



STATE OF NEW HAMPSHIRE
DEPARTMENT OF INFORMATION TECHNOLOGY

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MLC

Denis Goulet
 Commissioner

June 14, 2023

The Honorable Kenneth Weyler, Chairman
 Fiscal Committee of the General Court
 State House
 Concord, NH 03301

His Excellency, Governor Christopher T. Sununu
 and the Honorable Council
 State House
 Concord, NH 03301

REQUESTED ACTION

1. Pursuant to RSA 14:30-a, VI, authorize the Department of Information Technology (DoIT) to accept and expend \$2,373,934 in State Fiscal Year 2024 (SFY 24) from the State Homeland Security Grant Program funds available from the Department of Safety (DOS) for the funding of cybersecurity enhancements. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2025. 100% Federal Transfer from Other Agency.
2. Pursuant to RSA 124:15 and contingent upon approval of Requested Action #1, authorize the Department of Information Technology to establish Class 046-Consultants for the purpose of procuring consultant services for project and program management. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2025. 100% Federal Transfer from Other Agency.

In SFY 24, funds shall be budgeted in 01-03-03-030010-NEWXXXX, Cybersecurity Enhancements Grant as follows:

Class	Budget Category	Current Budget FY 24	Requested Action	Revised Budget FY 24
Income				
00D-488523-69	Class 085 Interagency 023 Revenue	\$0.00	\$2,373,934	\$2,373,934
	Totals	\$0.00	\$2,373,934	\$2,373,934
Expenditures				
038-500177	Technology-Software	\$0.00	\$800,000	\$800,000
046-500465	Consultants	\$0.00	\$326,880	\$326,880
103-502664	Contracts for Program Services	\$0.00	\$1,247,054	\$1,247,054
	Totals	\$0.00	\$2,373,934	\$2,373,934

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EXPLANATION

Strengthening cybersecurity practices and the resilience of state, local, and territorial governments is an important homeland security mission and the primary focus of the State and Local Cybersecurity Grant Program (SLCGP). The SLCGP supports targeted cybersecurity investments improving the security of critical infrastructure and improving the resilience of the services provided.

This grant award will be used to develop and establish appropriate governance structures, as well as develop, implement, or revise cybersecurity plans, to improve capabilities to respond to cybersecurity incidents and ensure continuity of operations at both the state and local levels. Funds will also be used to procure and distribute hardware tokens for use by local entities to implement multifactor authentication. Professional services will be obtained to assist the local entities to migrate to the .gov domain.

In order to ensure organization personnel are appropriately trained in cybersecurity commensurate with responsibility, a security training course will be offered to local entities to attain an entry level security certification that validates knowledge of basic security concepts, communication security; infrastructure security, cryptography, and operational security.

The New Hampshire State and Local Cybersecurity Grant Program Planning Committee (SLCGP-CPC) is chaired by the State of NH Chief Information Officer (CIO) Denis Goulet, and includes representatives from NH municipalities, counties, higher education, K-12 public education, public health, and public safety. The SLCGP-CPC collaborated to develop the Cybersecurity Plan, which was the first State Cybersecurity Plan under this program to be approved by the Cyber and Infrastructure Security (CISA) in the Nation with goals and objectives that focus on leveraging economies of scale to implement programs that directly benefit the represented entities on the SLCGP-CPC. Additionally, New Hampshire was the first State or Territory in the Nation to have funds released by FEMA under this program.

The following information is provided in accordance with the Comptroller's instructional memorandum dated September 21, 1981.

- 1) List of personnel involved: No personnel will be hired through this grant funding.
- 2) Nature, Need, and Duration: Consultant services are needed to provide subject matter expertise not available within current personnel at this time to execute program and project management of the approved projects in the grant award for the local entities through the end of the grant.
- 3) Relationship to existing agency programs: None.

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- 4) Has a similar program been requested at the legislature and denied? No.
- 5) Why wasn't funding included in the agency's budget request? The grant funds were awarded to DoIT after the FY 24/25 budget was developed and therefore was not included in our budget request.
- 6) Can portions of the grant funds be utilized? This consultant will be paid by utilizing 100% federal funding through this grant program.
- 7) Estimate the funds required to continue this position(s): No positions are being created; therefore, no additional funds will be required.

