

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No. _____

Originating Department:	Sheriff's Office
Division/Program: <i>(i.e. Dept. Division and Program)</i>	Division of Emergency Management
Contract or Grant Administrator:	John Gargett
Contractor's / Agency Name:	Snohomish County

Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes No
 Yes No If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____

Does contract require Council Approval? Yes No If No, include WCC: _____
 Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)

Is this a grant agreement? Yes No
 If yes, grantor agency contract number(s): E21-096 CFDA#: 97.067

Is this contract grant funded? Yes No
 If yes, Whatcom County grant contract number(s): _____

Is this contract the result of a RFP or Bid process? Contract _____
 Yes No If yes, RFP and Bid number(s): _____ Cost Center: 1673521001

Is this agreement excluded from E-Verify? No Yes If no, include Attachment D Contractor Declaration form.

If YES, indicate exclusion(s) below:

- Professional services agreement for certified/licensed professional. Goods and services provided due to an emergency
- Contract work is for less than \$100,000. Contract for Commercial off the shelf items (COTS).
- Contract work is for less than 120 days. Work related subcontract less than \$25,000.
- Interlocal Agreement (between Governments). Public Works - Local Agency/Federally Funded FHWA.

Contract Amount:(sum of original contract amount and any prior amendments):
 \$ 82,781
 This Amendment Amount:
 \$ _____
 Total Amended Amount:
 \$ _____

Council approval required for; all property leases, contracts or bid awards **exceeding \$40,000**, and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, **except when**:

1. Exercising an option contained in a contract previously approved by the council.
2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance.
3. Bid or award is for supplies.
4. Equipment is included in Exhibit "B" of the Budget Ordinance.
5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.

Summary of Scope:

To build, sustain, and deliver the core capabilities essential to achieving the National Preparedness Goal of a secure and resilient Nation, by supporting core capabilities across the five mission areas of Prevention, Protection, Mitigation, Response, and Recovery.

Term of Contract: 25 Months Expiration Date: 09/30/2022

- Contract Routing:
- | | |
|---|-------------------------|
| 1. Prepared by: <u>F Burkhart</u> | Date: <u>05/05/2021</u> |
| 2. Attorney signoff: <u>B Waldron (via email)</u> | Date: <u>04/12/2021</u> |
| 3. AS Finance reviewed: <u>M Caldwell</u> | Date: <u>5/5/21</u> |
| 4. IT reviewed (if IT related): _____ | Date: _____ |
| 5. Contractor signed: _____ | Date: _____ |
| 6. Submitted to Exec.: _____ | Date: _____ |
| 7. Council approved (if necessary): _____ | Date: _____ |
| 8. Executive signed: _____ | Date: _____ |
| 9. Original to Council: _____ | Date: _____ |

**Snohomish County
HOMELAND SECURITY GRANT PROGRAM AGREEMENT FACE SHEET**

1. Subrecipient Name and Address: Whatcom County, c/o Sheriff's Office Division of Emergency Management 311 Grand Ave. Bellingham, WA 98225		2. Grant Agreement Amount: \$82,781		3. Grant Agreement Number: E21-096 - Whatcom	
4. Subrecipient Contact, phone/email: John Gargett, 360-778-7160 Frances Burkhardt, 360-778-7161		5. Grant Agreement Start Date: September 1, 2020		6. Grant Agreement End Date: September 30, 2022	
7. Department Contact, phone/email: Brandi Spores, 425-388-5072 Brandi.Spores@co.snohomish.wa.us		8. Data Universal Numbering System (DUNS): 060044641		9. UBI # (state revenue): 371-010-246	
10. Funding Authority: Washington State Military Department (the Department) and the U.S. Department of Homeland Security (DHS)					
11. Federal Funding Identification #: EMW-2020-SS-00080		12. Federal Award Date: 08/25/2020		13. Assistance Listings # (formerly CFDA) # & Title: 97.067 - 20HSGP (SHSP)	
14. Total Federal Award Amount: \$15,657,838.00		15. Program Index # & OBJ/SUB-OBJ: 703SB, 703SC, 703SH, 703SL, 703SQ, 703SZ / NZ			16. EIN 91-6001383
17. Service Districts: BY LEGISLATIVE DISTRICTS: 40, 42 BY CONGRESSIONAL DISTRICTS: 1, 2		18. Service Area by County(ies): Whatcom		19. Women/Minority-Owned, State Certified: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> NO <input type="checkbox"/> YES, OMWBE # _____	
20. Agreement Classification <input type="checkbox"/> Personal Services <input type="checkbox"/> Client Services <input checked="" type="checkbox"/> Public/Local Gov't <input type="checkbox"/> Research/Development <input type="checkbox"/> A/E <input type="checkbox"/> Other _____			21. Contract Type (check all that apply): <input type="checkbox"/> Contract <input checked="" type="checkbox"/> Grant <input checked="" type="checkbox"/> Agreement <input type="checkbox"/> Intergovernmental (RCW 39.34) <input type="checkbox"/> Interagency		
22. Subrecipient Selection Process: <input checked="" type="checkbox"/> "To all who apply & qualify" <input type="checkbox"/> Competitive Bidding <input type="checkbox"/> Sole Source <input type="checkbox"/> A/E RCW <input type="checkbox"/> N/A <input type="checkbox"/> Filed w/OFM? <input type="checkbox"/> Advertised? <input type="checkbox"/> YES <input type="checkbox"/> NO			23. Subrecipient Type (check all that apply) <input type="checkbox"/> Private Organization/Individual <input type="checkbox"/> For-Profit <input checked="" type="checkbox"/> Public Organization/Jurisdiction <input type="checkbox"/> Non-Profit <input type="checkbox"/> CONTRACTOR <input checked="" type="checkbox"/> SUBRECIPIENT <input type="checkbox"/> OTHER		
24. PURPOSE & DESCRIPTION: The objective of the Federal Fiscal Year (FFY) 2020 Homeland Security Grant Program (20HSGP) is to fund state, local, tribal, and territorial efforts to prevent terrorism and prepare the nation for threats and hazards that pose the greatest risk to the security of the United States. 20HSGP provides funding to implement investments that build, sustain, and deliver the core capabilities essential to achieving the National Preparedness Goal of a secure and resilient nation. 20HSGP supports core capabilities across the five mission areas of prevention, protection, mitigation, response, and recovery based on allowable costs. HSGP is comprised of three interconnected grant programs: State Homeland Security Program (SHSP), Urban Areas Security Initiative (UASI), and Operation Stonegarden (OPSG). Together, these grant programs fund a range of preparedness activities, including planning, organization, equipment purchase, training, exercises, and management and administration. The Department is the Recipient and Pass-through Entity of the 20HSGP DHS Award Letter for Grant No. EMW-2020-SS-00080, which is incorporated in and attached hereto as Attachment C and has made a subaward of funds to the Subrecipient pursuant to this Agreement. The Subrecipient is accountable to the Department for use of Federal award funds provided under this Agreement.					
IN WITNESS WHEREOF, the Department and Subrecipient acknowledge and accept the terms of this Agreement, including all referenced attachments which are hereby incorporated, and have executed this Agreement as of the date below. This Agreement Face Sheet; Special Terms & Conditions (Attachment A); General Terms and Conditions (Attachment B); DHS Award Letter (Attachment C), Work Plan (Attachments D-1, D-2, D-3), Budget (Attachment E), Timeline (Attachment F); and all other documents, and attachments expressly referenced and incorporated herein contain all the terms and conditions agreed upon by the parties and govern the rights and obligations of the parties to this Agreement. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties.					
In the event of an inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: 1. Applicable federal and state statutes and regulations 2. DHS/FEMA Award and program documents 3. Work Plan, Timeline, and Budget 4. Special Terms and Conditions 5. General Terms and Conditions, and, 6. Other provisions of the Agreement incorporated by reference.					
WHEREAS, the parties have executed this Agreement on the day and year last specified below.					
FOR THE COUNTY:			FOR THE SUBRECIPIENT:		
_____ Signature Jason Biermann, Director Snohomish County Department of Emergency Management			_____ Signature Satpal Singh Sidhu, Whatcom County Executive		
_____ Date			_____ Date 05/05/21		
APPROVED TO FORM: Rebecca Guadamud February 9, 2021					
_____ Approved by Emily V/BW/FB 01/12/2021 Applicant's Legal Review (if applicable) _____ Date _____					

