

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
777 NORTH CAPITOL STREET, NE
WASHINGTON, DC 20002**

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ISSUE A CONTRACT TO PROVIDE GRANTS
ADMINISTRATION AND COORDINATION**

WHEREAS, the Metropolitan Washington Council of Governments (COG) serves as the Secretariat for the Urban Area Security Initiative for the National Capital Region; and

WHEREAS, COG has been requested by the DC Homeland Security and Emergency Management Agency to obtain the services of a contractor to administer the District of Columbia's and the National Capital Region's homeland security grant funds;

Whereas, the contractor will establish and enforce appropriate internal standard operating procedures within the DC HSEMA Grants Division to ensure consistent oversight of sub-grantee progress and spending;

Whereas, the contractor will coordinate and complete the grant applications for federal homeland security grants for the District of Columbia and National Capital Region;

WHEREAS, the contractor will set and maintain the budget for the District of Columbia Homeland Security and Emergency Management Agency's (DC HSEMA) Grants Division and provide direction and management for the DC HSEMA Grants Division staff; and

WHEREAS, funding for the contract to provide grants administration and coordination has been provided to COG by the State Administrative Agent for the National Capital Region.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE
METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS THAT:**

The Executive Director or his designee is authorized to execute a contract to provide grants administration and coordination. The contractor will administer the District of Columbia's and the National Capital Region's homeland security grant funds; provide direction and management for the DC HSEMA Grants Division staff; establish and enforce appropriate internal standard operating procedures within the DC HSEMA Grants Division to ensure consistent oversight of sub-grantee progress and spending; coordinate and complete the grant applications for federal homeland security grants for the District of Columbia and National Capital Region; and to set and maintain the budget for the District of Columbia Homeland Security and Emergency Management Agency's (DC HSEMA) Grants Division. The State Administrative Agent for the National Capital Region has provided COG with a Subgrant in the amount of \$92,614. No COG funds will be required.

***I HEREBY CERTIFY THAT the foregoing resolution was approved and adopted by the
COG Board of Directors at its regular meeting held on September 11, 2013.***

Monica Beyrouti
Clerk to the Board of Directors