
| <input type="checkbox"/> Progress Report #1 October 1 – March 31 | <input type="checkbox"/> TRRN registration completed and resources entered <input type="checkbox"/> Legal documents are current & on file with TDEM, no additional action is required <input type="checkbox"/> Jurisdiction completed & submitted to TDEM: <input type="checkbox"/> Commissioner's Court Order # <input type="checkbox"/> City Ordinance(s) for: <input type="checkbox"/> Updated Joint Resolution dated: <input type="checkbox"/> NIMS Adoption dated: |
| <input type="checkbox"/> Progress Report #2 April 1- September 30 | <input type="checkbox"/> TRRN registration completed and resources entered <input type="checkbox"/> Legal documents are current & on file with TDEM, no additional action is required <input type="checkbox"/> Jurisdiction completed & submitted to TDEM: <input type="checkbox"/> Commissioner's Court Order # <input type="checkbox"/> City Ordinance(s) for: <input type="checkbox"/> Updated Joint Resolution dated: <input type="checkbox"/> NIMS Adoption dated: |

| TASK 3—PUBLIC EDUCATION/INFORMATION | |
|--|---|
| <input type="checkbox"/> Work Plan | <input type="checkbox"/> Option 1: Jurisdiction will conduct 30 hours of hazard awareness activities for local citizens <input type="checkbox"/> Option 2: Jurisdiction will prepare & distribute public education/information materials to a <u>substantial portion</u> of the community. Please describe the materials to be distributed in the remarks section found on page 6. <div style="background-color: yellow; text-align: center; padding: 2px;">**Jurisdictions may present a combination of both options</div> |
| <input type="checkbox"/> Progress Report #1 October 1 – March 31 | <input type="checkbox"/> Jurisdiction completed the following hazard awareness and/or public education/information activities: <input type="checkbox"/> No Task 3 progress was made this report period. |
| <input type="checkbox"/> Progress Report #2 April 1 – September 30 | <input type="checkbox"/> Jurisdiction completed the following hazard awareness and/or public education/information activities: <input type="checkbox"/> No Task 3 progress was made this report period. |

| TASK 4—EMERGENCY MANAGEMENT PLANNING DOCUMENTS | |
|--|--|
| <input type="checkbox"/> Work Plan | <input type="checkbox"/> Jurisdiction reviewed emergency management plan & annexes for currency and NIMS compliance <input type="checkbox"/> Emergency management plan and all annexes are current and NIMS compliant <input type="checkbox"/> Jurisdiction will develop, update, or change these planning documents: <input type="checkbox"/> Basic Plan Annexes: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H <input type="checkbox"/> I <input type="checkbox"/> J <input type="checkbox"/> K <input type="checkbox"/> L <input type="checkbox"/> M <input type="checkbox"/> N <input type="checkbox"/> O <input type="checkbox"/> P <input type="checkbox"/> Q <input type="checkbox"/> R <input type="checkbox"/> S <input type="checkbox"/> T <input type="checkbox"/> U <input type="checkbox"/> V <input type="checkbox"/> Other documents: NOTE: Plans & annexes dated prior to September 30, 2010 must be revised or updated this year. All Plans and Annexes must be NIMS compliant. |
| <input type="checkbox"/> Progress Report #1 October 1 – March 31 | <input type="checkbox"/> Jurisdiction reviewed our emergency management plan & annexes for currency and NIMS compliance <input type="checkbox"/> Emergency management plan and all annexes are current and NIMS compliant <input type="checkbox"/> Jurisdiction updated by revision or change the following planning documents: <input type="checkbox"/> Basic Plan Annexes: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H <input type="checkbox"/> I <input type="checkbox"/> J <input type="checkbox"/> K <input type="checkbox"/> L <input type="checkbox"/> M <input type="checkbox"/> N <input type="checkbox"/> O <input type="checkbox"/> P <input type="checkbox"/> Q <input type="checkbox"/> R <input type="checkbox"/> S <input type="checkbox"/> T <input type="checkbox"/> U <input type="checkbox"/> V <input type="checkbox"/> Other documents: <input type="checkbox"/> No Task 4 progress was made this report period. |
| <input type="checkbox"/> Progress Report #2 April 1 – September 30 | <input type="checkbox"/> Jurisdiction reviewed our emergency management plan & annexes for currency and NIMS compliance <input type="checkbox"/> Emergency management plan and all annexes are current and NIMS compliant <input type="checkbox"/> Jurisdiction updated by revision or change the following planning documents: <input type="checkbox"/> Basic Plan Annexes: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H <input type="checkbox"/> I <input type="checkbox"/> J <input type="checkbox"/> K <input type="checkbox"/> L <input type="checkbox"/> M <input type="checkbox"/> N <input type="checkbox"/> O <input type="checkbox"/> P <input type="checkbox"/> Q <input type="checkbox"/> R <input type="checkbox"/> S <input type="checkbox"/> T <input type="checkbox"/> U <input type="checkbox"/> V <input type="checkbox"/> Other documents: <input type="checkbox"/> No Task 4 progress was made this report period. |

