



# WASHOE COUNTY

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CM/ACM \_\_\_\_\_  
Budget AP  
DA PAL  
Comptroller \_\_\_\_\_  
HR JG  
Grant Mgt. SE

## STAFF REPORT

BOARD MEETING DATE: September 8, 2015

**DATE:** August 26, 2015  
**TO:** Board of County Commissioners  
**FROM:** Aaron Kenneston, Emergency Management and Homeland Security Program  
(775) 337-5898, [Akenneston@WashoeCounty.us](mailto:Akenneston@WashoeCounty.us)

**THROUGH:** Al ~~Rogers~~, Management Services Director

**SUBJECT:** Recommendation to approve a 2015 Department of Homeland Security (DHS) State Homeland Security Program (SHSP) grant passed through the State of Nevada, Division of Emergency Management for \$175,000 for a statewide Recovery project; no match required; approval to create an Intermittent hourly Program Assistant position (non-benefitted; 50% grant-funded); \$16,093 for non-county travel for attendance to Planning and Training events and \$4,020 in food purchases; retroactive from September 01, 2015 through August 31, 2017; and direct the Comptroller's Office to make the appropriate budget adjustments.

(All Commission Districts)

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### SUMMARY

This item recommends approval of a 2015 Department of Homeland Security (DHS) State Homeland Security Program (SHSP) grant passed through the State of Nevada, Division of Emergency Management for \$175,000.00; no match required; retroactive from September 01, 2015 through August 30, 2017; and directs the Comptroller's Office to make the appropriate budget adjustments.

This project is designed to increase and improve the overall levels of Core Capabilities within the Mission Area of Recovery as identified in the 2014 Threat and Hazard Identification and Risk Analysis (THIRA) and State Preparedness Report. This project intends to improve our statewide ability to address Core Capabilities of Housing and Economic Recovery, and Health and Human Services by the creation of a Nevada Catastrophic Event Recovery Plan with County annexes and updates to the State Disaster Recovery Guide. The State issued this award retroactive from the date they received DHS funding.

Strategic Objective: Safe, Secure and Healthy Communities

AGENDA ITEM # 13

**BACKGROUND**

The Washoe County Recovery Plan outlines recovery and restoration efforts that return vital life support systems to minimum operating standards. Recovery goals include the coordinated gathering and evaluation of damage assessment information; accurate estimation of the financial value of losses and recovery costs; quick application for state and federal disaster relief funds; timely restoration of community services and infrastructure to pre-disaster condition; and implementation of cost-effective and practicable mitigation measures. The long-term activities are designed to return life to normal or improved levels, including some level of economic viability. These efforts will include: Provide outreach efforts to ensure that all citizen needs are being met. Refine detailed damage assessments of individuals, households, infrastructure, and businesses. Then determine the need for state, federal, or other supplemental assistance. Restore essential public facilities and services. Coordinate resources and material. Identify post-disaster hazard mitigation activities to reduce future risks. Rebuild and return public infrastructure damaged by the emergency. Reestablish an adequate supply of housing to replace displaced households. Return workers to jobs or assist to find new jobs. Reestablish economic base. Implement long-term measures such as land use, building codes, and redevelopment.

**GRANT AWARD SUMMARY**

**Project/Program Name:** *2015 Homeland Security Grant, Statewide Recovery Project*

**Scope of the Project:** *The scope of this project is to create a Nevada Catastrophic Event Recovery Plan with County annexes and updates to the State Disaster Recovery Guide.*

**Benefit to Washoe County Residents:** *The benefit of this funding is to increase and improve the overall levels of economic recovery in protection of life and property in the region from hazards and disasters.*

**On-Going Program Support:** *If additional program support is needed past the grant period, we will continue to seek grant funding.*

**Award Amount:** *\$175,000.00*

**Grant Period:** *September 01, 2015 through August 31, 2017*

**Funding Source:** *Department of Homeland Security*

**Pass through From:** *State of Nevada, Division of Emergency Management*

**CFDA Number:** *97.067*

**Grant ID Number:** *97067.HL5*

**Match Amount and Type:** *N/A*

**Indirect Cost Rate (applicable to the award):**

Grant's recoverable indirect cost rate:

