

DEPARTMENT OF EMERGENCY MANAGEMENT

Enabling Laws

Act 636 of 2003
A.C.A. §12-75-101 et al

History and Organization

The Arkansas Department of Emergency Management, initially established as the State Civil Defense Agency by Act 321 of 1953, was first located at Camp Robinson and attached to the Arkansas National Guard for administrative support. In 1957, the Agency relocated from the high-risk war targets of Little Rock and Little Rock AFB to the Conway City Hospital.

Act 156 of 1959 changed the Agency's title to Executive Office of Civil Defense and Disaster Relief. This began an evolutionary process of changing the Agency's function from nuclear war preparedness to preparing local governments and state agencies for an all hazard approach to emergencies and disasters.

In 1965, the Agency moved into an underground facility in Conway. This center provides nearly 100% protection from nuclear fallout and will sustain up to 100 persons for a period of two weeks without any outside sources of power, water, food or other necessities. It is here the Governor and his key staff will come in the event of a nuclear or terrorist attack. The facility is manned 24/7.

In 1971, the Arkansas General Assembly passed Act 38, reorganizing all state government agencies into thirteen major departments. This agency was placed in the Department of Planning. Legislative research revealed a vague relationship with the Department in addition to a poor definition of the agency's mission and goals.

Act 511 of 1973 changed the Executive Office of Civil Defense and Disaster Relief to the Office of Emergency Services, placed the agency in the Department of Public Safety and clarified the Agency's mission and responsibilities.

Act 45 of 1981 abolished the Department of Public Safety. Since then, the Office of Emergency Services has been a separate Agency reporting directly to the Governor. Act 646 of 1999 changed the Agency's title to Arkansas Department of Emergency Management.

Following the September 11, 2001, terrorist attack on the nation, the Governor designated the ADEM Director as the Homeland Security Advisor for Arkansas, and ADEM as the State Administrative Agency for Homeland Security.

STATUTORY RESPONSIBILITY: The Arkansas Department of Emergency Management is mandated by Act 511 of 1973, which is codified A.C.A. §12-75-101 et al, to establish and maintain a management system that, to the extent possible, effectively provides mitigation of and recovery from the effects of natural and man-made (including war) disasters.

PRIMARY ACTIVITIES: The above mandate is accomplished through programs (briefly described below) designed to identify in an all hazardous approach all risks within Arkansas; assist volunteers and other organization to identify in an all hazardous approach all risks within local area; develop systems and procedures to rapidly deploy mitigation and recovery resources; continually exercise all plans and systems, evaluate results and make modifications; and coordinate the efforts of all organizations to insure an effective response to disasters. The agency's employees, in addition to taking care of their daily activities as planners, accountants, secretaries, etc., must respond to disasters anywhere in the state with very little notice. They work under minimum supervision to provide direct support for recovery activities.

HOMELAND SECURITY - The Governor has designated the Agency Director as Arkansas' Homeland Security Advisor. Administrative responsibilities for Homeland Security have been assigned to the Arkansas Department of Emergency Management.

EMERGENCY OPERATIONS - Maintains a 24/7 watch to receive emergency warnings, reports of occurrences, requests for assistance, and other information; Coordinates activities of all forces responding to requests for assistance from local governments. Dispatches disaster response teams to make damage surveys and assist local officials in coordination relief activities; Operates a 24-hour a day statewide warning and communications system for alerting state agencies and local governments to the threat or occurrence of natural or man-made disasters. The Agency is the state warning point for the National Warning System (NAWAS). This system is also used to coordinate disaster response activities.

