

Steve Sisolak  
Governor



Nevada Department of  
**Public Safety**

George Togliatti  
Director

Sheri Brueggemann  
Deputy Director

Justin Luna  
Chief

**Division of Emergency Management  
Homeland Security**

2478 Fairview Drive

Carson City, Nevada 89701

Telephone (775) 687-0300 • Fax (775) 687-0322

DEM Website - <http://dem.nv.gov>

October 1, 2019

Dave Solaro, Acting County Manager  
Washoe County Office of Emergency Management  
1001 E. Ninth Street  
Building A, Suite 201  
Reno, NV 89512

Dear Mr. Solaro:

RE: Federal Fiscal Year 2019, Homeland Security Grant Award

The Department of Public Safety's Division of Emergency Management is pleased to enclose a Federal Fiscal Year 2019, State Homeland Security Program (SHSP) grant award in the amount of \$125,000.00.

The grant performance period is September 1, 2019 – August 31, 2021. The grant performance period is a condition of this grant award. All grant expenditures and reporting must be completed by the end of the grant performance period to receive reimbursement.

The grant award package includes the grant award, approved budget, investment justifications, assurances, a memorandum of understanding (MOU) and reobligation guidelines. Please be aware that any modifications to the approved budget will require approval in advance from this division through a "project change request" form. The assurances along with the grant award documents, have been updated for the FFY 2019 grant cycle. Please review these documents carefully to ensure compliance.

In addition to the FFY2019 grant package each award includes a MOU. The MOU establishes an understanding with respect to the pass through of the State Homeland Security Grant Program (SHSP) funds.

In order to be compliant with the Federal Emergency Management Agency (FEMA) and the Department of Homeland Security (DHS), the parties must agree to the grant pass-through requirements set forth in each year's grant guidance and agree to the recommendations of the Nevada Resilience Advisory Committee, Nevada Homeland Security Finance Committee, the Nevada Commission on Homeland Security and the State Administrative Agent (SAA).

Dave Solaro  
Page 2  
October 1, 2019

Please sign the original award, confirmation copy, assurances and MOU, and return the original grant award, the signed assurances and MOU to the Nevada Division of Emergency Management, 2478 Fairview Drive, Carson City, Nevada 89701. Please retain the confirmation copy, budget and a copy of the assurances for your records.

If you have any questions, or if we can be of assistance with the administration of this grant, please contact the Homeland Security Grant Section, Nevada Division of Emergency Management, at (775) 687-0300.

