



**OFFICE OF THE  
CHIEF FINANCIAL OFFICER**  
Office of Development and Grants

Coleman A. Young Municipal Center  
2 Woodward Avenue, Suite 1026  
Detroit, Michigan 48226

Phone 313•628•1258  
Fax 313•224•0542  
www.detroitmi.gov

June 24, 2024

The Honorable Detroit City Council  
**ATTN: City Clerk Office**  
200 Coleman A. Young Municipal Center  
Detroit MI 48226

**RE: Authorization to submit a grant application to the Federal Emergency Management Agency (FEMA) for the FY 2024 Port Security Grant**

The Homeland Security & Emergency Management (HSEM) Department is hereby requesting authorization from Detroit City Council to submit a grant application to the Federal Emergency Management Agency (FEMA) for the FY 2024 Port Security Grant. The amount being sought is \$124,350.00. The Federal share is \$124,350.00 of the requested amount and there is a required cash match of \$41,450.00. The total project cost is \$165,800.00.

The FY 2024 Port Security Grant will enable the department to:

- Upgrade communications equipment at the Emergency Operations Center, improve protection of soft targets/crowded places and strengthen cybersecurity.

If the application is approved, a cash match will be provided from appropriation 25330.

We respectfully request your approval to submit the grant application by adopting the attached resolution.

Sincerely,

DocuSigned by:  
*Terri Daniels*  
4D2BEEE23C8D489...

Terri Daniels  
Director of Grants, Office of Development and Grants

DocuSigned by:  
*Janani Yates*  
35BB8D3AC96D4D5...

Office of Budget

CC:  
Sajjiah Parker, Assistant Director, Grants



## Office of Development and Grants

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### RESOLUTION

**Council Member** \_\_\_\_\_

**WHEREAS**, the Homeland Security & Emergency Management (HSEM) Department has requested authorization from City Council to submit a grant application to the Federal Emergency Management Agency (FEMA), for the FY 2024 Port Security Grant, in the amount of \$124,350.00, to upgrade communications equipment and cybersecurity; and

**WHEREAS**, the Homeland Security & Emergency Management department has \$41,450.00 available in its FY 2025 Departmental allocation in appropriation 25330, for the City match requirement for the FY 2024 Port Security Grant; and

**WHEREAS**, this request has been approved by the Office of Budget; now

**THEREFORE, BE IT RESOLVED**, the Homeland Security & Emergency Management (HSEM) department is hereby authorized to submit a grant application to the Federal Emergency Management Agency (FEMA) for the FY 2024 Port Security Grant.



CITY OF DETROIT  
OFFICE OF THE CHIEF FINANCIAL OFFICER  
OFFICE OF DEVELOPMENT AND GRANTS

COLEMAN A. YOUNG MUNICIPAL CENTER  
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DETROIT, MICHIGAN 48226  
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### Grant Application Request Form (GARF)

In order to secure the Office of Development and Grants (ODG) approval required under Section 17-4-2 of the Detroit City Code, this form is to be filled out by City Departments as soon as possible upon learning of an opportunity that the Department would like to pursue. This form must be signed and submitted not later than 20 business days prior to the application deadline.

Please submit this form to the following ODG staff: Sajjiah Parker, Assistant Director, [parkersa@detroitmi.gov](mailto:parkersa@detroitmi.gov) and the Department/Project assigned Development Officer.

<b>City Department</b>	Homeland Security & Emergency Management (HSEM)	
<b>Date</b>	June 18, 2024	
<b>Department Contact Name</b>	Jamarl Eiland	
<b>Department Contact Phone</b>	313-628-0086	
<b>Department Contact Email</b>	eilandj@detroitmi.gov	
<b>Grant Opportunity Title</b>	2024 Port Security	
<b>Grant Opportunity Funding Agency</b>	FEMA-DHS	
<b>Web Link to Opportunity Information</b>	<a href="http://fema.gov/grants/preparedness/portsecurity">http://fema.gov/grants/preparedness/portsecurity</a>	
<b>Award Amount (that Department will apply for)</b>	\$124,350	
<b>Application Due Date</b>	6/24/24	
<b>Anticipated Proposed Budget Amount</b>	\$165,800	
<b>City Match Contribution Amount</b>	\$41,450	
<b>Source of City Match (include Appropriation Number, Cost Center, and Object Code)</b>	1000-25330-330017-627110-000000	
<b>List of programs/services/activities to be funded and the Budget for each</b> <i>Sample:</i> - ABC Afterschool program: \$150,000 - XYZ Youth leadership program: \$100,000 - Salary/Benefits: \$95,000 - Supplies: \$5,000	64 Laptops for EOC 2 Mobile Charging Stations 1 Port Network Switch Consulting  Total:	\$128,000 \$ 8,000 \$ 5,000 \$ 24,800  \$164,800
<b>Brief Statement of Priorities/Purpose for the Application</b> <i>Sample: To support expansion of promising youth development programs in MNO neighborhood.</i>	Upgrade communications equipment at the Emergency Operations Center, improve protection of soft targets/crowded places and strengthen cybersecurity.	
<b>Key Performance Indicators to be Used to Measure the Programs/Services/Activities</b> <i>Sample:</i> # of kids newly enrolled in ABC and XYZ % of kids from ABC who demonstrate improved educational performance	Adherence to implementation timeline  Improved connectivity, intelligence and information sharing	

**Hilton Kincaid**

Director's Name (Please Print)

DocuSigned by:  
*Hilton Kincaid*

Director's Signature

6/18/2024

Date

# COMMENT HISTORY



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Please DocuSign: 33\_PUB-Port Security FY 2024

**Sender:** Renee Pellegrini

**Envelope Id:** 57b639d3-75a9-4d80-bfe1-ce13226b0156

**Time Zone:** (UTC-08:00) Pacific Time (US & Canada)

**Date Sent:** 6/24/2024 | 3:18:45 PM

**Date Completed:** 7/1/2024 | 2:01:27 PM

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*All Recipients*

**Tanya Mason** -6/27/2024 | 8:49:12 AM  
tanyam@detroitmi.gov

@Renee Pellegrini

Good Morning Renee, OB is confirming that the Fund Match is available and where to source it as it was not included in the FY24 or FY25 Budgets.

Feel free to reach out at any point for a status update.