



## Hazard Mitigation Grant Program Sub-Recipient Management Cost (SRMC) Request Form

Project ID#: 4834-(248) County: Polk Modification #: N/A

Sub-applicant: Polk County

Project Title: Polk County, Lake Bonny, Flood Risk Reduction

### Point of Contact

Name: Jay Jarvis Title: Director of Polk County Roads and Drainage  
 Agency: Polk County Address: 3000 Sheffield Road, Winter Haven, FL 33880  
 Phone: (863) 535-2200 Email: jayjarvis@polk-county.net

Federal Share Amount: \$ 8,981,937.75 Cost Share Percentage: 75.000000000%

### Project Budget Information

Phase I	Federal	Local	Total	Available SRMC Funds
Funding Request	\$ 1,606,755.75	\$ 535,585.25	\$ 2,142,341.00	\$ 107,117.05
Non-Phased or Phase II				
Funding Request	\$ 7,375,182.00	\$ 2,458,394.00	\$ 9,833,576.00	\$ 491,678.80
Project Total				
	\$ 8,981,937.75	\$ 2,993,979.25	\$ 11,975,917.00	\$ 598,795.85

### Sub-Recipient Management Costs Details

#### A. Personnel (In-House Labor) \*If "Salaried" convert to hourly rate (Salary/2080 = Hourly Rate)

Position	Base Rate	Fringe %				Total Rate	Hours	Costs
		FICA	Health Insurance	Retirement	Other			
Pre-Award							\$ -	
					\$ -		\$ -	
					\$ -		\$ -	
					\$ -		\$ -	
					\$ -		\$ -	

Estimated Subtotal: \$ -

Narrative:

#### B. Contractual Services

Company Name(s) or Consultant(s)	Purpose	Costs
Pre-Award	Application Development	\$ -

Estimated Subtotal: \$ -

Narrative:



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**C. Indirect Costs** \* Optional: if you choose this option, you will have to include it on all awards for the referenced disaster.

Description	Base	Rate	Costs
De Minimis Indirect Cost Rate	\$ -		\$ -
Estimated Subtotal:			\$ -

Narrative:  
 Indirect costs are based on the maximum De Minimis Indirect Cost Rate of 10.00% on Total Direct Labor (Personnel + Fringe).

**D. SRMC Pre-Award**

Pre-Award Sub-Recipient Management Cost is requested in the amount of: \$ -

Start Date: \_\_\_\_\_

Total Estimated Sub-Recipient Management Cost Requested: **E.** \$ -

Maximum amount available (5%) **F.** \$ 598,795.85

If negative, adjust Section A, B, C and/or D (above) by amount shown **G.** \$598,795.85

Strategic Funds Management (SFM) - Sub-Recipient Management Costs (SRMC) need to be obligated in increments sufficient to cover Sub-Recipient needs, for no more than one year, unless contractual agreements require additional funding. FEMA has established a threshold where annual increments will be applied to larger awards allowing smaller awards to be fully obligated.

**Annual Breakdown of Estimated SRMC**

Year 1	Year 2	Year 3	Year 4	Total Estimated SRMC
\$ -	\$ -	\$ -	\$ -	\$ -

Sub-Recipient Acknowledgement: \*Authorized Agent or Point of Contact (POC) can sign this request

Our organization is declining the use of SRMC funding for the referenced project.  
 \*\*Authorized Agent must sign for declining funds

This request is related to eligible indirect costs, direct administrative costs, or other administrative expenses associated with this specific project.

The administrative requirements of the Code of Federal Regulations Title 2 Part 200: Uniform Administration Requirements (2 CFR 200) have been met.

Name: Martha Santiago Authorization: Authorized Agent

Title: Chairperson of the Board of County Commissioners

Signature: \_\_\_\_\_ Date: \_\_\_\_\_