SPECIAL TERMS AND CONDITIONS**ARTICLE I. KEY PERSONNEL**

The individuals listed below shall be considered key personnel for point of contact under this Agreement. Any substitution of key personnel by either party shall be made by written notification to the current key personnel.

COUNTY		SUBRECIPIENT	
Name	Dara Salmon	Name	John Gargett
Title	Deputy Director	Title	Deputy Director, Emergency Mgmt.
E-Mail	dara.salmon@co.snohomish.wa.us	E-Mail	jgargett@co.whatcom.wa.us
Phone	425-388-5071	Phone	360-778-7160
Name	Brandi Spores	Name	Frances Burkhart
Title	Grant Analyst	Title	Emergency Mgmt. Program Specialist
E-Mail	brandi.spores@co.snohomish.wa.us	E-Mail	fburkhar@co.whatcom.wa.us
Phone	425-388-5072	Phone	360-778-7161
Name		Name	Bill Elfo
Title		Title	Sheriff, Director Emergency Mgmt.
E-Mail		E-Mail	belfo@co.whatcom.wa.us
Phone		Phone	360-778-6600
Name		Name	Wallace Kost
Title		Title	Emergency Mgmt. Program Specialist
E-Mail		E-Mail	wkost@co.whatcom.wa.us
Phone		Phone	360-778-7165

ARTICLE II. ADMINISTRATIVE AND/OR FINANCIAL REQUIREMENTS

The Subrecipient shall comply with all applicable state and federal laws, rules, regulations, requirements and program guidance identified or referenced in this Agreement and the informational documents published by DHS/FEMA applicable to the 20HSGP Program, including, but not limited to, all criteria, restrictions, and requirements of "*The Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) Fiscal Year (FY) 2020 Homeland Security Grant Program (HSGP)*" document, the *FEMA Preparedness Grants Manual* document, the *DHS Award Letter for Grant No. EMW-2020-SS-00080*, and the federal regulations commonly applicable to DHS/FEMA grants, all of which are incorporated herein by reference. The *DHS Award Letter* is incorporated in this Agreement as Attachment C.

The Subrecipient acknowledges that since this Agreement involves federal award funding, the period of performance may begin prior to the availability of appropriated federal funds. The Subrecipient agrees that it will not hold the County, the Department, the state of Washington, or the United States liable for any damages, claim for reimbursement, or any type of payment whatsoever for services performed under this Agreement prior to distribution of appropriated federal funds, or if federal funds are not appropriated or in a particular amount.

A. STATE AND FEDERAL REQUIREMENTS FOR DHS/FEMA PREPAREDNESS GRANTS:

The following requirements apply to all DHS/FEMA Preparedness Grants administered by the County.

1. SUBAWARDS & CONTRACTS BY SUBRECIPIENTS

- a. If the Subrecipient also becomes a pass-through entity by making a subaward to a non-federal entity as its subrecipient, the Subrecipient must make a case-by-case determination whether each agreement it makes for the disbursement of 20HSGP funds received under this Agreement casts the party receiving the funds in the role of a subrecipient or contractor in accordance with 2 CFR 200.330.
 - i. The Subrecipient must comply with all federal laws and regulations applicable to pass-through entities of 20HSGP funds, including, but not limited to, those contained in 2 CFR 200.
 - ii. The Subrecipient shall require its subrecipient(s) to comply with all applicable state and federal laws, rules, regulations, requirements and program guidance identified or referenced

in this Agreement and the informational documents published by DHS/FEMA applicable to the 20HSGP Program, including, but not limited to, all criteria, restrictions, and requirements of "The Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) Fiscal Year (FY) 2020 Homeland Security Grant Program (HSGP)" document, the FEMA Preparedness Grants Manual document, the DHS Award Letter for Grant No. EMW-2020-SS-00080 in Attachment C, and the federal regulations commonly applicable to DHS/FEMA grants.

- iii. The Subrecipient shall be responsible to the County for ensuring that all 20HSGP federal award funds provided to its subrecipients are used in accordance with applicable federal and state statutes and regulations, and the terms and conditions of the federal award set forth in Attachment C of this Agreement.

2. BUDGET, REIMBURSEMENT, AND TIMELINE

- a. Within the total Grant Agreement Amount (Agreement Face Sheet, Box #2), travel, subcontracts, salaries, benefits, printing, equipment, and other goods and services or other budget categories will be reimbursed on an actual cost basis upon completion unless otherwise provided in this Agreement.
- b. The maximum amount of all reimbursement requests permitted to be submitted under this Agreement, including the final reimbursement request, is limited to and shall not exceed the total Grant Agreement Amount.
- c. If the Subrecipient chooses to include indirect costs within the Budget (Attachment E), an indirect cost rate agreement negotiated between the federal cognizant agency for indirect costs and the Subrecipient establishing approved indirect cost rate(s) as described in 2 CFR 200.414 and Appendix VII to 2 CFR 200 must be submitted to the County Key Personnel. However, under 2 CFR 200.414(f), if the Subrecipient has never received a negotiated indirect cost rate agreement establishing federally negotiated rate(s), the Subrecipient may negotiate a rate with the County or charge a de minimis rate of ten percent (10%) of modified total direct costs. The Subrecipient's actual indirect cost rate may vary from the approved rate but must not exceed the approved negotiated indirect cost rate percentage for the time period of the expenditures. If a Subrecipient chooses to charge the ten percent (10%) de minimis rate, but did not charge indirect costs to previous subawards, a request for approval to charge indirect costs must be submitted to the County's Key Personnel for approval with an explanation for the change.
- d. For travel costs, the Subrecipient shall comply with 2 CFR 200.474 and should consult their internal policies, state rates set pursuant to RCW 43.03.050 and RCW 43.03.060 as now existing or amended, and federal maximum rates set forth at <http://www.gsa.gov>, and follow the most restrictive. If travel costs exceed set state or federal limits, travel costs shall not be reimbursed without prior written approval by County Key Personnel.
- e. Reimbursement requests will include a properly completed State A-19 Invoice Form and Reimbursement Spreadsheet (in the format provided by the County) detailing the expenditures for which reimbursement is sought. Reimbursement requests must be submitted to the County's Key Personnel no later than the due dates listed within the Timeline (Attachment F).