TASK 5—TEP, NOTIFICATION AND INDIVIDUAL EXERCISE PARTICIPATION

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| <input type="checkbox"/> Work Plan <input type="checkbox"/> TEP Date Submitted: | <p>Training and Exercise Plan</p> <p>Each jurisdiction must develop and submit a multi-year Training and Exercise Plan (TEP), not less than three years, to Heather.Baxter@dps.texas.gov.</p> <p>Each jurisdiction must submit the Pre-Exercise Notification Form to the TDEM Exercise Unit not less than 45 days prior to a planned exercise event.</p> <p>Each jurisdiction must submit an After Action Report (AAR) and Improvement Plan (IP) for a minimum of two (2) discussion-based exercises and one (1) operations-based exercise. All AARs/IPs all exercise activities to the TDEM Exercise unit not more than 45 days after the conclusion of the exercise.</p> <p><u>One real world event is currently allowed per fiscal year.</u></p> <p>NOTE: A Full-Scale exercise must be conducted every three (3) years.</p> <p><i>**Each EMPG-funded person must complete and submit Individual Exercise Participation forms. All EMPG funded personnel must participate in at least three exercises per year.</i></p> |
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REQUIRED EXERCISE SCHEDULE

| Performance Period | Exercise Type | Exercise Name & Exercise Date | Quarter of Year |
|---|--|-------------------------------|---|
| Fiscal Year 2015 (October 1, 2014 - September 30, 2015) | <input type="checkbox"/> Discussion Based | | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 |
| | <input type="checkbox"/> Discussion Based | | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 |
| | <input type="checkbox"/> Operational Based | | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 |
| | <input type="checkbox"/> Real World Event | | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 |
| | <input type="checkbox"/> Full Scale | | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 |

Our last Full-Scale exercise was conducted on (date):

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|--|--|----------------------|----------------------|------------------------|
| <input type="checkbox"/> Progress Report #1 October 1 – March 31 <input type="checkbox"/> TEP Date Submitted: | Conducted the following exercises and provided documentation to TDEM: | | | |
| | Exercise Type | Exercise Name | Exercise Date | EMPG Funded Y/N |
| | <input type="checkbox"/> Discussion <input type="checkbox"/> Discussion <input type="checkbox"/> Operation <input type="checkbox"/> Real World Event <input type="checkbox"/> Full Scale | | | |
| | <input type="checkbox"/> Our jurisdiction completed NO exercise and did not request credit for a real world event <input type="checkbox"/> Exercise approved documentation attached | | | |

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|---|--|----------------------|----------------------|------------------------|
| <input type="checkbox"/> Progress Report #2 April 1 – September 30 | Conducted the following exercises and provided documentation to TDEM: | | | |
| | Exercise Type | Exercise Name | Exercise Date | EMPG Funded Y/N |
| | <input type="checkbox"/> Discussion <input type="checkbox"/> Discussion <input type="checkbox"/> Operation <input type="checkbox"/> Real World Event <input type="checkbox"/> Full Scale | | | |
| | <input type="checkbox"/> Jurisdiction completed NO exercise and did not request credit for a real world event <input type="checkbox"/> Exercise approved documentation attached | | | |

TASK 6—TRAINING FOR EMERGENCY MANAGEMENT PERSONNEL

| <input type="checkbox"/> Work Plan | ALL EMPG-funded emergency management personnel will participate in the following training during FY 2015: | | | | | | |
|--|--|-----------------------|-----------------------|----------------|--|--|--|
| | <table border="1"> <thead> <tr> <th>Position & Name</th> <th>Course Name or Number</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table> | Position & Name | Course Name or Number | | | | |
| | Position & Name | Course Name or Number | | | | | |
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| <input type="checkbox"/> Progress Report #1 October 1 – March 31 | Emergency management personnel completed the following training <i>and documentation is attached</i> : | | | | | | |
| | <table border="1"> <thead> <tr> <th>Position & Name</th> <th>Course Name or Number</th> <th>Date Completed</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> | Position & Name | Course Name or Number | Date Completed | | | |
| | Position & Name | Course Name or Number | Date Completed | | | | |
| | | | | | | | |
| <input type="checkbox"/> No training took place this report period. | | | | | | | |
| <input type="checkbox"/> Progress Report #2 April 1 – September 30 | Emergency management personnel completed the following training <i>and documentation is attached</i> : | | | | | | |
| | <table border="1"> <thead> <tr> <th>Position & Name</th> <th>Course Name or Number</th> <th>Date Completed</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> | Position & Name | Course Name or Number | Date Completed | | | |
| | Position & Name | Course Name or Number | Date Completed | | | | |
| | | | | | | | |
| <input type="checkbox"/> No training took place this progress report period. | | | | | | | |

TASK 7—EMERGENCY MANAGEMENT TRAINING FOR OTHER PERSONNEL

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|--|--|---------------------|--------------------------|------------------|
| <input type="checkbox"/> Work Plan | Jurisdiction will conduct or arrange emergency management related training for elected officials, other local officials, & support agencies. | | | |
| <input type="checkbox"/> Progress Report #1 October 1 – March 31 | The following formal training courses were taught or contracted: | | | |
| | Date | Course Title | Class Description | # Trained |
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| <input type="checkbox"/> No training took place this progress report period. | | | | |
| <input type="checkbox"/> Progress Report #2 April 1 – September 30 | The following formal training courses were taught or contracted: | | | |
| | Date | Course Title | Class Description | # Trained |
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| <input type="checkbox"/> No training took place this progress report period. | | | | |

TASK 8—EMERGENCY MANAGEMENT ORGANIZATIONAL DEVELOPMENT

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| <input type="checkbox"/> Work Plan | Jurisdiction will participate in the following emergency management organizational development activities: |
| <input type="checkbox"/> Progress Report #1 October 1 – March 31 | Jurisdiction completed the following staff development activities: |
| <input type="checkbox"/> Progress Report #2 April 1 – September 30 | Jurisdiction completed the following staff development activities: |