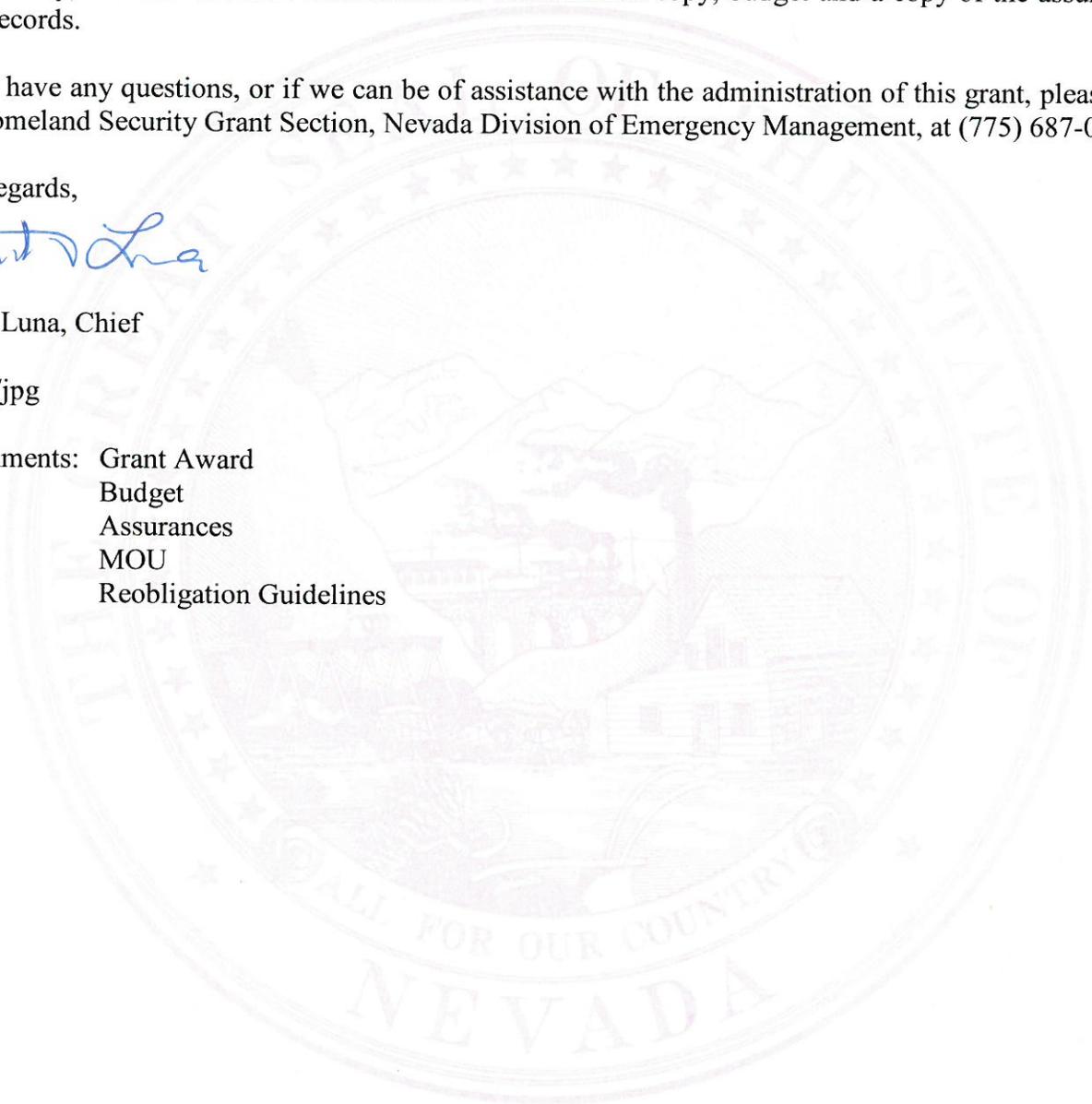
Best regards,



Justin Luna, Chief

JL/sw/jpg

Attachments: Grant Award  
Budget  
Assurances  
MOU  
Reobligation Guidelines





**STATE OF NEVADA**  
**DEPARTMENT OF PUBLIC SAFETY (NDPS)**  
**DIVISION OF EMERGENCY MANAGEMENT (NDEM)**

2478 Fairview Drive, Carson City, Nevada 89701  
 Telephone (775) 687-0300, Fax (775) 687-0322

Sub Grant Award			
<b>SUBGRANTEE:</b> Washoe County Office of Emergency Management		<b>FAIN NUMBER:</b> EMW-2019-SS-00061-S01	
<b>ADDRESS:</b> 1001 E. Ninth Street, Building A, Suite 201 Reno, NV 89512		<b>ALT(formerly CFDA) / PROJECT NO:</b>	97067.19-3000
Department of Homeland Security (DHS) Grant		<b>NDEM DUNS:</b>	607025848
<b>PROGRAM NAME:</b> FFY19 - State Homeland Security Program (SHSP)		<b>SUB-GRANTEE DUNS:</b>	073786998
<b>PROJECT TITLE:</b>	Continuity of Operations - Sustained	<b>SUBGRANTEE GRANT FUNDS:</b>	\$125,000.00
<b>SUBGRANTEE AWARD PERIOD:</b>	September 1, 2019 - August 31, 2021	<b>SUBGRANTEE MATCHING FUNDS:</b>	\$0.00
<b>FEDERAL AWARD PERIOD TO DEM:</b>	September 1, 2019 - August 31, 2022	<b>TOTAL SUBGRANTEE AWARD:</b>	\$125,000.00
<b>FEDERAL AWARD AMOUNT TO DEM:</b>	\$ 9,077,500.00		
<b>Special Notes:</b>			
APPROVED BUDGET FOR PROJECT			
CATEGORY		TOTAL PROJECT COSTS	
Continuity of Operations - Sustained			\$125,000.00
Additional approval required in writing prior to procurement of line 52.			
<b>SUBGRANTEE FEDERAL GRANT TOTAL</b>			<b>\$125,000.00</b>
<b>SUB-GRANTEE MATCH TOTAL</b>			

This award is subject to the requirements (federal, state, financial and program assurances) established by the Federal Government, the Nevada Department of Public Safety and the Nevada Division of Emergency Management. This award is subject to availability of federal funding.  
 Special Conditions: (If Applicable) This project is approved subject to such conditions or limitations as set forth on the attached page(s)  
 ATTACHMENTS: (1) FEDERAL & STATE ASSURANCES (2) FINANCIAL AND PROGRAM ASSURANCES (3) FEDERAL CERTIFICATIONS (4) SCOPE AND TIMELINE OF WORK (5) LINE ITEM DETAILED BUDGET.

AGENCY APPROVAL		SUBGRANTEE ACCEPTANCE	
Justin Luna, Chief		Dave Solaro, Acting County Manager	
Name and Title of Appointing Official		Name and Title of Appointing Official	
X	<i>[Signature]</i>	X	<i>[Signature]</i>
Signature of Approving Official	Date: 10-1-19	Signature of Approving Official	Date:

Internal NDEM Review	
	EMPM
	ASO III
	GRM

ORIGINAL



Nevada Department of  
**Public Safety**

**STATE OF NEVADA**  
**DEPARTMENT OF PUBLIC SAFETY (NDPS)**  
**DIVISION OF EMERGENCY MANAGEMENT (NDEM)**

2478 Fairview Drive, Carson City, Nevada 89701  
Telephone (775) 687-0300, Fax (775) 687-0322

Sub Grant Award			
<b>SUBGRANTEE:</b> Washoe County Office of Emergency Management		<b>FAIN NUMBER:</b> EMW-2019-SS-00061-S01	
<b>ADDRESS:</b> 1001 E. Ninth Street, Building A, Suite 201 Reno, NV 89512		<b>ALT(formerly CFDA) / PROJECT NO:</b>	97067.19-3000
Department of Homeland Security (DHS) Grant		<b>NDEM DUNS:</b>	607025848
<b>PROGRAM NAME:</b> FFY19 - State Homeland Security Program (SHSP)		<b>SUB-GRANTEE DUNS:</b>	073786998
<b>PROJECT TITLE:</b> Continuity of Operations - Sustained		<b>SUBGRANTEE GRANT FUNDS:</b>	\$125,000.00
<b>SUBGRANTEE AWARD PERIOD:</b> September 1, 2019 - August 31, 2021		<b>SUBGRANTEE MATCHING FUNDS:</b>	\$0.00
<b>FEDERAL AWARD PERIOD TO DEM:</b> September 1, 2019 - August 31, 2022		<b>TOTAL SUBGRANTEE AWARD:</b>	\$125,000.00
<b>FEDERAL AWARD AMOUNT TO DEM:</b> \$ 9,077,500.00			
<b>Special Notes:</b>			
APPROVED BUDGET FOR PROJECT			
CATEGORY	TOTAL PROJECT COSTS		
Continuity of Operations - Sustained			\$125,000.00
Additional approval required in writing prior to procurement of line 52.			
<b>SUBGRANTEE FEDERAL GRANT TOTAL</b>			<b>\$125,000.00</b>
<b>SUB-GRANTEE MATCH TOTAL</b>			

This award is subject to the requirements (federal, state, financial and program assurances) established by the Federal Government, the Nevada Department of Public Safety and the Nevada Division of Emergency Management. This award is subject to availability of federal funding.  
Special Conditions: (If Applicable) This project is approved subject to such conditions or limitations as set forth on the attached page(s)  
ATTACHMENTS: (1) FEDERAL & STATE ASSURANCES (2) FINANCIAL AND PROGRAM ASSURANCES (3) FEDERAL CERTIFICATIONS (4) SCOPE AND TIMELINE OF WORK (5) LINE ITEM DETAILED BUDGET.