Reimbursement request totals should be commensurate to the time spent processing by the Subrecipient and the County. If the reimbursement request is not substantial enough, the Subrecipient should request written approval from the County's Key Personnel to waive the due date in the Timeline (Attachment F) and once approved submit those costs on the next scheduled reimbursement due date contained in the Timeline (Attachment F)

- f. Copies of receipts and/or backup documentation for any approved items that are authorized under this Agreement must be included with the Subrecipient reimbursement requests. Originals are to be maintained by the Subrecipient consistent with record retention requirements of this Agreement and be made available upon request by the County, the Department, and federal, state, and local auditors.
- g. The Subrecipient must request **prior** written approval from County's Key Personnel to waive or extend a due date in the Timeline (Attachment F) and, once approved, submit those costs on the

next scheduled reimbursement due date contained in the Timeline. Waiving or missing deadlines serves as an indicator for assessing an agency's level of risk of noncompliance with the regulations, requirements, and the terms and conditions of the Agreement and may increase required monitoring activities. Any request for a waiver or extension of a due date in the Timeline will be treated as a request for Amendment of the Agreement. This request must be submitted to the County's Key Personnel sufficiently in advance of the due date to provide adequate time for County review and consideration and may be granted or denied within the County's sole discretion.

- h. All work under this Agreement must end on or before the Grant Agreement End Date (Agreement Face Sheet, Box #6), and the final reimbursement request must be submitted to the County within twenty (40) days after the Grant Agreement End Date, except as otherwise authorized by either (1) written amendment of this Agreement or (2) written notification from the County to the Subrecipient to provide additional time for completion of the Subrecipient's subproject(s).
- i. No costs for purchases of equipment/supplies will be reimbursed until the related equipment/supplies have been received by the Subrecipient, its contractor, or any non-federal entity to which the Subrecipient makes a subaward and is invoiced by the vendor.
- j. Failure to submit timely, accurate, and complete reports and reimbursement requests as required by this Agreement (including, but not limited to, those reports in the Timeline [Attachment F]) will prohibit the Subrecipient from being reimbursed until such reports are submitted and the County has had reasonable time to conduct its review.
- k. Final reimbursement requests will not be approved for payment until the Subrecipient is current with all reporting requirements contained in this Agreement.
- l. For SHSP Subrecipients, a written amendment will be required if the Subrecipient expects cumulative transfers among subproject totals, as identified in the Budget (Attachment E), to exceed ten percent (10%) of the Grant Agreement Amount. If a Subrecipient has only one subproject, cumulative transfers among solution areas within the subproject that exceed ten percent (10%) of the Grant Agreement Amount shall require an amendment to this Agreement.
- m. Subrecipients shall only use federal award funds under this Agreement to supplement existing funds and will not use them to replace (supplant) non-federal funds that have been budgeted for the same purpose. The Subrecipient may be required to demonstrate and document that the reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.

3. REPORTING

- a. With each reimbursement request, the Subrecipient shall report how the expenditures, for which reimbursement is sought, relate to the Work Plan (Attachments D-1, D-2, D-3), activities in the format provided by the County.
- b. With the final reimbursement request, the Subrecipient shall submit to the County Key Personnel a final report describing all completed activities under this Agreement.
- c. The Subrecipient shall comply with the Federal Funding Accountability and Transparency Act (FFATA) and related OMB Guidance consistent with Public Law 109-282 as amended by section 6202(a) of Public Law 110-252 (see 31 U.S.C. 6101 note) and complete and return to the *Department an Audit Certification/FFATA Form*.
- d. SHSP Subrecipients must participate in the State's Stakeholder Preparedness Review (SPR), the State's Threat and Hazard Identification and Risk Assessment (THIRA), core capabilities assessments, and data calls as applicable.

4. EQUIPMENT AND SUPPLY MANAGEMENT

- a. The Subrecipient and any non-federal entity to which the Subrecipient makes a subaward shall comply with 2 CFR 200.318 – 200.326 when procuring any equipment or supplies under this Agreement, 2 CFR 200.313 for management of equipment, and 2 CFR 200.314 for management of supplies, to include, but not limited to:

- i. Upon successful completion of the terms of this Agreement, all equipment and supplies purchased through this Agreement will be owned by the Subrecipient, or a recognized non-federal entity to which the Subrecipient has made a subaward, for which a contract, subrecipient grant agreement, or other means of legal transfer of ownership is in place.
- ii. All equipment, and supplies as applicable, purchased under this Agreement will be recorded and maintained in the Subrecipient's inventory system.
- iii. Inventory system records shall include:
 - A. Description of the property;
 - B. Manufacturer's serial number, model number, or other identification number;
 - C. Funding source for the equipment, including the Federal Award Identification Number (FAIN);
 - D. Assistance Listings Number (formerly CFDA number);
 - E. Who holds the title;
 - F. Acquisition date;
 - G. Cost of the equipment and the percentage of federal participation in the cost;
 - H. Location, use and condition of the equipment at the date the information was reported;
 - I. Disposition data including the date of disposal and sale price of the property.
- iv. The Subrecipient shall take a physical inventory of the equipment, and supplies as applicable, and reconcile the results with the property records at least once every two years. Any differences between quantities determined by the physical inspection and those shown in the records shall be investigated by the Subrecipient to determine the cause of the difference. The Subrecipient shall, in connection with the inventory, verify the existence, current utilization, and continued need for the equipment.
- v. The Subrecipient shall be responsible for any and all operational and maintenance expenses and for the safe operation of their equipment and supplies including all questions of liability. The Subrecipient shall develop appropriate maintenance schedules and procedures to ensure the equipment, and supplies as applicable, are well-maintained and kept in good operating condition.
- vi. The Subrecipient shall develop a control system to ensure adequate safeguards to prevent loss, damage, and theft of the property. Any loss, damage, or theft of SHSP purchased equipment shall be investigated, and a report generated and sent to the County's Key Personnel.
- vii. The Subrecipient must obtain and maintain all necessary certifications and licenses for the equipment.
- viii. If the Subrecipient is authorized or required to sell the property, proper sales procedures must be established and followed to ensure the highest possible return. For disposition, if upon termination or at the Grant Agreement End Date, when original or replacement supplies or equipment acquired under a federal award are no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the Subrecipient must comply with the following procedures:
 - A. For Supplies: If there is a residual inventory of unused supplies exceeding \$5,000 in total aggregate value upon termination or completion of the project or program and the supplies are not needed for any other federal award, the Subrecipient must retain the supplies for use on other activities or sell them, but must, in either case, compensate the federal government for its share. The amount of compensation must be computed in the same manner as for equipment.

