



## PUBLIC ASSISTANCE STATE AND LOCAL DISASTER ASSISTANCE AGREEMENT

**DISASTER #:** FEMA- 4899 -DR-MS

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**APPLICANT NAME:** City of Vicksburg

**APPLICANT FIPS#**

*This Agreement is between the State of Mississippi, Mississippi Emergency Management Agency (MEMA) and the undersigned State Agency, political subdivision of the State, private nonprofit organizations, or authorized tribal organizations (Applicant). This Agreement shall be effective on the date signed by the State and Applicant. It shall apply to all Public Assistance Grant funds provided by or through the State to the Applicant as a result of the above-referenced disaster.*

**The designated representative of the Applicant certifies that:**

1. The representative has legal authority to apply for assistance on behalf of the Applicant.
2. The Applicant will provide all necessary financial and managerial resources to meet the terms and conditions of receiving federal and state disaster assistance.
3. The Applicant will use disaster assistance funds solely for the scope of work for which these funds are provided and as approved by the Governor's Authorized Representative (GAR).
4. The Applicant is responsible for all costs determined to be ineligible or unreasonable by Federal Emergency Management Agency (FEMA) and/or MEMA. The Applicant is also responsible for the repayment of any de-obligations recommended by the Department of Homeland Security (DHS) Office of Inspector General (OIG) and agreed upon by FEMA. Should the funds not be returned to the State in a reasonable time frame, then collection of such funds will be handed over to the State Auditor and/or Attorney General for action.
5. The Applicant is aware of and shall comply with cost-sharing requirements for Federal and State assistance. While the cost share is subject to change depending on the severity of a disaster, the normal federal cost share is 75% federal and the non-federal share is split equally by the State and local government. The exception is with Private Non-Profit (PNP) entities who are responsible for the entire 25% non-federal share.
6. The Applicant is aware that limited funding, which requires cost sharing, may be made available for mitigation of future damages.
7. The Applicant will establish and maintain a proper accounting system to record revenues and expenditures of disaster assistance funds in accordance with generally accepted accounting principles and the Code of Federal Regulations (CFR), 2 CFR 200 Subpart F.
8. The Applicant shall provide Quarterly Reports for Large Projects to the State which indicates the anticipated completion date for each project, together with any other circumstances that may affect the completion date, the scope of work, the project costs, or any other factor that may affect compliance of this Agreement.
9. The Applicant shall comply with the Single Audit requirements as set forth in 2 CFR 200, Subpart F. The Applicant shall provide copies of every audit report issued on the entity.
10. The Applicant will give state and federal agencies designated by the GAR, access to and the right to examine all records and documents related to use of disaster assistance funds.
11. The Applicant will return to the State, within thirty (30) days of such request by the GAR, any payment funds which are not supported by audit or other federal or state review of documentation maintained by the Applicant.

12. The Applicant acknowledges that it is the Applicant's responsibility to ensure all Federal, State, and local laws, regulations, rules and guidelines applicable to any FEMA grant program are adhered to. If said laws, regulations, rules and guidelines are not adhered to, responsibility for noncompliance is the Applicants.
13. The Applicant will begin and complete all items of work within the time limits established by the GAR in agreement with all applicable Federal regulations.
14. The Applicant will comply with regulations implementing the Drug-Free Workplace Act of 1988 44 CFR Part 17, Subpart F.
15. The Applicant will comply with federal civil rights laws and commit to providing its programs and services without discrimination in accordance with:
  - Title VI of the Civil Rights Act of 1964, which prohibits discrimination based on race, color, or national origin (include language).
  - Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination based on disability.
  - Title IX of the Education Amendments Act of 1972, which prohibits discrimination based on sex in education programs or activities.
  - Age Discrimination Act of 1975, which prohibits discrimination based on age.
  - U.S. Department of Homeland Security regulations 6 C.F.R. Part 19, which prohibits discrimination based on religion in social services programs.
16. The Applicant acknowledges that it is against the law to retaliate against anyone who takes action to oppose discrimination, files a grievance, or participates in the investigation of a grievance in accordance with the above authorities.
17. The Applicant will comply with provisions of the Hatch Act limiting the political activities of public employees and 44 CFR Part 18, New Restrictions of Lobbying.
18. The Applicant will comply, as applicable, with provisions of the Davis-Bacon Act relating to labor standards.
19. The Applicant will comply with the flood insurance purchase requirements of the Flood Disaster Protection Act of 1973 which may require purchase of flood insurance.
20. The Applicant will not enter into cost-plus-percentage-of-cost contracts for completion of disaster work.
21. The Applicant will not enter into contracts for which payment is contingent upon receipt of state/federal funds.
22. The Applicant will not enter into any contract with any party which is debarred or suspended from participation in federal assistance programs.
23. The Applicant understands that underrun small projects funds will not be recouped. FEMA encourages Applicants to use excess funds on activities that reduce future risk or improve future disaster operations. In the event a project has excess funds, the Applicants will submit a letter to the MEMA Executive Director on how they intend to apply the funds to reduce future risk or improve future disaster operations.
24. The Applicant authorizes the GAR to recoup the unspent funds referenced in item 23 above, by subtracting that amount from other federal funds owed to it for other approved work when the amount owed is larger than the refund.
25. The Applicant will comply with all uniform administrative requirements which are set forth in the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended by Public Law 100-107, and implemented by 44 CFR Part 206.
26. The Applicant will comply with all requirements of 2 CFR 200 in all procurements and contracts necessary for the completion of a federally funded project.