AGENCY APPROVAL		SUBGRANTEE ACCEPTANCE	
Justin Luna, Chief		Dave Solaro, Acting County Manager	
Name and Title of Appointing Official		Name and Title of Appointing Official	
X	<i>Justin Luna</i>	X	
Signature of Approving Official	Date: 10-1-19	Signature of Approving Official	Date:

Internal NDEM Review	
	EMPM
	ASO III
	GRM

**CONFIRMATION COPY**



19	Airline expense (2 airline tickets @ \$400 ea)	Maintain	SHSP	Training	Attendance at Training Workshop	1.00	800.00	800.00	Planning - Continuity of Operations	Planning	SHSP
20	Meal expense for LV (2 attendees) 1-1/2 day lunch excluded/provided & calculated at 75% for travel day	Maintain	SHSP	Training	" "	1.00	157.00	157.00	Planning - Continuity of Operations	Planning	SHSP
21	Rental Car & fuel in LV for 2 attendees	Maintain	SHSP	Training	" "	1.00	160.00	160.00	Planning - Continuity of Operations	Planning	SHSP
22	Airport Parking	Maintain	SHSP	Training	" "	1.00	40.00	40.00	Planning - Continuity of Operations	Planning	SHSP
23	Hotel for 2 Attendees	Maintain	SHSP	Training	" "	2.00	130.00	260.00			
24											
25											
26											
27											
<b>Travel Sub-Total</b>									3,440.00		

TRAVEL COST NARRATIVE REQUIRED FOR EACH LINE ITEM ABOVE - PLEASE EXPLAIN IN DETAIL EACH LINE ITEM AND DELIVERABLES. NARRATIVE WILL BE USED TO ENSURE ITEMS LISTED WILL BE COMPLETED IN THE GRANT CYCLE - ITEMS MAY NOT BE PURCHASED OUTSIDE THE ITEMS LISTED ABOVE WITHOUT A PRE-APPROVED PROJECT CHANGE REQUEST.

This travel is for two WCEM&HS personnel to attend the three events scheduled for Southern Nevada (two coordination meetings and a workshop). This project spans a two-year grant cycle, so the vast majority of the task force and coordination meetings will occur on teleconferences and video-teleconference. However, these minimal physical onsite visits are necessary to ensure statewide project success.

Line #	CATEGORY	PLANNING DETAIL DESCRIPTION	Select Purchase Type	Previous Funding Type	QUANTITY	UNIT COST	TOTAL	Approved Strategic Capacity	Core Capability	Requested Funding Source
	Planning	DESCRIPTION OF PLANNING ACTIVITES MUST BE DETAILED OUT (GENERAL TERMS AND INFORMATION WILL NOT BE ACCEPTED BASED UPON NON-COMPLIANCE) NO TRAVEL IN THIS CATEGORY, NO OVERTIME IN THIS CATEGORY								
27	Planning	Contractor- Continuation of Statewide access to Planning Portal	Maintain	SHSP	1	85,000.00	85,000.00	Planning - Continuity of Operations	Planning	SHSP
28	Planning	Project Logistics Vendor	Maintain	SHSP	1.00	10,000.00	10,000.00	Planning - Continuity of Operations	Planning	SHSP
29	Planning	Project Supplies (paper, printing, etc.)	Maintain	SHSP	1	5,000.00	3,000.00	Planning - Continuity of Operations	Planning	SHSP
30							-			
31							-			
32							-			
33							-			
34							-			
35							-			
<b>Planning Sub-Total</b>								\$ 98,000.00		

PLANNING COST NARRATIVE REQUIRED FOR EACH LINE ITEM ABOVE - PLEASE EXPLAIN IN DETAIL THE POSITIONS AND DELIVERABLES. NARRATIVE WILL BE USED TO ENSURE ITEMS LISTED WILL BE COMPLETED IN THE GRANT CYCLE - ITEMS MAY NOT BE PURCHASED OUTSIDE THE ITEMS LISTED ABOVE WITHOUT A PRE-APPROVED PROJECT CHANGE REQUEST.

Narrative HERE

Line #	CATEGORY	ORGANIZATION DETAIL DESCRIPTION	Purchase Type	Previous Funding Type	QUANTITY	UNIT COST	TOTAL	Approved Strategic Capacity	Core Capability	Requested Funding Source
	Organization	DESCRIPTION OF ORGANIZATION ACTIVITES MUST BE DETAILED OUT, SEE YOUR GUIDANCE FOR DESCRIPTION OF ORGANIZATION. THIS CATEGORY IS TYPICALLY FOR FUSION CENTER ACTIVITIES - TO INCLUDE OVERTIME, VEHICLE AND EQUIPMENT RENTALS, OPACKS AND CONTRACTORS ONLY THIS IS NOT A SUPPLY CATEGORY.								
36							\$ -			
37							\$ -			
38							\$ -			
39							\$ -			
<b>Organization Sub-Total</b>								\$ -		

ORGANIZATION COST NARRATIVE REQUIRED FOR EACH LINE ITEM ABOVE - PLEASE EXPLAIN IN DETAIL THE POSITIONS AND DELIVERABLES. NARRATIVE WILL BE USED TO ENSURE ITEMS LISTED WILL BE COMPLETED IN THE GRANT CYCLE - ITEMS MAY NOT BE PURCHASED OUTSIDE THE ITEMS LISTED ABOVE WITHOUT A PRE-APPROVED PROJECT CHANGE REQUEST.

Narrative HERE

Line #	CATEGORY	EQUIPMENT DETAIL DESCRIPTION	Purchase Type	Previous Funding Type	QUANTITY	UNIT COST	TOTAL	Approved Strategic Capacity	Core Capability	AEL Ref # (if AEL is not listed this will not be approved)	Requested Funding Source
	Equipment	DESCRIPTION OF EQUIPMENT ACTIVITES MUST BE DETAILED OUT (GENERAL TERMS AND INFORMATION WILL NOT BE ACCEPTED BASED UPON NON-COMPLIANCE) SEE YOUR GUIDANCE FOR DESCRIPTION OF ORGANIZATION - NO TRAVEL IN THIS CATEGORY - NO OVERTIME IN THIS CATEGORY, MUST HAVE AN AEL									
		EHP Required prior to procurement / See 2nd tab to determine whether your project requires EHP Screening									
40							\$ -				
41							\$ -				
42							\$ -				
43							\$ -				
44							\$ -				
45							\$ -				
46							\$ -				
47							\$ -				
48							\$ -				
49							\$ -				
<b>EQUIPMENT Sub-Total</b>								\$ -			

EQUIPMENT COST NARRATIVE REQUIRED FOR EACH LINE ITEM ABOVE - PLEASE EXPLAIN IN DETAIL THE POSITIONS AND DELIVERABLES. NARRATIVE WILL BE USED TO ENSURE ITEMS LISTED WILL BE COMPLETED IN THE GRANT CYCLE - ITEMS MAY NOT BE PURCHASED OUTSIDE THE ITEMS LISTED ABOVE WITHOUT A PRE-APPROVED PROJECT CHANGE REQUEST.