B. For Equipment:

- 1) Items with a current per-unit fair-market value of five thousand dollars (\$5,000) or less may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency.
 - 2) Items with a current per-unit fair-market value in excess of five thousand dollars (\$5,000) may be retained or sold. The Subrecipient shall compensate the federal awarding agency in accordance with the requirements of 2 CFR 200.313 (e) (2).
- ix. Records for equipment shall be retained by the Subrecipient for a period of six (6) years from the date of the disposition, replacement, or transfer. If any litigation, claim, or audit is started before the expiration of the six (6) year period, the records shall be retained by the Subrecipient until all litigation, claims, or audit findings involving the records have been resolved.
- b. The Subrecipient shall comply with the Department's Purchase Review Process, which is incorporated by reference and made part of this Agreement. No reimbursement will be provided unless the appropriate approval has been received.
- c. Allowable categories for 20HSGP are listed on the Authorized Equipment List (AEL) located on the FEMA website at <http://www.fema.gov/authorized-equipment-list>. It is important that the Subrecipient and any non-federal entity to which the Subrecipient makes a subaward regard the AEL as an authorized purchasing list identifying items allowed under the specific grant program and includes items that may not be categorized as equipment according to the federal, state, local, and tribal definitions of equipment. The Subrecipient is solely responsible for ensuring and documenting purchased items under this Agreement are authorized as allowed items by the AEL at time of purchase.
- If the item is not identified on the AEL as allowable under HSGP, the Subrecipient must contact the County Key Personnel for assistance in seeking FEMA approval prior to acquisition.
- d. Unless expressly provided otherwise, all equipment must meet all mandatory regulatory and/or DHS/FEMA adopted standards to be eligible for purchase using federal award funds.
- e. For equipment purchased with DHS federal award funds is to be marked prominently with "Purchased with DHS funds" when practicable.
- f. The Subrecipient must pass on equipment and supply management requirements that meet or exceed the requirements outlined above to any non-federal entity to which the Subrecipient makes a subaward of federal award funds under this Agreement.

5. ENVIRONMENTAL AND HISTORICAL PRESERVATION

- a. The Subrecipient shall ensure full compliance with the DHS/FEMA Environmental Planning and Historic Preservation (EHP) Program. EHP program information can be found at <https://www.fema.gov/environmental-planning-and-historic-preservation-compliance> all of which are incorporated in and made a part of this Agreement.
- b. Projects that have historical impacts or the potential to impact the environment, including, **but not limited to**, construction of communication towers; modification or renovation of existing buildings, structures and facilities; or new construction, including replacement of facilities, must participate in the DHS/FEMA EHP review process prior to project initiation. Modification of existing buildings, including minimally invasive improvements such as attaching monitors to interior walls, and training or exercises occurring outside in areas not considered previously disturbed also require a DHS/FEMA EHP review before project initiation.
- c. The EHP review process involves the submission of a detailed project description that includes the entire scope of work, including any alternatives that may be under consideration, along with supporting documentation so FEMA may determine whether the proposed project has the potential to impact environmental resources and/or historic properties.
- d. The Subrecipient agrees that, to receive any federal preparedness funding, all EHP compliance requirements outlined in applicable guidance must be met. The EHP review process **must be**

completed and FEMA approval received by the Subrecipient before any work is started for which reimbursement will be later requested. Expenditures for projects started before completion of the EHP review process and receipt of approval by the Subrecipient may not be reimbursed.

6. PROCUREMENT

- a. The Subrecipient shall comply with all procurement requirements of 2 CFR Part 200.318 through 200.326 and as specified in the General Terms and Conditions, Attachment B, A.10.
- b. For all sole source contracts expected to exceed \$250,000, the Subrecipient must submit to the County for pre-procurement review and approval the procurement documents, such as requests for proposals, invitations for bids and independent cost estimates. This requirement must be passed on to any non-federal entity to which the Subrecipient makes a subaward, at which point the Subrecipient will be responsible for reviewing and approving sole source justifications of any non-federal entity to which the Subrecipient makes a subaward.

7. SUBRECIPIENT MONITORING

- a. The County will monitor the activities of the Subrecipient from award to closeout. The goal of monitoring activities will be to ensure that agencies receiving federal pass-through funds are in compliance with this Agreement, federal and state audit requirements, federal grant guidance, and applicable federal and state financial regulations, as well as 2 CFR Part 200 Subpart F.
- b. To document compliance with 2 CFR Part 200 Subpart F requirements, the Subrecipient shall complete and return to the County an Audit Certification/FFATA form.
- c. Monitoring activities may include, but are not limited to:
 - i. Review of financial and performance reports;
 - ii. Monitoring and documenting the completion of Agreement deliverables;
 - iii. Documentation of phone calls, meetings (e.g. agendas, sign-in sheets, meeting minutes), e-mails, and correspondence;
 - iv. Review of reimbursement requests and supporting documentation to ensure allowability and consistency with Agreement Work Plan (Attachments D-1, D-2, D-3), Budget (Attachment E), and federal requirements;
 - v. Observation and documentation of Agreement-related activities, such as exercises, training, events, and equipment demonstrations; and
 - vi. On-site visits to review equipment records and inventories, to verify source documentation for reimbursement requests and performance reports, and to verify completion of deliverables.
- d. The Subrecipient is required to meet or exceed the monitoring activities, as outlined above, for any non-federal entity to which the Subrecipient makes a subaward as a pass-through entity under this Agreement.
- e. Compliance will be monitored throughout the performance period to assess risk. Concerns will be addressed through a corrective action plan.

8. LIMITED ENGLISH PROFICIENCY (CIVIL RIGHTS ACT OF 1964 TITLE VI)

The Subrecipient must comply with the Title VI of the Civil Rights Act of 1964 (Title VI) prohibition against discrimination on the basis of national origin, which requires that Subrecipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (August 11, 2000), requires federal agencies to issue guidance to recipients, assisting such organizations and entities in understanding their language access obligations. DHS published the required recipient guidance in April 2011, DHS Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition against National Origin Discrimination Affecting Limited English Proficient Persons, 76 Fed. Reg. 21755-21768, (April 18, 2011). The Guidance provides helpful information such as how a recipient can determine the extent of its obligation to provide language services, selecting language services, and elements of an effective plan on language

assistance for LEP persons. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance at <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

9. NIMS COMPLIANCE

- a. The National Incident Management System (NIMS) identifies concepts and principles that answer how to manage emergencies from preparedness to recovery regardless of their cause, size, location, or complexity. NIMS provides a consistent, nationwide approach and vocabulary for multiple agencies or jurisdictions to work together to build, sustain, and deliver the core capabilities needed to achieve a secure and resilient nation.
- b. Consistent implementation of NIMS provides a solid foundation across jurisdictions and disciplines to ensure effective and integrated preparedness, planning, and response. NIMS empowers the components of the National Preparedness System, a requirement of Presidential Policy Directive 8, to guide activities within the public and private sector and describes the planning, organizational activities, equipping, training, and exercising needed to build and sustain the core capabilities in support of the National Preparedness Goal.
- c. In order to receive FY 2020 federal preparedness funding, to include 20HSGP, the Subrecipient will ensure all NIMS objectives have been initiated and/or are in progress toward completion. NIMS Implementation Objectives are located at <https://www.fema.gov/media-library/assets/document/130743>.

