



# WASHOE COUNTY

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## STAFF REPORT

**BOARD MEETING DATE:** July 08, 2025

**DATE:** Thursday, July 10, 2025

**TO:** Board of County Commissioners

**FROM:** Francisco Ceballos, Emergency Management Program Coordinator  
(775) 224-4109, [FCeballos@washoecounty.gov](mailto:FCeballos@washoecounty.gov)

**THROUGH:** Dave Solaro, Assistant County Manager

**SUBJECT:** Recommendation to approve a Letter of Intent for the FFY 2025 Emergency Management Performance Grant (EMPG). Letter of Intent is stating the State of Nevada, Division of Emergency Management (NDEM) is awarding [\$86,272.17, \$86,272.17 County match required] for FFY 2025 including funds to be used for travel; retroactive from October 1, 2024, through September 30, 2026; If approved authorize the County Manager or designee to sign the grant award documents when received; and direct Finance to make the necessary budget amendments. Manager's Office. (All Commission Districts) FOR POSSIBLE ACTION

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### SUMMARY

This item recommends that the Washoe County Board of County Commissioners (the Board) approve Letter of Intent for the FFY 2025 EMPG. Letter of Intent stating the NDEM is awarding [\$86,272.17, \$86,272.17 County match required] for FFY 2025 including funds to be used for travel; retroactive from October 1, 2024, through September 30, 2026; If approved authorize the County Manager or designee to sign the grant award documents when received; and direct the Comptroller's Office to make the necessary budget amendments.

The Board annually accepts the Emergency Management Performance Grant (EMPG) to fund a portion of the County's Emergency Management program. The State of Nevada, Division of Emergency Management has provided this grant award to Washoe County for more than 24 years. The EMPG program provides funding to assist local governments to sustain and enhance all-hazards emergency management activities.

This grant is retroactive due to the delay of the US Department of Homeland Security releasing the funds to the Nevada Division of Emergency Management.

**AGENDA ITEM # \_\_\_\_\_**

**Washoe County Strategic Objective supported by this item:** Support a thriving community.

### **PREVIOUS ACTION**

**June 25, 2024** - The Board approved the letter of intent from NDEM to award \$86,272.17 for EMPG and directed the comptroller to make the necessary budget amendments

**June 27, 2023** - The Board approved the letter of intent from NDEM to award \$96,097.58 for EMPG and directed the comptroller to make the necessary budget amendments.

**August 16, 2022** - The Board approved the letter of intent from NDEM to award \$225,555.20 for EMPG and directed the comptroller to make the necessary budget amendments.

**August 17, 2021** - The Board approved the letter of intent from NDEM to award \$253,502.00 for EMPG and directed the comptroller to make the necessary budget amendments.

**August 18, 2020** - The Board approved the letter of intent from NDEM to award \$170,877.00 for EMPG and directed the comptroller to make the necessary budget amendments.

**June 25, 2019** - The Board approved the letter of intent from NDEM to award \$170,877.00 for EMPG and directed the comptroller to make the necessary budget amendments.

**June 19, 2018** – The Board of County Commissioners accepted a Letter of Intent for a 2018 EMPG from the State of Nevada, Department of Emergency Management for \$170,877.00 [with a county match of \$170,877.00]; and directed the Comptroller’s Office to make the appropriate budget amendments.

The Board has approved this grant for the past 24 years.

### **BACKGROUND**

This grant provides partial funding for the Washoe County Emergency Management Administrator position, consulting services for avalanche and weather advisory services, plan updates, training, supplies, and operating expenses for the Regional Emergency Operations Center.

This grant requires a 100% match.

### **GRANT AWARD SUMMARY**

**Project/Program Name:** FFY 2025 Emergency Management Performance Grant (EMPG)

**Scope of the Project:** The EMPG program provides funding to assist local governments to sustain and enhance all-hazards emergency management capabilities.

**Benefit to Washoe County Residents:** The benefit of this funding is for emergency preparedness for the protection of life and property in the region from hazards and disasters.

**On-Going Program Support:** We will continue to seek grant funding to sustain the Emergency Management program.

**Award Amount:** \$86,272.17

**Grant Period:** October 1, 2024, through September 30, 2026

**Funding Source:** Department of Homeland Security

**Pass Through Entity:** Nevada Division of Emergency Management

**CFDA Number:** 97.042

**Grant ID Number:** TBD

**Match Amount and Type:** \$86,272.17– Provided by CC 155110

**Sub-Awards and Contracts:** N/A

### **FISCAL IMPACT**

This grant requires a 100% match. The County will provide [\$86,272.17] in Emergency Management Performance Grant Match Cost Center (155110). No indirect costs are being recovered. Should the board accept this grant award no adjustments will be necessary.

The FFY 2025 EMPG award totals [\$86,272.17] for the period of October 1, 2024, through September 30, 2026, with the personnel category performance period retroactive from October 1, 2024, through September 30, 2025. In FY 25, there will be [\$76,020.78] in actual expenditures and budget expenditure authority of [\$10,251.93] has been accounted for in the FY 26 budget within Internal Order FFY 25 EMPG (IO 12402).

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners approve a Letter of Intent for the FFY 2025 Emergency Management Performance Grant (EMPG). Letter of Intent is stating the State of Nevada, Division of Emergency Management (NDEM) is awarding [\$86,272.17, \$86,272.17 County match required] for FFY 2025 including funds to be used for travel; retroactive from October 1, 2024, through September 30, 2026; If approved authorize the County Manager or designee to sign the grant award documents

when received; and direct the Comptroller's Office to make the necessary budget amendments.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be:  
*"Move to approve the recommendation to approve a Letter of Intent for the FFY 2025 Emergency Management Performance Grant (EMPG). Letter of Intent is stating the State of Nevada, Division of Emergency Management (NDEM) is awarding [\$86,272.17, 86,272.17 County match required] for FFY 2025 including funds to be used for travel; retroactive from October 1, 2024, through September 30, 2026; If approved authorize the County Manager or designee to sign the grant award documents when received; and direct Finance to make the necessary budget amendments."*