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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

March 20, 2018

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 Homeland Security and Emergency Management (HSEM), to accept and expend grant funds from the Department of Safety, Office of the Commissioner, in an amount not to exceed \$18,500.00, for providing a hosted Web-based cellular phone notification system and associated services for HSEM to alert and warn the public of any impending dangers. Effective upon Governor and Council approval through June 30, 2018. Funding source: 100% Agency Income.

Funds will be budgeted as follows:

02-23-23-236010-08590000 Dept. of Safety – Div. of Homeland Security & Emer Mgt – HSEM Agency Income-Grant

<u>Class</u>	<u>Description</u>	<u>SFY18 Current Adjusted Authorized</u>	<u>Requested Action</u>	<u>Revised SFY18 Adjusted Authorized</u>
009-407036	Agency Income	(\$174,063.17)	(\$18,500.00)	(\$171,832.17)
037-500173	Technology Hardware	\$1,668.17	\$0.00	\$1,668.17
038-500177	Technology Software	\$32,000.00	\$18,500.00	\$50,500.00
040-500800	Indirect Costs	\$13,719.00	\$0.00	\$13,719.00
050-500109	Personal Serv-Temp	\$472.00	\$0.00	\$472.00
060-500601	Benefits	\$37.00	\$0.00	\$37.00
070-502970	In-State Travel	\$6.00	\$0.00	\$6.00
103-500735	Cont for Op Svcs	\$126,161.00	\$0.00	\$126,161.00
	Totals	\$174,063.17	\$18,500.00	\$192,563.17

Explanation

This request is to accept and expend a sub-grant from the Department of Safety, Office of the Commissioner, to provide a system that allows the Department of Safety to release emergency messages to cell phone users, within geographical areas specified by the Department, warning the public of impending danger. It integrates with emergency weather warnings from National Oceanic and Atmospheric Administration and enables the State to rebroadcast State Amber Alert messages in a timely manner to a large number of people within a targeted area.

Funds are to be budgeted as follows:

Funds in Class 38, Technology-Software, will be used for to provide a hosted Web-based cellular phone notification system and associated services to alert and warn the public of any impending dangers.

Respectfully submitted,

John J. Barthelmes
Commissioner

**Homeland Security and Emergency Management
HSEM Agency Income Grants**

Fiscal Situation: Account 02-23-23-236010-08590000

Federal Funds Awarded:

Office of Highway Safety Grant - "Media Position" (through September 30, 2017)	\$260,250.00
Pease Development Authority - Division of Ports and Harbors "Social Media Software Program"	\$32,000.00
2016 State Homeland Security Program Grant - Code Red	\$35,000.00
Total Grant Funds Awarded	\$327,250.00
Less Prior Grant Expenses - Code Red	(16,500.00)
Less Prior Grant Expenses - OHS Media Grant	(11,009.11)
Unspent Balance OHS Media Grant	(107,177.00)
Total Prior Fiscal Year Actual Expenses and Unspent Balances	(\$134,686.11)
Net Grant Funds Remaining	\$192,563.89
Less: Current Adjusted Authorized Including Prior Year's Encumbrances	(\$174,063.17)
Available Funds	\$18,500.72
This Request	\$18,500.00

SEP 27 2017

SPECIAL CONDITIONS – FFY 2016

SUBGRANTEE: Division of Homeland Security & Emergency Mgt.

GRANTS MGMT. UNIT
GRANT AWARD AMOUNT: \$35,000.00

GRANT TITLE: 2016 State Agency Homeland Security Grant Award

GRANT AWARD DATE: 6/9/17

GRANT PROGRAM: SHSP (\$35,000) *

CFDA#: 97.067

FEMA ID: EMW-2016-SS-00053-S01

ALL SPECIAL CONDITIONS MUST BE RESPONDED TO **WITHIN THIRTY (30) DAYS** FROM THE AWARD DATE AND PRIOR TO DISBURSEMENT OF FUNDS UNLESS OTHERWISE SPECIFIED. **THESE GRANT FUNDS EXPIRE ON August 31, 2019.** Accordingly per DHS/FEMA- Office of Financial & Grants Management guide: page 21: The award period is the period of time when Federal funding is available for obligation by the recipient. The recipient may charge to the grant only allowable costs resulting from the obligations incurred during the funding period... Any funds not properly obligated by the recipient within the grant award period will lapse and revert back to DOS or DHS/FEMA...The obligation period is the same as the award period listed on the award document.

BY SIGNING THIS FORM YOU AGREE TO THE CONDITIONS OF THIS GRANT.