B. HSGP SPECIFIC REQUIREMENTS

1. The Subrecipient must use HSGP funds only to perform tasks as described in the Work Plan (Attachments D-1, D-2, D-3), as approved by the County in compliance with this Agreement.
 - a. SHSP-funded projects must assist state, local, tribal, and territorial efforts to build, sustain, and deliver the capabilities necessary to prevent, prepare for, protect against, and respond to acts of terrorism.
2. The Budget (Attachment E) may include the following caps and thresholds:
 - a. If funds are allotted for Management and Administration (M&A), such expenditures must be related to administration of the grant. The maximum percentage of the Grant Agreement Amount that may be used for M&A costs when allocated under this Agreement shall not exceed five percent (5%) but may be less.
 - b. At least twenty-five percent (25%) of the combined HSGP award allocated under SHSP and must be dedicated to law enforcement terrorism prevention activities (LETPA). To meet this requirement, the Subrecipient has agreed, at a minimum, to meet the LETPA percentage indicated in the Budget. If the Subrecipient anticipates spending less than the indicated amount, the Subrecipient must notify the County's Key Personnel as soon as possible, and a budget amendment is required.
 - c. The maximum percentage of the Grant Agreement Amount that may be used for personnel expenses under this Agreement is identified in the Budget. If the Subrecipient anticipates spending more on personnel costs, the Subrecipient must notify the County's Key Personnel as soon as possible. If approved by the County, additional approval steps will be required before the personnel percentage can be increased, and an amendment is required.
3. If funding is allocated to emergency communications, the Subrecipient must ensure that all projects comply with [SAFECOM Guidance on Emergency Communications](#) Grants ensuring the investments are compatible, interoperable, resilient, and support national goals and objectives for improving emergency communications.

Prohibitions on Expending Grant or Cooperative Agreement Funds for Certain Telecommunications and Video Surveillance Services or Equipment: Effective August 13, 2020, DHS/FEMA recipients and

subrecipients may not use grant funds under the programs covered by this Manual and provided in FY 2020 or previous years to:

- a. Procure or obtain, extend or renew a contract to procure or obtain, or enter into a contract to procure or obtain any equipment, system, or service that uses “covered telecommunications equipment or services” as a substantial or essential component of any system, or as critical technology of any system; or
- b. Enter into contracts or extend or renew contracts with entities that use “covered telecommunications equipment or services” as a substantial or essential component of any system, or as critical technology as part of any system.

This prohibition regarding certain telecommunications and video surveillance services or equipment is mandated by section 889 of the *John S. McCain National Defense Authorization Act for Fiscal Year 2019 (FY 2019 NDAA)*, Pub. L. No. 115-232 (2018). Recipients and subrecipients may use DHS/FEMA grant funding to procure replacement equipment and services impacted by this prohibition, provided the costs are otherwise consistent with the requirements of this Manual, applicable appendix to this Manual, and applicable NOFO. DHS/FEMA will publish additional guidance in a subsequent Information Bulletin or similar notice.

Per section 889(f)(2)-(3) of the FY 2019 NDAA, covered telecommunications equipment or services means:

- a. Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation, (or any subsidiary or affiliate of such entities);
 - b. For the purpose of public safety, security of Government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);
 - c. Telecommunications or video surveillance services provided by such entities or using such equipment; or
 - d. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the People’s Republic of China.
4. If funding is allocated to non-DHS FEMA training, the Subrecipient must request prior approval from the County Key Personnel before attending the training. The County will coordinate approval with the State Training Point of Contact. Pursuant to DHS/FEMA Grant Programs Directorate Policy FP 207-008-064-1, the training must fall within the FEMA mission scope and be included in the Subrecipient’s Emergency Operations Plan. This requirement only applies to training courses and does not include attendance at conferences. Furthermore, additional federal approvals are required for courses that relate to countering violent extremism prior to attendance.
 5. For SHSP Subrecipients are required to complete the annual Nationwide Cybersecurity Review (NCSR) <https://www.cisecurity.org/ms-isac/services/ncsr> to benchmark and measure progress of improvement in their cybersecurity posture.
 6. In support of efforts to enhance capabilities for detecting, deterring, disrupting, and preventing acts of terrorism and other catastrophic events, operational overtime costs are allowable for increased protective security measures at critical infrastructure sites or other high-risk locations and to enhance public safety during mass gatherings and high-profile events. However, except for an elevated National Terrorism Advisory System alert, **prior** written approval is required before SHSP funds may be used for operational overtime. Requests must be submitted to the County Key Personnel in advance of the expenditure to ensure all additional approval steps can be met.
 7. Subrecipients should document their preparedness priorities and use them to deploy a schedule of preparedness events in a multi-year Training and Exercise Plan (TEP) or an Integrated Preparedness Plan (IPP). Subrecipients are encouraged to participate in the State’s annual Training and Exercise

Planning Workshop (TEPW)/Integrated Preparedness Planning Workshop (IPPW) or may conduct their own local/regional TEPW/IPPW. Information related to TEPs and Training and Exercise Planning Workshops (TEPWs), as well as information about IPPs and Integrated Preparedness Planning Workshops (IPPWs), can be found on the HSEEP website at <https://www.fema.gov/HSEEP> and <https://preptoolkit.fema.gov/>.

C. DHS TERMS AND CONDITIONS

As a subrecipient of 20HSGP program funding, the Subrecipient shall comply with all applicable DHS terms and conditions of the 20HSGP Award Letter and its incorporated documents for DHS Grant No. EMW-2020-SS-00080, which are incorporated in and made a part of this Agreement as Attachment C.

