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**STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF INFORMATION TECHNOLOGY**  
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**Denis Goulet**  
*Commissioner*

June 14, 2023

The Honorable Ken Weyler, Chairman  
 Fiscal Committee of the General Court  
 State House  
 Concord, NH 03301

His Excellency, Governor Christopher T. Sununu  
 and the Honorable Council  
 State House  
 Concord, NH 03301

**REQUESTED ACTION**

Pursuant to RSA 14:30-a, VI, authorize the Department of Information Technology (DoIT) to accept and expend \$300,000 in State Fiscal Year 2024 (SFY 24) from the State Homeland Security Grant Program funds available from the Department of Safety (DOS) for the funding of a cybersecurity training and exercise project consisting of workshops and tabletop exercises to train local Municipal Leaders, First Responders, State Leaders, K-12 Administrators and technical employees in the execution of cybersecurity incident response plans. Effective upon Fiscal Committee and Governor and Council approvals through June 30, 2025. 100% Federal Transfer from Other Agency

In SFY 24, funds shall be budgeted in 01-03-03-030010-13810000, Cyber Enhancements Grant as follows:

Class	Budget Category	Current Budget FY 24	Requested Action	Revised Budget FY 24
<b>Income</b>				
00D-488523-69	Class 085 Interagency 023 Revenue	\$120,080	\$300,000	\$420,080
	<b>Totals</b>	\$120,080	\$300,000	\$420,080
<b>Expenditures</b>				
102-500731	Contracts for Program Services	\$120,080	\$300,000	\$420,080
	<b>Totals</b>	\$120,080	\$300,000	\$420,080

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### EXPLANATION

This grant award is funded as part of the Department of Homeland Security Grant Program under the State and local Homeland Security Grant Program (SHSGP-HSGP). Funds are used to protect state and local assets from the growing threats of cyberwarfare, cyberterrorism, and cybercrime, which threaten the integrity of essential financial, communications, information, and security systems.

The cybersecurity training and exercise program will prepare leaders and technicians at both the State and Municipal levels to protect their systems and networks against potential data breaches and prepare for cyber intrusions that may result in failures of physical infrastructure.

Funding from this grant will enable delivery of critical training and exercises to Municipal Leaders, First Responders, State Leaders, K-12 Administrators, and technical employees across the State of New Hampshire.

The funds are to be budgeted as follows:

The funds in Class 102-Contracts for Program Services are required to plan, create and facilitate the cyber incident response training materials, workshops and tabletop exercises for Municipal Leaders, First Responders, State Leaders, K-12 Administrators, and technical employees across the State of New Hampshire.

In the event Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Denis Goulet  
Commissioner

DG/rac

**SPECIAL CONDITIONS – FFY 2022**


SUBGRANTEE: Department of Information Technology GRANT AWARD AMOUNT: \$300,000  
GRANT TITLE: 2022 Local Funds - For First Responder & Municipal Official Cyber Training Coordinated by NH DOIT GRANT AWARD DATE: 3/15/2023  
GRANT PROGRAM: SHSP CFDA#: 97.067  
DHS Grant Award Number: Grant Award: EMW-2022-SS-00036


ALL SPECIAL CONDITIONS MUST BE RESPONDED TO *WITHIN THIRTY (30) DAYS* FROM THE AWARD DATE AND PRIOR TO DISBURSEMENT OF FUNDS UNLESS OTHERWISE SPECIFIED. THESE GRANT FUNDS EXPIRE ON August 31, 2025. Accordingly per DHS/FEMA- Office of Financial & Grants Management guide: page 21: The award period is the period of time when Federal funding is available for obligation by the recipient. The recipient may charge to the grant only allowable costs resulting from the obligations incurred during the funding period... Any funds not properly obligated by the recipient within the grant award period will lapse and revert back to DOS or DHS/FEMA...The obligation period is the same as the award period listed on the award document.  
**BY SIGNING THIS FORM YOU AGREE TO THE CONDITIONS OF THIS GRANT.**