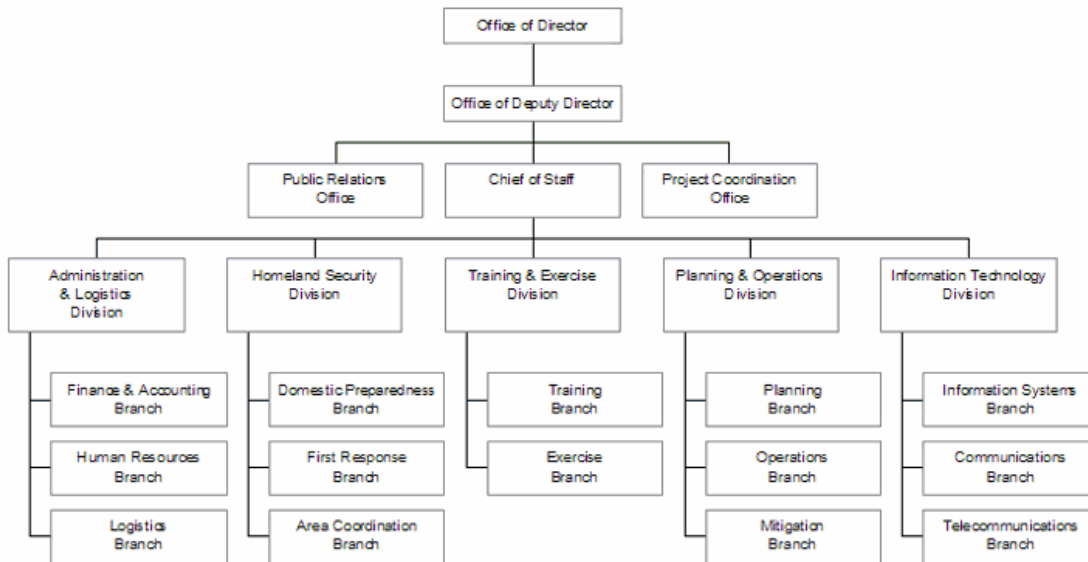
DISASTER ASSISTANCE - Provides state and federal financial assistance to state agencies and local governments for the repair or replacement of public facilities damaged or destroyed by disasters. Provides advice to the Governor, and upon his request, collect the necessary data and prepares his letter to the President requesting federal assistance. Develops and processes local government and nonprofit organization applications to receive federal financial assistance for public assistance, hazard mitigation projects and Individual/Family Assistance.

PLANS AND OPERATIONS - Maintains currency of State Emergency Operations Plan. Provide day to day guidance and assistance to local governments and other state agencies in developing and maintaining annexes to support the State in developing and updating emergency operations plans. Prepares plans, installs equipment and performs other functions intended to protect Arkansas citizens from chemical mishaps at the Pine Bluff Arsenal.

TRAINING AND EXERCISES - Provides emergency management training to local and state emergency services personnel through seminars, workshops, conferences, etc. The program also provides emergency preparedness information to schools, industry and other nongovernmental organizations. This program includes exercising all emergency plans and procedures.

COMMUNICATIONS - Maintains all of our radio and automatic data process communications equipment. The program provides guidance and technical assistance in purchasing, training, and operations of all Automatic Data Processing (ADP) and radio equipment for this agency and local government emergency management organizations; Assists local governments and other state

agencies in obtaining federal funds to purchase and maintain radios, ADP and other emergency equipment.



Agency Commentary

In recent years, the importance of emergency management has increased dramatically at both the federal and state level. The agency's 100% federally funded allocations have grown from 10 in 1984 to more than 50 in 2004. Disasters appear to be on the increase as indicated in a July 1998 National Geographic article, as proven by the increase in state and federal declared disasters in Arkansas. Federal declared disasters bring additional federal dollars into the state for assistance in the form of Individual and Family Grants, Public Assistance and Mitigation.

The Biennial Budget Request for the Arkansas Department for Emergency Management reflects the Agency's mission, goals and objectives in a performance based manner, as outlined in the Agency's Strategic Plan. This request will permit the agency to continue serving the citizens of Arkansas in an effective and efficient manner. This budget request will provide for a significant increase in federal funding to the state, while requiring a relatively low increase in general revenue funding.

PROGRAM 1: STATE EMERGENCY MANAGEMENT

The goal of Program 1 is to provide a management system that effectively and efficiently ensures, to the greatest extent possible, that the State, other public entities, and citizens are prepared for disasters and/emergencies, whether natural or man-caused.

This program provides the administrative and support services for the agency by:

- (1) Ensuring effective management of staff, real property, programs and other resources, and ensuring compliance with applicable federal and state laws and regulations.
- (2) Providing a 24/7 state of readiness in preparedness for, mitigation of, response to and recovery from all types of emergency disasters.

- (3) Operating, managing and maintaining the State of Arkansas Emergency Operations Complex (EOC) and coordinating the direction of federal, state and/or local resources committed to disaster response operations.

This program provides for state planning and preparedness by:

- (1) Identifying, assessing and mitigating hazards, and providing a statewide disaster mitigation program.
- (2) Conducting specialized disaster/emergency training and testing activities to prepare first responders and others with emergency management responsibilities.
- (3) Providing a state framework and system to coordinate, communicate and control disaster response personnel, resources and equipment.

The Budget Request for Program 1 reflects a net decrease in appropriation in the amount of \$378,148 in FY06 and \$372,359 in FY07. This request consists of an increase in appropriation for in the amount of \$2,855,295 in FY06 and \$2,861,084 in FY07, \$67,388 of which represents a transfer in appropriation from Program 2. However, because this increase is funded primarily by federal funding, the request for increased general revenue is only \$161,009 in FY06 and \$163,272 in FY07. Additionally, this Program requests a reduction \$3,233,443 appropriation for each year representing a transfer of grant appropriation to Program 2.

