



STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR

CHRISTOPHER T. SUNUNU
Governor

July 27, 2020

Robert Quinn
Commissioner
New Hampshire Department of Safety
33 Hazen Dr.
Concord, N.H. 03305

Dear Commissioner Quinn,

Pursuant to my authority under RSA 21-P:43; RSA 4:45; RSA 4:47; and Executive Order 2020-04, as extended by Executive Orders 2020-05, 2020-08, 2020-09, 2020-10, 2020-14, and 2020-15 I have approved your written request, in attachment, to take the following actions related to Federal Emergency Management Agency (FEMA) funds:

1. Accept and expend a Emergency management Performance Grant Program COVID-19 Supplemental funds in the amount of \$995,872 from the U.S. Department of Homeland Security for assistance with public health and emergency management activities supporting the prevention of, preparation for and response to the ongoing Coronavirus Disease 2019 public health emergency, budgeted consistent with the information in the request in attachment, through June 30, 2021. (100% Federal Funds).

The Department of Administrative Services is authorized to take the actions necessary to effectuate this authorization.

Sincerely,

A handwritten signature in blue ink that reads "Chris T. Sununu".

Christopher T. Sununu
Governor

CC Charles Arlinghaus, Commissioner, Department of Administrative Services



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 OF SAFETY

July 23, 2020

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

**Requested Action Pursuant to RSA 21-P:43, RSA 4:45, RSA 4:47, and Executive Order 2020-04,
as extended by Executive Order 2020-05, 2020-08, 2020-09, 2020-10, 2020-14, and 2020-15**

Authorize the Department of Safety, Division of Homeland Security and Emergency Management, to accept and expend FFY 2020 Emergency Management Performance Grant Program COVID-19 Supplemental funds in the amount of \$995,872.00 from the Department of Homeland Security for assistance with public health and emergency management activities supporting the prevention of, preparation for and response to the ongoing Coronavirus Disease 2019 public health emergency. Effective upon Governor approval through June 30, 2021. Funding source: 100% Federal Funds.

Funds will be budgeted in an account titled:

02-23-23-236010-80920000 Dept. of Safety – Homeland Security and Emergency Management - 100% EMPG Local Match

Class	Description	Current Appropriation	Requested Action	Revised Appropriation
000-406804	Federal Revenue	(10,627,716.88)	(\$995,872.00)	(\$11,623,588.88)
020-500200	Supplies	\$10,000.00	\$100,000.00	\$110,000.00
030-500311	Equipment	\$0.00	\$30,500.00	\$30,500.00
037-500174	Technology – Hardware	\$0.00	\$45,000.00	\$45,000.00
038-500177	Technology - Software	\$0.00	\$45,000.00	\$45,000.00
040-500800	Indirect Cost	\$5,182.02	\$28,168.00	\$33,350.02
041-500801	Audit Funds Set Aside	\$11,009.66	\$300.00	\$11,309.66
072-500574	Grants - Locals	\$9,851,525.20	\$746,904.00	\$10,598,429.20
085-550085	Interagency Transfers-Federal Funds	<u>\$750,000.00</u>	<u>\$0.00</u>	<u>\$750,000.00</u>
	Totals	<u>\$10,627,716.88</u>	<u>\$995,872.00</u>	<u>\$11,623,588.88</u>

Explanation

The Department of Safety, Division of Homeland Security and Emergency Management intends to use the funds from the FY 2020 COVID-19 Supplemental (EMPG-S) grant for local and state use for emergency management activities supporting the prevention of, preparation for, and response to the ongoing Coronavirus Disease 2019 (COVID-19) public health emergency, in accordance with the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

Approximately 75% of these funds will be awarded to the local municipalities and 25% retained at the state level for state COVID-19 response activities. A 50% non-federal cost share is required. The non-federal share requirement for sub-recipient grants will be made directly by each municipality on a 50% hard or soft match basis. The non-federal share for funding to State initiatives will be made through the local grants, soft match of the COVID-19 response, and other non-federal expenditures. Expenditures of EMPG program funds are matched dollar for dollar or through in-kind match.

The funds will be budgeted as follows:

Class 020 - Current Expense: will provide funding for supplies needed to manage the COVID-19 response, which include: office supplies, batteries, binders, paper, folders, envelopes, brochures, pamphlets, computer and camera supplies, desktop supplies, duplicating (photocopier) supplies, postage, and publications directly related to the COVID-19 response.

Class 030 - Equipment: will provide funding to purchase miscellaneous equipment and to repair or replace unexpected equipment failures directly related to COVID-19 response.

Class 037 - Technology - Hardware: will provide funding to purchase computer equipment for staff to manage COVID-19 response.

Class 038 - Technology - Software: will provide funding to purchase computer software for staff to manage COVID-19 response.

Class 040 - Indirect Cost: represents the indirect cost associated amount for this request.

Class 041 - Audit Funds Set Aside: represents the audit fund set aside associated amount for this request.

Class 072 - Grants to Locals: will provide funding for COVID-19 response assistance to local communities.

