

Brian Sandoval  
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*Chief*

**Nevada Division of Emergency Management  
Homeland Security**

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May 24, 2018

Mr. Aaron R. Kenneston, CEM  
Washoe County Emergency Management  
5195 Spectrum Blvd.  
Reno, NV 89512

RE: Letter Of Intent to Award Federal Fiscal Year 2018 Emergency Management  
Performance Grant Funds

Dear Mr. Kenneston:

This letter is to inform you of the Nevada Division of Emergency Management's (NDEM) intention of awarding the Fiscal Year 2018, Emergency Management Performance Grant (EMPG) award in the amount of \$170,877.00.

The grant performance period will be October 1, 2017, through March 31, 2019. The performance period for the personnel category will be October 1, 2017, through September 30, 2018. The grant performance period is a condition of the upcoming grant award. All grant expenditures and reporting must be completed by the end of the grant performance period, as stated above, to receive reimbursement. All jurisdictions *must* be compliant with the following criteria:

- Must employ an Emergency Manager (full or part-time)
- Have an Emergency Operations Plan (EOP), updated at least once every two years.
- Have legally adopted NIMS.
- Must have appointed an Emergency Management Function.
- Annual participation with the State Threat and Hazard Identification and Risk Assessment (THIRA).
- All EMPG Program funded personnel shall complete the following training requirements and record proof of completion: National Incident Management System (NIMS) Training, IS 100, IS 200, IS 700, and IS 800.

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- All EMPG funded personnel shall participate in no fewer than three exercises in a 12-month period.
- A FEMA approved Hazard Mitigation Plan is required for all sub-grantees

As indicated in the application, Washoe County Emergency Management will complete the following program activities:

- Personnel
- Consultant/Contract
- Travel
- Supplies/Operating
- Equipment
- Training/Exercise

This letter of intent is to assist local and tribal jurisdictions work through their internal grant approval process, as well as the close of the fiscal year.

The Federal Fiscal Year 2018 EMPG grant was released on May 21, 2018. Our application is due to the Federal Emergency Management Agency (FEMA) by June 20, 2018, and the state's award *should* be received by NDEM by September 1, 2018. Sub-grantee awards will be issued within 45 days of receipt by NDEM.

If you have any questions, or if we can be of assistance, please contact Sonja Williams, Grant Supervisor, Nevada Division of Emergency Management, at (775) 687-0388.

Best Regards,



Kelli Anderson

Emergency Management Programs Manager

KA/sw/lw