PROGRAM 2: Local and Sub-Grantee Emergency Management

The goal of Program 2 is to provide an effective and efficient management of local and sub-grantee programs conducted through the Department of Emergency Management.

This program provides for:

- (1) The administration of Preparedness Grants for the enhancement of State and Local preparedness by providing and managing grants to local governments, state agencies and qualifying not-for-profit organizations for the reimbursement cost of administration, planning, education and equipping activities.
- (2) The administration on Mitigation Project Grants to identify and mitigate local government hazards to the greatest extent possible, to reduce the risk of loss of life and property should a catastrophic disaster occur.
- (3) The administration of Disaster Response and Recover Grants to provide assistance to local governments, other state agencies and qualifying not-for-profit organizations in restoring public infrastructure to pre-disaster condition, and to provide assistance to qualifying individuals and families in recovery from disaster conditions.

The Budget Request reflects a total increase of appropriation in the amount of \$26,493,893 in each year of the biennium. This request consists of an increase in the amount of \$26,561,281 in each year of the biennium, \$3,233,443 of which is a transfer of appropriation from Program 1. However, because this increase is funded primarily by federal funding, the request for increased general revenue is only \$37,500 in each year. Additionally, this Program requests a reduction \$67,388 in appropriation for each year representing a transfer of appropriation to Program 1.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS DEPARTMENT OF EMERGENCY MANAGEMENT
FOR THE YEAR ENDED JUNE 30, 2003

<u>Findings</u>	<u>Recommendations</u>
<p>The value of buildings recorded on the Agency general ledger was overstated by \$43,060 representing the value of various building improvements. These improvements were also recorded as of building improvements on the Agency's general ledger.</p> <p>Equipment purchases totaling \$629,410 were assigned a one-year useful life for the purpose of calculating depreciation. This practice does not comply with any established depreciation method and has resulted in a significant overstatement of depreciation expense. In determining estimated useful life, an Agency should consider an assets present condition and how long it is expected to meet service demands.</p> <p>The Agency did not record a liability at year-end for various accounts payable totaling \$12,956.</p>	<p>Correct the value of buildings on the general ledger.</p> <p>Assign reasonable useful lives to assets for depreciation purposes.</p> <p>Record liabilities at year-end for proper financial reporting purposes.</p>

Employment Summary

	Male	Female	Total	%
White Employees	28	30	58	94 %
Black Employees	1	1	2	3 %
Other Racial Minorities	1	1	2	3 %
Total Minorities			4	6 %
Total Employees			62	100 %

Publications

A.C.A 25-1-204

Name	Statutory Authorization	Required for		# Of Copies	Reason (s) for Continued Publication and Distribution
		Governor	General Assembly		
None	N/A	N	N	0	N/A

Department Appropriation / Program Summary

Appropriation / Program	Historical Data						Agency Request and Executive Recommendation							
	2003-2004		2004-2005		2004-2005		2005-2006				2006-2007			
	Actual	Pos	Budget	Pos	Authorized	Pos	Agency	Pos	Executive	Pos	Agency	Pos	Executive	Pos
0995P01 St Emergency Management Prgm	7,183,865	74	8,736,676	71	22,866,132	77	7,589,824	77	7,468,737	77	7,674,999	77	7,553,539	77
0995P02 Local/SubGrantee Emerg Mngt	53,084,579	0	119,242,391	0	149,494,469	0	145,726,284	0	145,726,284	0	145,726,284	0	145,726,284	0
Total	60,268,444	74	127,979,067	71	172,360,601	77	153,316,108	77	153,195,021	77	153,401,283	77	153,279,823	77

Funding Sources			%		%		%		%		%		%		
Fund Balance	4000005	539,196	0.9	677,465	0.5			673,158	0.4	673,158	0.4	673,158	0.4	595,736	0.4
General Revenue	4000010	1,127,000	1.8	1,136,947	0.9			1,342,787	0.9	1,144,278	0.7	1,366,887	0.9	1,166,115	0.8
Federal Revenue	4000020	59,118,484	97.0	126,568,741	98.4			151,562,182	98.4	151,562,182	98.6	151,621,608	98.4	151,621,608	98.6
Special Revenue	4000030	131,255	0.2	127,072	0.1			164,139	0.1	164,139	0.1	165,788	0.1	165,788	0.1
Cash Fund	4000045	15,447	0.0	17,000	0.0			27,000	0.0	27,000	0.0	27,000	0.0	27,000	0.0
Trust Fund	4000050	14,527	0.0	125,000	0.1			220,000	0.2	220,000	0.2	220,000	0.2	220,000	0.1
Total Funds		60,945,909	100.0	128,652,225	100.0			153,989,266	100.0	153,790,757	100.0	154,074,441	100.0	153,796,247	100.0
Excess Appropriation/(Funding)		(677,465)		(673,158)				(673,158)		(595,736)		(673,158)		(516,424)	
Grand Total		60,268,444		127,979,067				153,316,108		153,195,021		153,401,283		153,279,823	