Respectfully submitted,



Robert L. Quinn
Commissioner

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

Federal Funds Awarded:

EMB-2018-EP-00007-A03 (23EMPG 2018) POP 10/1/2017-9/30/2020	\$3,480,972.00
EMB-2019-EP-00003-S01 (23EMPG 2019) POP 10/01/2018-9/30/2021	\$3,486,269.00
EMB-2020-EP-00011-S01 (23EMPGS 2020) POP 1/20/2020-1/26/2022	<u>\$995,872.00</u>
Total Grant Funds Awarded	\$7,963,113.00

Less expenses in FY 2019	(\$104,335.72)
Less expenses in FY 2020	<u>(\$1,081,521.91)</u>
Total Prior Fiscal Year Actual Expenses	(\$1,185,857.63)

Net Grant Funds Remaining as of July 1, 2021	\$6,777,255.37
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Less SFY 2021 Appropriation including prior year encumbrances Account 02-23-23-236010-80920000	(\$3,710,298.43)
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Excess grant funds available to appropriate	<u>\$3,066,956.94</u>
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This Request	\$995,872.00
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U.S. Department of Homeland Security
Washington, D.C. 20472

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

Re: Grant No. EMB-2020-EP-00011

Dear Jennifer Harper:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2020 Emergency Management Performance Grant Program COVID-19 Supplemental (EMPG-S) has been approved in the amount of \$995,872.00. As a condition of this award, you are required to contribute a cost match in the amount of \$995,872.00 of non-Federal funds, or 50 percent of the total approved project costs of \$1,991,744.00.

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)
- Obligor Document (attached to this Award Letter)
- Fiscal Year (FY) 2020 Emergency Management Performance Grant Program COVID-19 Supplemental (EMPG-S) Notice of Funding Opportunity.

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, DUNS number, EIN and banking information. Please ensure that the DUNS 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.

A handwritten signature in black ink, reading "Bridget Bean". The signature is fluid and cursive, with a long horizontal stroke extending from the end of the name.

BRIDGET ELLEN BEAN GPD Assistant Administrator



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

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

Re: Grant No.EMB-2019-EP-00003

Dear Jennifer Harper:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2019 Emergency Management Performance Grants has been approved in the amount of \$3,486,269.00. As a condition of this award, you are required to contribute a cost match in the amount of \$3,486,269.00 of non-Federal funds, or 50.00 percent of the total approved project costs of \$6,972,538.00.

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 2019 Emergency Management Performance Grants Notice of Funding Opportunity.

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:

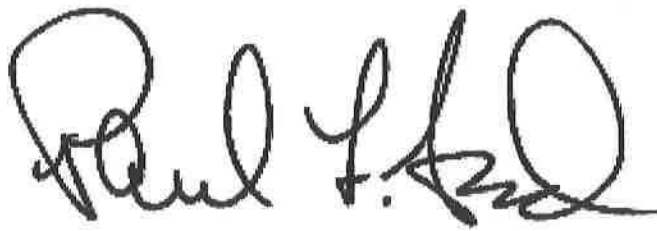
Step 1: Please log in to the ND Grants system at <https://portal.fema.gov>.

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, DUNS number, EIN and banking information. Please ensure that the DUNS 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 use to make the necessary updates and avoid any interruptions in the payment process.

A handwritten signature in black ink, appearing to read "Paul F. Ford". The signature is stylized with large, rounded letters and a prominent loop at the end.

PAUL FRANCIS FORD Regional Administrator



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

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

Re: Grant No.EMB-2018-EP-00007

Dear Cindy Richard:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2018 Emergency Management Performance Grants has been approved in the amount of \$3,480,972.00. As a condition of this award, you are required to contribute a cost match in the amount of \$3,480,972.00 of non-Federal funds, or 50.00 percent of the total approved project costs of \$6,961,944.00.

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)
- Obligor Document (attached to this Award Letter)
- FY 2018 Emergency Management Performance Grants Notice of Funding Opportunity.

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:

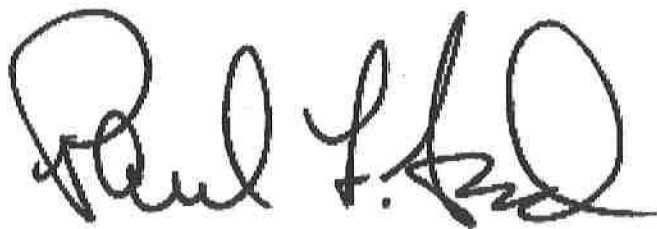
Step 1: Please log in to the ND Grants system at <https://portal.fema.gov>.

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, DUNS number, EIN and banking information. Please ensure that the DUNS 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 use to make the necessary updates and avoid any interruptions in the payment process.

A handwritten signature in black ink, appearing to read "Paul F. Ford". The signature is stylized with large, rounded loops for the letters 'P' and 'F', and a more fluid, cursive style for the remaining letters.

PAUL FRANCIS FORD Regional Administrator