27. By entering into this agreement with the Applicant, MEMA does in no way waive its sovereign immunities or defenses as provided by law should a conflict arise between the parties.

28. The State may require documentation not otherwise required by FEMA for small projects.

Disaster # (from page 1): FEMA- 4899 -DR-MS

**Certifying Official (Cannot be the Applicant Agent)**

<b>Willis Thompson</b>		3/16/2026
Name	Signature	Date

**Applicant Agent**

<b>Nicole Grafton</b>		3/16/2026
Name	Signature	Date

**Governor's Authorized Representative**

Name	Signature	Date

## DESIGNATION OF APPLICANT AGENT FOR PUBLIC ASSISTANCE

Federal Disaster Number: FEMA-4899-DR-MS

Entity's Name: City of Vicksburg

Governing Body Type: Municipality

Applicant Agent Information

Name: Nicole Grafton

Official Title: Grants Financial Manager

Address: P.O. Box 150

City/State/Zip: Vicksburg, MS 39180-0150

Work Phone: 601-634-4551

Cell Phone: \_\_\_\_\_

Email Address: ngrafton@vicksburg.org

On behalf of the Agency listed above, the designated Applicant Agent is authorized to execute applications for the purpose of obtaining and administering certain federal financial assistance under the Disaster Relief Act of 1974 (Public Law 93.228), amended by Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, (Public Law 100-707) and to file them with the Governor's Authorized Representative.

Certifying Official Information (Cannot be the same as the Applicant Agent):

Name: Willis Thompson

Title: Mayor

Date: March 16, 2026

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

A certified copy of the Board Meeting Minutes/Resolution designating the Applicant Agent is attached.

Examples of Governing Body Type are Board of Supervisors, City Council, Executive Counsel, etc.



# FFATA Reporting Form

Federal Funding Accountability and Transparency Act of 2006

(This requirement is for all grant funding received)

1.) Applicant: City of Vicksburg 2.) DUNS + 4: 077906725

3.) Registered in SAM (System of Award Management): Yes  No

4.) Physical Address Associated w/ DUNS #

Street 1401 Walnut Street

City Vicksburg State MS

9-digit Zip (Must have 9 digit) 39180 - 3261 Country United States

5a.) Is your annual gross revenue made up of 80% or more in U.S. Federal contracts, subcontracts, loans, grants, subgrants and/or cooperative agreements? No

b.) Do you receive \$25 Million or more in annual gross revenue from U.S. Federal contracts, subcontracts, loans, grants, subgrants and/or cooperative agreements? No

6.) Is salary information for all top management positions available to public on SEC.gov? No

7.) Do you subaward any grant funds received from MEMA? No

8.) Applicant Point of Contact

Name: <u>Nicole Grafton</u>
Agency: <u>City of Vicksburg</u>
Title: <u>Grants Financial Manager</u>
Phone: <u>601-634-4551</u>
Mailing Address: <u>P.O. Box 150</u>
City/State/Zip: <u>Vicksburg, MS 39180-0150</u>
Email: <u>ngrafton@vicksburg.org</u>

I, \_\_\_\_\_ hereby certify to the best of my knowledge and belief that the report is true, complete, and accurate.

**For MEMA Office Use Only**

Grant Award Name \_\_\_\_\_ Grant Award ID# \_\_\_\_\_

Grant Award Amount \_\_\_\_\_ Date Obligated \_\_\_\_\_ Project # \_\_\_\_\_ Revision# \_\_\_\_\_

MEMA Officials Initials \_\_\_\_\_ Entered into FSRs.gov by \_\_\_\_\_

Date Entered \_\_\_\_\_

# Subrecipient Risk Assessment Tool

Date Completed  
3/13/26

Entity Name	City of Vicksburg		
Entity Type	Local Govt <input type="checkbox"/>	Entity Fiscal Year End	September 30
Entity UEI	TKAXQ63K6UL3	Entity EIN	64-6001174

For more information: <https://sam.gov/content/duns-uei>

For more information: [2 CFR 200.501\(h\)](https://www.ecfr.gov/current/title-2/chapter-I/subchapter-A/part-200/subpart-F/200.501-h)

Single Audit Findings		Answer
1	Did the subrecipient expend more than \$1,000,000 of federal funds in fiscal year 2025; and are subject to the Single Audit requirement?	Yes
1a	Fiscal Year 2025 Audit Status Subrecipient has been audited in accordance with 2 CFR Part 200 Subpart F Single Audit. If audit is complete, select the date it was uploaded to the Federal Audit Clearinghouse. Did the Fiscal Year 2025 Audit result in findings?	No  6/30/26
1b	Audit Incomplete Sub-recipient has not yet completed the 2 CFR Part 200 Subpart F Single Audit Report. Select the expected audit completion date.	6/30/26
Accounting		Answer
2	Does the subrecipient have a financial management system in place that can track and record program expenditures?	Yes
2a	Is the financial management system able to identify the receipts and expenditures of program funds separately for each award?	Yes <input type="checkbox"/>
3	If staff will be required to track their time associated with the award, does the subrecipient have a system in place that will account for 100% of each employee's time?	Yes <input type="checkbox"/>
Policies and Procedures		Answer
4	How much has the subrecipient's key staff changed in the past year? Changes in key staffing may impact the effectiveness of grant and subrecipient compliance. The key staff responsible for compliance may include financial staff, such as a CFO, Controller, Treasurer, or Accountant; and the key staff responsible for performance may include municipal administrators or program managers.	Minor Changes: Ch <input type="checkbox"/>
5	Does the subrecipient have written procedures to implement federal payment requirements and determine cost allowability? Subrecipients must have written procedures for implementing federal payment requirements (200.305) and determining cost allowability (Subpart E). Written procedures for determining cost allowability should include or supplement employee compensation and travel policies if the subrecipient will pay employees or travel expenses through the Federal award. For more information: <a href="https://www.ecfr.gov/current/title-2/chapter-I/subchapter-A/part-200/subpart-F/200.302">2 CFR 200.302</a> <a href="https://www.ecfr.gov/current/title-2/chapter-I/subchapter-A/part-200/subpart-F/200.305">2 CFR 200.305</a> <a href="https://www.ecfr.gov/current/title-2/chapter-I/subchapter-A/part-200/subpart-F/200-subpart-E">2 CFR 200 Subpart E</a>	Yes <input type="checkbox"/>

# Subrecipient Risk Assessment Tool

Date Completed  
3/13/26

Entity Name		City of Vicksburg	
Entity Type		Local Govt <input type="checkbox"/>	Entity Fiscal Year End
Entity UEI		TKAXQ63K6UL3	Entity EIN
		September 30	
		64-6001174	
6	<p><b>Does the subrecipient have a documented procurement policy that is compliant with state and federal regulations?</b></p> <p>Subrecipients must have and use documented procurement procedures for the acquisition of property or services under the Federal subaward. These procedures must:</p> <ol style="list-style-type: none"> <li>1. Consider the most economical purchase option</li> <li>2. Require procurement transactions be conducted in a manner providing full and open competition.</li> </ol> <p style="text-align: right;">For more information: <a href="#">2 CFR 200.318-327</a></p>	Yes	<input type="checkbox"/>
7	<p><b>Does the subrecipient have a conflict of interest policy?</b></p> <p>Subrecipients must maintain written standards of conduct preventing conflicts of interest as part of their procurement policy.</p> <p style="text-align: right;">For more information: <a href="#">2 CFR 200.318(c)</a></p>	Yes	<input type="checkbox"/>
8	<p><b>Does the subrecipient have a civil rights/nondiscrimination policy?</b></p>	Yes	<input type="checkbox"/>
9	<p><b>Does the subrecipient have a policy for complaints related to discrimination?</b></p>	Yes	<input type="checkbox"/>
10	<p><b>Does the subrecipient have any outstanding lawsuits related to discrimination?</b></p>	No	<input type="checkbox"/>
11	<p><b>Does the subrecipient have a record retention procedure that complies with all applicable state and federal guidelines?</b></p> <p>Subrecipients must maintain financial records, supporting documents, statistical records, and all other records pertinent to a Federal award for three years* after the submission of the final expenditure report as reported by the pass-through entity. An established record retention procedure improves the subrecipient's system of internal controls to ensure compliance with Federal requirements.</p> <p style="text-align: right;">For more information: <a href="#">2 CFR 200.334</a></p>	Yes	<input type="checkbox"/>
12	<p><b>Does the subrecipient have standard operating procedures and/or administrative manuals that indicate strong internal controls?</b></p> <p>The subrecipient must maintain standard operating procedures, administrative manuals, organizational charts, or other documentation that provide reasonable assurance that the subrecipient is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award.</p> <p style="text-align: right;">For more information: <a href="#">2 CFR 200.303</a></p>	Yes	<input type="checkbox"/>

**Assessment completed by:**

	No
Name	Phone Number
No	No
Title	Email Address