Analysis of Budget Request

Appropriation / Program: 0995P01 - St Emergency Management Prgm

Funding Sources: FKA-Federal; FMD-Federal; HUA-Miscellaneous Agencies Fund;
SMH-Hazardous Material Management Revolving Fund; Other Funds

The Biennial Budget request for the Arkansas Department of Emergency Management reflects the Agency's conversion to a Performance Based Budget. The goal of Program 1 is to provide a management system that effectively and efficiently ensures, to the greatest extent possible, that the State, other public entities, and citizens are prepared for disasters and/emergencies, whether natural or man-caused.

The FY04 Final Progress Report submitted by the Agency indicated that the Agency met five of six key measures included in the Agency Strategic Plan for the Disability Determination Program. The key measures met related to the percentage of agency performance measures met, the percentage of budget for administrative oversight, the number of prior year audit findings repeated in the subsequent audit, the percentage increase over the previous year's preparedness through planning, training, and exercise activities conducted, and the percentage of applications processed within 20 days of receipt. The key measure not met related to the number of incidents reported, logged and tracked by agency personnel. The targeted number was 2,065; the actual number reported by the Agency was 1,985.

The Agency Base Level request for this appropriation is \$7,967,972 for FY2006 and \$8,047,358 for FY2007. Base Level for this appropriation includes graduated salary increases of 3% to 1.5% each year over FY05 salary levels, along with related Personal Services Matching costs for the 71 Base Level Positions. This includes a \$600 minimum increase for employees earning \$20,000 or below. Included in Personal Services Matching is a \$40 per month increase in the monthly contribution for State employee's health insurance for a total State match of \$320 per month.

The total Agency Change Level request consists of a reduction in appropriation in the amount of \$378,148 in FY06 and \$372,359 in FY07. This request is comprised a decrease in appropriation in the amount of \$3,233,443 in each year of the biennium, reflecting a transfer in appropriation to Program 2, and an increase in appropriation in the amount of \$2,855,295 in FY06 and \$2,861,084 in FY07. Additional General Revenue funding requested is \$161,009 in FY06 and \$163,272 in FY07. The requested changes are as follows:

- Increase in Salaries and Personal Services Matching appropriation in the amount of \$214,177 in FY06 and \$219,498 in FY07 for the restoration of six (6) positions that were not budgeted in FY05.
- Increase in Salaries and Personal Services Matching appropriation in the amount of \$2,925 in FY06 and \$3,393 in FY07 for an Extraordinary Salary Increase for the Agency Director. This request is due to a salary comparison that was completed for similar positions in surrounding states.

- Increase in Extra Help appropriation in the amount of \$15,000 for each year. This appropriation is necessary for the agency in the event of a catastrophic disaster.
- Increase in Overtime appropriation in the amount of \$82,000 for each year. This request is necessary because the agency must have ability to utilize overtime in the event of a catastrophic disaster in the state of Arkansas.
- Increase in Operating Expense appropriation in the amount of \$72,699 for each year. Federally mandated activities are expected to increase for training and planning activities across the state, which will require more employee travel and the increased production of training materials. This request consists of the following: Transfer from Program 2 in the amount of \$8,000 for each year, Increase in Meals & Lodging by \$21,699 each year, Increase in Mileage by \$5,000 each year, and an Increase in Printing by \$38,000 each year.
- Increase in Travel and Conference Fees appropriation in the amount of \$122,764 for each year. This is directly related to the federally mandated activities that are expected to increase for training and planning activities across the state, which will increase the amount needed by the agency to reimburse participants for attending training conferences, seminars and activities. This request consists of the following: Transfer from Program 2 in the amount of \$35,652 for each year; Increase in Conference and Seminar Fees in the amount of \$10,288 for each year; and an Increase in Non State Personnel Travel in the amount of \$76,824 for each year.
- Increase in Professional Fees and Services appropriation in the amount of \$105,730 for each year and state match general revenue funding in the amount of \$8,510 for each year. This is directly related to the federally mandated activities that are expected to increase for training and planning activities across the state, which will increase the agency's need to hire contracted instructors to provide training to program participants. A portion of this request (\$23,736) represents a transfer from Program 2.
- Decrease in Grants and Aid appropriation in the amount of \$3,233,443 for each year. This request represents a transfer of Emergency Preparedness Grants to Program 2.
- Increase in Capital Outlay appropriation in the amount of \$240,000 for each year. This request is to replace broken and/or outdated equipment and to increase the equipment used for training and emergency response.
- Increase in Capital Outlay appropriation in the amount of \$2,000,000 for each year, all of which is Federally Funded. This request is in accordance with the Agency IT Plan submitted to the Arkansas Office of Information Technology, and is necessary to replace broken and/or outdated equipment in accordance with federal CSEPP (Chemical Stockpile Emergency Preparedness Program) rotating requirements for IT equipment.

