



# WASHOE COUNTY

"Dedicated To Excellence in Public Service"

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## STAFF REPORT

BOARD MEETING DATE: October 13, 2015

CM/ACM \_\_\_\_\_  
Finance LC/MS  
DA KM  
Risk Mgt. MA  
HR MA  
Grant Mgt. SE

**DATE:** September 15, 2015  
**TO:** Board of County Commissioners  
**FROM:** Chuck Allen, Sheriff  
**THROUGH:** Jerry Baldrige, Captain Special Operations Division  
321-4912 [jbaldridge@washoecounty.us](mailto:jbaldridge@washoecounty.us) JP 397

**SUBJECT:** Recommendation to approve a sub grant award [\$134,100.00, no match required] from the Nevada Division of Emergency Management, FFY 2015, Project number 97067HL5, to the Washoe County Sheriff's Office for Cyber Security. Grant term is retroactive from September 1, 2015 through August 31, 2017 and if approved, direct the Comptroller's Office to make the necessary budget adjustments. (All Commission Districts)

### SUMMARY

The Nevada Division of Emergency Management, through the Department of Homeland Security has awarded the WCSO funding for Cyber Security projects. Item was submitted to the first available BCC meeting once received.

Washoe County Strategic Objective supported by this item: Safe, secure and healthy communities.

### PREVIOUS ACTION

None.

### BACKGROUND

Each year, the Nevada Division of Emergency Management sub grants funds received through the Department of Homeland Security to the Washoe County Sheriff's Office for various projects. These funds were awarded for our Cyber Security project.

AGENDA ITEM # 3F2

**GRANT AWARD SUMMARY**

**Project/Program Name:** *Cyber Security*

**Scope of the Project:** *To increase and improve cyber security and awareness.*

**Benefit to Washoe County Residents:** *Increased safety and awareness relating to cyber security.*

**On-Going Program Support:** *None*

**Award Amount:** *\$134,100.00*

**Grant Period:** *9/1/15 – 8/31/17*

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

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

**CFDA Number:** *97.067*

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

**Match Amount and Type:** *no match required*

**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:** *All standard and federal assurances and agreements as attached to the award documents.*

**Sub-Awards and Contracts:** *None.*

**FISCAL IMPACT**

Should the board accept this grant award and approve these amendments, the adopted budget will be increased by \$134,100.00 in both revenues and expenditures in the following accounts:

Increase revenues;		
11260 – 431100 (2014 Cyber Security – Federal Grants)		\$134,100.00
Increase Expenditures:		
11260 – 711508 (2014 Cyber Security - Computers )		\$108,100.00
11260 – 711509 (2014 Cyber Security - Software )		\$ 26,000.00

No match required. This is a reimbursement based grant.

**RECOMMENDATION**

It is recommended that the Board of County Commissioners approve a sub grant award [\$134,100.00, no match required] from the Nevada Division of Emergency Management, FFY 2015, Project number 97067HL5, to the Washoe County Sheriff's Office for Cyber Security. Grant term is retroactive from September 1, 2015 through August 31, 2017 and if approved, direct the Comptroller's Office to make the necessary budget adjustments.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: Move to approve a sub grant award [\$134,100.00, no match required] from the Nevada Division of Emergency Management, FFY 2015, Project number 97067HL5, to the Washoe County Sheriff's Office for Cyber Security. Grant term is retroactive from September 1, 2015 through August 31, 2017 and if approved, direct the Comptroller's Office to make the necessary budget adjustments.

**Brian Sandoval**  
*Governor*



**James M. Wright**  
*Director*

**Caleb S. Cage**  
*Chief*

**Nevada Division of Emergency Management  
Homeland Security**

2478 Fairview Drive  
Carson City, Nevada 89701  
Telephone: (775) 687-0300 • Fax: (775) 687-0322 • <http://dem.state.nv.us/>

August 26, 2015

Chuck Allen, Sheriff  
c/o Jeanie Knowles, Grants Office  
Washoe County Sheriff's Office  
911 Parr Blvd.  
Reno, NV 89512

Dear Sheriff Allen:

RE: Federal Fiscal Year 2015, Homeland Security Grant Award

The Department of Public Safety's Division of Emergency Management is pleased to enclose a Federal Fiscal Year 2015, State Homeland Security Program (SHSP) grant award in the amount of \$134,100.00.

The grant performance period is September 1, 2015 – August 31, 2017. 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, federal and state assurances, a memorandum of understanding (MOU), reobligation guidelines, training guidelines and exercise 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 federal and state assurances, along with the grant award documents, have been updated for the FFY 2015 grant cycle. Please review these documents carefully to ensure compliance.

In addition to the FFY2015 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).

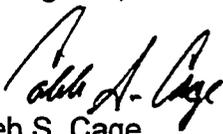
Chuck Allen  
Page 2  
August 26, 2015

In order to be compliant with the Federal Emergency Management Agency (FEMA) and the Federal 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 Homeland Security Working Group, Nevada Homeland Security Finance Committee, the Nevada Commission on Homeland Security and the SAA.

Please sign the original award, confirmation copy, federal and state assurances and MOU, and return the original grant award and the signed federal and state assurances 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,



Caleb S. Cage

CSC/sw/cm

*Attachments: Grant Award*  
*Budget*  
*Assurances and Certifications*  
*MOU*  
*Reobligation Guidelines*  
*Training Guidelines*  
*Exercise 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

Grant Award		
<b>SUBGRANTEE:</b> Washoe County Sheriff's Office	<b>CFDA / PROJECT NO:</b>	97067HL5
<b>ADDRESS:</b> 911 Parr 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>	609738455
<b>GRANT PERIOD:</b> September 1, 2016 - August 31, 2017	<b>FEDERAL GRANT FUNDS:</b>	\$134,100.00
<b>Special Notes:</b>	<b>MATCHING FUNDS:</b>	
	<b>TOTAL:</b>	\$134,100.00

APPROVED BUDGET FOR PROJECT		
CATEGORY	TOTAL PROJECT COSTS	
Cyber Security		\$134,100.00
<b>FEDERAL GRANT TOTAL</b>		<b>\$134,100.00</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	Chuck Allen, Sheriff
Name and Title of Appointing Official	Name and Title of Appointing Official
<i>X</i> <i>Caleb S. Cage</i> <i>8/26/2015</i>	<i>X</i>
Signature of Approving Official Date:	Signature of Approving Official Date:

Chief  
 Designee  
*J 8-26-15*

**ORIGINAL**



**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

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		<b>TOTAL:</b>	\$134,100.00

APPROVED BUDGET FOR PROJECT		
CATEGORY	TOTAL PROJECT COSTS	
Cyber Security		\$134,100.00
<b>FEDERAL GRANT TOTAL</b>		<b>\$134,100.00</b>
<b>SUB-GRANTEE MATCH TOTAL</b>		

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AGENCY APPROVAL	SUBGRANTEE ACCEPTANCE
<b>Caleb S. Cagg, Chief</b>	<b>Chuck Allen, Sheriff</b>
Name and Title of Appointing Official	Name and Title of Appointing Official
X <i>Caleb S. Cagg</i> 8/26/2015	X
Signature of Approving Official Date:	Signature of Approving Official Date:

Chief  
Designee  
8-26-15

**CONFIRMATION COPY**