

**OREGON OFFICE OF EMERGENCY MANAGEMENT**  
**GRANT COVER SHEET: FY2020 EMPG**

Agency: Yamhill County  
Address: 535 NE 5th Street, McMinnville, OR 97128

Federal Funds Requested: \$176,484 (50%)  
Matching Funds: \$176,484 (50%)  
Total Project Funds: \$352,967 (100%)

**Agency Points of Contact:**

**Program** Brian Young Title: Emergency Manager  
Address: 2050 NE Lafayette Ave., McMinnville, OR 97182  
Phone: 503-434-7340 Email: [youngb@co.yamhill.or.us](mailto:youngb@co.yamhill.or.us)

**Fiscal** Ken Huffer Title: County Administrator  
Address: 535 NE 5th St, McMinnville, OR 97128  
Phone: 503-474-6270 Email: [hufferk@co.yamhill.or.us](mailto:hufferk@co.yamhill.or.us)

Agency Federal Tax Identification Number: 93-600-2318

Agency Data Universal Numbering System (DUNS) Number:  
139026699

*To obtain a DUNS number for your agency, please go to the D&B website:  
<http://fedgov.dnb.com/webform>, or call the DUNS Number request line at 1-866-705-5711.*

Completed required registration/annual update in Systems Award Management (SAM): Date 6/1/2021 BY (Must Initial)

*Your DUNS number is a required field to start your SAM registration.*

CAGE Number: 3T2B7 (found within your completed SAM)  
*To register in SAM, please go to the SAM website: [www.sam.gov/portal/public/SAM/](http://www.sam.gov/portal/public/SAM/).*

My jurisdiction has a property/equipment tracking and monitoring system in place that complies with the requirements set forth in 44CFR Section 13.

**Must Initial One:** Yes: BY No:           

An EHP Screening Memo is included for any equipment items included in our budget.

**Must Initial One:** Yes:            N/A BY

Authorized Official for the Agency: Casey Kulla, Chair Board of Commissioners  
**Signature of Authorized Official:**   
Date Signed: 6/25/2020

Accepted by Yamhill County  
Board of Commissioners on  
6/25/2020 by Board Order  
# 20-192

**2020 Emergency Management Performance Grant (EMPG) - Detailed Budget**  
**12 Month Budget (July 1, 2020 - June 30, 2021)**

Jurisdiction: **Yamhill County**

**Personnel (include both position and name for each individual to be reimbursed with EMPG funds)**

Position Title	Employee Name	Annual Salary	Annual Benefits	Total Cost	EMPG Grant FTE	EMPG Match FTE	Other FTE	Total FTE	Total EMPG Cost (Grant + Match)
Emergency Manager	Brian Young	112,479	61,938	174,417	0.50	0.50		1.00	174,417
Asst. Emergency Mgr.	Ken Nygren	32,523	18,995	51,518	0.25	0.25		0.50	51,518
- Half time at County	- Only works on EMPG activities			0				0.00	0
Office Specialist Tech	Carol Harlan	63,170	43,004	106,174	0.25	0.25		0.50	53,087
- Half time on EMPG activities (50% total salary)								0.00	0
								0.00	0
<b>Total Personnel</b>		<b>208,172.00</b>	<b>123,937.00</b>	<b>332,109</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>2.00</b>	<b>279,022</b>

Services & Supplies	EMPG Grant	EMPG Match	Total Cost
<b>General Office Supplies</b>	0	14,825	14,825
<b>Other Supplies (specify)-pub ed,rental,flyers,educational materials</b>	0	10,500	10,500
<b>Rent</b>	0	15,837	15,837
<b>Phone</b>	0	4,923	4,923
<b>Other Utilities (specify)</b>			0
<b>Contractual /Professional Services (Specify)-Annual insurance</b>	0	12,185	12,185
<b>Maintenance Costs (must be with the grant period or pro-rated)-sirens,radios</b>	0	500	500
<b>Travel/Vehicle Expenses/Mileage</b>	0	8,000	8,000
<b>Training/Workshops/Conferences</b>	0	3,000	3,000
<b>County Cost Allocations (Administrative Services Allocation) / Indirect Cost Allocation Plan</b>	0	4,175	4,175
<b>*** Copies of County Cost Allocation Plan and/or Indirect Cost Plan must be included</b>			0
<b>Other (specify)-unknown misc.</b>			0
<b>Total Services &amp; Supplies</b>	<b>0</b>	<b>73,945</b>	<b>73,945</b>

Equipment	EHP Screening Memo Attached	AEL #	Quantity	Unit Cost	Total Cost	EMPG Grant Funds	EMPG Match Funds	Total Cost
Limited to approved EMPG AEL - List each item separately								
					0			0
					0			0
					0			0
<b>Total Equipment</b>					<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Total Budget 352,967**

**Each position/person listed above MUST complete the minimum 20 hours of training, NIMS and PDS courses AND participate in 3 exercises per grant guidance**

Name of Emergency Management Director, if not EMPG funded and listed above:  
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B.O. 20-192  
 Exhibit "A"