The Executive Recommendation provides for the Agency Request, with the exception of the following:

- No additional General Revenue is recommended.
- The Extraordinary Salary Increase for the Agency Director is not recommended.
- No additional Travel and Conference Fee appropriation is recommended.
- Reclassification of the following positions, as recommended by the Office of Personnel Management: The grade 22 ADEM Fire Services Administrator position is reclassified to a grade 22 Program Support Manager and a grade 19 Budget Specialist position is reclassified to a grade 18 Planning Specialist II position.

Appropriation / Program Summary

Appropriation / Program: 0995P01

State Emergency Management Program

Funding Sources:

FKA-Federal; FMD-Federal; HUA-Miscellaneous Agencies Fund; SMH-Hazardous Material Management Revolving Fund; Other Funds

Program Description	Program Goals
State Emergency Management includes preparedness, mitigation, response and recovery activities along with operational, administrative and executive staff to support these activities. A state of the art equipped (24hr / 7day) emergency operating facility; the flexibly to respond to actual or perceived threats or incidents meeting the needs of state, local governments and citizens of Arkansas to the greatest extent possible as proscribed in Act 511 of 1973 as amended (A.C.A §12-75-101 et. al).	1 To provide a management system that effectively and efficiently ensures to the greatest extent possible, the State, other public entities and citizens are prepared for disasters and/or emergencies whether natural or man-caused.

Objective Code	Name	Description
00MP	Objective 1	Provide the Administration and Support Services for the agency
01MP	Objective 2	Provide for State Planning and Preparedness

Performance Measures

Objective	Key Measures		Type	Description	2004 Target Authorized / Actual	2006 Target	2007 Target
	Exec	Leg					
1	X	X	Outcome	Percentage of agency key performance objective met.	100%/99%	86%	86%
1	X	X	Efficiency	Percentage budget for administration of agency	100%/100%	8.5%	9%
1	X	X	Outcome	Number of prior year audit findings repeated in subsequent audit	0/0	0	0
1	X	X	Effort	Number of incidents logged and tracked by agency personnel on a 7 by 24 basis.	2,065/1,985	2,065	2,106
1			Efficiency	Agency information technology budget as a percent of total agency budget	20%/20%	22%	23%
1			Outcome	Percentage of successful Information Systems tests	97%/97%	97%	98%
1			Efficiency	Number of Information Systems maintained	14/14	14	15
1			Outcome	Number of days to enter all year-end closing entries into AASIS required for CAFR Report.		63 days	63 days
1			Outcome	Number of security and privacy policies promulgated by the State Executive Chief Information Officer implemented in required timeframe.		4	4

Appropriation / Program Summary

Appropriation / Program: 0995P01

State Emergency Management Program

Funding Sources:

FKA-Federal; FMD-Federal; HUA-Miscellaneous Agencies Fund; SMH-Hazardous Material Management Revolving Fund; Other Funds

Performance Measures

Objective	Key Measures		Type	Description	2004 Target Authorized / Actual	2006 Target	2007 Target
	Exec	Leg					
1			Output	Number of assistance requests provided to state agencies and local governments	2,000/ Undetermined	NA	NA
1			Output	Percentage of federal grants applied for and received	100%/100%	NA	NA
2	X	X	Effort	Percentage of increase over previous year of training and education classes, conferences and seminars provided for emergency management personnel and volunteers.	2%/2%	2%	2%
2			Effort	Percentage increase over previous year of emergency management exercises and evaluations requiring staff participation (an actual event counts as an exercise).	2%/2%	2%	2%
2			Output	Maintain and increase liaison participation in established (in 1996) Terrorism task force (state and federal agencies) through scheduled meetings; Annual and mid-year Emergency Management Conference targeted audience is County Judges and local EM Coordina	1%/1%	1%	1%
2			Efficiency	Number of days between date of disaster and actual financial assistance.	25/25	25	23
2	X	X	Efficiency	Percentage of applications processed within 20 days of receipt	99%/99%	96%	97%

