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# State of New Hampshire

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

JOHN J. BARTHELMES  
 COMMISSIONER

August 15, 2018

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

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

*Christopher M. Sununu* 9/21/18  
 Approved by Fiscal Committee  
 DATE

**Requested Action**

Pursuant to RSA 14:30-a VI, the Department of Safety, Division of Homeland Security and Emergency Management, requests authorization to accept and expend Hazard Mitigation Grant Program (HMGP) funds from the Federal Emergency Management Agency (FEMA) for DR-4316 March Severe Winter Storm and DR-4329 Severe Storms and Flooding in the amount of \$1,781,531.00 for the implementation of cost effective mitigation projects. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2019. Funding Source: 100% Federal Funds.

Funds are to be budgeted in SFY 2019 in the following account:

02-23-23-236010-29200000		Dept. of Safety	HSEM	Hazard Mitigation Grant Program-FEMA	
<u>Class</u>	<u>Description</u>	<u>SFY19 Current</u>		<u>Requested Action</u>	<u>SFY19 Revised</u>
		<u>Adjusted</u>	<u>Authorized</u>		<u>Adjusted</u>
					<u>Authorized</u>
000-404805	Federal Funds		(\$943,100.42)	(\$1,781,531.00)	(\$2,724,631.42)
018-500106	Overtime		0.00	2,839.00	2,839.00
020-500200	Current Expense		434.45	2,700.00	3,134.45
040-500800	Indirect Costs		1,108.45	9,130.00	10,238.45
041-500801	Audit Fund Set Aside		969.69	1,940.00	2,909.69
050-500109	Personal Service Temp		8,148.91	57,500.00	65,648.91
060-500601	Benefits		624.88	5,166.00	5,790.88
072-500574	Grants Federal		930,864.59	1,698,476.00	2,629,340.59
080-507101	Out of State Travel		949.45	3,780.00	4,729.45
<b>Totals</b>			<b>\$943,100.42</b>	<b>\$1,781,531.00</b>	<b>\$2,724,631.42</b>

**Explanation**

The total amount of \$1,781,531.00 from FEMA consists of \$264,395.00 from DR-4316 March Severe Winter Storm and \$1,517,136.00 from DR-4329 Severe Storms and Flooding.

The Hazard Mitigation Grant Program (HMGP) provides funding to states and communities (sub-recipients) for cost-effective hazard mitigation activities that complement a comprehensive mitigation program. FEMA provides HMGP funds to states following presidentially declared disasters where the FEMA Public Assistance Program is employed that, in turn,

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August 15, 2018

Page 2 of 2

provide sub-grants or contracts for a variety of mitigation activities, such as planning and the implementation of projects identified through the evaluation of natural hazards. Mitigation projects may include, but are not limited to, property acquisitions, property elevations, localized flood risk reduction, and generators. The cost share is 75% Federal funds and a 25% applicant soft-match. The sub-grantee will provide and document the program match requirements. The management costs associated with the Hazard Mitigation Grant Program are 100% federal funds and do not require a matching percentage.

<u>Class Code</u>	<u>Title</u>	<u>Description</u>
018	Overtime	Funds will be used to pay overtime costs associated with evening meetings, workshops, project monitoring, and administration.
020	Current Expense	Funds will be used for supplies needed to manage the Hazard Mitigation Assistance programs.
040	Indirect Cost	Represents the associated amount for this request.
041	Audit Fund Set Aside	Represents the associated amount for this request.
050	Personal Service Temp	The funds will be used to pay salaries for existing part-time positions.
060	Benefits	Provides funding associated with Class Code 050.
072	Grants	Provides funding for grants to sub-grantees.
080	Out of State Travel	Provides funding for travel to workshops associated with managing the Hazard Mitigation Assistance programs.

At the time the State of New Hampshire FY 2018-2019 budget was being developed, it was not anticipated that the State would receive this level of funding.

