


Contract / Leases / Agreements / Grants Form

This is	New			Renewal	<input checked="" type="checkbox"/>	Filling this out on a computer? Please type an X into the appropriate box.
This is a Grant	Yes	<input checked="" type="checkbox"/>		No		If you marked YES this needs to go through Grant Review.
This is an	Agreement _____ Contract _____ Lease _____ Other _____:					
Name of Entity who Contract / Lease / Agreement / Grant is with	Michigan State Police – US Border Patrol, Dept of Homeland Security					
Project Name	Operation Stonegarden FY25					
Attorney Review	All Contracts / Leases / Agreements / Grants must have Attorney Review and approval through the Commissioner's Office.					
Insurance Review	All Contracts / Leases / Agreements / Grants must have appropriate insurance coverage per the attached list. It is the Department Heads responsibility to make sure that all requirements are met and listed on the insurance certificate.					
Total Amount	\$97,500					
Organization Match	\$97,500					
County Match	\$0.00					

I have reviewed and approved this Contract / Lease / Agreement / Grant and attached appropriate insurance:

Sergeant J.P. Ritter	05/31/2026
The Department Head Requesting	Date Signed

GRANT REVIEW COMMITTEE APPROVAL:

County Clerk:	Date Signed:	I am requesting a meeting	
County Treasurer:	Date Signed:	I am requesting a meeting	
Finance Chairman:	Date Signed:	I am requesting a meeting	
County Administrator: 	Date Signed: 6/3/21	I am requesting a meeting	

Please do NOT mark below this line

.....

INTEROFFICE USE ONLY

Date Received:	Date Sent for Attorney Review:
Attorney Approval Received:	Insurance Received:

DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
OPERATION STONEGARDEN (OPSG)
OPERATIONS ORDER AND BUDGET TEMPLATE

OMB Control Number: 1660-0125
Expiration: 6/30/2024

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this data collection is estimated to average 571 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. This collection of information is required to obtain or retain benefits. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW., Washington, DC 20472-3100, Paperwork Reduction Project (1660-0125) **NOTE: Do not send your completed form to this address.**

Operation Order Name: Operation
Operation Order Number: Completed by CBP
Fiscal Year: FY 25
Operations Dates: From: Sep 1, 2025 To: August 31, 2027
Report Date: 05/11/2026

Executive Summary

Detroit Sector (DTM) is responsible for 863 miles of international water boundary with Canada. The entire international border in the Sector's Area of Responsibility (AOR) is water, comprised of three of the five Great Lakes (Superior, Huron, and Erie), Lake St. Clair, and the Detroit, St. Clair, and St. Mary's Rivers. These bodies of water encompass over 3,800 miles of lakeshore and riverbank. The lakes and rivers that make up the international border in DTM allow unencumbered waterborne access from Canada into the United States for an average of nine months a year. During the winter, many of the waterways freeze over, leading to the probability of crossings by foot, vehicle, or snowmobile.

In order to maintain situational awareness and effectively control this vast expanse of international boundary, vulnerable shoreline, and routes of ingress, DTM partners with state and local law enforcement entities under the Operation STONEGARDEN operational grant program.

Operation STONEGARDEN (OPSG) is a Federal Emergency Management Agency (FEMA) grant that finances enhanced cooperation and coordination through the provision of funding to U.S. Border Patrol (USBP) state and local partners for law enforcement (LE) operational overtime, equipment in support of LE overtime, as well as fuel and maintenance dollars to support equipment and facilitate LE operations.

I. SITUATION

A. General Situation:

Alpena County has approximately 24 miles of Lake Huron shoreline and approximately 49 miles of international border with Canada. The proximity to the Canadian border is 76 miles from shoreline to shoreline and 39 miles to the international border. Alpena County has multiple public and private airfields, which includes the Air National Guard Base-Alpena Combat Readiness Training Center. There are also numerous public and private boat launches/marinas/harbors that can be used by terrorists/smugglers without detection.

The Alpena County Sheriff's Office currently has 17 deputies. There is a lack of Border Patrol presence in Alpena County.

