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State of New Hampshire

DEPARTMENT OF SAFETY
JAMES H. HAYES BLDG. 33 HAZEN DR.
CONCORD, N.H. 03305
(603) 271-2791

ROBERT L. QUINN
COMMISSIONER

EDDIE EDWARDS
ASSISTANT COMMISSIONER

STEVEN R. LAVOIE
ASSISTANT COMMISSIONER

October 3, 2023

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

REQUESTED ACTION

Authorize the Department of Safety, Division of Fire Standards and Training and Emergency Medical Services (FSTEMS), to accept and expend funds from the U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA), in the amount of $50,000.00 for procurement of examination software to conduct certification testing to first responders throughout the state. Effective upon Governor and Council approval through August 31, 2024. 100% Federal Funds

Funds are budgeted as follows:

02-023-023-237010-44570000 - Dept. of Safety – FSTEMS – Nat'l Fire Academy Grant
Activity Code:2323FSAFG20

Class			Current FY2024 Adj-Authorized	Requested Action	FY2024 Adjusted Authorized
000	404805-16	Federal Funds	$1,434,390.59	$50,000.00	$1,484,390.59
		Total Revenue	$1,434,391.59	$50,000.00	$1,484,390.59
020	500200	Current Expense	$224,410.85	$0.00	$224,410.85
030	500311	Equipment New Replacement	$1,013,987.74	$0.00	$1,013,987.74
038	500173	Technology-Software	$0.00	$50,000.00	$50,000.00
040	500800	Indirect Cost	$22,000.00	$0.00	$22,000.00
041	500801	Audit Fund Set Aside	$200.00	$0.00	$200.00
050	500109	Personal Service Temp	$24,000.00	$0.00	$24,000.00
059	500017	Temp Full-time	$103,585.00	$0.00	$103,585.00
060	500601	Benefits	$24,107.00	$0.00	$24,107.00
102	500731	Contracts for Program Services	$22,100.00	$0.00	$22,100.00
		Total Expenses	$1,434,390.59	$50,000.00	$1,484,390.59

EXPLANATION

The original grant was awarded through the Federal Emergency Management Agency (FEMA), Assistance to Firefighter Grant to provide funding to purchase necessary equipment to provide fire and emergency medical services training equipment throughout the State. This new award will be used to provide updated testing software for our certification programs. The certification testing software has proceeded through the request for proposal phase and vendors submitted proposals. At this time, the Division in conjunction with the Department of Information Technology has continued to work through the product selection process and have selected a product. This request will accept the grant funds past the original acceptance date.

Because sufficient proposals were not received for certification testing software before the expiration date of the grant, the division requested and received an expiration date extension from FEMA to extend the expiration from August 31, 2023 to August 31, 2024 in order to complete the vendor selection process.

The funds are to be budgeted as follows:

Funds in class 038, is for the procurement of certification testing software.

Highway Funds or General Funds will not be used should federal funds become unavailable.

Respectfully submitted,

Robert L. Quinn
Commissioner of Safety

Fire Standards and Training and Emergency Medical Services
GRANTS FISCAL SITUATION FISCAL YEAR 2024
02-23-23-237000-44570000 Nat'l Fire Acadent Grant

Federal Funds Awarded:		
EMW-2020-FG-12834 23FAAFG20	(POP 9/1/2021 - 8/31/2024)	$434,783.00
EMW-2021-FG-05854 23FAAFG21	(POP 9/13/2022 - 9/12/2024)	$430,544.00
EMW-2022-FG-07173 23FAAFG22	(POP 6/27/2023 - 6/26/2025)	$414,075.00
EMW-2022-GR-00152-S01 ******	(POP 9/1/2022 - 8/31/2023)	$20,000.00
EMW-2023-GR-05043 ******	(POP 9/1/2023 - 8/31/2024)	$20,000.00
Total Grant Funds Awarded		**$1,319,402.00**
Prior Fiscal Year Actual Expenses:		
Less expenses in FY 2022		($25,500.00)
Less expenses in FY 2023		($57,678.53)
Total Prior Fiscal Year Actual Expenses		**($83,178.53)**
Net Grant Funds Remaining as of July 1, 2023		**$1,236,223.47**
Less SFY 2024 Appropriation including prior year encumbrances		**0**
Excess grant funds available to appropriate		**$1,236,223.47**
This Request		**$50,000.00**

Amendment Memo

U.S. Department of Homeland Security
Washington, D.C. 20472

Effective date: 08/18/2023

FEMA has made an amendment to your award: EMW-2020-FG-12834. The change to your grant was reviewed and is hereby approved as specified below. All other terms and conditions of the grant remain unchanged.