Narrative HERE

Line #	CATEGORY	TRAINING DETAIL DESCRIPTION	Purchase Type	Previous Funding Type	Coordinated with the State Training Officer?	Is This Request on the TEPW?	QUANTITY	UNIT COST	Approved Strategic Capacity	Core Capability	TOTAL	Requested Funding Source
	Training	All Training in this category must be coordinated with the State/UASI Training Officer, Training Must have a FEMA/DHS Course #. Must Support SPR, THIRA, Strategy (NO TRAVEL IN THIS CATEGORY) Add Course # in Description (NO OVERTIME IN THIS CATEGORY)										
50		EHP Required prior to procurement / See 2nd tab to determine whether your project requires EHP Screening									\$ -	
51	Training	Training Contractor for two, one-day training workshops (to address COOP tool use and S-526: Mission Essential Functions Course)	Maintain	SHSP	Yes	Yes	1	22,280.00	Planning - Continuity of Operations	Planning	\$ 22,280.00	
52	Training	Lunch of at training workshops (40 attendees x \$19 GSA Rate)	Maintain	SHSP	Yes	Yes	80	16.00	Planning - Continuity of Operations	Planning	\$ 1,280.00	
53											\$ -	
54											\$ -	
55											\$ -	
56											\$ -	
	Training Sub-Total										\$ 23,560.00	

TRAINING COST NARRATIVE REQUIRED FOR EACH LINE ITEM ABOVE - PLEASE EXPLAIN IN DETAIL THE POSITIONS AND DELIVERABLES. NARRATIVE WILL BE USED TO ENSURE ITEMS LISTED WILL BE COMPLETED IN THE GRANT CYCLE - ITEMS MAY NOT BE PURCHASED OUTSIDE THE ITEMS LISTED ABOVE WITHOUT A PRE-APPROVED PROJECT CHANGE REQUEST. MAY REQUIRE EHP APPROVAL PLEASE SEE SCREENING MEMO

Narrative HERE

Line #	CATEGORY	EXERCISE DETAIL DESCRIPTION	Purchase Type	Previous Funding Type	Coordinated with the State Exercise Officer?	This request is required to be on the TEPW	QUANTITY	UNIT COST	Approved Strategic Capacity	Core Capability	TOTAL	Requested Funding Source
	Exercise	All Exercises must be HSEEP compliant and coordinated with the State/UASI Exercise Officer, Must Support the SPR, THIRA, Strategy (NO TRAVEL IN THIS CATEGORY)										
57		EHP Required prior to procurement / See 2nd tab to determine whether your project requires EHP Screening									\$ -	
58											\$ -	
59											\$ -	
60											\$ -	
61											\$ -	
	Exercise Sub- Total										\$ -	

EXERCISE COST NARRATIVE REQUIRED FOR EACH LINE ITEM ABOVE - PLEASE EXPLAIN IN DETAIL THE POSITIONS AND DELIVERABLES. NARRATIVE WILL BE USED TO ENSURE ITEMS LISTED WILL BE COMPLETED IN THE GRANT CYCLE - ITEMS MAY NOT BE PURCHASED OUTSIDE THE ITEMS LISTED ABOVE WITHOUT A PRE-APPROVED PROJECT CHANGE REQUEST. MAY REQUIRE EHP, PLEASE SEE EHP SCREENING MEMO

Narrative HERE

											Budget Total Request	\$ 125,000.00
--	--	--	--	--	--	--	--	--	--	--	----------------------	---------------

# Investment #10

## Investment Information - Investment #10

**II.A Investment Name:** Operational Coordination- COOP, Resiliency & Stop the Bleed

**II.B Investment Type:** Standard Investment

## I. Overview - Investment # 10

### II.C - What is the funding source for this investment:

Funding Source	Funding Amount
SHSP	\$225,482.46

II.D - How much of this Investment will be obligated towards Law Enforcement Terrorism Prevention Activities (LETPA): \$0.00

### II.E - Investment Description:

This investment is directly related to the top threats and hazards identified in the 2018 THIRA. These include terrorism, and All-Hazards that affect Nevada (THIRA p. 4-6). Each of these hazards have desired outcomes identified in the THIRA that rely on functioning governmental, and private sector agencies to respond and lead recovery efforts. The Nevada State Homeland Security Strategy places COOP/COG planning as an area of focus and it has remained a goal of the Resiliency Commission and the Nevada Commission on Homeland Security. The plans are directly aligned with the goals of critical infrastructure protection, communications, and public safety. It supports the Nevada Homeland Security Commission, finance committee, and any sub committees approved by the Commission as well as the Resilience Commission and Urban Area Working Group to complete the THIRA and SPR. From these activities all capability sustainment, maintenance, and enhancement occur for the State and Regions. This investment is designed to address the capability gaps in the THIRA/SPR. The investment ensures that the resilience commission, state staff, and a regional individual are available to serve as central point of contact for DHS grants and administration, as well as THIRA/SPR-related finance and budget responsibilities. The investment assists with staff to serve as homeland security advocates through an established process that addresses terrorism prevention and recovery for Nevada's population and guests.

## II. Project Management - Investment # 10

### II.C - What is the funding source for this investment:

Funding Source	Funding Amount
SHSP	\$225,482.46

All of the requested funding must be associated with specific projects.

### Project # 1

## Project Information - Project # 1

**Project Name:** Statewide Resilience Strategy  
**Project Description:** Support the related expenses of the Resilience Commission  
**Funding Amount:** \$225,482.46  
**Subgrantee:** Department of Public Safety - Emergency Management  
**Grantee Type:** Other State Agency (Non-SAA)  
**Project Location:** 89701

## III.A - Project Alignment to Core Capability and Solution Areas - Project # 1

**Primary Core Capability:** Operational Coordination  
**Capability Building:** Sustain  
**Deployable:** No  
**Shareable:** Yes

Solution Area	Amount of Proposed Funding	Percent of Proposed Funding
Planning	\$49,600.00	100%
Organization	\$0.00	0%
Equipment	\$0.00	0%
Training	\$0.00	0%
Exercises	\$0.00	0%
<b>Total</b>	<b>\$49,600.00</b>	<b>100%</b>

## III.B - Project Baseline and Management - Project # 1

**Project Management Step:** Initiate  
**Project Start Date:** OCTOBER 2019  
**Project End Date:** SEPTEMBER 2021  
**Does this project require new construction, renovation, retrofitting or modifications of existing structure?** No  
**Supports Previous Awarded Investment?** Yes

Prior Year	Investment	Last Completed Milestone
2018	IJ #9 NIMS & Recovery	HSWG Process Completion

## II. Project Management - Investment # 10

II.C - What is the funding source for this investment:

Funding Source	Funding Amount
SHSP	\$225,482.46

All of the requested funding must be associated with specific projects.

Project # 2

## Project Information - Project # 2

**Project Name:** COOP Sustain

**Project Description:** This project implements NCHS Priority capabilities through support of State Commissions & continuity efforts.

