



**To: Bay Area UASI Approval Authority**  
**From: Teresa Serata, Director of Strategy and Grant Compliance**  
**Date: February 9, 2012**  
**RE: Item #4: Status Report on the FY 2012 UASI Grant Calendar for the Planning Hubs**

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**Recommendation:**

Informational

**Action and Discussion Item:**

Discussion

**Background:**

On January 20, 2012, the Approval Authority approved the FY 2012 UASI grant funding allocation methodology:

- If the Bay Area UASI receives less than \$14.2 million in our FY 2012 UASI grant allocation, there would be across the board cuts.
- If the Bay Area UASI receives more than \$14.2 million in our FY 2012 UASI grant allocation, the remaining funds will be allocated as follows:
  - a) Risk formula will be used to allocate funds to the Planning Hubs, and
  - b) Approval Authority will review and allocate Management and Administration funds.

**Discussion/Description:**

The Bay Area UASI (BAUASI) Management Team revised the FY 2012 UASI grant calendar for the Planning Hubs. The BAUASI Management Team will serve as Planning Hub liaisons and are assigned as follows:

North Bay Hub – Jeff Blau

West Bay Hub – Mark Eastus

East Bay Hub – Dennis Houghtelling

South Bay Hub – Kathleen McKenna

The roles and responsibilities of the Planning Hub Liaisons, Hub Coordinators, and Planning Hub Leads are described in Appendix A.

Below is the revised FY 2012 UASI grant calendar.



**Bay Area UASI FY 2012 UASI Grant Calendar for the Planning Hubs**

<b>Activity</b>	<b>When</b>	<b>Who</b>
Identify Hub Coordinators and Hub Planning members	Tue, Feb 7, 2012	BAUASI Management Team/Planning Hub Liaisons
Coordinate with Hub Coordinators to solicit projects from Planning Hub Stakeholders and Subject Matter Experts	Tue, Feb 14, 2012	BAUASI Management Team/Planning Hub Liaisons
Conduct Strategy Implementation Guidance Planning Hubs Workshop	Tue, Feb 28, 2012 9:30 am – 2:30 pm	Planning Hub Members
Planning Hub Meetings * <ul style="list-style-type: none"> <li>• North Bay Hub</li> <li>• East Bay Hub</li> <li>• West Bay Hub</li> <li>• South Bay Hub</li> </ul>	Thu, Mar 15, 2012 -projects due Mar 12, 2012 Fri, Mar 16, 2012 -projects due Mar 13, 2012 Mon, Mar 19, 2012 -projects due Mar 14, 2012 Tue, March 20, 2012 -projects due Mar 15, 2012	Jeff Blau  Dennis Houghtelling  Mark Eastus  Kathleen McKenna
Advisory Group Review **	March 29, 2012	Advisory Group
Approval Authority – Review and approve vetted & prioritized projects	April 12, 2012	Approval Authority
Prepare FY 2012 UASI grant application for submittal to CalEMA	April 27, 2012 (approximate date pending release of FEMA guidelines & CalEMA timeline)	BAUASI Management Team

\*Dates to be confirmed by Planning Hub Liaisons and Hub Coordinates

\*\*Date to be confirmed by Advisory Group

**Budget or Fiscal Impact:**

To be determined



## Appendix A: Bay Area UASI FY 2012 Grant Planning Hub Information

### Planning Hubs and Planning Hub Liaison

#### North Bay – Jeff Blau

Marin  
Napa  
Sonoma  
Solano

#### East Bay – Dennis Houghtelling

Oakland  
Alameda  
Contra Costa

#### West Bay – Mark Eastus

San Francisco  
San Mateo

#### South Bay – Kathleen McKenna

San Jose  
Santa Clara  
Santa Cruz  
San Benito  
Monterey

### Planning Hub Liaison = Bay Area UASI Management Team

Roles and Responsibilities:

1. Reach out to the Hub Coordinators in each Planning Hub to identify Planning Hub members
2. Work with Hub Coordinators on the process for soliciting, vetting, and prioritizing projects for the Hub
3. Provide technical assistance
4. Collect proposed project proposals
5. Ensure the project proposals are complete and comply with the grant guidance
6. Tabulate proposals to track federal grant requirements and distribute to voting members of the Hubs
7. Facilitate Planning Hub meetings
8. Provide status reports at Management Team meetings.

### Planning Hub Coordinators = Operational area/Major city

Roles and Responsibilities:

Each operational area and major city will

1. Identify a Planning Hub Coordinator who will serve as the point of contact (POC) for the Planning Hub Liaison
2. Assist with identifying and communicating with the Planning Hub members
3. Assist with the coordination and solicitation of project proposals from stakeholders
4. Submit proposed projects to Planning Hub Liaison
5. Work with the Planning Hub Liaison to get additional information as needed.

### Planning Hub Lead(s)

Roles and Responsibilities:

Each Planning Hub will identify a Planning Hub representative(s) who will be responsible for presenting the proposed project priorities to the Advisory Group and Approval Authority.