- Indirect costs are fully recoverable
- Sponsor does not allow for indirect cost recovery
- Sponsor has limited indirect cost recovery at \_\_\_ %
- Sponsor requires indirect Cost Rate Approved by Cognizant Agency

**Special Terms & Conditions:** *None, other than quarterly reporting.*

**Sub-Awards and Contracts:** *\$65,000 Project Manager; \$23,875 – Project Logistics/Project Documentation Vendor; \$22,000 – Training Vendor; \$5,000 - Training Venue Rentals.*

**FISCAL IMPACT**

Should the board accept this grant award and approve these amendments, the adopted budget will be increased by \$175,000.00 in both revenues and expenditures in the following accounts:

Cost Object	G/L Account	Amount
<b>Revenue:</b>		
I.O. 11258	431100 – Federal Grants	\$ 175,000.00
<b>Expenditures:</b>		
I.O. 11258	701130 – Pooled Positions	\$ 13,175.00
I.O. 11258	710100 – Professional Services	\$ 132,700.00
I.O. 11258	710350 – Office Supplies	\$ 5,638.00
I.O. 11258	711210 - Travel	\$ 3,374.00
I.O. 11258	711213 – Travel – Non-County	\$ 16,093.00
I.O. 11258	710872 – Food Purchases	\$ 4,020.00

- *Pooled Position is 50% Grant Funded and 50% Funded from FY16 Manager's Office Budget*

**RECOMMENDATION**

Recommendation to approve a 2015 Department of Homeland Security (DHS) State Homeland Security Program (SHSP) grant passed through the State of Nevada, Division of Emergency Management for \$175,000 for a statewide Recovery project; no match required; approval to create an Intermittent hourly Program Assistant position (non-benefitted; 50% grant-funded); \$16,093 for non-county travel for attendance to Planning and Training events and \$4,020 in food purchases; retroactive from September 01, 2015 through August 31, 2017; and direct the Comptroller's Office to make the appropriate budget adjustments.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: *“move to approve a 2015 Department of Homeland Security (DHS) State Homeland Security Program (SHSP) grant passed through the State of Nevada, Division of Emergency Management for \$175,000 for a statewide Recovery project; no match required; approval to create an Intermittent hourly Program Assistant position (non-benefitted; 50% grant-funded); \$16,093 for non-county travel for attendance to Planning and Training events and \$4,020 in food purchases; retroactive from September 01, 2015 through August 31, 2017; and direct the Comptroller's Office to make the appropriate budget adjustments.*



**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

Grant Award	
<b>SUBGRANTEE:</b> Washoe County Emergency Management	<b>CFDA / PROJECT NO:</b> 97087HL5
<b>ADDRESS:</b> 5195 Spectrum Blvd., Reno, NV 89512	<b>NDEM DUNS:</b> 607025848
<b>PROJECT TITLE:</b> Department of Homeland Security (DHS) Grant FFY15 - State Homeland Security Program (SHSP)	<b>SUB-GRANTEE DUNS:</b> 073786998
<b>GRANT PERIOD:</b> September 1, 2015 - August 31, 2017	<b>FEDERAL GRANT FUNDS:</b> \$175,000.00
<b>Special Notes:</b>	<b>MATCHING FUNDS:</b>
	<b>TOTAL:</b> \$175,000.00

APPROVED BUDGET FOR PROJECT		
CATEGORY	TOTAL PROJECT COSTS	
Statewide Recovery Initiative		\$175,000.00
<b>FEDERAL GRANT TOTAL</b>		<b>\$175,000.00</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
Caleb S. Cage, Chief	Aaron Kenneston, Emergency Manager
Name and Title of Approving Official	Name and Title of Approving Official
<i>X</i> <i>Caleb S. Cage</i> <i>8/26/2015</i> <i>X</i>	<i>X</i> <i>Aaron Kenneston</i> <i>8-26-15</i> <i>X</i>
Signature of Approving Official	Signature of Approving Official
Date: 8-26-15	Date: 8-26-15

Chief  
 Designee  
*JR*  
 8-26-15

**CONFIRMATION COPY**