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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

EDDIE EDWARDS
ASSISTANT COMMISSIONER

STEVEN R. LAVOIE
ASSISTANT COMMISSIONER

ROBERT L. QUINN
COMMISSIONER

December 28, 2023

The Honorable Kenneth Weyler, Chairman
Fiscal Committee of the General Court and

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

REQUESTED ACTION

Pursuant to RSA 14:30-a, VI, Authorize the Department of Safety, Division of Homeland Security and Emergency Management (HSEM), to accept and expend FFY 2023 Emergency Operations Center Grant Program in the amount of \$1,464,307.00 from the Department of Homeland Security Continuing Appropriations Act, 2023 (P.L.117-103), which provides funding to improve emergency management and preparedness capabilities for emergency operations centers. Effective upon Fiscal Committee and Governor and Council approval through June 30, 2025. 100% Federal Funds.

02-23-23-232010-80920000 - Dept. of Safety – HSEM - 100% EMPG Local Match

Class	Description	Current Appropriation	Requested Action	Revised Appropriation
000-406804	Federal Revenue	(\$7,666,673.36)	(\$1,464,307.00)	(\$9,130,980.36)
020-500200	Supplies	\$90,347.25	\$0.00	\$90,347.25
030-500311	Equipment	\$33,110.03	\$0.00	\$33,110.03
037-500174	Technology – Hardware	\$32,500.00	\$0.00	\$32,500.00
038-500177	Technology - Software	\$32,500.00	\$0.00	\$32,500.00
040-500800	Indirect Cost	\$33,511.32	\$10,000.00	\$43,511.32
041-500801	Audit Funds Set Aside	\$16,703.20	\$1,500.00	\$18,203.20
059-500117	Temp Full-Time	\$0.00	\$37,000.00	\$37,000.00
060-500601	Benefits	\$0.00	\$19,016.00	\$19,016.00
072-500574	Grants - Locals	\$6,828,312.66	\$1,396,791.00	\$8,225,103.66
085-550085	Interagency Transfers-Federal Funds	<u>\$599,688.90</u>	<u>\$0.00</u>	<u>\$599,688.90</u>
	Totals	<u>\$7,666,673.36</u>	<u>\$1,464,307.00</u>	<u>\$9,130,980.36</u>

EXPLANATION

The New Hampshire Department of Safety, Division of Homeland Security and Emergency Management was awarded a total federal allocation in the amount of \$1,464,307.00 under the Federal Fiscal Year (FFY) 2023 Emergency Operations Center Grant Program (EOCGP), as appropriated by the Department of Homeland Security,

The Honorable Kenneth Weyler, Chairman
Fiscal Committee of the General Court and

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and the Honorable Council

December 28, 2023

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which provides funding to improve emergency management and preparedness capabilities by providing equipment, upgrades, or construction of Emergency Operations Centers (EOCs). This funding assists in providing fully capable EOC facilities to ensure continuity of operations and continuity of government in major disasters or emergencies.

Of the \$1,464,307.00 in federal funding, the City of Manchester will receive \$338,000.00, the Town of Walpole will receive \$1,058,791.00, and HSEM will receive the remaining \$67,516.00 for program administration.

The funding will be budgeted as follows:

Class 040	Indirect Cost: represents the indirect cost associated with this program.
Class 041	Audit Fund: represents the audit funds set aside associated with this program.
Class 059	Temp-Full Time: to pay existing full time temporary positions supporting this program.
Class 060	Benefits: to pay the benefits associated with existing program positions.
Class 072	Grants to Locals: will provide funding towards Manchester's and Walpole's EOC projects.

There are no General funds required with this request. In the event that Federal funds are no longer available, General funds and/or Highway funds will not be requested to support this program.

Respectfully submitted,



Robert L. Quinn
Commissioner of Safety

**Homeland Security and Emergency Management
Emergency Management Performance Grant Program
Fiscal Situation**

Federal Funds Awarded:

EMB-2018-EP-00007 23EMPG 2018 (POP 10/01/2017 - 09/30/2021)	\$3,480,972.00
EMB-2019-EP-00003 23EMPG 2019 (POP 10/01/2018 - 09/30/2022)	\$3,486,269.00
EMB-2020-EP-00005 23EMPG 2020 (POP 10/01/2019 - 09/30/2022)	\$3,535,345.00
EMB-2020-EP-00011 23EMPG-S 2020 (POP 01/20/2020 - 01/26/2022)	\$995,872.00
EMB-2021-EP-00004 23EMPG 2021 (POP 10/01/2020 - 09/30/2023)	\$3,536,296.00
EMB-2021-EP-00011 23EMPG-S 2021 (POP 10/01/2020 - 09/30/2023)	\$996,140.00
EMB-2022-EP-00006 23EMPG 2022 (POP 10/01/2021 - 09/30/2024)	\$3,538,170.00
EMN-2022-EO-00005 23EMPG-EOC 2022 (POP 10/01/2020 - 09/30/2023)	\$200,000.00
EMB-2023-EP-00005 23EMPG 2023 (POP 10/01/2022 - 09/30/2025)	\$3,544,752.00
EMB-2023-EO-00007 23EMPG-EOC 2023 (POP 06/01/2023 - 05/31/2026)	<u>\$1,464,307.00</u>
Total Grant Funds Awarded	\$24,778,123.00