GENERAL TERMS AND CONDITIONS
Department of Homeland Security (DHS)/
Federal Emergency Management Agency (FEMA)
Grants

A.1 DEFINITIONS

As used throughout this Agreement, the terms will have the same meaning as defined in 2 CFR 200 Subpart A (which is incorporated herein by reference), except as otherwise set forth below:

- a. **"Agreement"** means this Grant Agreement.
- b. **"Department"** means the Washington Military Department, as a state agency, any division, section, office, unit or other entity of the Department, or any of the officers or other officials lawfully representing that Department. The Department is a recipient of a federal award directly from a federal awarding agency and is the pass-through entity making a subaward to a Subrecipient under this Agreement.
- c. **"County"** means Snohomish County, a political sub-subdivision of the State of Washington, or any of the officers or other officials lawfully representing the County. The County is a recipient of a federal award indirectly from a federal awarding agency and is a pass-through entity making a subaward to a subrecipient under the Agreement.
- d. **"Investment"** means the grant application submitted by the Subrecipient describing the project(s) for which federal funding is sought and provided under this this Agreement. Such grant application is hereby incorporated into this Agreement by reference.
- e. **"Monitoring Activities"** means all administrative, financial, or other review activities that are conducted to ensure compliance with all state and federal laws, rules, regulations, authorities and policies.
- f. **"Stakeholders Preparedness Report (SPR)"** The SPR is an annual three-step self-assessment of a community's capability levels based on the capability targets identified in the THIRA.
- g. **"Subrecipient"** when capitalized is primarily used throughout this Agreement in reference to the non-federal entity identified on the Face Sheet of this Agreement that has received a subaward from the County. However, the definition of "Subrecipient" is the same as in 2 CFR 200.93 for all other purposes.
- h. **"Threat and Hazard Identification and Risk Assessment (THIRA)"** The THIRA is a three-step risk assessment. The THIRA helps communities understand their risks and determine the level of capability they need in order to address those risks. The outputs from this process lay the foundation for determining a community's capability gaps during the SPR process.

A.2 ADVANCE PAYMENTS PROHIBITED

The County shall make no payments in advance or in anticipation of goods or services to be provided under this Agreement. Subrecipient shall not invoice the County in advance of delivery and invoicing of such goods or services.

A.3 AMENDMENTS AND MODIFICATIONS

The Subrecipient or the County may request, in writing, an amendment or modification of this Agreement. However, such amendment or modification shall not be binding, take effect or be incorporated herein until made in writing and signed by the authorized representatives of the County and the Subrecipient. No other understandings or agreements, written or oral, shall be binding on the parties.

The Agreement performance period shall only be extended by (1) written notification of DHS/FEMA approval of the Award performance period, followed up with a mutually agreed written amendment, or (2) written notification from the County to the Subrecipient to provide additional time for completion of the Subrecipient's project(s).

A.4 AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, 42 U.S.C. 12101 ET SEQ. AND ITS IMPLEMENTING REGULATIONS ALSO REFERRED TO AS THE "ADA" 28 CFR Part 35.

The Subrecipient must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunication.

A.5 ASSURANCES

The County and Subrecipient agree that all activity pursuant to this Agreement will be in accordance with all the applicable current federal, state and local laws, rules and regulations.

A.6 CERTIFICATION REGARDING DEBARMENT, SUSPENSION, OR INELIGIBILITY

As federal funds are a basis for this Agreement, the Subrecipient certifies that the Subrecipient is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency.

The Subrecipient shall complete, sign, and return a *Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion* form located at <http://mil.wa.gov/emergency-management-division/grants/requiredgrantforms>. Any such form completed by the Subrecipient for this Agreement shall be incorporated into this Agreement by reference.

Further, the Subrecipient agrees to comply with all applicable federal regulations concerning the federal debarment and suspension system, including 2 CFR Part 180. The Subrecipient certifies that it will ensure that potential contractors or subrecipients or any of their principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in "covered transactions" by any federal department or agency. "Covered transactions" include procurement contracts for goods or services awarded under a non-procurement transaction (e.g. grant or cooperative agreement) that are expected to equal or exceed \$25,000, and subawards to Subrecipients for any amount. With respect to covered transactions, the Subrecipient may comply with this provision by obtaining a certification statement from the potential contractor or subrecipient or by checking the System for Award Management (<https://sam.gov/SAM/>) maintained by the federal government. The Subrecipient also agrees not to enter into any arrangements or contracts with any party on the Washington State Department of Labor and Industries' "Debarred Contractor List" (<https://secure.lni.wa.gov/debarandstrike/ContractorDebarList.aspx>). The Subrecipient also agrees not to enter into any agreements or contracts for the purchase of goods and services with any party on the Department of Enterprise Services' "Debarred Vendor List" (<http://www.des.wa.gov/services/ContractingPurchasing/Business/Pages/Vendor-Debarment.aspx>).

A.7 CERTIFICATION REGARDING RESTRICTIONS ON LOBBYING

As required by 44 CFR Part 18, the Subrecipient hereby certifies that to the best of its knowledge and belief: (1) no federally appropriated funds have been paid or will be paid by or on behalf of the Subrecipient to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement; (2) that if any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Agreement, grant, loan, or cooperative agreement, the Subrecipient will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; (3) and that, as applicable, the Subrecipient will require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into and is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code.

A.8 COMPLIANCE WITH APPLICABLE STATUTES, RULES AND COUNTY POLICIES

The Subrecipient and all its contractors and subrecipients shall comply with, and the County is not responsible for determining compliance with, any and all applicable federal, state, and local laws, regulations, executive orders, OMB Circulars, and/or policies. This obligation includes, but is not limited to: nondiscrimination laws and/or policies, Energy Policy and Conservation Act (PL 94-163, as amended),

the Americans with Disabilities Act (ADA), Age Discrimination Act of 1975, Title VI of the Civil Rights Act of 1964, Civil Rights Act of 1968, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, (PL 93-288, as amended), Ethics in Public Service (RCW 42.52), Covenant Against Contingent Fees (48 CFR Section 52.203-5), Public Records Act (RCW 42.56), Prevailing Wages on Public Works (RCW 39.12), State Environmental Policy Act (RCW 43.21C), Shoreline Management Act of 1971 (RCW 90.58), State Building Code (RCW 19.27), Energy Related Building Standards (RCW 19.27A), Provisions in Buildings for Aged and Handicapped Persons (RCW 70.92), and safety and health regulations.

In the event of noncompliance or refusal to comply with any applicable law, regulation, executive order, OMB Circular or policy by the Subrecipient, its contractors or subrecipients, the County may rescind, cancel, or terminate the Agreement in whole or in part in its sole discretion. The Subrecipient is responsible for all costs or liability arising from its failure, and that of its contractors and subrecipients, to comply with applicable laws, regulations, executive orders, OMB Circulars or policies.

A.9 CONFLICT OF INTEREST

No officer or employee of the County; no member, officer, or employee of the Subrecipient or its designees or agents; no member of the governing body of the jurisdiction in which the project is undertaken or located; and no other official of the Subrecipient who exercises any functions or responsibilities with respect to the project during his or her tenure, shall have any personal or pecuniary gain or interest, direct or indirect, in any contract, subcontract, or the proceeds thereof, for work to be performed in connection with the project assisted under this Agreement.

The Subrecipient shall incorporate, or cause to incorporate, in all such contracts or subawards, a provision prohibiting such interest pursuant to this provision.

A.10 CONTRACTING & PROCUREMENT

a. The Subrecipient shall use a competitive procurement process in the procurement and award of any contracts with contractors or subcontractors that are entered into under the original agreement award. The procurement process followed shall be in accordance with 2 CFR Part 200.318 General procurement standards through 200.326 Contract provisions.

