



STATE OF NEW HAMPSHIRE  
 DEPARTMENT OF INFORMATION TECHNOLOGY  
 27 Hazen Dr., Concord, NH 03301  
 Fax: 603-271-1516 TDD Access: 1-800-735-2964  
 www.nh.gov/doit

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 FIS 20 008

~~APPROVED BY FISCAL COMMITTEE~~

~~JAN 10 2020~~

Denis Goulet  
 Commissioner

December 13, 2019

The Honorable Mary Jane Wallner, 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 the provisions of RSA 124:15, contingent upon approval by Governor and Executive Council of Requested Action #2, authorize the Department of Information Technology (DoIT) to establish class 046 consultant position for the purpose of hiring independent consultants to plan and facilitate the cyber incident response training materials, workshops and tabletop exercises. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2021. 100% Other Funds; the funds used by DOS to reimburse DoIT are 100% Homeland Security Grant Funds.
2. Authorize the Department of Information Technology (DoIT) to accept and expend \$25,000.00 in State Fiscal Year 2020 (SFY 20) from the State Homeland Security Grant Program funds available from the Department of Safety (DOS) for the funding of a Cyber Incident response training and exercise project consisting of training materials, workshops and tabletop exercises to train senior state leadership in the execution of cybersecurity incident response plans. Effective upon Governor and Council approvals through June 30, 2021. 100% Other Funds; the funds used by DOS to reimburse DoIT are 100% Homeland Security Grant Funds.

In SFY 20, funds shall be budgeted in 01-03-03-030010-76230000, IT for Safety as follows:

Class	Budget Category	Current Budget	Requested Action	Revised Budget
<b>Income</b>				
001-482723	Inter-Agency Transfer from DOS	\$9,959,599.79	\$25,000.00	\$9,984,599.79
	Totals	\$9,959,599.79	\$25,000.00	\$9,984,599.79
<b>Expenditures</b>				
020-500200	Current Expenses	\$48,375.68	\$0.00	\$48,375.68
037-500174	Technology-Hardware	\$2,853,766.28	\$0.00	\$2,853,766.28
038-500178	Technology-Software	\$3,582,828.00	\$0.00	\$3,582,828.00
039-500180	Telecommunications	\$300,000.00	\$0.00	\$300,000.00
046-500465	Consultants	\$3,174,629.83	\$25,000.00	\$3,199,629.83
	Totals	\$9,959,599.79	\$25,000.00	\$9,984,599.79

His Excellency, Governor Christopher T. Sununu  
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### EXPLANATION

These State Agency awards are funded as part of the Department of Homeland Security Grant program allocation. This program assists State agencies in securing their State and communities by participating in or purchasing training, equipment to prevent, respond to, and recover from potential acts of terrorism and other potential disasters. DoIT applied to DOS and was subsequently awarded \$25,000.00 of the Homeland Security grant. The grant will assist the State of NH in strengthening its cyber security incident response capabilities by ensuring that senior state leadership understands operational cybersecurity incident procedures and response plans. These funds will be used to fund a project consisting of training materials, workshops and tabletop exercises to train state senior leadership in cybersecurity incident response. The role of senior leaders relative to cybersecurity incident response and recovery are focus areas which will be addressed.

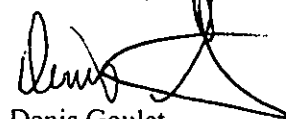
The funds are to be budgeted as follows:

The funds in Class 046-Consultants are required for the purpose of hiring independent consultants to plan, create and facilitate the cyber incident response training materials, workshops and tabletop exercises.

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

1. List of personnel involved: Temporary consultants.
2. Nature, Need and Duration: The temporary consultants will provide for the increased needs for subject matter experts beyond the limited resources of in-house personnel.
3. Relationship to existing agency programs: Builds on the previous effort (also funded by a Homeland Security Grant) to strengthen cyber incident response procedures across state agencies and build partnerships relative to cybersecurity incident response efforts.
4. Has a similar program been requested of the legislature and denied? No.
5. Why wasn't funding included in the agency's budget request? It was not known at the time that DoIT would be applying for grant funds.
6. Can portions of the grant funds be utilized? This request is 100% federally funded.
7. Estimate the funds required to continue these positions: \$0.00. The temporary consulting positions will not be continued beyond the grant period.

Respectfully submitted,



Denis Goulet  
Commissioner

DG/rac

# State of New Hampshire

ROBERT L. QUINN  
COMMISSIONER OF SAFETY



RICHARD C. BAILEY, JR.  
PERRY E. PLUMMER  
ASSISTANT COMMISSIONERS

## DEPARTMENT OF SAFETY

James H. Hayes Safety Building, 33 Hazen Drive, Concord, NH 03305  
Tel: (603) 223-3889  
Speech/Hearing Impaired  
TDD Access Relay NH 1-800-735-2964

October 7, 2019

Commissioner & CIO Denis Goulet  
NH Department of Information Technology  
27 Hazen Drive  
Concord, NH 03305

Re: 2019 State Agency Homeland Security Grant Awards –Cyber Incident Response Training and Exercise (SHSP)

Dear Commissioner Goulet:

Congratulations! Your division has been approved for funding specific to enhancing your Homeland Security mission of Cyber Incident Response Training and Exercise. It is crucial for compliance with federal regulations that all requirements associated with this grant are adhered to. There are specific special conditions attached to your grant award Terms and Conditions that will need to be followed to ensure grant compliance and reimbursement of costs as approved. These funds expire on August 31, 2022. All expenditures must be completed 30 days in advance of this date.

The following funds have been awarded to the NH Department of Information Technology for carrying out specific HSGP eligible training and exercises for cyber security.

2019 State Homeland Security Program: \$25,000.00

This award is for the following:

- Cyber Incident Response Training and Exercise \$25,000.00

### AWARD

Attached are the grant terms and conditions, special conditions, lobbying and assurances, and FFATA form. Please initial each page and complete and sign the last page of the grant terms and conditions. Also, please fill out the FFATA form and return both forms to GMU no later than October 30, 2019. These 2019 State Homeland Security funds will expire on August 31, 2022. All expenditures must be made and invoiced 30 days prior to that date (by July 31, 2022).

### REQUISITION

Once the signed award documents have been returned to our office, you may proceed with purchasing the item(s) awarded (subject to pre-approvals as noted herein). The following must be submitted to our office prior to the requisition entry:

As noted earlier, the homeland training support equipment must all be applied for and approved by GMU, PRIOR to submitting the following for processing:

- All required information needed for the requisition form such as: the Object Class and Object Code from the NHFIRST list, Purchase & Property Buyer name, etc.
- Background information inclusive of all attachments needed to support requisition
- Updated quote for purchase (quote cannot be older than 30 days when attaching to requisition)
- Sole Source justification letter (if applicable)

Please understand if the information listed above is incomplete, it will be returned to you to complete. Please also designate someone from your division, if needed, to assist our staff here on site if the requisition entry is rejected.

We look forward to working with you as you enhance your capabilities in Homeland Security prevention, protection, response and recovery.

Very truly yours,



Pam Urban-Morin  
Grant Administrator

Cc: Daniel Dister, Chief Information Security Officer  
Rose Curry, Director

Encl: Special Terms and Conditions  
Federal Terms and Conditions  
FFATA  
Assurances and Lobbying