B. Terrain/Weather:

TERRAIN – Alpena County is a 100% water border. The terrain is relatively flat with areas of dense forest and swamps for the majority of its coastline making access to the border difficult and inaccessible without specialized equipment. Lake Huron averages less than 30 feet in depth for the first mile from shore, gradually deepening to over 200 feet at 10 miles out. Additionally, US23 is a major route of ingress/egress through the border area that runs north and south along the Lake Huron shoreline, thereby facilitating the flow of illicit people and materials away from the border.

WEATHER – Mild wet summers produce heavy fog contrasting cold winters with snowfall averaging 69 inches per year. Temperatures range from upper 70s in the summer to teens in the winter.

C. Criminal Element:

Various TCOs, including Albanian groups, have been identified utilizing the Lake Huron area.

There have been numerous cases of reported smuggling events, both people and goods, which have taken place in the area around Alpena County. Most recently some of the groups include motorcycle clubs transporting guns and illegal narcotics.

**OPERATION STONEGARDEN (OPSG)
OPERATIONS ORDER AND BUDGET TEMPLATE (Continued)**

D. Friendly Forces:

The Alpena County Sheriff's Office and local law enforcement along Michigan's northern border are equipped in varying degrees with aircraft, boats, vehicles, and manpower making them an asset able to provide consistent patrol of the area. With financial aid from OPSG and coordination assistance from Michigan Homeland Security and other local law enforcement agencies on the international border can maintain a solid presence on Lake Huron and within Alpena County.

Alpena County Sheriff Department 989-354-9830

II. MISSION

During the stated period of performance, Alpena County will support the USBP Field Commanders by operating in and around the border area to enhance information and intelligence sharing and analysis, and cooperation with federal agencies. Taking a collaborative approach to enforcement, Alpena County law enforcement agencies will work in coordination with USBP to serve as force multipliers in a combined effort to disrupt, dismantle, and interdict transnational threats while improving communication and intelligence sharing. Essential tasks include high visibility road patrols, off-road and specialty vehicle patrols, and marine patrols. Patrols and interdiction actions will be conducted at or near the international boundary, shoreline marinas and points of potential ingress, as well as interior roads and transit nodes (bus stations, train stations). Methods of patrol will vary by season or reason, and will be adjusted as operational necessity dictates.

III. EXECUTION

A. Management/Supervisor Intent:

Purpose: Conduct enforcement activities to enhance overall border security.

Method: High visibility patrols at or near the international boundary, shoreline marinas and points of potential ingress, as well as interior roads and transit nodes (bus stations, train stations). Other methods may be utilized based upon the needs of the supported field commander (Station Patrol Agent in Charge (PAIC)).

End State: Robust and sustained border security within the local jurisdiction and regionally; enhanced communication and intelligence sharing amongst federal, state, local and tribal (where applicable) law enforcement agencies; collaborative approach to identify, disrupt and dismantle Transnational Criminal Organizations (TCO), alien smuggling organizations (ASO), and provide antiterrorism and critical infrastructure patrol capabilities.

B. General Concept:

Alpena County will utilize OPSG funds to conduct operational law enforcement activities on an overtime basis. OPSG funding will not be utilized to pay regular full time wages. Additionally, funds will be used for vehicle and vessel fuel during OPSG activities, vehicle and vessel maintenance to address wear and tear as a result of OPSG activities, and purchase of equipment to be used for OPSG activities. Alpena County will not use OPSG funds to supplant what would otherwise be funded by traditional means.

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C. Specific Responsibilities:

OPSG Sector Coordinator:

1. Liaison between USBP Headquarters, the Michigan and Ohio State Grant Administrators, Detroit Sector Command Staff and Supported Field Commanders (PAICs) and their designated OPSG station coordinators. Enable successful OPSG activities through policy guidance and coordination assistance.

Supported USBP Field Commander (or Station Coordinator):

2. Responsible for OPSG core processes to include OPORD/FRAGO planning, generation, and execution. Determine when, where and how OPSG recipients can best support lines of effort within AOR; communicate needs with OPSG partners through frequent integrated planning meetings; establish and enhance intelligence sharing capabilities with OPSG partners; review and approve/reject daily activity reports germane to AOR; complete after action reports at the end of specific performance periods. Periodically verify that OPSG recipient activity is supportive of station commander priorities.