Funds are to be budgeted in the following accounts:

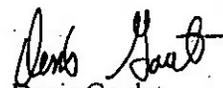
Class 038-Funds to procure and distribute tokens for use by local entities to implement multifactor authentication.

Class 046-Funds for consultant services in project and program management

Class 103-Funds to procure contracts for cybersecurity training statewide to validate knowledge of basic security concepts, communication security, infrastructure security, cryptography and operational security. Funds will also be used to procure professional services for implementation of tokens as well as transition to the .gov domain.

In the event funds are no longer available, General funds will not be requested to support this program.

Respectfully submitted,



Denis Goulet
Commissioner

SPECIAL CONDITIONS – FFY 2022

SUBGRANTEE: Department of Information Technology

GRANT AWARD AMOUNT: \$2,373,934.00

GRANT TITLE: 2022 State & Local Cybersecurity Grant Program

CFDA # 97.137

GRANT PROGRAM: DHS FY 2022 State and Local Cyber Security Grant Program (SLCGP)

DHS Grant Award Number: Grant Award: EMW-2022-CY-00015-S01

ALL SPECIAL CONDITIONS MUST BE RESPONDED TO *WITHIN THIRTY (30) DAYS* FROM THE AWARD DATE AND PRIOR TO DISBURSEMENT OF FUNDS UNLESS OTHERWISE SPECIFIED. **THESE GRANT FUNDS EXPIRE ON November 30, 2026.** Accordingly per DHS/FEMA- Office of Financial & Grants Management guide: page 21: The award period is the period of time when Federal funding is available for obligation by the recipient. The recipient may charge to the grant only allowable costs resulting from the obligations incurred during the funding period... Any funds not properly obligated by the recipient within the grant award period will lapse and revert back to DOS or DHS/FEMA...The obligation period is the same as the award period listed on the award document.

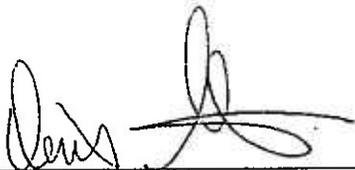
BY SIGNING THIS FORM, YOU AGREE TO THE CONDITIONS OF THIS GRANT.

* * * * *

1. Please note the following special conditions for your grant award:
 - a. Indicate which of the following is true regarding the project funded with these Homeland Security dollars by circling the correct selection (circle only).
 - i. Sustaining or maintaining a capability acquired with DHS funding.
 - ii. Sustaining or maintaining a capability acquired without DHS funding; or
 - iii. Developing or acquiring a new core capability.
 - b. Per 2022 Grant Guidance, please provide your UEI number here: _____
 - c. No purchase of this equipment can be made until it is determined if an EHP review is required. If it is, no purchase can be made until an EHP approval is received. As stated in the AEL: "Certain products in this category have been identified as requiring an Environmental and Historic Preservation (EHP) review. EHP documents are located at the following website (scroll to bottom of page under FY 2022 EHP/NEPA Guidance): <https://www.nh.gov/safety/divisions/homeland/2022HomelandSecurityGrant.html> and must be completed and submitted electronically to Pamela.Urban-Morin@dos.nh.gov. **This may NOT be applicable to this award, please consult with NH Dept. of Safety Grants Management Bureau to confirm.**
 - d. Per 2 CFR 208 and Subpart D, the organization must submit its most recent audit to be subject to a risk assessment testing for fiscal practices and capabilities. To meet this requirement as a State Agency, please disclose in writing any findings from the most recent Statewide audit by KPMG. This must be submitted within 15 days of the date of this award and may necessitate the addition of more special conditions to this award accordance with the results of the standard risk assessment review. This grant is not VALID until the risk assessment is completed successfully.
 - e. Sub-recipients for the FY22 SLCGP awards are required to complete the 2022 Nationwide Cybersecurity Review (NCSR) and submit a copy of the Completion Certificate to the Grants Management Bureau. More information regarding this requirement can be found at <https://www.cisecurity.org/ms-isac/services/ncsr>-Note: This site closes on February 28, 2023. (THIS IS NOW COMPLETED) **ATTACHED**
 - f. Procurement procedures per 2 CFR 200 must be followed and documentation attached must be submitted to DOS-GMB prior to any purchase as outlined.
 - g. Governor & Executive Council and the NH DOJ must review and approve this award. This may require your office to submit formal acceptance of grant funds per NH RSA after Governor and Council approval for NH DOJ approval.
 - h. MOUs must be secured from the local participating agencies to comply with the Grant Conditions that require 80% of these funds to be awarded to local eligible agencies. NH DOS Grants Management Bureau will supply MOUs which must be secured by NH DoIT and returned to the NH DOS Grants Management Bureau within 45 days of receipt of these conditions. MOU templates are provided with this agreement.