Prior Fiscal Year Actual Expenses:

Less expenses in FY 2018	(\$1,254,095.26)
Less expenses in FY 2019	(\$2,285,929.80)
Less expenses in FY 2020	(\$2,890,503.56)
Less expenses in FY 2021	(\$3,043,169.40)
Less expenses in FY 2022	(\$3,792,833.87)
Less expenses in FY 2023	<u>(\$2,778,082.21)</u>
Total Prior Fiscal Year Actual Expenses	(\$16,044,614.11)

Net Grant Funds Remaining as of July 1, 2023 **\$8,733,508.89**

Less SFY 2024 Appropriation including prior year encumbrances (\$5,905,999.66)
Account 02-23-23-236010-80920000

Excess grant funds available to appropriate \$2,827,509.23

This Request SFY2024 **\$1,464,307.00**

**U.S. Department of Homeland Security
Washington, D.C. 20472
GRANT AMENDMENT LETTER**

NH Dept. of Safety, Div. of Homeland Security & Emergency Management
Robert Keller
33 Hazen Drive
Concord, NH 03305 - 0011
Re: Amendment #: EMB-2023-EO-00007-A05

Dear Robert Keller,

The amendment to change the award information for Fiscal Year (FY) 2023 Emergency Operations Center (EOC) Grant Program - Region 1 (Award #: EMB-2023-EO-00007-S01) has been approved on 09/26/2023. The changes to the award information are listed below.

Budget Change:

Budget Class	Previous Amount	Adjusted Amount
Personnel	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00
Travel	\$0.00	\$0.00
Equipment	\$366,798.00	\$366,798.00
Supplies	\$60,000.00	\$60,000.00
Contractual	\$128,935.00	\$128,935.00
Construction	\$820,280.00	\$820,280.00
Indirect Charges	\$0.00	\$0.00
Other	\$486,375.00	\$553,891.00
Total	\$1,862,388.00	\$1,929,904.00

Please allow 2-3 business days for this information to be reflected in the Payment and Reporting System (PARS). The award information contained in this amendment supersedes award information listed in previous award packages and amendments. If you have any questions or concerns regarding your grant funds, please call 1-866-927-5646.

CHRISTOPHER LANCELOT ROLLESTON
Assistance Officer

Obligating Document for Amendment

1a. AGREEMENT NO. EMB-2023-EO-00007-S01	2. AMENDMENT NO. EMB-2023-EO-00007-A05	3. RECIPIENT NO. 02-6000618	4. TYPE OF ACTION AMENDMENT	5. CONTROL NO. BX00191N2023T
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6. RECIPIENT NAME AND ADDRESS NH Dept. of Safety, Div. of Homeland Security &&& Emergency Management 33 Hazen Drive Concord, NH 03305 - 0011	7. ISSUING FEMA OFFICE AND ADDRESS FEMA-GPD 400 C Street, SW, 3rd floor Washington, DC 20472-3645 POC: 866-927-5646	8. PAYMENT OFFICE AND ADDRESS FEMA Finance Center 430 Market Street Winchester, VA 22603
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9. NAME OF RECIPIENT PROJECT OFFICER Robert Keller	PHONE NO. 6037318521	10. NAME OF FEMA PROJECT COORDINATOR Central Scheduling and Information Desk Phone: 800-368-6498 Email: Askesid@dhs.gov
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11. EFFECTIVE DATE OF THIS ACTION 09/26/2023	12. METHOD OF PAYMENT PARS	13. ASSISTANCE ARRANGEMENT Cost Reimbursement	14. PERFORMANCE PERIOD From: 06/01/2023 To: 05/31/2026 Budget Period 06/01/2023 05/31/2026
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15. DESCRIPTION OF ACTION
a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXXX-XXXX-XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMULATIVE NON-FEDERAL COMMITMENT
Emergency Operations Center Grant Program	97.052	2023-FA-EI02-R017- -4101-D	\$1,396,791.00	\$67,516.00	\$1,464,307.00	See Totals

