



State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER
33 HAZEN DR. CONCORD, NH 03305
603/271-2791

JOHN J. BARTHELMES
COMMISSIONER

October 13, 2016

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court
State House
Concord, New Hampshire 03301

[Signature]
Approved by Fiscal Committee Date 11/13/16

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

Requested Action

1. Pursuant to RSA 9:16-c, Transfer of Federal Grant Funds, authorize the Department of Safety, Fire Standards and Training and Emergency Medical Services, to transfer \$6,701.00 within accounting units as outlined below. This request for transfer of funds is to re-align appropriated funds for the purpose of executing the mission of the Federal Emergency Management Agency (FEMA) funding at the local and state level. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2017. Funding source: 100% Federal Funds.

2. Pursuant to RSA 14:30-a VI, authorize the Department of Safety, Division of Fire Standards and Training and Emergency Medical Services, to accept and expend funds from the Federal Emergency Management Agency, entitled Assistance for Firefighters, in the amount of \$326,994.00 for the purchase of equipment for training firefighters and emergency medical personnel throughout the state. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2017. Funding source: 100% Federal Funds.

Funds are to be budgeted as follows:

02-023-023-237010-44570000 – Dept. of Safety-Fire Standards-TRNG-EMS-Nat'l Fire Academy Grant
Activity Code: 23FA AFG15

Class	Adjusted Authorized	Requested Action #1	Requested Action #2	Revised Adjusted Authorized
000 - 404805 Federal Funds	(\$204,257.00)	-	(\$326,994.00)	(\$531,251.00)
020 - 500200 Current Expense	2,772.00	2,250.00	11,093.00	16,115.00
030 - 500331 Equipment	174,485.00	4,279.00	313,557.00	492,321.00
040 - 500800 Indirect Costs	2,398.00		2,193.00	4,591.00
041 - 500801 Audit Fund Set Aside	225.00	172.00	151.00	548.00
050 - 500109 Personal Service Temp App	18,000.00	(2,250.00)	-	15,750.00
060 - 500601 Benefits	1,377.00	(172.00)	-	1,205.00
070 - 500704 In State Travel Reimbursement	5,000.00	(4,279.00)	-	721.00
Totals	\$204,257.00	-	\$326,994.00	\$531,251.00

The Honorable Neal M. Kurk, Chairman
Fiscal Committee of the General Court

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council

October 13, 2016

Page 2 of 2

Explanation

The Federal Emergency Management Agency (FEMA) has opened the Assistance for Firefighters grant program to State fire training agencies. This grant provides funding to purchase the necessary equipment to ensure firefighters and emergency medical personnel continue to be trained throughout the State. Based on the size of the State of New Hampshire, there is a 15% match to this grant for which the Division will be utilizing current budgeted funding. The funding is for the purchase of a power cot stretcher, air compressor, propane fired training simulators, 15-lead EKG monitor, trauma manikin simulator, and personal protective equipment.

The funds are to be budgeted as follows:

Funds in class 020 will be used to purchase firefighter helmets and gloves.

Funds in class 030 will be used to purchase the power cot stretcher, air compressor, propane fired training simulators, 15 lead EKG monitor and trauma manikin simulator.

Funds in class 040 are needed to pay indirect costs to Administrative Services on all eligible expenses.

Funds in class 041 are needed to pay audit fund set aside on all eligible expenses.

Respectfully submitted,


John J. Barthelmes
Commissioner of Safety

**Division of Fire Standards & Training & Emergency Medical Services
Nat'l Fire Academy Grant**

Fiscal Situation: Account 02-23-23-237010-44570000

Federal Funds Awarded:

FFY 2014 Assistance to Firefighters Grant (EMW-2014-FZ-00160, 03/31/17)	\$	382,456.00
FFY 2015 Assistance to Firefighters Grant (EMW-2015-FZ-00145, 05/15/17)	\$	316,279.00
FFY 2016 National Fire Academy Grant(EMW-2016-GR-00017, 07/31/17)	\$	20,000.00
Total Grant Funds Awarded	\$	718,735.00

Less State expenses on FFY2014 Assistance to Firefighters Grant	\$	(138,994.01)
Less State expenses on FFY2015 Assistance to Firefighters Grant	\$	(48,489.94)
Less State expenses on FFY2016 National Fire Academy Grant	-	
Total Prior Fiscal Year Actual Expenditures	\$	(187,483.95)

Net Grant Funds Remaining	\$	531,251.05
----------------------------------	-----------	-------------------

Less: SFY16 State Appropriation including prior year encumbrances:	\$	(204,257.00)
--	----	--------------

Excess grant funds available to appropriate	\$	326,994.05
--	-----------	-------------------

This Request	\$	326,994.00
---------------------	-----------	-------------------

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

Jeffrey Phillips
NH Div. of Fire Standards & Training and EMS
33 Hazen Drive
Concord, NH 03305 - 0000

Re: Grant No.EMW-2016-GR-00017

Dear Jeffrey Phillips:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2016 State Fire Training Systems Grant Program has been approved in the amount of \$20,000.00. You are not required to match this award with any amount of non-Federal funds.

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 2016 State Fire Training Systems Grant Program 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.

