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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

September 26, 2017

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

Requested Action

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 State Fire Training Systems Grant Program for Firefighters in the amount of \$20,000.00 for the purpose of providing training and education from the National Fire Academy to first responders throughout the State. Effective upon Governor and Council approval through June 30, 2018. 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

<u>Class</u>		<u>SFY 2018 Adjusted Authorized</u>	<u>Requested Action</u>	<u>SFY 2018 Revised Adjusted Authorized</u>
000 - 404365	Federal Funds	(\$233,831.47)	(\$20,000.00)	(\$253,831.47)
020 - 500200	Current Expense	94,172.00	0.00	94,172.00
030 - 500331	Equipment	129,224.92	0.00	129,224.92
040 - 500800	Indirect Costs	10,199.11	2,194.00	12,418.11
041 - 500801	Audit Fund Set Aside	234.59	25.00	234.59
050 - 500109	Personal Service Temp App	.17	11,542.00	11,542.17
060 - 500601	Benefits	.68	899.00	899.68
070 - 500704	In State Travel Reimbursement	0.00	540.00	540.00
102 - 500731	Contracts for Program Services	0.00	4,800.00	4,800.00
	Totals	\$233,831.47	\$20,000.00	\$253,831.47

Explanation

The funds from this grant will be used to train first responders in New Hampshire using over 45 National Fire Academy (NFA) courses. NFA curricula and programs are designed to support PPD-8 through training programs which support State and local response agencies to prevent, mitigate, prepare for, respond, and recover from man-made and natural disasters at local, regional, and national levels. These courses will be taught both at the NH Fire Academy and in the field by instructors from the National Fire Academy and qualified local instructors. This training will include, but not be limited to, such topics as incident

His Excellency, Governor Christopher T. Sununu
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September 26, 2017
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management for high-rise operations and structural collapse incidents; wildland and urban interface; community risk reduction; campus fire and life safety; training operations in small fire departments; etc.

The funds are to be budgeted as follows:

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.

Funds in class 050 will be used to pay for existing part-time salaries for trainers.

Funds in class 060 will pay for benefits associated with the existing part-time positions.

Funds in class 070 will pay for costs of In-State travel required for various training locations.

Funds in Class 102 will pay for specialized training services.

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 2015 Assistance to Firefighters Grant (EMW-2015-FZ-00145) Ended 5/15/17	\$	316,279.00
FFY 2016 Assist. to Fire Firefighters Grant (EMW-2016-FZ-00163) 4/17/2017-4/6/2018	\$	149,714.00
FFY 2017 National Fire Academy Grant (EMW-2017-GR-00011) 09/01/17-08/31/18	\$	20,000.00
Total Grant Funds Awarded	\$	485,993.00

Less State expenses on FFY2015 Assistance to Firefighters Grant	\$	(190,315.77)
Less Unspent Balance of FFY2015 Assistance to Firefighters Grant	\$	(41,845.28)
Less State expenses on FFY2016 Assistance to Firefighters Grant	\$	-
Less State expenses on FFY2017 National Fire Academy Grant	\$	-
Total Prior Fiscal Year Actual Expenditures and Unspent Balances	\$	(232,161.05)

Net Grant Funds Remaining **\$ 253,831.95**

Less: SFY17 State Appropriation including prior year encumbrances: **\$ (233,831.47)**
\$ 20,000.48

This Request **\$ 20,000.00**



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-2017-GR-00011

Dear Jeffrey Phillips:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2017 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 2017 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.

Obligating Document for Award/Amendment

1a. AGREEMENT NO. EMW-2017-GR-00011-S01
 2. AMENDMENT NO. ***
 3. RECIPIENT NO. 026000618A
 4. TYPE OF ACTION AWARD
 5. CONTROL NO. E499798N

6. RECIPIENT NAME AND ADDRESS
 NH Div. of Fire Standards & Training and EMS
 33 Hazen Drive
 Concord, NH, 03305 - 0000
 7. ISSUING FEMA OFFICE AND ADDRESS
 Grant Operations
 245 Murray Lane - Building 410, SW
 Washington DC, 20528-7000
 POC: 866-927-5646
 8. PAYMENT OFFICE AND ADDRESS
 Financial Services Branch
 500 C Street, S.W., Room 723
 Washington DC, 20472

9. NAME OF RECIPIENT PROJECT OFFICER
 Jeffrey Phillips
 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
 09/01/2017
 12. METHOD OF PAYMENT
 PARS
 13. ASSISTANCE ARRANGEMENT
 Cost Reimbursement
 14. PERFORMANCE PERIOD
 From: 09/01/2017 To: 08/31/2018
 Budget Period
 09/01/2017 08/31/2018

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-XXXXX-XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMULATIVE NON-FEDERAL COMMITMENT
State Fire Training Systems Grant Program	97.043	2017-FA-F113-U310-W63006-4101-D	\$0.00	\$20,000.00	\$20,000.00	See Totals
TOTALS			\$0.00	\$20,000.00	\$20,000.00	\$0.00

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)

State Fire Training Systems 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.

