



**State of New Hampshire
POLICE STANDARDS & TRAINING COUNCIL
ARTHUR D. KEHAS
LAW ENFORCEMENT TRAINING FACILITY & CAMPUS
17 Institute Drive — Concord, N.H. 03301-7413
603-271-2133 FAX 603-271-1785
TDD Access: Relay NH 1-800-735-2964**



le6 misc

Chief Anthony F. Colarusso, Jr.
Chairman

Donald L. Vittum
Director

March 9, 2016

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

REQUESTED ACTION

Authorize the New Hampshire Police Standards & Training Council (NHPSTC) to accept and expend a 2015 State Agency Homeland Security Grant Award from the NH Department of Safety in the amount of \$50,000 for the purpose of extending service agreement warranty and the purchase of additional active shooter scenario functionality for an advanced interactive use of force simulator used for training NH police officers. Effective upon Governor and Council approval through August 31, 2018. 100% Agency income.

Funds are to be budgeted in the following account:

06-87-87-08710-89020000 Law Enforcement Terrorism Prevention

<u>Class</u>	<u>Description</u>	<u>Current Appropriation</u>	<u>Requested Action</u>	<u>Revised Appropriation</u>
009-403576	Agency Income	\$ (8,419.00)	\$ (50,000.00)	\$ (58,419.00)
024-500225	Contractual Maintenance	\$ 8,419.00	\$ 40,000.00	\$ 48,419.00
030-500301	Equipment	\$ -	\$ 10,000.00	\$ 10,000.00
	Total	\$ 8,419.00	\$ 50,000.00	\$ 58,419.00

EXPLANATION

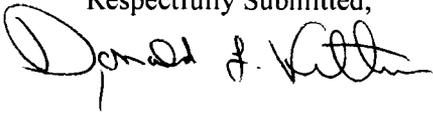
NH Police Standards and Training, through a previous grant award, received and installed a Virtra 300 use of force simulator which is currently being used to train NH law Enforcement officers in responding to force situations. Unfortunately, this nation has had to come to grips with acts of terrorism by both domestic and international persons or groups and acts of mass violence

within schools, workplaces and other gathering areas such as shopping centers. Incorporating this interactive use of force simulator into our law enforcement training programs helps better prepare officers in how to respond to such acts quickly and effectively in order to stop or limit loss of life and/or damage to property and critical infrastructure.

This grant award will allow us to purchase and maintain an extended warranty on the system to prevent or reduce any system downtime which could adversely affect the training schedule of our certification and in-service programs. This warranty extension remains in effect through December 31, 2017. Grant proceeds will also be used to purchase additional Active Shooter training scenarios. The original cost of the simulator was \$273,199.00.

This agreement has no general fund impact. We respectfully request your approval for this agreement.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Donald L. Vittum". The signature is fluid and cursive, with the first name "Donald" being the most prominent.

Donald L. Vittum
Director

DLV:brj

State of New Hampshire



JOHN J. BARTHELMES
COMMISSIONER OF SAFETY

KEVIN P. O'BRIEN
RICHARD C. BAILEY, JR.
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

January 8, 2016

Donald Vittum, Director
NH Police Standards and Training
17 Institute Drive
Concord, NH 03301

Re: 2015 State Agency Homeland Security Grant Award

Dear Director Vittum,

Congratulations! Your Division has been approved for funding specific to enhancing your Homeland Security mission. 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 insure grant compliance and reimbursement of costs as approved. These funds expire on August 31, 2018. All expenditures must be completed 30 days in advance of this date.

The following funds have been awarded for specific projects as applied for by your Department with Captain Benjamin Jean listed as the project director.

2015 State Homeland Security Program: \$50,000

This award is for the following:

- Vitra 300 Simulator Warranty Extension (thru 8/31/18) \$39,995
- Active Shooter/anti-terrorism scenarios \$10,000

AWARD

Attached are the grant terms and conditions, special conditions, 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 Grants Management Unit (GMU) **no later than January 15, 2018**. These 2015 State Homeland Security funds will expire on August 31, 2018. All expenditures must be made and invoiced no later than 30 days after that date (by September 29, 2018).