BRIAN KAMOIE GPD Assistant Administrator

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



FEMA

Mrs. Deborah Pendergast
NH Division of Fire Standards and Training and EMS
33 Hazen Dr.
Concord, New Hampshire 03305-0002

Re: Award No.EMW-2015-FZ-00145

Dear Mrs. Pendergast:

363,720

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2015 Assistance to Firefighters Grant has been approved in the amount of \$316,279.00. As a condition of this award, you are required to contribute a cost match in the amount of \$47,441.00 of non-Federal funds, or 15 percent of the Federal contribution of \$316,279.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the Assistance to Firefighters Grant Programs' e-grant 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
- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2015 Assistance to Firefighters Grant Notice of Funding Opportunity.

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

Prior to requesting Federal funds, all recipients are required to register in the System for Award Management (SAM.gov). As the recipient, you must register and maintain current information in SAM.gov until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that the recipient review and update the information annually after the initial registration, and more frequently for changes in your information. There is no charge to register in SAM.gov. Your registration must be completed on-line at <https://www.sam.gov/portal/public/SAM/>. It is your entity's responsibility to have a valid DUNS number at the time of registration.

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

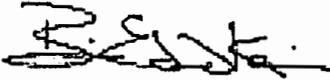
Step 1: Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

Step 2: If you accept your award, you will see a link on the left side of the screen that says "Update 1199A" in the Action column. Click this link. This link will take you to the SF-1199A, Direct Deposit Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit

the form electronically. Then, using the Print 1199A Button, print a copy and take it to your bank to have the bottom portion completed. Make sure your application number is on the form. After your bank has filled out their portion of the form, you must fax a copy of the form to FEMA's SF-1199 Processing Staff at 301-998-8699. You should keep the original form in your grant files. After the faxed version of your SF 1199A has been reviewed you will receive an email indicating the form is approved. Once approved you will be able to request payments online. If you have any questions or concerns regarding your 1199A, or the process to request your funds, please call (866) 274-0960.

Sincerely,



Brian E. Kamoie
Assistant Administrator for Grant Programs

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



FEMA

Mrs. Deborah Pendergast
NH Division of Fire Standards and Training and EMS
33 Hazen Dr.
Concord, New Hampshire 03305-0002

Re: Award No.EMW-2014-FZ-00160

Dear Mrs. Pendergast:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2014 Assistance to Firefighters Grant has been approved in the amount of \$382,456.00. As a condition of this award, you are required to contribute a cost match in the amount of \$57,368.00 of non-Federal funds, or 15 percent of the Federal contribution of \$382,456.00.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the Assistance to Firefighters Grant Programs' e-grant 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
- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2014 Assistance to Firefighters Grant Funding Opportunity Announcement.

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

Prior to requesting Federal funds, all recipients are required to register in the System for Award Management (SAM.gov). As the recipient, you must register and maintain current information in SAM.gov until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that the recipient review and update the information annually after the initial registration, and more frequently for changes in your information. There is no charge to register in SAM.gov. Your registration must be completed on-line at <https://www.sam.gov/portal/public/SAM/>. It is your entity's responsibility to have a valid DUNS number at the time of registration.

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

Step 1: Please go to <https://portal.fema.gov> to accept or decline your award. This will take you to the Assistance to Firefighters eGrants system. Enter your User Name and Password as requested on the login screen. Your User Name and Password are the same as those used to complete the application on-line.

Once you are in the system, the Status page will be the first screen you see. On the right side of the Status screen, you will see a column entitled Action. In this column, please select the View Award Package from the drop down menu. Click Go to view your award package and indicate your acceptance or declination of award. PLEASE NOTE: your period of performance has begun. If you wish to accept your grant, you should do so immediately. When you have finished, we recommend printing your award package for your records.

Step 2: If you accept your award, you will see a link on the left side of the screen that says "Update 1199A" in the Action column. Click this link. This link will take you to the SF-1199A, Direct Deposit Sign-up Form. Please complete the SF-1199A on-line if you have not done so already. When you have finished, you must submit

the form electronically. Then, using the Print 1199A Button, print a copy and take it to your bank to have the bottom portion completed. Make sure your application number is on the form. After your bank has filled out their portion of the form, you must fax a copy of the form to FEMA's SF-1199 Processing Staff at 301-998-8699. You should keep the original form in your grant files. After the faxed version of your SF 1199A has been reviewed you will receive an email indicating the form is approved. Once approved you will be able to request payments online. If you have any questions or concerns regarding your 1199A, or the process to request your funds, please call (866) 274-0960.

Sincerely,



Brian E. Kamoie
Assistant Administrator for Grant Programs

TITLE I THE STATE AND ITS GOVERNMENT

CHAPTER 9 BUDGET AND APPROPRIATIONS; REVOLVING FUNDS

Appropriations

Section 9:16-c

9:16-c Transfer of Federal Grant Funds. –

I. In order to maximize the use of federal grant funds and to avoid lapsing such funds where changes in the state or federal accounting systems, changes in federal grant guidelines, or overestimation or underestimation of funds required in various class codes due to program needs or requirements have occurred subsequent to the passage of the budget, every department as defined in RSA 9:1 may, subject to the prior approval of the fiscal committee of the general court and the approval of governor and council, transfer funds in or out of any class code and to create new class codes within federally funded areas of the department's operating budget if such transfers do not result in an over-expenditure of any grant.

7 II. In order to maximize the use of federal grant funds and not lapse such funds, every department as defined in RSA 9:1 may, subject to the approval of the commissioner of the department of administrative services, carry forward into future state fiscal years any budgeted appropriation balances in class from federal grants for the duration of the federal grant award.

Source. 2012, 192:7, eff. July 1, 2012.