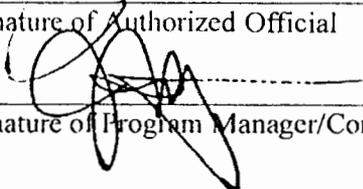
* * * * *

1. Please note the following special conditions for your grant award:
 - a. Indicate which of the following is true regarding the project funded with these Homeland Security dollars by circling the correct selection (circle only one).
 - i. Sustaining or maintaining a capability acquired with federal homeland security funding;
 - ii. Sustaining or maintaining a capability acquired without federal homeland security funding; or
 - iii. Developing or acquiring a new core capability.
 - b. Per 2016 Grant Guidance, please provide your DUNS number here: 060342564000
 - c. There is no application on file for the Code Red 3 year Contract – Contract Year 1. Funding is being allocated based upon a discussed concept. A completed application will need to be submitted with detail including all standard application criteria for narratives, budgets, AEL categories and other required applicant criteria including signatures as well as the items noted here previously.
 - d. Vendor must meet the RFP criteria for the payment for progress payment of ENS notification. See a2CFR 200 Subpart D – Post Federal Award Requirements and attached *Procurement, Suspension, and Debarment Policy for Federal Funds*. Forward the RFP, etc. to GMU for review prior to release, at Grants Management at 33 Hazen Drive, Room 209, Concord, NH 03305.
 - e. This is a reimbursement program and reimbursement will be completed after all special conditions are met and proper purchase and payment documentation is provided to Grants Management at 33 Hazen Drive, Room 209, Concord, NH 03305.
2. **Project Implementation:** The subrecipient agrees to implement this project within 60 days following the grant award effective date or be subject to automatic cancellation of the grant. For projects subject to EHP/NEPA, NO work can begin until EHP/NEPA approvals are granted. DOS-GMU will advise sub-recipient of the approval once received. DOS-GMU reserves the right to verify project start date. All projects must be completed at least 30 days prior to end of the grant period as specified on the Grant Special Conditions page. No work may be completed or be eligible for reimbursement if it occurs after the grant period end date.
3. All sub-grantees must comply with the Grant Terms and Conditions included with this award.
4. All sub-grantees must comply with the National Incident Management System (NIMS) minimum requirements as specified in the Fiscal Year 2016 Homeland Security Grant Program Guidelines. Additional information about achieving compliance is available through the training officers at the NH Department of Safety’s Fire Academy and EMS Bureau and the Division of Homeland Security and Emergency Management.

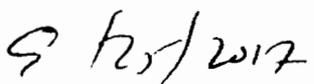
5. All sub-grantees must comply and be familiar with Homeland Security Presidential Policy Directive-8, the National Preparedness System* (NPS) and the National Preparedness Goal (NPG). See: <http://www.dhs.gov/presidential-policy-directive-8-national-preparedness> .
6. It is recommended that all grant recipients modify their existing incident management and emergency operations plans in accordance with the National Response Plan's coordinating structures, processes, and protocols. http://www.dhs.gov/xlibrary/assets/NRP_Brochure.pdf
7. All SHSP sub-grantees must, when appropriate, engage citizens by expanding plans and task force memberships to address citizen participation; awareness and outreach to inform and engage the public; include citizens in training and exercise; and develop or expand programs that integrate citizen/volunteer support for the emergency responder disciplines. Grantees are encouraged to integrate with the Citizens' Corp from their local area. Contact VolunteerNH!
8. Recurring costs/fees are not allowable for funding under the 2016 Homeland Security Grant Program. Internet service fees, radio service fees, cellular phone fees, satellite phone fees, etc. paid for with grant funds are for 12 months during the year of equipment purchase only and cannot extend beyond the end date of the grant.



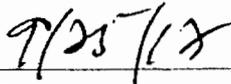
Signature of Authorized Official



Signature of Program Manager/Contact



Date



Date

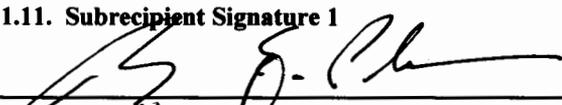
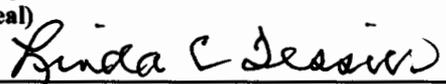
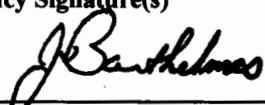
OFFICE OF HIGHWAY SAFETY GRANT AGREEMENT

The State of New Hampshire and the Subrecipient hereby
Mutually agree as follows:
GENERAL PROVISIONS