Appropriation / Program Summary

Appropriation / Program: 0995P01 St Emergency Management Prgm

Authorized Program Amount **22,866,132**

Historical Data

Agency Request and Executive Recommendation

Commitment Item		2003-2004	2004-2005	2005-2006			2006-2007		
		Actual	Budget	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries	5010000	2,057,688	2,139,280	2,248,380	2,398,750	2,396,288	2,315,288	2,470,533	2,467,677
#Positions		74	71	71	77	77	71	77	77
Extra Help	5010001	2,936	35,200	35,200	50,200	50,200	35,200	50,200	50,200
#Extra Help		1	5	22	22	22	22	22	22
Personal Services Matching	5010003	586,788	644,411	694,607	761,339	765,478	707,085	774,731	778,891
Overtime	5010006	0	0	0	82,000	82,000	0	82,000	82,000
Operating Expenses	5020002	1,163,466	1,212,080	1,212,080	1,284,779	1,284,779	1,212,080	1,284,779	1,284,779
Travel-Conference Fees	5050009	175,264	321,932	321,932	444,696	321,932	321,932	444,696	321,932
Professional Fees and Services	5060010	138,232	212,330	212,330	318,060	318,060	212,330	318,060	318,060
Grants and Aid	5100004	2,881,603	3,243,443	3,243,443	10,000	10,000	3,243,443	10,000	10,000
Capital Outlay	5120011	177,888	928,000	0	2,240,000	2,240,000	0	2,240,000	2,240,000
Total		7,183,865	8,736,676	7,967,972	7,589,824	7,468,737	8,047,358	7,674,999	7,553,539

Funding Sources									
Fund Balance	4000005	313,030	436,772	432,465	432,465	432,465	432,465	432,465	392,543
General Revenue	4000010	1,127,000	1,136,947	1,144,278	1,305,287	1,144,278	1,166,115	1,329,387	1,166,115
Federal Revenue	4000020	6,033,905	7,451,350	6,674,380	6,093,398	6,093,398	6,730,280	6,152,824	6,152,824
Special Revenue	4000030	131,255	127,072	132,314	164,139	164,139	133,963	165,788	165,788
Cash Fund	4000045	15,447	17,000	17,000	27,000	27,000	17,000	27,000	27,000
Total Funding		7,620,637	9,169,141	8,400,437	8,022,289	7,861,280	8,479,823	8,107,464	7,904,270
Excess Appro/(Funding)		(436,772)	(432,465)	(432,465)	(432,465)	(392,543)	(432,465)	(432,465)	(350,731)
Grand Total		7,183,865	8,736,676	7,967,972	7,589,824	7,468,737	8,047,358	7,674,999	7,553,539

Objective Summary

Objective: 00MP St Emergency Management Prgm-Objective 1-Treasury

Description: Provide the Administration and Support Services for the agency

Commitment Item	Historical Data		Agency Request and Executive Recommendation					
	2003-2004	2004-2005	2005-2006			2006-2007		
	Actual	Budget	Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	2,057,688	2,139,280	2,248,380	2,398,750	2,396,288	2,315,288	2,470,533	2,467,677
#Positions	74	71	71	77	77	71	77	77
Extra Help 5010001	2,936	35,200	35,200	50,200	50,200	35,200	50,200	50,200
#Extra Help	1	5	22	22	22	22	22	22
Personal Services Matching 5010003	586,788	644,411	694,607	761,339	765,478	707,085	774,731	778,891
Overtime 5010006	0	0	0	82,000	82,000	0	82,000	82,000
Operating Expenses 5020002	1,134,124	308,268	308,268	308,268	308,268	308,268	308,268	308,268
Travel-Conference Fees 5050009	161,159	117,392	117,392	117,392	117,392	117,392	117,392	117,392
Professional Fees and Services 5060010	91,384	77,324	77,324	77,324	77,324	77,324	77,324	77,324
Grants and Aid 5100004	2,872,007	3,233,443	3,233,443	0	0	3,233,443	0	0
Capital Outlay 5120011	177,888	180,000	0	30,000	30,000	0	30,000	30,000
Objective Total	7,083,974	6,735,318	6,714,614	3,825,273	3,826,950	6,794,000	3,910,448	3,911,752

Objective Summary

Objective: 01MP St Emergency Management Prgm-Objective 2-Treasury

Description: Provide for State Planning and Preparedness

Commitment Item	Historical Data		Agency Request and Executive Recommendation					
	2003-2004	2004-2005	2005-2006			2006-2007		
	Actual	Budget	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses 5020002	29,342	903,812	903,812	976,511	976,511	903,812	976,511	976,511
Travel-Conference Fees 5050009	14,105	204,540	204,540	327,304	204,540	204,540	327,304	204,540
Professional Fees and Services 5060010	46,848	135,006	135,006	240,736	240,736	135,006	240,736	240,736
Grants and Aid 5100004	9,596	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Capital Outlay 5120011	0	748,000	0	2,210,000	2,210,000	0	2,210,000	2,210,000
Objective Total	99,891	2,001,358	1,253,358	3,764,551	3,641,787	1,253,358	3,764,551	3,641,787