TOTALS **\$1,396,791.00** **\$67,516.00** **\$1,464,307.00** **\$465,597.00**

b. To describe changes other than funding data or financial changes, attach schedule and check here.
N/A

16 a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)
Emergency Operations Center Grant Program recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.
16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN
This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL OR DESIGNEE (at the time of the Award) (Name and Title) Hotchkiss, Matthew	SIGNATURE DATE 09/21/2023 13:58
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18. FEMA SIGNATORY OFFICIAL (Name and Title) CHRISTOPHER LANCELOT ROLLESTON, Assistance Officer	DATE Mon Sep 25 14:34:35 GMT 2023
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U.S. Department of Homeland Security
Washington, D.C. 20472

Matthew Hotchkiss
NH Dept. of Safety, Div. of Homeland Security &&& Emergency Management
33 Hazen Drive
Concord, NH 03305 - 0011

Re: Grant No.EMB-2023-EO-00007

Dear Matthew Hotchkiss:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2023 Emergency Operations Center Grant Program has been approved in the amount of \$1,396,791.00. As a condition of this award, you are required to contribute a cost match in the amount of \$465,597.00 of non-Federal funds, or 25 percent of the total approved project costs of \$1,862,388.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2023 Emergency Operations Center Grant Program Notice of Funding Opportunity.
- FEMA Preparedness Grants Manual

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

In order to establish acceptance of the award and its terms, please follow these instructions:

Step 1: Please log in to the ND Grants system at <https://portal.fema.gov>.

Step 2: After logging in, you will see the Home page with a Pending Tasks menu. Click on the Pending Tasks menu, select the Application sub-menu, and then click the link for "Award Offer Review" tasks. This link will navigate you to Award Packages that are pending review.

Step 3: Click the Review Award Package icon (wrench) to review the Award Package and accept or decline the award. Please save or print the Award Package for your records.

System for Award Management (SAM): Grant recipients are to keep all of their information up to date in SAM, in particular, your organization's name, address, Unique Entity Identifier (UEI) number, EIN and banking information. Please ensure that the UEI number used in SAM is the same one used to apply for all FEMA awards. Future payments will be contingent on the information provided in the SAM; therefore, it is imperative that the information is correct. The System for Award Management is located at <http://www.sam.gov>.

If you have any questions or have updated your information in SAM, please let your Grants Management Specialist (GMS) know as soon as possible. This will help us to make the necessary updates and avoid any interruptions in the payment process.

VIDA MORKUNAS

Obligating Document for Award/Amendment

1a. AGREEMENT NO. EMB-2023-EO-00007-S01	2. AMENDMENT NO. ***	3. RECIPIENT NO. SNH500	4. TYPE OF ACTION AWARD	5. CONTROL NO. BX00191N2023T
6. RECIPIENT NAME AND ADDRESS NH Dept. of Safety, Div. of Homeland Security & Emergency Management 33 Hazen Drive Concord, NH, 03305 - 0011	7. ISSUING FEMA OFFICE AND ADDRESS FEMA-GPD 400 C Street, SW, 3rd floor Washington, DC 20472-3645 POC: 866-927-5646		8. PAYMENT OFFICE AND ADDRESS FEMA Finance Center 430 Market Street Winchester, VA 22603	
9. NAME OF RECIPIENT PROJECT OFFICER Matthew Hotchkiss	PHONE NO. 6032233624	10. NAME OF FEMA PROJECT COORDINATOR Central Scheduling and Information Desk Phone: 800-368-6498 Email: Askcsid@dhs.gov		
11. EFFECTIVE DATE OF THIS ACTION 09/20/2023	12. METHOD OF PAYMENT PARS	13. ASSISTANCE ARRANGEMENT Cost Reimbursement	14. PERFORMANCE PERIOD From: 06/01/2023 To: 05/31/2026 Budget Period 06/01/2023 05/31/2026	

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PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXXX-XXXXX-XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMULATIVE NON-FEDERAL COMMITMENT
Emergency Operations Center Grant Program	97.052	2023-FA-EI02-R017- -4101-D	\$0.00	\$1,396,791.00	\$1,396,791.00	See Totals
			\$0.00	\$1,396,791.00	\$1,396,791.00	\$465,597.00

b. To describe changes other than funding data or financial changes, attach schedule and check here.
N/A

16 a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)
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This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title) Matthew Hotchkiss,	DATE Thu Sep 21 13:58:26 UTC 2023
18. FEMA SIGNATORY OFFICIAL (Name and Title) VIDA MORKUNAS,	DATE Wed Sep 20 21:50:07 UTC 2023