**Funding Amount:** \$225,482.46

**Subgrantee:** Washoe County Emergency Management

**Grantee Type:** Local Jurisdiction / Entity

**Project Location:** 89512

## III.A - Project Alignment to Core Capability and Solution Areas - Project # 2

**Primary Core Capability:** Operational Coordination

**Capability Building:** Sustain

**Deployable:** No

**Shareable:** Yes

Solution Area	Amount of Proposed Funding	Percent of Proposed Funding
Planning	\$101,440.00	81.15%
Organization	\$0.00	0%
Equipment	\$0.00	0%
Training	\$23,560.00	18.85%
Exercises	\$0.00	0%
<b>Total</b>	<b>\$125,000.00</b>	<b>100%</b>

## III.B - Project Baseline and Management - Project # 2

**Project Management Step:** Initiate

**Project Start Date:** OCTOBER 2019

**Project End Date:** SEPTEMBER 2021

**Does this project require new construction, renovation, retrofitting or modifications of existing structure?** No

**Supports Previous Awarded Investment?** Yes

Prior Year	Investment	Last Completed Milestone
2018	IJ #7Continuity of Operations	Two COOP Plans Created

## II. Project Management - Investment # 10

### II.C - What is the funding source for this investment:

Funding Source	Funding Amount
SHSP	\$225,482.46

All of the requested funding must be associated with specific projects.

### Project # 3

## Project Information - Project # 3

**Project Name:** Stop the Bleed

**Project Description:** This is a DEM administered account for the Stop the Bleed Program.

**Funding Amount:** \$225,482.46

**Subgrantee:** Department of Public Safety - Emergency Management

**Grantee Type:** Other State Agency (Non-SAA)

**Project Location:** 89701

## III.A - Project Alignment to Core Capability and Solution Areas - Project # 3

**Primary Core Capability:** Mass Care Services

**Capability Building:** Build

**Deployable:** No

**Shareable:** Yes

Solution Area	Amount of Proposed Funding	Percent of Proposed Funding
Planning	\$0.00	0%
Organization	\$0.00	0%
Equipment	\$50,882.46	100%
Training	\$0.00	0%
Exercises	\$0.00	0%
Total	\$50,882.46	100%

## III.B - Project Baseline and Management - Project # 3

**Project Management Step:** Initiate

**Project Start Date:** OCTOBER 2019

**Project End Date:** SEPTEMBER 2021

**Does this project require new construction, renovation, retrofitting or modifications of existing structure?** No

**Supports Previous Awarded Investment?** No

(End of Investment # 10.)

## MEMORANDUM OF UNDERSTANDING (MOU)

Between

Washoe County Office of Emergency Management

And

The State of Nevada, Department of Public Safety, Nevada Division of Emergency Management and Homeland Security, also known as the Nevada State Administrative Agent For Utilizing the Homeland Security Grant Funds

This MOU is entered into by the State of Nevada, Department of Public Safety, Nevada Division of Emergency Management and Homeland Security, also known as the Nevada State Administrative Agent, and **Washoe County Office of Emergency Management** (hereinafter referred to as “Party” or “Parties”) who agree to all provisions of this MOU. Each party further agrees that it assumes all of the duties and responsibilities assigned to that party under this MOU, and that so long as this MOU remains in effect, the party will fully perform all duties and responsibilities contained within this MOU.

### DEFINITIONS

Chief means the Chief of the Nevada Division of Emergency Management.

DHS means Federal Department of Homeland Security.

Eligible Party/Parties means state and local governments, tribal nations, and non-profit organizations.

FEMA means Federal Emergency Management Agency.

Finance Committee means the Nevada Commission on Homeland Security, Finance Committee.

FOA means Funding Opportunity Announcement.

HSGP means Homeland Security Grant Program.

NCHS means Nevada Commission on Homeland Security.

NDEM means the Nevada Division of Emergency Management and Homeland Security.

NRAC – Nevada Resilience Advisory Committee.

SAA means State Administrative Agency/Agent.

SHSP means the State Homeland Security Program.

### AUTHORITY

This MOU is authorized under the State of Nevada Chapter 239C, NRS 414, Titles 2 and 44 of the Code of Federal Regulations, and the FOA.

### PURPOSE

This MOU sets forth responsibilities with respect to the pass through grant funds of the HSGP. In order to be compliant with FEMA and DHS, the Parties, must agree to the grant pass-through requirements

set forth in each year's grant guidance and agree to the recommendations of the NRAC, Finance Committee, NCHS, and the SAA.

The FOA provides that each State may retain more than 20% of the SHSP funding with written consent of the local unit of government for expenditures made by the State on behalf of the local unit of government.

Consent to this MOU is a condition of receiving HSGP funding.

## **ATTACHMENTS**

Attachment "A" incorporated herein contains DHS' Core Capabilities which are a requirement for the purposes of HSGP grant funding. All projects must align with the core capabilities and the target capabilities and must have the necessary relationship deemed compliant by the SAA and/or DHS/FEMA. Attachment "B" incorporated herein contains the ranked list of recommended projects for funding, as approved by the Nevada Commission on Homeland Security.

## **TIME SENSITIVE FUNDING**

Federal law mandates that unspent federal funds be returned to the federal government at the end of the grant performance period. In the event that unspent funds exist and there is insufficient time in the grant performance period to reconvene the NCHS and Finance Committee, the SAA in its sole discretion, may reobligate grant funding within the scope of the approved Investment Justification. In the event that the SAA reobligates time sensitive funding, the reobligation of funds will be placed as an informational item on the agenda of the next regularly scheduled meeting of the NCHS.

## **RESPONSIBILITIES**

- A. The State of Nevada, through NDEM, is responsible for the following:
1. The management and administration of the HSGP grant program;
  2. The final allocation and grant awards of the HSGP grant program;
  3. Reobligation of deobligated funding through the NCHS approved reobligation guidelines;
  4. The reimbursements of the HSGP grant program;
  5. The federal reporting of the HSGP grant program;
  6. Technical Assistance of the HSGP grant program; and
  7. Provide facilitation of and administrative support to the NCHS, Finance Committee and the NRAC.
- B. The **Washoe County Office of Emergency Management**, as an eligible party, agrees to the following:
1. The pass through requirement set forth in each year's grant guidance and/or FOA and agrees to the recommendation of the NRAC, Finance Committee, the NCHS and the SAA's recommendations on grant funding allocation, which may permit the State of Nevada to retain more than the allotted 20%;
  2. That any and all items purchased for HSGP grant funds become an asset of the HSGP grant program and each jurisdiction may be required to share grant funded assets with other city, state, local, tribal, nonprofit and private sector organizations which include deploying assets to states other than Nevada;
  3. Compliance with the Federal and State Assurances;
  4. Compliance with each year's grant guidance and/or FOA;
  5. Compliance with the reobligation guidelines;
  6. Compliance with all applicable Federal Code of Regulations;

7. Compliance with all applicable Nevada Revised Statutes;
8. Compliance with the Grant Management Guide and all revisions; and
9. Compliance with Grants Service Administration (GSA).