The State of New Hampshire solicits applications statewide. Notification of the availability of HMGP funds is made to every community by e-mail and by letters sent to the chief elected official of each community. The State of New Hampshire submits all applications received for program funding to the Federal Emergency Management Agency for their final approval. Applications that are determined to be cost effective and program eligible are then funded 75% by FEMA; not every application submitted is determined to be program eligible. However, all applications that are determined to be eligible are funded at the requested dollar amount listed in their application, pending availability of adequate program funding.

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,



John J. Barthelmes  
Commissioner of Safety



# State of New Hampshire

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

JOHN J. BARTHELMES  
COMMISSIONER

August 15, 2018

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August 15, 2018  
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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,

  
John J. Barthelmes  
Commissioner of Safety

**Homeland Security and Emergency Management  
Hazard Mitigation Grant Program**

8/15/2018

**Fiscal Situation: Account 02-23-23-236010-29200000**

**Federal Funds Awarded:**

DR4105 February 2013 Snowstorm HMGP	\$959,266.00
DR4209 January 2015 Blizzard	\$753,002.00
DR4316 March 2017 Severe Winter Storm HMGP	\$264,395.00
DR4329 July 2017 Severe Storms and Flooding HMGP	<u>\$1,517,136.00</u>
<b>Total Grant Funds Awarded</b>	<b><u>\$3,493,799.00</u></b>

Less expenses in FY 2015	(\$452,167.22)
Less expenses in FY 2016	(\$908,763.26)
Less expenses in FY 2017	(\$394,831.36)
Less expenses in FY 2018	(\$396,795.41)
<b>Total Prior Fiscal Year Actual Expenses</b>	<b><u>-\$2,152,557.25</u></b>

**Net Grant Funds Remaining as of July 1, 2018 (SFY2019)** **\$1,341,241.75**

Less SFY 2019 Appropriation including prior year encumbrances **\$943,100.42**  
Account 02-23-23-236010-29200000

Excess grant funds available to appropriate **\$2,284,342.17**

**This Request** **\$1,781,531.00**

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U.S. Department of Homeland Security  
FEMA Region I  
99 High Street  
Boston, MA 02110

1,446,407 +  
70,729 +  
002 .....  
1,517,136 \* \*



# FEMA

February 22, 2018

Perry Plummer  
Director  
Homeland Security and Emergency Management  
New Hampshire Department of Public Safety  
33 Hazen Drive  
Concord, NH 03305

*Re: FEMA-4329-DR-NH – Six-Month Estimate for the Hazard Mitigation Grant Program Lock-in and Six-Month Lock-ins for Public Assistance and Hazard Mitigation Grant Program Management Costs*

Dear Director Plummer:

The purpose of this letter is to provide the New Hampshire Division of Homeland Security and Emergency Management, Department of Public Safety (“Recipient”) with the 6-month estimate of the Hazard Mitigation Grant Program (“HMGP”) lock-in ceiling, the 6-month lock-in for Public Assistance management costs, and the 6-month lock-in for HMGP management costs for major disaster declaration FEMA-4329-DR-NH. FEMA provides this information primarily for planning purposes pursuant to 44 C.F.R. § 207.5(b) and the *Hazard Mitigation Assistance Guidance*.

<u>Description</u>	<u>6-Month Estimate</u>
HMGP Lock-in Ceiling	<u>\$1,446,407</u>
<u>Description</u>	<u>6-Month Lock-in</u>
Public Assistance Management Cost	\$322,067
HMGP Management Cost	<u>\$70,729</u>

→ \$1,517,136.00

The Recipient previously submitted a request for initial HMGP management cost funding on October 26, 2017, and FEMA is currently processing that request. The Recipient has not, however, submitted an initial funding request for Public Assistance management costs. If you would like to submit an interim funding request for additional HMGP management cost funding pursuant to 44 C.F.R. § 207.7(e) or an initial funding

request for Public Assistance management cost funding pursuant to 44 C.F.R. § 207.7(c), please submit your request via email or regular mail to the following:

**Public Assistance Management Costs**

**HMGP Management Costs**

Regular Mail:

Regular Mail:

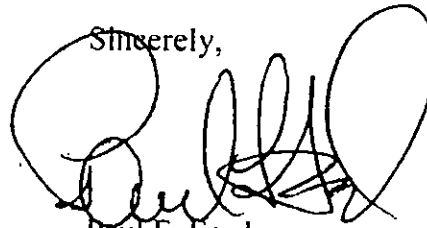
Robert Grimley  
Recovery Division Director  
FEMA Region I  
99 High Street, 5<sup>th</sup> Floor  
Boston, MA 02110  
Email: [robert.grimley@fema.dhs.gov](mailto:robert.grimley@fema.dhs.gov)

Richard Verville  
Hazard Mitigation Branch Chief  
FEMA Region I  
99 High Street, 6<sup>th</sup> Floor  
Boston, MA 02110  
Email: [richard.verville@fema.dhs.gov](mailto:richard.verville@fema.dhs.gov)

You have submitted your management cost request documentation for both Public Assistance and HMGP management costs as required by 44 C.F.R. § 207.7(d). FEMA has reviewed and approved your documentation for Public Assistance and is still reviewing your HMGP documentation.

If you have any questions or need additional information, you may contact either Messrs. Grimley or Verville at the contact information above.

Sincerely,



Paul F. Ford  
Acting Regional Administrator  
FEMA Region I



FEMA

March 26, 2014

Perry Plummer, Director  
NH Department of Homeland Security and Emergency Management  
33 Hazen Drive  
Concord, New Hampshire 03301

Re: Section 324 Management Costs Final (12-Month) Lock-ins and  
HMGP Final Lock-in Ceiling, DR-4105-NH

Dear Director Plummer:

Under Section 404 of the Stafford Act, as amended, 75% Federal funding is authorized for hazard mitigation measures. As a condition of receiving Federal disaster assistance, measures must be cost-effective, environmentally acceptable and be consistent with the strategies and recommendations identified in your State Hazard Mitigation Plan. Funding for mitigation projects under the HMGP is based on 15% of the estimated aggregate amount of grants made under the Stafford Act. The 12-month final lock-in of \$914,545 in Federal funding is available for the HMGP under FEMA-4105-DR-NH. A breakdown of funding is listed below:

5% PROJECTS	\$ 45,727
7% PROJECTS	\$ 64,018
REGULAR PROJECTS	\$ 804,800
12-MONTH LOCK-IN	\$ 914,545
STATE MANAGEMENT COST PROJECTS	\$ 44,721

> \$959,266.<sup>00</sup>

This calculation is based on the 12-month estimate as reported by the authorized disaster assistance programs. This is the final 12-month lock-in for FEMA-4105-DR-NH. Final applications or amendments for new mitigation projects must have been submitted to the FEMA Region I Hazard Mitigation Division by **March 19, 2014**. Please forward a SF-424 to cover the funding request. If you have any questions, please contact me.

Sincerely,

Dean J. Savramis  
Director, Mitigation Division  
FEMA Region I

914,545 +  
44,721 +  
804,800 =  
1,764,066

Cc: Beth Peck, HSEM  
Dan McElhinney, Grants Division Director, FEMA Region I  
Lynn Wright, Grants Management Branch Chief, FEMA Region I





FEMA

April 12, 2016

Perry Plummer, Director  
Homeland Security and Emergency Management  
33 Hazen Dr.  
Concord, NH 03305

Re: Section 324 Management Costs Final (12-Month) Lock-ins and  
HMGP Final Lock-in Ceiling, FEMA-4209-DR-NH

Dear Director Plummer:

Under Section 404 of the Stafford Act, as amended, 75% Federal funding is authorized for hazard mitigation measures. As a condition of receiving Federal disaster assistance, measures must be cost-effective, environmentally acceptable and be consistent with the strategies and recommendations identified in your State Hazard Mitigation Plan. Funding for mitigation projects under the HMGP is based on 15% of the estimated aggregate amount of grants made under the Stafford Act. The 12-month final lock-in of \$717,897 in Federal funding is available for the HMGP under FEMA-4209-DR-NH. A breakdown of funding is listed below:

5% PROJECTS	\$ 35,895
7% PROJECTS	\$ 50,253
REGULAR PROJECTS	\$ 631,749
12-MONTH LOCK-IN	\$ 717,897
STATE MANAGEMENT COST PROJECTS	\$ 35,105

> \$ 753,002.00

This calculation is based on the 12-month estimate as reported by the authorized disaster assistance programs. This is the final 12-month lock-in for FEMA-4209-DR-NH. Final applications or amendments for new mitigation projects must have been submitted to the FEMA Region I Hazard Mitigation Assistance Branch by **March 25, 2016**. Please forward a SF-424 to cover the funding request. If you have any questions, please contact Richard Verville, FEMA Region I Hazard Mitigation Assistance Branch Chief, at (617) 956-7524.

Sincerely,

Dean J. Savramis  
Director, Mitigation I  
FEMA Region I

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717,897 \*  
35,105 \*  
753,002 \*

cc: Beth Peck, State Hazard Mitigation Officer, NH HSEM  
Dan McElhinney, Grants Division Director, FEMA Region I  
Lynn Wright, Grants Management Branch Chief, FEMA Region I

request for Public Assistance management cost funding pursuant to 44 C.F.R. § 207.7(c), please submit your request via email or regular mail to the following:

**Public Assistance Management Costs**

**HMGP Management Costs**

Regular Mail:

Regular Mail:

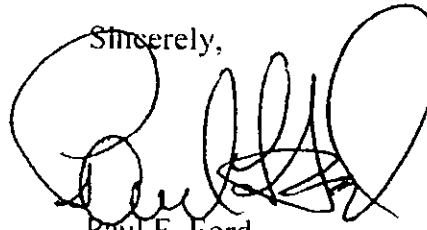
Robert Grimley  
Recovery Division Director  
FEMA Region I  
99 High Street, 5<sup>th</sup> Floor  
Boston, MA 02110  
Email: [robert.grimley@fema.dhs.gov](mailto:robert.grimley@fema.dhs.gov)

Richard Verville  
Hazard Mitigation Branch Chief  
FEMA Region I  
99 High Street, 6<sup>th</sup> Floor  
Boston, MA 02110  
Email: [richard.verville@fema.dhs.gov](mailto:richard.verville@fema.dhs.gov)

You have submitted your management cost request documentation for both Public Assistance and HMGP management costs as required by 44 C.F.R. § 207.7(d). FEMA has reviewed and approved your documentation for Public Assistance and is still reviewing your HMGP documentation.

If you have any questions or need additional information, you may contact either Messrs. Grimley or Verville at the contact information above.

Sincerely,



Paul F. Ford  
Acting Regional Administrator  
FEMA Region I

12,326.00 +  
252,069.00 +  
264,395.00 \*

U.S. Department of Homeland Security  
FEMA Region I  
99 High Street  
Boston, MA 02110



FEMA

June 13, 2018

Perry Plummer  
Director  
Division of Emergency Management and Homeland Security  
New Hampshire Department of Safety  
33 Hazen Drive  
Concord, New Hampshire 03305

Re: *FEMA-4316-DR-NH – Final Lock-in – Public Assistance Grant Program Management Costs – Hazard Mitigation Grant Program Management Costs – Hazard Mitigation Grant Program Ceiling*

Dear Director Plummer:

The purpose of this letter is to provide the New Hampshire Division of Emergency Management and Homeland Security ("Recipient") with the final lock-in for Section 324 Management Costs for the Public Assistance grant and for the Hazard Mitigation Grant Program ("HMGP"), and the HMGP Final Lock-in Ceiling under the Major Disaster Declaration identified as FEMA-4316-DR. These final Lock-ins and Ceiling are based on the projections of the federal share for financial assistance for Public Assistance. For FEMA-4316-DR, FEMA has calculated a final management cost lock-in of \$56,127.00 for Public Assistance and \$12,326 for HMGP. The HMGP Final Lock-in Ceiling is \$252,069. \*