As required by Appendix II to 2 CFR Part 200, all contracts entered into by the Subrecipient under this Agreement must include the following provisions, as applicable:

- 1) Contracts for more than the simplified acquisition threshold currently set at \$250,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
- 2) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-federal entity including the manner by which it will be affected and the basis for settlement.
- 3) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "*Equal Employment Opportunity*" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "*Amending Executive Order 11246 Relating to Equal Employment Opportunity*," and implementing regulations at 41 CFR part 60, "*Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor*."
- 4) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "*Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction*"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each

solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or Subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency.

- 5) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
- 6) Rights to Inventions Made Under a Contract or Agreement. If the federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or Subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or Subrecipient must comply with the requirements of 37 CFR Part 401, "*Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements*," and any implementing regulations issued by the awarding agency.
- 7) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
- 8) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "*Debarment and Suspension*." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
- 9) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award.

- 10) Procurement of recovered materials -- As required by 2 CFR 200.322, a non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.
 - 11) Notice of federal awarding agency requirements and regulations pertaining to reporting.
 - 12) Federal awarding agency requirements and regulations pertaining to copyrights and rights in data.
 - 13) Access by the County, Department, the State Auditor's Office, the federal awarding agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records of the contractor which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions.
 - 14) Retention of all required records for six years after the Subrecipient has made final payments and all other pending matters are closed.
 - 15) Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).
 - 16) Pursuant to Executive Order 13858 "*Strengthening Buy-American Preferences for Infrastructure Projects*," the County and Department encourage Subrecipients to use, to the greatest extent practicable and consistent with the law, the use of goods, products, and materials produced in the United States in every contract, subcontract, purchase order, or sub-award that is chargeable against federal financial assistance awards.
- b. The County and Department reserve the right to review the Subrecipient's procurement plans and documents and require the Subrecipient to make changes to bring its plans and documents into compliance with the requirements of 2 CFR Part 200.318 through 200.326. The Subrecipient must ensure that its procurement process requires contractors and subcontractors to provide adequate documentation with sufficient detail to support the costs of the project and to allow both the Subrecipient and County to make a determination on eligibility of project costs.
 - c. All contracting agreements entered into pursuant to this Agreement shall incorporate this Agreement by reference.

A.11 DISCLOSURE

The use or disclosure by any party of any information concerning the County for any purpose not directly connected with the administration of the County's or the Subrecipient's responsibilities with respect to services provided under this Agreement is prohibited except by prior written consent of the County or as required to comply with the state Public Records Act, other law or court order.

A.12 DISPUTES

Except as otherwise provided in this Agreement, when a bona fide dispute arises between the parties and it cannot be resolved through discussion and negotiation, either party may request a dispute resolution panel to resolve the dispute. A request for a dispute resolution board shall be in writing, state the disputed issues, state the relative positions of the parties, and be sent to all parties. The panel shall consist of a representative appointed by the County, a representative appointed by the Subrecipient and a third party mutually agreed upon by both parties. The panel shall, by majority vote, resolve the dispute. Each party shall bear the cost for its panel member and its attorney fees and costs and share equally the cost of the third panel member.

A.13 LEGAL RELATIONS

It is understood and agreed that this Agreement is solely for the benefit of the parties to the Agreement and gives no right to any other party. No joint venture or partnership is formed as a result of this Agreement.

To the extent allowed by law, the Subrecipient, its successors or assigns, will protect, save and hold harmless the County, Department, the state of Washington, and the United States Government and their authorized agents and employees, from all claims, actions, costs, damages or expenses of any nature whatsoever by reason of the acts or omissions of the Subrecipient, its subcontractors, subrecipients, assigns, agents, contractors, consultants, licensees, invitees, employees or any person whomsoever arising out of or in connection with any acts or activities authorized by this Agreement.

To the extent allowed by law, the Subrecipient further agrees to defend the County, Department and the state of Washington and their authorized agents and employees in any litigation; including payment of any costs or attorneys' fees for any claims or action commenced thereon arising out of or in connection with acts or activities authorized by this Agreement.

This obligation shall not include such claims, costs, damages or expenses which may be caused by the sole negligence of the County or Department; provided, that if the claims or damages are caused by or result from the concurrent negligence of (1) the County, and (2) the Subrecipient, its agents, or employees, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the Subrecipient, or the Subrecipient's agents or employees.

Insofar as the funding source, FEMA, is an agency of the Federal government, the following shall apply:

44 CFR 206.9 Non-liability. The Federal government shall not be liable for any claim based upon the exercise or performance of, or the failure to exercise or perform a discretionary function or duty on the part of a federal agency or an employee of the Federal government in carrying out the provisions of the Stafford Act.

A.14 LIMITATION OF AUTHORITY – AUTHORIZED SIGNATURE

The signatories to this Agreement represent that they have the authority to bind their respective organizations to this Agreement. Only the County's Authorized Signature representative and the Authorized Signature representative of the Subrecipient or Alternate for the Subrecipient, formally designated in writing, shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Agreement. Any alteration, amendment, modification, or waiver of any clause or condition of this Agreement is not effective or binding unless made in writing and signed by both parties' Authorized Signature representatives, except as provided for time extensions in Article A.3.

Further, only the Authorized Signature representative or Alternate for the Subrecipient shall have signature authority to sign reimbursement requests, time extension requests, amendment and modification requests, requests for changes to projects or work plans, and other requests, certifications and documents authorized by or required under this Agreement.

A.15 LOSS OR REDUCTION OF FUNDING

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to normal completion or end date, the County may unilaterally reduce the work plan and budget or unilaterally terminate all or part of the Agreement as a "Termination for Cause" without providing the Subrecipient an opportunity to cure. Alternatively, the parties may renegotiate the terms of this Agreement under "Amendments and Modifications" to comply with new funding limitations and conditions, although the County has no obligation to do so.

A.16 NONASSIGNABILITY

Neither this Agreement, nor any claim arising under this Agreement, shall be transferred or assigned by the Subrecipient.

A.17 NONDISCRIMINATION

The Subrecipient shall comply with all applicable federal and state non-discrimination laws, regulations, and policies. No person shall, on the grounds of age, race, creed, color, sex, sexual orientation, religion, national origin, marital status, honorably discharged veteran or military status, or disability (physical, mental, or sensory) be denied the benefits of, or otherwise be subjected to discrimination under any project, program, or activity, funded, in whole or in part, under this Agreement.

A.18 NOTICES

The Subrecipient shall comply with all public notices or notices to individuals required by applicable local, state and federal laws and regulations and shall maintain a record of this compliance.

A.19 OCCUPATIONAL SAFETY/HEALTH ACT and WASHINGTON INDUSTRIAL SAFETY/HEALTH ACT (OSHA/WISHA)

The Subrecipient represents and warrants that its workplace does now or will meet all applicable federal and state safety and health regulations that are in effect during the Subrecipient's performance under this Agreement. To the extent allowed by law, the Subrecipient further agrees to indemnify and hold harmless the County and its employees and agents from all liability, damages and costs of any nature, including, but not limited to, costs of suits and attorneys' fees assessed against the County, as a result of the failure of the Subrecipient to so comply.