OPSG Sub-Recipient Alpena County:

3. Direct all law enforcement operational activities in support of USBP field commander priorities and in accordance with the OPSG FEMA grant guidelines. Participate in frequent integrated planning meetings with USBP field commander (or station coordinator) and clearly communicate operational intent. Coordinate with friendly forces to achieve mission objectives; maintain communication with and seek reimbursement from State Grant Administrator; operate within the parameters of the published OPORD and limit FRAGO requests to operational necessity. Limit all equipment requests to that which is necessary to conduct OPSG operations.

**OPERATION STONEGARDEN (OPSG)
OPERATIONS ORDER AND BUDGET TEMPLATE (Continued)**

D. Coordinating Instructions:

Alpena County will coordinate with USBP Field Commander prior to conducting law enforcement operations. A summary of daily operational activity will be reported in accordance with OPSG policy guidance.

**OPERATION STONEGARDEN (OPSG)
OPERATIONS ORDER AND BUDGET TEMPLATE (Continued)**

IV. ADMINISTRATION/LOGISTICS/BUDGET REQUEST

The Current Fiscal Year Operations order budget spending plan worksheet will begin at Section IV Administration/Logistics/Budget. The Worksheet will need to contain itemized listing of overtime, fringe, equipment, fuel, maintenance, mileage, travel and M&A. Budget spending plan should be planned in one or 2 year increments. Grantees may not begin operations, obligate, or expend any funds until the final Operation Order and embedded budget has been approved by FEMA GPD and CBP/USBP Headquarters and any existing special conditions and/or restrictions are removed.

The sample table provided should be utilized as the standard official format to be utilized in the execution of operations orders. A detail itemization and justification section is to be documented in the same format as the example demonstrated on the following page. Each State, Local, or Tribal entity will need to be separated and categorized in the same order each category has been listed on the A.1 Example.

The preparer should first enter all the information below in the justification section of the budget and use the tables to fill in the chart above.

A. Cost Estimates/Funding/Issues

Chart A.1 Cost Estimates/Funding Issues/Budget Chart (Year 1)

County Name Alpena County

Administration/Logistics/Budget		Narrative Justification (Computation of Items)	Federal Request
Law Enforcement Operational Overtime *Over 50% in OT funding needs a Personnel Cap Waiver request letter.		Alpena County Sheriff's Office 17 De	16,188
Fringe Benefits for Law Enforcement		Alpena County wages x 43%	6,961
		Overtime and Fringe Total	23,149
General Equipment * Justification Letter needed for \$100K or more purchases *If more space is needed show total equipment cost and list all equipment in justification section of budget.			0
Special Equipment * Needs Justification Letter	AEL#	None	0
Vehicles, Watercraft, other type of vehicles * Needs Justification Letter	AEL#	None	0
Regional Capability Building Equipment * Needs Justification Letter	AEL# 12VE-00-MISS	N/A	73,400
		Equipment Total	73,400
Vehicles	Fuel Cost	Fuel	951
	Maintenance Cost	Maintenance	0
	Mileage Cost	None	0
Travel, Lodging, and Per diem	For Deployed LE and/or Federally sponsored (DHS/FEMA) border security task force meetings	None	0
County M&A		Sub-Recipient County Only	
		Total Funding Cost	97,500

**OPERATION STONEGARDEN (OPSG)
OPERATIONS ORDER AND BUDGET TEMPLATE (Continued)**

Itemized Cost and Justifications	
Overtime	
\$16,188	\$16,188
Fringe	
\$6,961	\$6,961
Equipment	
Item 1 -	
Patrol Vehicle	= \$73,400.00 Equipment
Item 2 -	
Patrol Boats Flood Lights	0
Fuel	
\$951	\$951
Maintenance	
0	0
Mileage	
0	=\$0.00 subtotal - Mileage
Travel	
0	= \$0.00 subtotal for Travel
M&A	
(Only the Sub-recipient County can claim M&A)	= Total M&A Cost 0.00

Table A.1 this table is for each individual participant for their proposed expenditures only

Alpena County, MI		Sub-Recipient Cost Summary								
	Cost Categories	Overtime	Fringe	Equipment	Fuel	Maintenance	Mileage	Travel	M&A	Total
+	Recipient/Sub-Recipient Name	16,188	6,961	73,400	951	0	0	0	0	97,500
-										
+	Recipient/Sub-Recipient Name									
-										
+	Recipient/Sub-Recipient Name									
-										

