

STATE UNIVERSITY OF NEW YORK
COLLEGE OF TECHNOLOGY
CANTON, NEW YORK



MASTER SYLLABUS

EADM 310 – Emergency Management Budgeting and Grants

CIP Code: 430302

Created by: Jay Roorbach, PhD
Updated by:

School: Science, Health, and Criminal Justice
Department: Criminal Justice
Implementation Semester/Year: Fall 2025

A. TITLE: Emergency Management Budgeting and Grants

B. COURSE NUMBER: EADM 310

C. CREDIT HOURS (Hours of Lecture, Laboratory, Recitation, Tutorial, Activity):

# Credit Hours per Week	3
# Lecture Hours per Week	3
# Lab Hours per Week	
Other per Week	

D. WRITING INTENSIVE COURSE:

Yes	
No	X

E. GER CATEGORY: None

Does course satisfy a GER category(ies)? If so, please select all that apply.

[1-2] Communication	
[3] Diversity: Equity, Inclusion & Social Justice	
[4] Mathematics & Quantitative Reasoning	
[5] Natural Science & Scientific Reasoning	
[6] Humanities	
[7] Social Sciences	
[8] Arts	
[9] US History & Civic Engagement	
[10] World History & Global Awareness	
[11] World Languages	

F. SEMESTER(S) OFFERED:

Fall	X
Spring	
Fall and Spring	

G. COURSE DESCRIPTION: This course examines the technical, administrative, and regulatory fundamentals of budgets and grants in public safety agencies. Municipal, state, and Federal fiscal management will serve as a foundation to explore more specific applications in Emergency Management, Homeland Security, Law Enforcement, Fire Service, and other disciplines. Students will apply accepted fiscal management processes to develop funding proposals, incorporate grants into existing budgets, and discuss fiscal accountability.

- H. PRE-REQUISITES: Junior or Senior Status and completion of MATH GER and EADM 201
 CO-REQUISITES: None

I. STUDENT LEARNING OUTCOMES:

Course Student Learning Outcome [SLO]	Program Student Learning Outcome [PSLO]	GER	ISLO & Subsets
a. Describe emergency management, fiscal management and accountability for grants and budgets.	PLO #6 - Students will develop and maintain a comprehensive perspective of emergency and disaster management		5 – Ind Prof, Disc, Know, Skills
b. Identify sources of funding and budgetary requirements at the municipal, state, and Federal levels and the private sector.	PLO #2 - Students will collect, analyze and synthesize information in making critical judgments, some of which can be time sensitive in emergencies or disasters.		5 – Ind Prof, Disc, Know, Skills
c. Prepare justification and prioritization of proposed projects eligible for funding.	PLO #1 - Students will develop written communications related to emergency management and present projects in multiple formats.		1 – Comm Skills - W
d. Apply budgeting theory to summarize requirements for fiscal management of budgets and grants in emergency management	PLO #3 - Students will demonstrate an advanced understanding of the core concepts, theories, and doctrine related to emergency and disaster management.		2 – Crit Think - CA

KEY	<u>Institutional Student Learning Outcomes</u> [ISLO 1 – 5]
ISLO #	ISLO & Subsets
1	Communication Skills Oral [O], Written [W]
2	Critical Thinking

	<i>Critical Analysis [CA], Inquiry & Analysis [IA], Problem Solving [PS]</i>
3	Foundational Skills <i>Information Management [IM], Quantitative Lit, /Reasoning [QTR]</i>
4	Social Responsibility <i>Ethical Reasoning [ER], Global Learning [GL], Intercultural Knowledge [IK], Teamwork [T]</i>
5	Industry, Professional, Discipline Specific Knowledge and Skills

J. APPLIED LEARNING COMPONENT:

Yes	X
No	

If yes, select [X] one or more of the following categories:

Classroom / Lab	X	Community Service	
Internship		Civic Engagement	
Clinical Practicum		Creative Works/Senior Project	
Practicum		Research	X
Service Learning		Entrepreneurship [program, class, project]	

K. TEXTS: Due to the changing nature of grant and programmatic guidance, the most recent versions of the following will be provided to students:

- US Department of Homeland Security Grant Programs
 - Non-Disaster Preparedness Grants
 - Federal Emergency Management Agency Grants and Program Guidance
 - Emergency Preparedness Grant Coordination
 - Continuing Training Grants
- US Department of Health and Human Services
 - Office for the Assistant Secretary for Preparedness and Response Grants
 - Centers for Disease Control and Prevention Grants
 - Health Resources and Services Administration Grants
- National Highway and Traffic Safety Administration Grants

L. REFERENCES: Information about program and grant guidance will be provided to students.

M. EQUIPMENT: None

N. GRADING METHOD: A-F

O. SUGGESTED MEASUREMENT CRITERIA/METHODS:

- Discussions
- Assignments
 - Budget exercises
 - Investment justification writing assignments

P. DETAILED COURSE OUTLINE:

- I. History of Federal Disaster Funding
 - a. Overview of disaster-specific funding
 - b. Review Federal budget process
 - c. Funding for pre- and post-disaster
- II. Emergency Management Governmental Overview and Congressional Appropriation
 - a. Overview of Congressional Appropriation process
 - b. Legislative requirements for grant making process (Grantor)
 - c. Determination of eligibility and requirements
- III. Budgeting Theory
 - a. Overview of fiscal and budgeting theory
 - b. Application of theories to appropriation and disaster funding
- IV. Federal and State Emergency Management Budgets
 - a. State application for and allocation of Federal funding
 - b. Allocation of funding to State and local entities
 - c. Review examples of Federal and State budgets for emergency management and homeland security
- V. Federal Grant Programs for Emergency Management and Homeland Security
 - a. Overview of all EM/HS grant programs and direct allocation of funding
 - b. Application for and allocation of Federal and State emergency management funds
 - c. Municipal budgeting processes
- VI. Justification of Grant Investments
 - a. Allowable expenditures and needs assessments
 - b. Overview of application processes
 - c. Overview of accountability processes
- VII. Grants and Investments Case Studies and Exercise

Review and analyze case studies from grant allocation and award to accountability

Q. LABORATORY OUTLINE: None