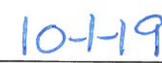
**EFFECTIVE DATE**

The terms of this MOU will become effective on the date of final signature by the Eligible Parties to this MOU. The HSGP grant years will include the Federal Fiscal Year 2019.

**MODIFICATION AND AMENDMENT**

- A. Any provision of this MOU later found to be in conflict with state law or regulation, or invalidated by a court of competent jurisdiction, shall be considered inoperable and/or superseded by that law or regulation. Any provision found inoperable is severable from this MOU, and the remainder of the MOU shall remain in full force.
- B. This MOU may be modified or amended only with the prior written agreement of the Parties.
- C. This MOU is the full and complete agreement between the undersigned Parties, and supersedes any prior MOU for this same purpose between the Parties, written or oral.
- D. This MOU may be executed in several counterparts, each of which is shall be deemed to be original, but all of which, taken together, shall constitute one and the same MOU.

**IN WITNESS WHEREOF, the Parties hereto have approved this MOU:**

 \_\_\_\_\_   
Justin Luna, Chief Date  
The State of Nevada,  
Department of Public Safety  
Nevada Division of Emergency Management and Homeland Security  
Nevada State Administrative Agent

And

\_\_\_\_\_  
Dave Solaro, Acting County Manager Date



Nevada Department of  
**Public Safety**  
Division of Emergency Management

**Federal and State Assurances for Nevada Division of Emergency Management's (DEM) Federal Grant Programs**

---

SUBRECIPIENT: \_\_\_\_\_

As the duly authorized representative of the Subrecipient, I \_\_\_\_\_, hereby certify that the Subrecipient has the legal authority to apply for federal grant assistance and the institutional, managerial, and financial capability (including funds sufficient to pay the non-Federal share of the project cost) to ensure proper planning, management, and completion of the described project ("Project") within the period of performance.

I further acknowledge that the Subrecipient is responsible for reviewing and adhering to all of the following requirements:

- Applicable Federal Laws, Regulations, and Guidelines (government cost principles, uniform administrative requirements and audit requirements for federal grant programs are set forth in Title 2, Part 200 of the Code of Federal Regulations (C.F.R.). Updates are issued by the Office of Management and Budget (OMB) and can be found at <http://www.whitehouse.gov/omb/>);
- Notice of Funding Opportunity (NOFO);
- Applicable Nevada Statutes, Regulations, and Policies;
- Nevada Department of Public Safety, Division of Emergency Management Grant Assurances;
- Nevada Department of Public Safety, Division of Emergency Management, Grant Management Guide.

In addition to the above listed requirements, the Subrecipient hereby agrees to comply with the following Federal and State Articles of this Agreement:

**Federal Articles**

**Article I - Disposition of Equipment Acquired Under the Federal Award**

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or

previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. Section 200.313.

#### **Article II - DHS Specific Acknowledgements and Assurances**

Subrecipients must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Subrecipients must cooperate with any compliance reviews or compliance investigations conducted by DHS.
2. Subrecipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
3. Subrecipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

#### **Article III - Acknowledgement of Federal Funding from DHS**

Subrecipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

#### **Article IV - Activities Conducted Abroad**

Subrecipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

#### **Article V - Age Discrimination Act of 1975**

Subrecipients must comply with the requirements of the *Age Discrimination Act of 1975*, Pub. L. No. 94-135 (1975) (codified as amended at Title 42, U.S. Code, section 6101 *et seq.*), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

#### **Article VI - Americans with Disabilities Act of 1990**

Subrecipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. sections 12101-12213), which prohibits Subrecipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.

## **Article VII - Best Practices for Collection and Use of Personally Identifiable Information (PII)**

Subrecipients who collect PII are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual.

Subrecipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.

## **Article VIII - Civil Rights Act of 1964 - Title VI**

Subrecipients must comply with the requirements of Title VI of the *Civil Rights Act of 1964* (codified as amended at 42 U.S.C. section 2000d *et seq.*), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

## **Article IX - Civil Rights Act of 1968**

Subrecipients must comply with Title VIII of the *Civil Rights Act of 1968*, Pub. L. No. 90-284, as amended through Pub. L. 113-4, which prohibits Subrecipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. section 3601 *et seq.*), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units- i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators) - be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D).

## **Article X - Copyright**

Subrecipients must affix the applicable copyright notices of 17 U.S.C. sections 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

## **Article XI - Debarment and Suspension**

Subrecipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3000. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

## **Article XII - Drug-Free Workplace Regulations**

Subrecipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the

Subrecipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of sec. 5152-5158 of the *Drug-Free Workplace Act of 1988* (41 U.S.C. sections 8101-8106).

#### **Article XIII - Duplication of Benefits**

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude subrecipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

#### **Article XIV - Education Amendments of 1972 (Equal Opportunity in Education Act) - Title IX**

Subrecipients must comply with the requirements of Title IX of the *Education Amendments of 1972*, Pub. L. No. 92-318 (1972) (codified as amended at 20 U.S.C. section 1681 *et seq.*), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.

#### **Article XV - Energy Policy and Conservation Act**

Subrecipients must comply with the requirements of the *Energy Policy and Conservation Act*, Pub. L. No. 94-163 (1975) (codified as amended at 42 U.S.C. section 6201 *et seq.*), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

#### **Article XVI - False Claims Act and Program Fraud Civil Remedies**

Subrecipients must comply with the requirements of the *False Claims Act*, 31 U.S.C. sections 3729-3733, which prohibits the submission of false or fraudulent claims for payment to the federal government. (See 31 U.S.C. sections 3801-3812, which details the administrative remedies for false claims and statements made).

#### **Article XVII - Federal Leadership on Reducing Text Messaging while Driving**

Subrecipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.

#### **Article XVIII - Fly America Act of 1974**

Subrecipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. section 41102) for international air transportation of people and property to the

extent that such service is available, in accordance with the *International Air Transportation Fair Competitive Practices Act of 1974*, 49 U.S.C. section 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

#### **Article XIX - Hotel and Motel Fire Safety Act of 1990**

In accordance with Section 6 of the *Hotel and Motel Fire Safety Act of 1990*, 15 U.S.C. section 2225a, subrecipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the *Federal Fire Prevention and Control Act of 1974*, codified as amended at 15 U.S.C. section 2225.