- i. NH DOS Grants Management Bureau will need to ensure compliance with federal procurement standards per 2 CFR200 in particular evidence will need to be provided to substantiate: 200.318 General procurement standards. (a) The Non-Federal entity must have and use documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of this section, for the acquisition of property or services required under a Federal award or subaward
 - j. No work can begin until all special conditions and approval from the Governor and Executive Council are met, and you have received an "OK to Proceed" from the NH DOS Grants Management Bureau.
 - k. Reimbursement for grant eligible work will require the following: A cover letter from NH DoIT that specifies:
 - If training: where training was conducted,
 - If Training: what the class(es) were and who attended from what municipal agency in accordance with Grant plans (# of participants and the sending organization)
 - Proof of payment to training vendor
 - If equipment, a copy of the Purchase order and proof that this has been reimbursed.
 - We need Proof that NH DoIT has Paid any invoice submitted for reimbursement to be reimbursed for any grant associated costs.
 - Proof of match funds expended and documented to coincide with the grant requirements must accompany each reimbursement request.
 - Documentation to substantiate the contractor work on the grant certified by the consultant and NH DoIT.
 - We will need a letter on DoIT letterhead addressed to NH DOS- Grant Management Bureau (NOT HSEM) stating which grant this applies to and what G&C agreement.
2. **Equipment:** The subrecipient agrees that, when practicable, any equipment purchased with grant funding shall be prominently marked as follows: "Purchased with funds provided by the U.S. Department of Homeland Security and the NH Department of Safety - Grants Management Bureau." Additionally, when practicable, any equipment purchased with funding under this agreement shall bear on it the logos of the NH Department of Safety - Grants Management Bureau and U.S. Department of Homeland Security.
 3. **Publications:** The recipient agrees that all publications created with funding under this grant shall prominently contain the following: "This document was prepared under a grant from the Federal Emergency Management Agency's Grant Programs Directorate (FEMA/GPD) within the U.S. Department of Homeland Security. Points of view expressed in this document are those of the authors and do not necessarily represent the official position or policies of FEMA/GPD, the U.S. Department of Homeland Security or the NH Department of Safety (DOS)".
 4. **Project Implementation:** The subrecipient agrees to implement this project within 90 days following the grant award effective date or be subject to automatic cancellation of the grant. For projects subject to EHP/NEPA, NO work can begin until EHP/NEPA approvals are granted. DOS-GMB will advise sub-recipient of the approval once received. DOS-GMB reserves the right to verify project start date. All projects must be competed at least 30 days prior to end of the grant period as specified on the Grant Special Conditions page. No work may be completed or be eligible for reimbursement if it occurs after the grant period end date.
 5. All sub-grantees must comply with the Grant Terms and Conditions included with this award.
 6. All sub-grantees must comply with the National Incident Management System (NIMS) minimum requirements as specified in the Fiscal Year 2022 Homeland Security Grant Program Guidelines. Additional information about achieving compliance is available through the training officers at the NH Department of Safety's Fire Academy and EMS Bureau and the Division of Homeland Security and Emergency Management.

7. All sub-grantees must comply and be familiar with Homeland Security Presidential Policy Directive-8, the National Preparedness System* (NPS) and the National Preparedness Goal (NPG). See: <http://www.dhs.gov/presidential-policy-directive-8-national-preparedness> .
8. It is recommended that all grant recipients modify their existing incident management and emergency operations plans in accordance with the National Response Plan's coordinating structures, processes, and protocols. http://www.dhs.gov/xlibrary/assets/NRP_Brochure.pdf
9. Recurring costs/fees are limited for funding under the 2022 SLCGP. Internet service fees, radio service fees, cellular phone fees, satellite phone fees, license fees, etc. and similar paid for with grant funds are for months during the grant period only and cannot extend beyond the end date of the grant unless purchased with an original purchase during the grant.



Signature of Authorized Official

5/30/2023
Date

 / K.L. WEEKS III
Signature of Program Manager/Contact

5/23/2023
Date