FEMA previously awarded the Recipient initial Public Assistance management cost funding of \$13,587.00 in a Category Z Project Worksheet and has reviewed and approved the Recipient's request documentation.<sup>1</sup> If FEMA approves the Recipient's final funding request, my staff will work with the Recipient to amend the Category Z Project Worksheet and award up to an additional \$42,540.00 in Public Assistance management cost funding. FEMA also previously awarded the Recipient initial HMGP management cost funding of \$2,984.00 in project number 4316-1-M and has reviewed and approved the Recipient's request documentation.<sup>2</sup> If FEMA approves the Recipient's final funding request, my staff will work with the Recipient to amend project number 4316-1-M and award up to an additional \$9,342.00 in HMGP management cost funding.

Here I want to remind the Recipient of the process for requesting final management cost funding as detailed in 44 C.F.R. pt. 207 and FEMA policy.<sup>3</sup> If the Recipient wishes to request final management cost funding for either or both Public Assistance and HMGP, it must submit a

<sup>1</sup> PA-01-NH-4316-PW-00017(0).

<sup>2</sup> HMGP-4316-1-M.

<sup>3</sup> See Federal Emergency Management Agency, *Hazard Mitigation Assistance Guidance* (2015); FEMA Policy No. 104-009-2, *Public Assistance Program and Policy Guide* (2017).

request pursuant to 44 C.F.R. § 207.7 to the Recovery Division Director (for Public Assistance) and the Hazard Mitigation Assistance Branch Chief (for HMGP) via email or regular mail to the following:

**Public Assistance Management Costs**Regular Mail:

Robert Grimley  
Recover Division Director  
FEMA Region I  
99 High Street, 5<sup>th</sup> floor  
Boston, MA 02110  
Email: Robert.Grimley@fema.dhs.gov

**HMGP Management Costs**Regular Mail:

Richard Verville  
Hazard Mitigation Branch Chief  
FEMA Region I  
99 High Street, 6<sup>th</sup> Floor  
Boston, MA 02110  
Email: Richard.Verville@fema.dhs.gov

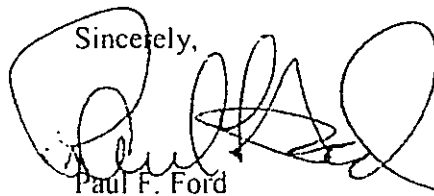
The Recipient must only use management cost funding for indirect costs, administrative expenses, and any other expenses not directly chargeable to a specific project that are reasonably incurred by a Recipient in administering and managing the grant that were specifically delineated in the Recipient's request documentation submitted to FEMA. All charges must be properly documented in accordance with 44 C.F.R. § 207.8 (f) and, in compliance with state law and procedures, the Recipient must retain records, including source documentation to support expenditures incurred for management costs, for three years from the date of submission of the final Financial Status Report to FEMA.

The period of availability for management cost funding under FEMA-4316-DR is eight years from the date of declaration or 180 days after the latest performance period date of a non-management cost Project Worksheet (for Public Assistance) or HMGP project narrative (for HMGP), whichever is sooner. The Recipient may charge to the management cost project award only those costs resulting from the obligations during the period of availability.

The Recipient must provide quarterly progress reports on management cost funds to the Regional Administrator as required by the FEMA-State Agreement. Upon the end of the period of availability, the Recipient will have 90 days to liquidate all obligations incurred under the award pursuant to 2 C.F.R. § 200.343 to coincide with the submission of the final Financial Status Report to FEMA. FEMA will reduce the amount of the management cost project award by the amount of any funds not liquidated at the end of this period.

If you have any questions or concerns regarding Public Assistance management costs, please contact Robert Grimley at (617) 956-7634 or via email at [Robert.Grimley@fema.dhs.gov](mailto:Robert.Grimley@fema.dhs.gov). Regarding HMGP management costs and the HMGP Ceiling, please contact Richard Verville at (617) 956-7524 or via email at [Richard.Verville@fema.dhs.gov](mailto:Richard.Verville@fema.dhs.gov).

Sincerely,



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Acting Regional Administrator  
FEMA Region I