#### **Article XX - Limited English Proficiency (Civil Rights Act of 1964, Title VI)**

Subrecipients must comply with the *Title VI of the Civil Rights Act of 1964* (42 U.S.C. section 2000d *et seq.*) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

#### **Article XXI - Lobbying Prohibitions**

Subrecipients must comply with 31 U.S.C. section 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.

#### **Article XXII - National Environmental Policy Act**

Subrecipients must comply with the requirements of the *National Environmental Policy Act of 1969*, Pub. L. No. 91-190 (1970) (codified as amended at 42 U.S.C. section 4321 *et seq.*) (NEPA) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which requires recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

#### **Article XXIII - Nondiscrimination in Matters Pertaining to Faith-Based Organizations**

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Subrecipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes,

regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

#### **Article XXIV - Non-Supplanting Requirement**

Subrecipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

#### **Article XXV - Notice of Funding Opportunity Requirements**

All of the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All Subrecipients must comply with any such requirements set forth in the program NOFO.

#### **Article XXVI - Patents and Intellectual Property Rights**

Unless otherwise provided by law, subrecipients are subject to the *Bayh-Dole Act*, 35 U.S.C. section 200 *et seq.* Subrecipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. section 401.14.

#### **Article XXVII - Procurement of Recovered Materials**

States, political subdivisions of states, and their contractors must comply with Section 6002 of the *Solid Waste Disposal Act*, Pub. L. No. 89-272 (1965) (codified as amended by the *Resource Conservation and Recovery Act*, 42 U.S.C. section 6962. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

#### **Article XXVIII - Rehabilitation Act of 1973**

Subrecipients must comply with the requirements of Section 504 of the *Rehabilitation Act of 1973*, Pub. L. No. 93-112 (1973) (codified as amended at 29 U.S.C. section 794), which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

#### **Article XXIX - SAFECOM**

Subrecipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

#### **Article XXX - Terrorist Financing**

Subrecipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

#### **Article XXXI - Trafficking Victims Protection Act of 2000**

Subrecipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106(g) of the *Trafficking Victims Protection Act of 2000* (TVPA), codified as amended at 22 U.S.C. Section 7104. The award term is located at 2 C.F.R. Section 175.15, the full text of which is incorporated here by reference.

#### **Article XXXII - Universal Identifier and System for Award Management**

Subrecipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.

#### **Article XXXIII - USA Patriot Act of 2001**

Subrecipients must comply with requirements of Section 817 of the *Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001* (USA PATRIOT Act), which amends 18 U.S.C. sections 175-175c.

#### **Article XXXIV - Use of DHS Seal, Logo and Flags**

Subrecipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

#### **Article XXXV - Whistleblower Protection Act**

Subrecipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C section 2409, 41 U.S.C. section 4712, and 10 U.S.C. section 2324, 41 U.S.C. sections 4304 and 4310.

#### **Article XXXVI - Environmental Planning and Historic Preservation**

DHS/FEMA funded activities that may require an EHP review are subject to FEMA's Environmental Planning and Historic Preservation (EHP) review process. This review does not address all federal, state, and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state, and local laws. Failure to obtain all appropriate federal, state, and local environmental permits and clearances may jeopardize federal funding.

DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/ FEMA grant funds, through its EHP Review process, as mandated by the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and, any other applicable laws and Executive Orders. To access the FEMA's EHP screening form and instructions, go to the DHS/FEMA website at: <https://www.fema.gov/media-library/assets/documents/90195>. In order to initiate EHP review of your project(s), you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. Failure to provide requisite information could result in delays in the release of grant funds.

If ground disturbing activities occur during construction, subrecipient will monitor ground disturbance, and if any potential archeological resources are discovered, subrecipient will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.

### State Articles

#### **Article I - Written Authorization**

The Subrecipient shall obtain a written authorization from its governing body in support of the Project, which specifies that the Subrecipient agrees:

- a. To designate the authorized representative with the authority to bind the governing body;
- b. To provide all matching funds required for the Project;
- c. That any liability arising out of the performance of the Project and assurances will be the responsibility of the Subrecipient; and
- d. Grant funds shall not be used to supplant expenditures controlled by the Subrecipient or its governing body.

#### **Article II – Disposition of Equipment Acquired Under the Federal Award**

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DEM to make proper disposition of the equipment pursuant to 2 C.F.R. Section 200.313.

#### **Article III - Access to records**

The Subrecipient will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

**Article IV - Period of Performance**

The period of performance for each grant award will be determined by the Division of Emergency Management ("DEM") based upon the deadlines imposed on DEM by the terms of the federal grant. All work on the Project must be completed within the period of performance specified in the grant. DEM will periodically review the expenditures of the grant to ensure sufficient progress is made on the Project. If DEM determines that the Project will not be completed within the period of performance, DEM will terminate the grant and re-obligate the funding to other projects.

**Article V - Funding Restrictions**

Federal funds made available through an award may be used only for the purpose outlined in the award and must be consistent with the statutory authority for the award. Award funds may not be used for matching funds for any other Federal award, lobbying, or intervention in Federal regulatory or adjudicatory proceedings. In addition, Federal funds may not be used to sue the Federal Government or any other government entity.

**Article VI - Conflicts of Interest**

The Subrecipient will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

**Article VII - Construction Projects**

For construction projects, the Subrecipient will:

- a. Not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with federal assistance funds to assure nondiscrimination during the useful life of the project;
- b. Comply with the requirements of the awarding agency with regard to the drafting, review and approval of construction plans and specifications; and
- c. Provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

**Article VIII - Worker Compensation**

The Subrecipient will comply with provisions which require every employer to be insured to protect workers who may be injured on the job at all times during the performance of the work of this Project, as per the workers compensation laws set forth in NRS 616A, NRS 616B, NRS 616C, NRS 616D, and NRS 617.

**Article IX - Nevada Public Records Act and the Freedom of Information Act**

The Subrecipient acknowledges that all information submitted in the course of applying for funding under this program, or provided in the course of an entity's grant management activities that are under Federal control, is subject to the Freedom of Information Act (FOIA) contained in 5 U.S.C. § 552, and the Nevada Public Records Law, contained in Chapter 239 of the Nevada Revised Statutes.

**ARTICLE X - Reporting Subawards and Executive Compensation**

The Subrecipient understands and acknowledges that in order to sub-subaward grant funding, written permission must be granted by DEM in advance of the sub-subaward.

The Subrecipient will comply with the requirements set forth in the government-wide Award Term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the terms and conditions of your award.