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REQUEST for REIMBURSEMENT

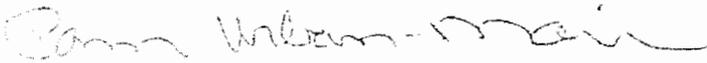
Once the signed award documents have been returned to our office, we will go to Governor and Council to sub-award to funds to PSTC. If PSTC has not budgeted for the receipt of these grant funds, PSTC will need to create and "accept and expend" item to complete the process of awarding and accepting these funds through Fiscal Committee and Governor and Council. Once this is completed PSTC may proceed with procurement for this project. The following must be submitted to our office (Grants Management Unit - GMU - of DOS) prior to bidding:

1. A copy of the RFP, RFB, etc. for these services. Federal Grant Terms and Conditions must be included with this solicitation, or the sole source justification for this purchase
2. Once the contract has been awarded, a copy of that contract review outcome resulting from a competitive process and the Governor and Council awarding item must be sent to GMU.
3. Payments for these items are to be reimbursed by the Grant program after initial payment by PSTC for the same. Invoice and proof of payment must be submitted to GMU.

Please understand if the information listed above is incomplete, any reimbursement request returned to you to complete, prior to reimbursement.

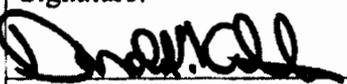
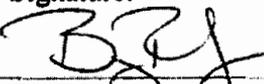
We look forward to working with you as you enhance your capabilities for training local and State agencies in Homeland Security prevention, protection, response and recovery.

Very truly yours,



Pam Urban-Morin
Grant Administrator

Encl: Grant Terms and Conditions
FFATA

STATE OF NEW HAMPSHIRE DEPARTMENT OF SAFETY GRANT AWARD: Subrecipient will comply will all Terms & Conditions attached.		
Agency Name: Police Standards & Training		Vendor Code: 177918
Program Name: SHSP "First Responder" Grant Program		Amount: \$50,000
Grant Start Date: G&C approval		State Grant Number:
Grant End Date: August 31, 2018		Federal Grant Number: EMW-2015-SS-00040-S01
IFS Appropriation No.: 010-023-11180000-500576 Job Number: 23HS15LPST		
Head of Agency: Donald Vittum Director	Project Director: Capt. Ben Jean	Fiscal Officer: <u>CAPT. BEN JEAN</u>
Federal Grant Name: 2015 State Homeland Security Program Federal Agency: Department of Homeland Security / FEMA Bureau/Office: Preparedness Directorate, Office of Grants and Training CFDA Number: 97.067		
Purpose of Grant: These funds are intended for the purchase of \$50,000 in training simulators and warranty to train local and State law enforcement officers in anti-terrorism/active shooter scenarios		
Financial Requirements: All inventory standards for equipment must be maintained per State requirements. Final report must include disposition of equipment valued at \$5,000 or over and/or in accordance with State requirements.		
Match Requirements: None		
Reporting Requirements: Only DHS allowable costs will be reimbursed. Inventory to DOS of equipment valued at \$5,000 or more and/or in accordance with State guidelines. Copies of invoices for all purchases submitted to DOS in compliance with federal, state and local audit requirements. Copies of agency payment to validate reimbursement to DOS. All future DHS required reporting is mandatory.		
APPROVAL		
Head of Agency Name: Donald Vittum or successor	Project Director Name: Ben Jean	NH Department of Safety: John J. Barthelmes
Title: Director	Title: Support Commander	Title: Commissioner
Signature: 	Signature: 	Signature:
Date:	Date: 1/13/16	Date:
Approval by Attorney General (Form, Substance and Execution)		
_____ Attorney General, NH Dept. of Justice		_____ Date
<i>All terms of this grant award not valid unless signed by all authorized parties.</i>		

SPECIAL CONDITIONS – FFY 2015

SUBGRANTEE: Police Standards and Training Council

GRANT AWARD AMOUNT: \$50,000

GRANT TITLE: Vitra 300 Warranty and simulators

GRANT AWARD DATE: upon G & C approval

GRANT PROGRAM: HSGP

CFDA#: 97.067

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, 2018.** 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 2015 Grant Guidance, please provide your DUNS number here: 618015994
 - c. Note: award letter and reimbursement instructions must be followed

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.

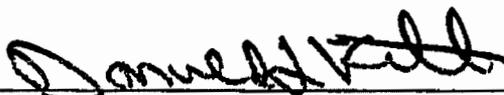
4. All sub-grantees must comply with the National Incident Management System (NIMS) minimum requirements as specified in the Fiscal Year 2015 Homeland Security Grant Program Guidelines. Additional information about achieving compliance is available through the training officers at the NH Department of 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 2015 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

1-15-2014

Date

1/13/16

Date