Analysis of Budget Request

Appropriation / Program: 0995P02 - Local/SubGrantee Emerg Mngt

Funding Sources: FKA-Federal; FMD-Federal; HUA-Miscellaneous Agencies Fund;
TDR-Trust

The Biennial Budget Request for the Arkansas Department of Emergency Management reflects the Agency's conversion to a Performance Based Budget. The goal of Program 2 is to provide effective and efficient management of local and sub-grantee programs conducted through the Department of Emergency Management for the administration of Emergency Management Preparedness Grants, Mitigation Project Grants, and Disaster Response and Recovery Grants.

The FY04 Final Progress Report submitted by the Agency indicated that the Agency met all key measures included in the Agency Strategic Plan for the Disability Determination Program. These key measures related to the percentage of local governments updating hazard plans to include annexes for terrorism and other applicable identified threats listed in the State Emergency Operating Plan and the percentage of local governments establishing and/or maintaining emergency management offices in accordance with state and federal regulations.

The Agency Base Level request for this appropriation is \$119,232,391 in each year of the biennium. This program has no base level positions. The total Agency Change Level request for this appropriation is an increase of \$26,493,893 in each year, and consists of the following:

- Decrease in operating expense appropriation in the amount of \$8,000 for each year. This request represents an appropriation transfer to Program 1 in order to complete the agency's conversion to a Performance Based Budget.
- Increase in Grants and Aid appropriation in the amount of \$26,561,281 in each year. This request consists of the following: \$75,000 in grant appropriation transferred from Program 1, which will require a state match general revenue increase of \$37,500 for each year; \$3,158,443 of federally funded grant appropriation transferred from Program 1; \$23,232,838 in federal grant appropriation to provide authority to expend federal declared disaster funds should a catastrophic disaster occur; and \$95,000 in disaster grant appropriation to provide authority to expense the increase in the trust fund balance should a catastrophic disaster occur.
- Decrease in Travel and Conference Fee appropriation in the amount of \$35,652 for each year. This request represents an appropriation transfer to Program 1 in order to complete the agency's conversion to a Performance Based Budget.
- Decrease in Professional Fees and Services appropriation in the amount of \$23,736 for each year. This request represents an appropriation transfer to Program 1 in order to complete the agency's conversion to a Performance Based Budget.

The Executive Recommendation provides for the Agency Request, with the exception of the request

for additional General Revenue funding.

Appropriation / Program Summary

Appropriation / Program: 0995P02 Local And Sub-Grantee Emergency Management

Funding Sources: FKA-Federal; FMD-Federal; HUA-Miscellaneous Agencies Fund; TDR-Trust

Program Description	Program Goals	
Local And Sub-Grantee Emergency Management includes preparedness, mitigation, response and recovery activities along with operational, administrative and executive staff to support these activities to local governments, state agencies, and qualifying not for profit organizations and included recovery grants to citizens as proscribed in Act 511 of 1973 as amended (A.C.A §12-75-101 et. al).	1	Effective and efficient management of local and sub-grantee programs conducted through ADEM.
	2	Effective and efficient management of local and sub-grantee programs conducted through ADEM.

Objective Code	Name	Description
10MP	Objective 1	Administration of Preparedness Grants
11MP	Objective 2	Administration of Mitigation Project Grants
12MP	Objective 3	Administration of Disaster Response and Recovery Grants

Performance Measures

Objective	Key Measures		Type	Description	2004 Target Authorized / Actual	2006 Target	2007 Target
	Exec	Leg					
1	X	X	Outcome	Percentage of local governments updating all hazard plans to include annexes for terrorism and other applicable identified threats listed in the State Emergency Operating Plan.	85%/100%	85%	90%
1	X	X	Outcome	Percentage of local governments (identified in Act 511 as amended) establishing and/or maintaining emergency management offices in accordance with state/federal regulations.	100%/100%	98%	100%
1			Outcome	Percentage of local government's audits received in accordance with OMB's Circular A-133 without findings.	100%/100%	92%	94%
2			Effort	Percentage of qualified mitigation projects funded		50%	60%
3			Efficiency	Percentage of qualified public assistance projects funded		92%	94%
3			Effort	Percentage of Individual and Family Grants assistance grant applications funded.		92%	94%

Appropriation / Program Summary

Appropriation / Program: 0995P02 Local And Sub-Grantee Emergency Management

Funding Sources: FKA-Federal; FMD-Federal; HUA-Miscellaneous Agencies Fund; TDR-Trust