Table A.2 TOTALS - Total proposed expenditures for all participating partners

OPSG OO		(State and Name)		Operation Order Total Budget Summary Overview						
	Cost Categories	Overtime	Fringe	Equipment	Fuel	Maintenance	Mileage	Travel	M&A	Total
+	Sub-recipient Name									
-										
	Friendly Force Name									
	Total Cost									

**OPERATION STONEGARDEN (OPSG)
OPERATIONS ORDER AND BUDGET TEMPLATE (Continued)**

OPSG OO		(State and Name)		Operation Order Total Budget Summary Overview						
	Cost Categories	Overtime	Fringe	Equipment	Fuel	Maintenance	Mileage	Travel	M&A	Total
+	Sub-recipient Name									
-										
	Friendly Force Name									
	Total Cost									

**OPERATION STONEGARDEN (OPSG)
OPERATIONS ORDER AND BUDGET TEMPLATE (Continued)**

B. Travel:

N/A

C. Lodging:

N/A

D. Reception of Detailed Personnel:

N/A

E. Uniform and Equipment:

As prescribed by the participating agency

F. Special Equipment:

N/A

G. Alien Processing:

Individuals in custody determined to be undocumented aliens may be turned over to the United States Border Patrol (USBP) for processing and disposition seized contraband will be processed in accordance with existing federal, state, and local policies.

H. Medical:

Medical emergencies will be handled by the closest available medical facility, and in accordance with established departmental policy.
MyMichigan Hospital 1501 W. Chisholm St. Alpena, MI. 49707
989-356-7000

I. Detention/Transportation:

Subjects encountered who are determined to be or believed to be illegally present in the United States may be referred to the USBP for determination and disposition. 24 Hour USBP Dispatch # 1-800-537-3220; 586-239-2161.
The handling of state violators in USBP custody will be in accordance with existing norms.

J. Vehicles:

Agency issued & assigned vehicles, to include patrol vehicles, ORV's snowmobiles, and patrol boats.

V. COMMAND/ CONTROL/ COMMUNICATION

A. Chain of Command:

Detroit Sector Headquarters 586-239-2100
Chief Patrol Agent Robert Danely 202-809-6301
Acting Deputy Chief Patrol Agent Brad Simon 586-388-2098
Acting Division Chief of Operations R. Alan Booth 586-239-3631
Acting Division Chief of Programs Patrick Ashworth 586-713-6240
Executive Officer of Programs Nathan Kast 810-989-5056

B. Unit Command:

OPSG participating agencies, while acting at the direction of the USBP Chief Patrol Agent or his designee, will maintain local departmental chain of command in the operational environment.

A(PAIC) Andrew Halonen 906-632-3383
Sheriff Erik Smith 989-354-9871
Sgt. J.P. Ritter 989-354-9863

C. Communications Detail:

Communications will be conducted through normal BP frequencies along with local/state channels accessed through the 800 MHZ

**OPERATION STONEGARDEN (OPSG)
OPERATIONS ORDER AND BUDGET TEMPLATE (Continued)**

Dual Band Radios and KAK 700. Cell phones will be used for secondary/backup communications.

D. Map Coordinates:

Notes:

Variable geographic confines of the Detroit Sector

Longitude: 45 13'12"N

Latitude: 8 23'40"W

Degrees: _____

Minutes: _____

Seconds: _____

Decimal: 45.220

Location Zone: DTM Zone

ANNEX

A. Administration Annex: _____

B. Execution Annex: _____

C. Command Annex: _____

D. Media Action Plan: All CBP/Border Patrol inquiries will be directed to the Detroit Sector Public Affairs Office via USBP 24/7 Dispatch @ 1-800-532-3220; 586-239-2161.

Legal Review:

Participating agencies will direct legal inquiries to their respective agency legal team. Legal reviews involving USBP will be forwarded to CBP legal office.

Risk:

Initial Risk	Initial Risk Level	Mitigating Factors	Resulting Risk Level
Armed Encounters	Medium	Officer training and available tools	Medium
Assaults on Officers	Low	Officer training and available tools	Low
Injuries due to inclement weather	Low	Officer training and experience working in inclement weather	Low

Photos:

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