Period of performance amendment

FEMA has reviewed the possible change to the period of performance. After careful consideration and a thorough review of the supporting documentation and justification(s), the extension has been approved.
Here are the approved dates for the extension:

- New period of performance: from 09/01/2021 through 08/31/2024.
  - Changed from: 09/01/2021 through 08/31/2023
- New liquidation deadline: 12/29/2024.
  - Changed from: 12/29/2023
- New closeout reporting deadline: 12/29/2024.
  - Changed from: 12/29/2023

Your amended award package is included below. The amended award package incorporates changes approved in this amendment as well as any previously approved amendments.

Award Letter

U.S. Department of Homeland Security
Washington, D.C. 20472

FEMA

Effective date: 08/18/2023

Jeffrey Phillips
NEW HAMPSHIRE DEPARTMENT OF SAFETY
33 HAZEN DRIVE
CONCORD, NH 03305

EMW-2020-FG-12834

Dear Jeffrey Phillips,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2020 Assistance to Firefighters Grant (AFG) Grant funding opportunity has been approved in the amount of $434,782.61 in Federal funding. As a condition of this grant, you are required to contribute non-Federal funds equal to or greater than 15.00% of the Federal funds awarded, or $65,217.39 for a total approved budget of $500,000.00. Please see the FY 2020 AFG Notice of Funding Opportunity for information on how to meet this cost share requirement.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- 2020 AFG Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

Robert Farmer
Acting Deputy Assistant Administrator
Grant Programs Directorate

Summary Award Memo

Program: Fiscal Year 2020 Assistance to Firefighters Grant
Recipient: NEW HAMPSHIRE DEPARTMENT OF SAFETY
UEI-EFT: V9GSW38ZEVC5
DUNS number: 060340564
Award number: EMW-2020-FG-12834

Summary description of award

The purpose of the Assistance to Firefighters Grant program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards. After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the Assistance to Firefighters Grant Program's purpose and was worthy of award.

Except as otherwise approved as noted in the original award and approved amendments, the information you provided in your application for Fiscal Year (FY) 2020 Assistance to Firefighters Grants funding is incorporated into the terms and conditions of this award. This includes any documents submitted as part of the application.

Amount awarded table

The amount of the award is detailed in the attached Obligating Document for Award.

The following are the budgeted estimates for object classes for this amended award (including Federal share plus your cost share, if applicable):

Object Class	Total
Personnel	$0.00
Fringe benefits	$0.00
Travel	$0.00
Equipment	$449,500.00
Supplies	$0.00
Contractual	$50,000.00
Construction	$0.00
Other	$500.00
Indirect charges	$0.00
Federal	$434,782.61
Non-federal	$65,217.39
Total	$500,000.00
Program Income	$0.00

Approved scope of work

FEMA has approved the below scope of work. Differences between the approved scope of work in this amendment and the previously approved scope of work are justified below. You must submit scope or budget revision requests for FEMA's prior approval, via an amendment request, as appropriate per 2 C.F.R. § 200.308 and the FY2020 AFG NOFO.

Approved request details:

Vehicle acquisition

Pumper/Engine (750 gpm or more and holds a minimum of 300 gallons or more)

DESCRIPTION

The purpose of this project is to replace our Engine 1 which is a 24 year old pumper; the oldest pumper in our fleet. This request aims to fill the need of replacing this piece of apparatus. The other costs are state required Audit set aside funds

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	$419,500.00	$419,500.00	Equipment

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 2	1	$500.00	$500.00	Other

Equipment

Props

DESCRIPTION

We are requesting to replace our 3 forcible entry door training props. Currently these props are used in teaching every Firefighter I training program throughout the State and they are at the point in which repairs are becoming costly or they are no longer operable.

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	3	$10,000.00	$30,000.00	Equipment

Learning Management System (LMS)

DESCRIPTION

This would expand our learning management solution to provide updated testing software for our certification examinations. This addition will replace the current software which support has been discontinued for several years.

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	1	$50,000.00	$50,000.00	Contractual