Project Title: DOS Media Position

Project #: 315-17S-127

1. Identification and Definitions.

1.1. State Agency Name New Hampshire Department of Safety Office of Highway Safety		1.2. State Agency Address 33 Hazen Drive, Room 109A Concord, NH 03305	
1.3. Subrecipient Name Department of Safety Division of Homeland Security and Emergency Management		1.4. Subrecipient Address NH Department of Safety 33 Hazen Drive Concord NH 03305	
Chief's Email Address: N/A		Grant Contact Email: michael.todd@dos.nh.gov linda.tessier@dos.nh.gov	
1.4.1 Subrecipient Type (State Govt, City/Town Govt, County Govt, College/University, Other (Specify)) State Government		1.4.2 DUNS 060340564	
1.5. Subrecipient Phone # 223-3641	1.6. Effective Date December 1, 2016	1.7. Completion Date September 30, 2017	1.8. Grant Limitation \$260,250.00 *
1.9. Grant Officer for State Agency John A. Clegg		1.10. State Agency Telephone Number 271-2893	
"By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Subrecipient Signature 1 		1.12. Name & Title of Subrecipient Signor 1 Perry Plummer Director, Homeland Security and Emergency Management	
Subrecipient Signature 2 		Name & Title of Subrecipient Signor 2 Robert L. Quinn, DOS Assistant Commissioner	
Subrecipient Signature 3		Name & Title of Subrecipient Signor 3	
1.13. Acknowledgment: State of New Hampshire, County of Merrimack on 12/07/16 before the undersigned officer, personally appeared the person(s) identified in block 1.12., known to me (or satisfactorily proven) to be the person(s) whose name is signed in block 1.11., and acknowledged that he/she executed this document in the capacity indicated in block 1.12.			
1.13.1. Signature of Notary Public or Justice of the Peace (Seal) 		1.13.2 Name & Title of Notary Public or Justice of the Peace Linda C Tessier, Notary	
1.14. State Agency Signature(s) 		1.15. Name & Title of State Agency Signor(s) John J. Barthelmes, Commissioner NH Department of Safety Date: 1/24/17	
1.16. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) By: Assistant Attorney General, On: / /			
1.17. Approval by Governor and Council (if applicable) By: On: / /			

2. **SCOPE OF WORK:** In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), pursuant to RSA 21-P:55-63, the Subrecipient identified in block 1.3 (hereinafter referred to as "the Subrecipient"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT A (the scope of work being hereinafter referred to as "the Project").

MEMORANDUM OF UNDERSTANDING
FOR THE USE OF
PEASE DEVELOPMENT AUTHORITY – DIVISION OF PORTS AND HARBORS
RELEASE OF PORT SECURITY GRANT FUNDING

NOW COMES PEASE DEVELOPMENT AUTHORITY –DIVISION OF PORTS AND HARBORS, ("PDA-DPH"), a state agency with "the authority to make all necessary arrangements with...agencies... for the security of ports, division property, and state tidal waters...", (RSA 12:G-42, I), with an address of 55 International Drive, Portsmouth, New Hampshire 03801 and, DEPARTMENT OF SAFETY – DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT ("NHHSEM") "an agency of the state, under the executive direction of a commissioner of safety, responsible for homeland security and emergency management", (RSA 21-P:2, (g)), the director of which has, "the authority to oversee and coordinate planning, response, and recovery efforts of all state agencies to terrorist events and natural and human-caused disasters and wide-scale threats to public safety" (RSA 21-P:5-a, II), with an address of 110 Smokey Bear Boulevard, Concord, New Hampshire 03301; and

WHEREAS PDA-DPH has been awarded a DEPARTMENT OF HOMELAND SECURITY – FEDERAL EMERGENCY MANAGEMENT ADMINISTRATION, PORT SECURITY GRANT PROGRAM (PSGP) monetary award for the use/reimbursement of NHHSEM for the purchase of a social media analysis program (PROGRAM); and

WHEREAS, NHHSEM has requested the release of/reimbursement in the amount of \$32,000^{*} in order to enter into a service contract for the program and PDA-DPH has agreed to the same, subject to the terms and conditions of this Memorandum of Understanding ("MOU");

NOW THEREFORE PDA-DPH and NHHSEM agree as follows:

1. PDA-DPH has secured funding intended for the reimbursement of/use of NHHSEM for the purchase of the program.
2. NHHSEM agrees that it will assume all costs and expenses, if any, associated with accessing and using the program beyond what is called for within the original PSGP grant and that any additional services or agreements with the software provider will not result in any cost or expense to PDA-DPH.
3. NHHSEM agrees that it will supervise the use of the program by its employees and assignees and, restrict access to and use of the program for legitimate law enforcement, public safety and homeland security purposes.
4. NHHSEM and PDA-DPH are both state agencies, therefore any claims against either agency will be handled under RSA 99-D, unless insurance covering the activity exists.
Each agency is responsible for the use of the program by its employees, including any misuse.
5. NHHSEM agrees to, on a quarterly basis, advise representatives of PDA-DPH of;

- a. Total number of hours the software was utilized within the Port of Portsmouth and the surrounding area within the previous quarter.
 - b. Any technical, mechanical or operational problems it encounters when using the program.
 - c. Anecdotal reports of the programs successes, failures and use.
6. PDA-DPH agrees to reimburse/release the funding to NHHSEM once a Receipt/valid Order Form has been provided.

**Pease Development Authority
Division of Ports and Harbors**

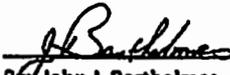


By: David R. Mullen
Its: Executive Director

12/22/16

Date

Department of Safety

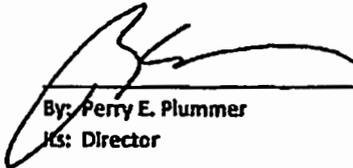


By: John J. Barthelmes
Its: Commissioner

2/28/17

Date

**Department of Safety
Division of Homeland Security and Emergency Management**



By: Perry E. Plummer
Its: Director

1/5/2017

Date