1. Please note the following special conditions for your grant award:
  - a. Indicate which of the following is true regarding the project funded with these Homeland Security dollars by circling the correct selection (circle only).
    - i. Sustaining or maintaining a capability acquired with federal homeland security funding;
    - ii. Sustaining or maintaining a capability acquired without federal homeland security funding; or
    - iii. Developing or acquiring a new core capability.
  - b. Per 2022 Grant Guidance, please provide your UEI number here: NLRMJ9/LJ3358
  - c. No purchase of this equipment can be made until it is determined if an EHP review is required. If it is, no purchase can be made until an EHP approval is received. As stated in the AEL: "Certain products in this category have been identified as requiring an Environmental and Historic Preservation (EHP) review. EHP documents are located at the following website (scroll to bottom of page under FY 2022 EHP/NEPA Guidance): <https://www.nh.gov/safety/divisions/homeland/2022HomelandSecurityGrant.html> and must be completed and submitted electronically to [Pamela.Urban-Morja@dos.nh.gov](mailto:Pamela.Urban-Morja@dos.nh.gov).
  - d. Per 2 CFR 208 and Subpart D, the organization must submit its most recent audit to be subject to a risk assessment testing for fiscal practices and capabilities. This must be submitted within 15 days of the date of this award and may necessitate the addition of more special conditions to this award accordance with the results of the standard risk assessment review. This grant is not VALID until the risk assessment is completed successfully.
  - e. Sub-recipients for the FY22 State Homeland Security Program (SHSP) awards are required to complete the 2022 Nationwide Cybersecurity Review (NCSR) and submit a copy of the Completion Certificate to the Grants Management Bureau. More information regarding this requirement can be found at <https://www.cisecurity.org/ms-isac/services/ncsr> -Note: This site closes on February 28, 2023.
  - f. Procurement procedures per 2 CFR 200 must be followed and documentation attached must be submitted to DOS-GMB prior to any purchase as outlined.
  - g. All grants awarded from the FFY22 Homeland Security Grant Program (and any future grants through the Homeland Security Grant Program) will need to transition to a new process which involves approval by the Governor & Executive Council. This may require your office to submit formal acceptance of grant funds per NH RSA after Governor and Council approval for NH DOJ approval.
  - h. No work can begin until all special conditions and approval from the Governor and Executive Council are met and you have received an "OK to Proceed" from the Grant Management Bureau.
2. **Equipment:** The subrecipient agrees that, when practicable, any equipment purchased with grant funding shall be prominently marked as follows: "Purchased with funds provided by the U.S. Department of Homeland Security and the NH Department of Safety - Grants Management Bureau." Additionally, when practicable, any equipment

purchased with funding under this agreement shall bear on it the logos of the NH Department of Safety - Grants Management Bureau and U.S. Department of Homeland Security.

3. **Publications:** The recipient agrees that all publications created with funding under this grant shall prominently contain the following: "This document was prepared under a grant from the Federal Emergency Management Agency's Grant Programs Directorate (FEMA/GPD) within the U.S. Department of Homeland Security. Points of view expressed in this document are those of the authors and do not necessarily represent the official position or policies of FEMA/GPD, the U.S. Department of Homeland Security or the NH Department of Safety (DOS)".
4. **Project Implementation:** The subrecipient agrees to implement this project within 90 days following the grant award effective date or be subject to automatic cancellation of the grant. For projects subject to EHP/NEPA, NO work can begin until EHP/NEPA approvals are granted. DOS-GMB will advise sub-recipient of the approval once received. DOS-GMB reserves the right to verify project start date. All projects must be completed at least 30 days prior to end of the grant period as specified on the Grant Special Conditions page. No work may be completed or be eligible for reimbursement if it occurs after the grant period end date.
5. All sub-grantees must comply with the Grant Terms and Conditions included with this award.
6. All sub-grantees must comply with the National Incident Management System (NIMS) minimum requirements as specified in the Fiscal Year 2022 Homeland Security Grant Program Guidelines. Additional information about achieving compliance is available through the training officers at the NH Department of Safety's Fire Academy and EMS Bureau and the Division of Homeland Security and Emergency Management.
7. All sub-grantees must comply and be familiar with Homeland Security Presidential Policy Directive-8, the National Preparedness System\* (NPS) and the National Preparedness Goal (NPG). See: <http://www.dhs.gov/presidential-policy-directive-8-national-preparedness>.
8. It is recommended that all grant recipients modify their existing incident management and emergency operations plans in accordance with the National Response Plan's coordinating structures, processes, and protocols. [http://www.dhs.gov/xlibrary/assets/NRP\\_Brochure.pdf](http://www.dhs.gov/xlibrary/assets/NRP_Brochure.pdf)
9. Recurring costs/fees are not allowable for funding under the 2022 Homeland Security Grant Program. Internet service fees, radio service fees, cellular phone fees, satellite phone fees, etc. paid for with grant funds are for 12 months during the year of equipment purchase only and cannot extend beyond the end date of the grant.

  
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Signature of Authorized Official

  
\_\_\_\_\_  
Signature of Program Manager/Contact

3/24/2023  
\_\_\_\_\_  
Date

3/21/2023  
\_\_\_\_\_  
Date