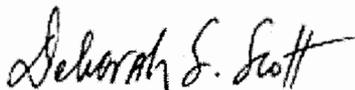
16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

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 (Name and Title)
 Jeffrey Phillips, Ms

DATE
 Wed Sep 06 11:53:25 GMT
 2017

18. FEMA SIGNATORY OFFICIAL (Name and Title)



DATE
 Fri Aug 25 17:07:36 GMT
 2017

DEBORAH SUSAN PRICE SCOTT, Assistance Officer

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:

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.

*85 Fed
15 match*

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

**FEDERAL EMERGENCY MANAGEMENT AGENCY
OBLIGATING DOCUMENT FOR AWARD/AMENDMENT**

1a. AGREEMENT NO. EMW-2015-FZ-00145 2. AMENDMENT NO. 0 3. RECIPIENT NO. 02-6000618 4. TYPE OF ACTION AWARD 5. CONTROL NO. WX02311N2016T

6. RECIPIENT NAME AND ADDRESS
NH Division of Fire Standards and Training and EMS
98 Smokey Bear Blvd
Concord
New Hampshire, 03305-0002

7. ISSUING OFFICE AND ADDRESS
Grant Programs Directorate
500 C Street, S.W.
Washington DC, 20528-7000
POC: Rosalie Vega

8. PAYMENT OFFICE AND ADDRESS
FEMA, Financial Services Branch
500 C Street, S.W., Room 723
Washington DC, 20472

9. NAME OF RECIPIENT PROJECT OFFICER Deborah Pendergast PHONE NO. 6032234200X31001 10. NAME OF PROJECT COORDINATOR Catherine Patterson PHONE NO. 1-866-274-0960

11. EFFECTIVE DATE OF THIS ACTION 16-MAY-16 12. METHOD OF PAYMENT SF-270 13. ASSISTANCE ARRANGEMENT Cost Sharing 14. PERFORMANCE PERIOD From:16-MAY-16 To:15-MAY-17

Budget Period
From:01-OCT-15 To:30-SEP-16

15. DESCRIPTION OF ACTION
a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NC.	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
AFG	97.044	2016-F5-C111-P4310000-4101-D	\$0.00	\$316,279.00	\$316,279.00	\$47,441.00
TOTALS			\$0.00	\$316,279.00	\$316,279.00	\$47,441.00

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

16a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

Assistance to Firefighters Grant 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 (Name and Title)
N/A

DATE
N/A

18. FEMA SIGNATORY OFFICIAL (Name and Title)
Rosalie Vega

DATE
28-APR-16

Go Back

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



FEMA

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

Re: Award No.EMW-2016-FZ-00163

Dear Ms. Pendergast:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2016 Assistance to Firefighters Grant has been approved in the amount of \$149,714.00. As a condition of this award, you are required to contribute a cost match in the amount of \$22,457.00 of non-Federal funds, or 15 percent of the Federal contribution of \$149,714.00.

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 2016 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

**FEDERAL EMERGENCY MANAGEMENT AGENCY
OBLIGATING DOCUMENT FOR AWARD/AMENDMENT**

1a. AGREEMENT NO. EMW-2016-FZ-00163	2. AMENDMENT NO. 0	3. RECIPIENT NO. 02-6000618	4. TYPE OF ACTION AWARD	5. CONTROL NO. WX01287N2017T
6. RECIPIENT NAME AND ADDRESS NH Division of Fire Standards and Training and EMS 98 Smokey Bear Blvd Concord New Hampshire, 03305-0002	7. ISSUING OFFICE AND ADDRESS Grant Programs Directorate 500 C Street, S.W. Washington DC, 20528-7000 POC: Marketa Walker	8. PAYMENT OFFICE AND ADDRESS FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20472		
9. NAME OF RECIPIENT PROJECT OFFICER Deborah Pendergast	PHONE NO. 6032234200X31001	10. NAME OF PROJECT COORDINATOR Catherine Patterson		PHONE NO. 1-866-274-0960
11. EFFECTIVE DATE OF THIS ACTION 07-APR-17	12. METHOD OF PAYMENT SF-270	13. ASSISTANCE ARRANGEMENT Cost Sharing	14. PERFORMANCE PERIOD From:07-APR-17 To:06-APR-18	
			Budget Period From:29-JAN-17 To:30-SEP-17	

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-XXXXX- XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMULATIVE NON- FEDERAL COMMITMENT
AFG	97.044	2017-F6-C111-P4310000-4101-D	\$0.00	\$149,714.00	\$149,714.00	\$22,457.00
		TOTALS	\$0.00	\$149,714.00	\$149,714.00	\$22,457.00

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

16a. 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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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 (Name and Title)
N/ADATE
N/A18. FEMA SIGNATORY OFFICIAL (Name and Title)
Marketa WalkerDATE
06-APR-17

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