Performance Measures

Objective	Key Measures		Type	Description	2004 Target Authorized / Actual	2006 Target	2007 Target
	Exec	Leg					
3			Outcome	Percentage of individual and family grants verified for damage and eligibility to receive	100%/100%	100%	100%

Appropriation / Program Summary

Appropriation / Program: 0995P02 Local/SubGrantee Emerg Mngt

Authorized Program Amount **149,494,469**

Historical Data

Agency Request and Executive Recommendation

Commitment Item		Historical Data		Agency Request and Executive Recommendation			Agency Request and Executive Recommendation		
		2003-2004 Actual	2004-2005 Budget	2005-2006		2006-2007			
				Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses	5020002	467,942	8,000	8,000	0	0	8,000	0	0
Travel-Conference Fees	5050009	15,063	35,652	35,652	0	0	35,652	0	0
Professional Fees and Services	5060010	67,758	23,736	23,736	0	0	23,736	0	0
Grants and Aid	5100004	52,334,629	119,165,003	119,165,003	145,726,284	145,726,284	119,165,003	145,726,284	145,726,284
Capital Outlay	5120011	199,187	10,000	0	0	0	0	0	0
Total		53,084,579	119,242,391	119,232,391	145,726,284	145,726,284	119,232,391	145,726,284	145,726,284

Funding Sources									
Fund Balance	4000005	226,166	240,693	240,693	240,693	240,693	240,693	240,693	203,193
General Revenue	4000010	0	0	0	37,500	0	0	37,500	0
Federal Revenue	4000020	53,084,579	119,117,391	119,107,391	145,468,784	145,468,784	119,107,391	145,468,784	145,468,784
Trust Fund	4000050	14,527	125,000	125,000	220,000	220,000	125,000	220,000	220,000
Total Funding		53,325,272	119,483,084	119,473,084	145,966,977	145,929,477	119,473,084	145,966,977	145,891,977
Excess Appro/(Funding)		(240,693)	(240,693)	(240,693)	(240,693)	(203,193)	(240,693)	(240,693)	(165,693)
Grand Total		53,084,579	119,242,391	119,232,391	145,726,284	145,726,284	119,232,391	145,726,284	145,726,284

Objective Summary

Objective: 10MP Local/SubGrantee Emerg Mngt-Objective 1-Treasury

Description: Administration of Preparedness Grants

Commitment Item	Historical Data		Agency Request and Executive Recommendation					
	2003-2004	2004-2005	2005-2006			2006-2007		
	Actual	Budget	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses 5020002	466,367	0	0	0	0	0	0	0
Travel-Conference Fees 5050009	5,486	0	0	0	0	0	0	0
Professional Fees and Services 5060010	51,758	0	0	0	0	0	0	0
Grants and Aid 5100004	19,952,283	38,961,044	38,961,044	42,194,487	42,194,487	38,961,044	42,194,487	42,194,487
Capital Outlay 5120011	199,187	0	0	0	0	0	0	0
Objective Total	20,675,081	38,961,044	38,961,044	42,194,487	42,194,487	38,961,044	42,194,487	42,194,487

Objective Summary

Objective: 11MP Local/SubGrantee Emerg Mngt-Objective 2-Treasury

Description: Administration of Mitigation Project Grants

Commitment Item	Historical Data		Agency Request and Executive Recommendation					
	2003-2004	2004-2005	2005-2006			2006-2007		
	Actual	Budget	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses 5020002	1,484	8,000	8,000	0	0	8,000	0	0
Travel-Conference Fees 5050009	9,577	35,652	35,652	0	0	35,652	0	0
Professional Fees and Services 5060010	16,000	23,736	23,736	0	0	23,736	0	0
Grants and Aid 5100004	513,853	655,908	655,908	655,908	655,908	655,908	655,908	655,908
Capital Outlay 5120011	0	10,000	0	0	0	0	0	0
Objective Total	540,914	733,296	723,296	655,908	655,908	723,296	655,908	655,908

Objective Summary

Objective: 12MP Local/SubGrantee Emerg Mngt-Objective 3-Treasury

Description: Administration of Disaster Response and Recovery Grants

Commitment Item	Historical Data		Agency Request and Executive Recommendation					
	2003-2004	2004-2005	2005-2006			2006-2007		
	Actual	Budget	Base Level	Agency	Executive	Base Level	Agency	Executive
Operating Expenses 5020002	91	0	0	0	0	0	0	0
Grants and Aid 5100004	31,868,493	79,548,051	79,548,051	102,875,889	102,875,889	79,548,051	102,875,889	102,875,889
Objective Total	31,868,584	79,548,051	79,548,051	102,875,889	102,875,889	79,548,051	102,875,889	102,875,889