



Office of Emergency Services

Luther Snoke
Chief Executive Officer

Crisanta Gonzalez
Director

October 3, 2025

TO: GRANT PROGRAM MANAGER

RE: FY2024 HOMELAND SECURITY GRANT PROGRAM APPROVAL

The San Bernardino County Office of Emergency Services has approved your Fiscal Year 2024 Homeland Security Grant Program (FY24 HSGP) application. As of the date of this letter, you are authorized to make expenditures using FY24 HSGP funds. The performance period ends on March 31, 2027.

Be aware that your project allocation amount may have changed. Take note of the amount located on the attached project workbook.

Any activities requiring additional review and pre-approval (e.g., Environmental and Historic Preservation, Performance Bond Waivers, procurement of Aviation or Controlled Equipment, etc.) shall not incur costs until you receive written approval for those activities.

Please note the following:

1. **Modifications:** All project changes require pre-approval from Cal OES prior to incurring any costs. Modification requests are due quarterly. Refer to the FY24 Grant Deadlines for submission dates. The scope of work on projects identified as National Priority projects cannot be modified. Changes in quantities on National Priority projects must have FEMA approval.
2. **Procurement:** General procurement standards with open competition must be followed for all Federal grant expenditures, according to 2 C.F.R. § 200.318-200.323. Copies of three (3) quotes bids must be submitted with reimbursement requests.
3. **Noncompetitive Procurement:** Documentation of entity procurement policies must be submitted with reimbursement requests for all noncompetitive procurement. Purchases over \$250,000 will require pre-approval from Cal OES prior to procurement, following up with your governing board or council, if applicable. A cost benefit analysis is required with noncompetitive procurement requests.
4. **SAMS Verification:** A print-out of the SAM.gov vendor verification report must be printed prior to procurement for all vendors/contractors and must be submitted with reimbursement requests. *Note: Vendor registration in SAM.gov is not required. However, the vendor must not be debarred or restricted from receiving federal funds, which will appear in your vendor verification report if the vendor has restrictions.*

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5. **Performance Bond:** A performance bond is required for any equipment item over \$250,000, or any vehicle, aviation, or watercraft, regardless of the cost.
6. **Audit Requirements:** This subaward is subject to all provisions of 2 C.F.R. Part 200, Subpart F – Audit Requirements. Any funds owed as a result of an audit, must be refunded to the State within 30 days upon receipt of an invoice.

Refer to the grant Assurances, Application Workbook, and grant guides for procedures and requirements.

If you have any questions, please feel free to contact Christopher McLaughlin at (909) 786-6660 or christopher.mclaughlin@oes.sbcounty.gov.

Sincerely,



ANJILA LEBSOCK
Assistant Director of Emergency Management

AL/cm

Attachments