**Article XI – Subrecipient Monitoring**

The Subrecipient agrees to participate in DEM's annual monitoring visits and to follow up and take corrective action on all identified non-conformances and observations with action, which includes, but is not limited to, the submission and implementation of corrective action plans to the DEM.

**Article XII – Assignment and Delegation**

The Subrecipient shall neither assign, transfer, nor delegate any rights, obligations, or duties under the Notice of Grant Award without prior approval of the DEM, which includes sub-sub granting funds without prior knowledge or written approval of DEM.

**Article XIII – Indemnification and Defense**

To the fullest extent permitted by law, the Subrecipient shall indemnify, hold harmless and defend, not excluding the State's right to participate, the State from and against all liability, claims, actions, damages, losses, and expenses, including, without limitation, reasonable attorneys' fees and costs, arising out of any breach of the obligations of Subrecipient under this Agreement, or any alleged negligent or willful acts or omissions of the Subrecipient, its officers, employees and agents. The Subrecipient's obligation to indemnify the State shall apply in all cases except for claims arising solely from the State's own negligence or willful misconduct. The Subrecipient waives any rights of subrogation against the State. The Subrecipient's duty to defend begins when the State requests defense of any claim arising from this Agreement.

**Article XIV – Termination**

The DEM retains the right to terminate a sub-grant, for cause, at any time before completion of the grant period when it has determined that the Subrecipient has failed to comply with the conditions of these assurances.

- a. The DEM reserves the right to terminate the grant in whole or in part due to the failure of the Subrecipient to comply with any term or condition of the signed and agreed upon assurances, failure to implement audit/monitoring recommendations within the

prescribed period of time, failure to communicate with or respond to any State Administrative Agency (SAA) request or communication, to acquire and maintain all required insurance policies, bonds, licenses, permits and certifications or to make satisfactory progress in performing the program, financial and administrative requirements of the grant.

- b. The DEM staff shall provide written notice of the termination and the reasons for such actions to the Subrecipient.
- c. The DEM may, upon termination of the award, procure, on terms and in the manner that it deems appropriate, materials or services to replace those described in the project description of the grant award. The Subrecipient shall be liable to the DEM for any excess costs incurred by the DEM in procuring equivalent materials or services in substitution for materials or services described in the project description of the grant award.

As the duly authorized representative of the Subrecipient for \_\_\_\_\_, I hereby certify that the Subrecipient will comply with the above assurances and certifications.

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## Reobligation Guidelines

### Purpose

The purpose of these guidelines is to ensure that the Nevada Commission on Homeland Security (NCHS), State Administrative Authority (SAA) and subgrantees of Homeland Security Grant Programs (HSGP) provide for the best utilization of grant resources when cost savings or cost shortfalls are realized during a grant performance period.

### 1. Performance Period

Effective with the FFY10 HSGP grant cycle, the performance period for each subgrant will be 24 months to allow for adequate time to obligate HSGP funds as necessary. The SAA may modify performance periods based on the requirements of future grant guidance.

Extensions to the subgrant performance period will be approved by the SAA. The subgrantee must provide a written request for extension to the SAA at least one (1) month prior to the end of the subgrantee performance period. If the grant extension is denied, the grant funds will be deobligated.

### 2. Project Change Requests

All Project Change Requests must be submitted to the SAA using the approved Project Change Request form. The completed Project Change Request forms must be submitted to the SAA at [dhsgrants@dps.state.nv.us](mailto:dhsgrants@dps.state.nv.us).

All Project Change Requests will be reviewed by the SAA to ensure that the change(s) requested is compliant with federal grant guidance. Once the SAA makes its determination that the Project Change Request complies with federal grant guidance, the request will be handled as follows:

- A. Project Change Requests Approved by SAA:
  - i. Any request for reobligation of funding within an existing approved budget that does not exceed \$100,000, may be approved by the SAA, if the Project Change Request is clearly within federal grant guidance.
- B. Project Change Requests Approved by NCHS:
  - i. Any request for reobligation of funds that exceeds \$100,000 will be reviewed by the NCHS. The NCHS will provide a recommendation to the Governor for

reobligation of funding and notify DEM of the recommendation.

- ii. Any request for the redirect of funds that is inconsistent with the approved Investment Justification or which is considered a change in scope will be submitted to the NCHS and/or Finance Committee for review. The NCHS and/or Finance Committee will provide a recommendation to the Governor for reobligation of funding and notify DEM of the recommendation.
- iii. Any deobligated funding that exceeds \$100,000 will be submitted to the NCHS for review. The NCHS will provide a recommendation to the Governor for reobligation of funding and notify DEM of the recommendation.

DEM, at their own discretion, may defer to the NCHS and/or the Finance Committee on any Project Change Request subject to DEM approval.

### 3. Request for Additional Grant Funding

A sub-grantee seeking additional funding (de-obligated funds) must submit the request to the SAA on the approved forms at [dhsgrants@dps.state.nv.us](mailto:dhsgrants@dps.state.nv.us).

A request for additional funding must include:

- A. A written justification explaining, at a minimum, the following:
  - i. Impact of non-completion the project in the originally approved budget;
  - ii. Explanation as to why the redirect of funds was not addressed in the original investment or another related investment, if applicable;
  - iii. Benefit to the state's overall capabilities by approving the requested redirect of funds;
  - iv. Anticipated timeline to complete proposed project, inclusive of milestones and anticipated deliverables; and
  - v. Impact of not approving the request to redirect of funds;
- B. A copy of the original budget; and
- C. A copy of a detailed line-item budget demonstrating the subgrantee's intended use of the funds if the redirect of funds is approved.

The SAA will review the request to ensure compliance with federal grant guidance. The SAA will forward a report of compliance to the NCHS.

4. Restrictions

Reobligation of funds will not be approved by the SAA or the NCHS if the request includes, but is not limited to, any of the following restrictions:

1. Non-compliance with federal guidance;
2. Supplanting;
3. Misappropriation of funds;
4. Commingling of funds;
5. Denial by the Department of Homeland Security;
6. Inability for projects to be completed within the remaining performance period; or
7. Non-conformance with the goals and priorities of the NCHS.

5. Time Sensitive

Federal law mandates that unspent federal funds be returned to the federal government at the end of the grant performance period. In the event that unspent funds exist and there is insufficient time in the grant performance period to reconvene the NCHS and Finance Committee, the SAA in its sole discretion, may reobligate grant funding within the scope of the approved Investment Justification.

In the event that the SAA reobligates time sensitive funding, the reobligation of funds will be placed as an informational item on the agenda of the next regularly scheduled meeting of the NCHS.