

# NEBRASKA

EMERGENCY MANAGEMENT AGENCY

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Pete Ricketts, Governor

## MEMORANDUM FOR THE RECORD

FROM: Donny Christensen  
Recovery Section Administrator  
Nebraska Emergency Management Agency

SUBJECT: Sub-Recipient Administrative Allowance  
Applicant Certification of Documented Cost

The Stafford Act stipulates that each grant recipient be provided and Administrative Allowance (Statutory Administrative Costs) to meet the cost of administering the grant. Both the grant and these Administrative Costs are paid by FEMA as part of DR-4521, which was declared by the President of the United States of America on April 4<sup>th</sup>, 2020.

Upon signature of this document the applications Administrative Allowance will be paid to the applicant in full according to current procedures with the understanding between the administering agency (the State) and the applicant that all cost must be documented and available for audit. Furthermore if an applicant expends over \$750,000 in all Federal Funds within the applicant's fiscal year, as a Sub-Recipient you are responsible to comply with OMB Circular No. A-133, page 8 subpart B-Audits, regarding the Single Audit Act, CFDA #97.036 Public Assistance and the 2 CFR Part 200 subpart F audit.

### Certified

\_\_\_\_\_  
(City, County, Village, Township, SID, PNP, etc.)

\_\_\_\_\_  
Applicant's Authorized Representative  
(Signature)

\_\_\_\_\_  
Date

Daryl Bohac, Director

### Nebraska Emergency Management Agency

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Lincoln, Nebraska 68524

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The sub-grantee **is** required to submit documentation to the State or FEMA to receive this administrative allowance, **AND** must retain records of its use for three years.

