

FISCAL YEAR 2017 EMPG STATEMENT OF WORK & CUMULATIVE PROGRESS REPORT

Applicant Name (Jurisdiction):

Jurisdiction DUN/SAM #

Congressional District #

SAM Status

Population

2017 census data available at:

<http://quickfacts.census.gov/qfd/states/48000.html>

| 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 FGM <input type="checkbox"/> First Financial Report has been submitted to TDEM FGM |
| <input type="checkbox"/> Progress Report #2 | <input type="checkbox"/> Progress Report #2 is being submitted to the TDEM FGM <input type="checkbox"/> Second & Third Quarter Financial Reports have been submitted to TDEM FGM <input type="checkbox"/> Fourth Quarter Financial Report has been submitted to TDEM FGM |

| 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"/> Legal documents are current & on file with TDEM; no additional action is required. <input type="checkbox"/> Jurisdiction will prepare or update & submit to TDEM: <ul style="list-style-type: none"> <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"/> Legal documents are current & on file with TDEM, no additional action is required <input type="checkbox"/> Jurisdiction completed & submitted to TDEM: <ul style="list-style-type: none"> <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"/> Legal documents are current & on file with TDEM, no additional action is required <input type="checkbox"/> Jurisdiction completed & submitted to TDEM: <ul style="list-style-type: none"> <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 (50% or more of your population)</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;">***** Jurisdictions may do both options.</div> |
| <input type="checkbox"/> Progress Report #1 October 1 – March 31 ____ # of citizens informed | <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 ____ # of citizens informed | <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, 2012 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: | Training and Exercise Plan Each jurisdiction must develop and submit a multi-year Training and Exercise Plan (TEP), not less than three years, to TDEM.EMPG@dps.texas.gov by January 31, 2017. 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. 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. One real world event is currently allowed per fiscal year. NOTE: A Full-Scale exercise must be conducted every three (3) years. <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. http://www.txdps.state.tx.us/dem/CouncilsCommittees/EMPG/exerciseParticipForm.pdf</i> | | |
| REQUIRED EXERCISE SCHEDULE | | | |
| Performance Period | Exercise Type | Exercise Date & Name (List All) | Quarter of Year |
| Fiscal Year 2017 (October 1, 2016 - September 30, 2017) | | | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 |
| | | | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 |
| | | | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 |
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| | | | <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): | | | |
| <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 Date and Name | EMPG Funded |
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| <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 | | | |
| <input type="checkbox"/> Progress Report #2 April 1 – September 30 <input type="checkbox"/> TEP Date Submitted: | Conducted the following exercises and provided documentation to TDEM: | | |
| | Exercise Type | Exercise Date and Name | EMPG Funded |
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| <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 2017: | |
| | Position & Name | Course Name or Number |
| | | |
| <input type="checkbox"/> Progress Report #1 October 1 – March 31 <input type="checkbox"/> No training took place this report period. | Emergency management personnel completed the following training <i>and documentation is attached</i> : | |
| | Position & Name | Course Name or Number Date Completed |
| | | |
| <input type="checkbox"/> Progress Report #2 April 1 – September 30 <input type="checkbox"/> No training took place this progress report period. | Emergency management personnel completed the following training <i>and documentation is attached</i> : | |
| | Position & Name | Course Name or Number Date Completed |
| | | |

| TASK 7—EMERGENCY MANAGEMENT TRAINING FOR OTHER PERSONNEL | | | | |
|--|--|--|--------------|-----------|
| <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 | | The following formal training courses were taught or contracted: | | |
| October 1 – March 31 | | Date | Course Title | # Trained |
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| <input type="checkbox"/> No training took place this progress report period. | | | | |
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| <input type="checkbox"/> Progress Report #2 | | The following formal training courses were taught or contracted: | | |
| April 1 – September 30 | | Date | Course Title | # Trained |
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| <input type="checkbox"/> No training took place this progress report period. | | | | |
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| TASK 8—EMERGENCY MANAGEMENT ORGANIZATIONAL DEVELOPMENT | |
|---|--|
| <input type="checkbox"/> Work Plan | Jurisdiction will participate in the following emergency management organizational development activities: |
| <input type="checkbox"/> Progress Report #1 1 October - March 31 | Jurisdiction completed the following staff development activities: |
| <input type="checkbox"/> No progress this reporting period | |
| <input type="checkbox"/> Progress Report #2 April 1 - September 30 | Jurisdiction completed the following staff development activities: |
| <input type="checkbox"/> No progress this reporting period | |

REMARKS
(Use an Additional Sheet if Necessary)

JURISDICTION NAME: