

Michigan State Police
Emergency Management and Homeland Security Division
**Fiscal Year 2023 Emergency Management Performance Grant
Document Submission Checklist**

- ☐ **September 30, 2022** – Annual Training and Exercise Plan Worksheet for 2023-2025.

- ☐ **October 1, 2022** – Initial Work Agreement, EMHSD-31 (Emergency Management Performance Grant Work Agreement/Quarterly Report), EMHSD-17 (Summary Request for Emergency Management Assistance Expenses), and Current Job Description.

- ☐ **January 10, 2023** – EMHSD-31 (Emergency Management Performance Grant Work Agreement/Quarterly Report) and EMD-065 (Quarterly Training and Exercise Report).

- ☐ **January 20, 2023** – EMHSD-007 – EMPG Quarterly Expenses Report.

- ☐ **April 10, 2023** - EMHSD-31 (Emergency Management Performance Grant Work Agreement/Quarterly Report) and EMD-065 (Quarterly Training and Exercise Report).

- ☐ **April 20, 2023** - EMHSD-007 – EMPG Quarterly Expenses Report.

- ☐ **July 10, 2023** - EMHSD-31 (Emergency Management Performance Grant Work Agreement/Quarterly Report) and EMD-065 (Quarterly Training and Exercise Report).

- ☐ **July 20, 2023** - EMHSD-007 – EMPG Quarterly Expenses Report.

- ☐ **September 30, 2023** – Annual Training and Exercises Plan Worksheet for 2023-2025.

- ☐ **October 10, 2023** - EMHSD-31 (Emergency Management Performance Grant Work Agreement/Quarterly Report) and EMHSD-065 (Quarterly Training and Exercise Report).

- ☐ **October 20, 2023** - EMHSD-007 – EMPG Quarterly Expenses Report.