A.20 OWNERSHIP OF PROJECT/CAPITAL FACILITIES

The County makes no claim to any capital facilities or real property improved or constructed with funds under this Agreement, and by this subaward of funds does not and will not acquire any ownership interest or title to such property of the Subrecipient. The Subrecipient shall assume all liabilities and responsibilities arising from the ownership and operation of the project and agrees to indemnify and hold the County, Department, the state of Washington, and the United States government harmless from any and all causes of action arising from the ownership and operation of the project.

A.21 POLITICAL ACTIVITY

No portion of the funds provided herein shall be used for any partisan political activity or to further the election or defeat of any candidate for public office or influence the approval or defeat of any ballot issue.

A.22 PROHIBITION AGAINST PAYMENT OF BONUS OR COMMISSION

The assistance provided under this Agreement shall not be used in payment of any bonus or commission for the purpose of obtaining approval of the application for such assistance or any other approval or concurrence under this Agreement provided, however, that reasonable fees or bona fide technical consultant, managerial, or other such services, other than actual solicitation, are not hereby prohibited if otherwise eligible as project costs.

A.23 PUBLICITY

The Subrecipient agrees to submit to the County prior to issuance all advertising and publicity matters relating to this Agreement wherein the County's name is mentioned, or language used from which the connection of the County's name may, in the County's judgment, be inferred or implied. The Subrecipient agrees not to publish or use such advertising and publicity matters without the prior written consent of the County. The Subrecipient may copyright original work it develops in the course of or under this Agreement; however, pursuant to 2 CFR Part 200.315, FEMA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use the work for government purposes.

Publication resulting from work performed under this Agreement shall include an acknowledgement of FEMA's financial support, by the Assistance Listings Number (formerly CFDA Number), and a statement that the publication does not constitute an endorsement by FEMA or reflect FEMA's views.

A.24 RECAPTURE PROVISION

In the event the Subrecipient fails to expend funds under this Agreement in accordance with applicable federal, state, and local laws, regulations, and/or the provisions of the Agreement, the County reserves the right to recapture funds in an amount equivalent to the extent of noncompliance. Such right of recapture shall exist for the life of the project following Agreement termination. Repayment by the Subrecipient of funds under this recapture provision shall occur within 30 days of demand. In the event the County is required to institute legal proceedings to enforce the recapture provision, the County shall be entitled to its costs and expenses thereof, including attorney fees from the Subrecipient.

A.25 RECORDS

- a. The Subrecipient agrees to maintain all books, records, documents, receipts, invoices and all other electronic or written records necessary to sufficiently and properly reflect the Subrecipient's contracts, subawards, grant administration, and payments, including all direct and indirect charges, and expenditures in the performance of this Agreement (the "records").

- b. The Subrecipient's records related to this Agreement and the projects funded may be inspected and audited by the County or its designee, by the Office of the State Auditor, DHS, FEMA or their designees, by the Comptroller General of the United States or its designees, or by other state or federal officials authorized by law, for the purposes of determining compliance by the Subrecipient with the terms of this Agreement and to determine the appropriate level of funding to be paid under the Agreement.
- c. The records shall be made available by the Subrecipient for such inspection and audit, together with suitable space for such purpose, at any and all times during the Subrecipient's normal working day.
- d. The Subrecipient shall retain and allow access to all records related to this Agreement and the funded project(s) for a period of at least six (6) years following final payment and closure of the grant under this Agreement. Despite the minimum federal retention requirement of three (3) years, the more stringent State requirement of six (6) years must be followed.

A.26 RESPONSIBILITY FOR PROJECT/STATEMENT OF WORK/WORK PLAN

While the County undertakes to assist the Subrecipient with the project/statement of work/work plan (project) by providing federal award funds pursuant to this Agreement, the project itself remains the sole responsibility of the Subrecipient. The County undertakes no responsibility to the Subrecipient, or to any third party, other than as is expressly set out in this Agreement.

The responsibility for the design, development, construction, implementation, operation and maintenance of the project, as these phrases are applicable to this project, is solely that of the Subrecipient, as is responsibility for any claim or suit of any nature by any third party related in any way to the project.

Prior to the start of any construction activity, the Subrecipient shall ensure that all applicable federal, state, and local permits and clearances are obtained, including, but not limited to, FEMA compliance with the National Environmental Policy Act, the National Historic Preservation Act, the Endangered Species Act, and all other environmental laws, regulations, and executive orders.

The Subrecipient shall defend, at its own cost, any and all claims or suits at law or in equity, which may be brought against the Subrecipient in connection with the project. The Subrecipient shall not look to the County, Department, or to any state or federal agency, or to any of their employees or agents, for any performance, assistance, or any payment or indemnity, including, but not limited to, cost of defense and/or attorneys' fees, in connection with any claim or lawsuit brought by any third party related to any design, development, construction, implementation, operation and/or maintenance of a project.

A.27 SEVERABILITY

If any court of rightful jurisdiction holds any provision or condition under this Agreement or its application to any person or circumstances invalid, this invalidity does not affect other provisions, terms or conditions of the Agreement, which can be given effect without the invalid provision. To this end, the terms and conditions of this Agreement are declared severable.

A.28 SINGLE AUDIT ACT REQUIREMENTS (including all AMENDMENTS)

The Subrecipient shall comply with and include the following audit requirements in any subawards.

Non-federal entities, as Subrecipients of a federal award, that expend **\$750,000** or more in one fiscal year of federal funds from all sources, direct and indirect, are required to have a single or a program-specific audit conducted in accordance with 2 CFR Part 200 Subpart F. Non-federal entities that spend less than **\$750,000** a year in federal awards are exempt from federal audit requirements for that year, except as noted in 2 CFR Part 200 Subpart F. As defined in 2 CFR Part 200, the term "non-federal entity" means a state, local government, Indian tribe, institution of higher education, or nonprofit organization that carries out a federal award as a recipient or subrecipient.

Subrecipients that are required to have an audit must ensure the audit is performed in accordance with Generally Accepted Government Auditing Standards (GAGAS) as found in the Government Auditing Standards (the Revised Yellow Book) developed by the United States Comptroller General and the OMB Compliance Supplement. The Subrecipient has the responsibility of notifying its auditor and requesting an audit in compliance with 2 CFR Part 200 Subpart F, to include the Washington State Auditor's Office, a federal auditor, or a public accountant performing work using GAGAS, as appropriate. Costs of the audit may be an allowable grant expenditure as authorized by 2 CFR Part 200.425.

The Subrecipient shall maintain auditable records and accounts so as to facilitate the audit requirement and shall ensure that any subcontractors also maintain auditable records. The Subrecipient is responsible for any audit exceptions incurred by its own organization or that of its subcontractors. Responses to any unresolved management findings and disallowed or questioned costs shall be included with the audit report. The Subrecipient must respond to County's requests for information or corrective action concerning audit issues or findings within 30 days of the date of request. The County and Department reserve the right to recover from the Subrecipient all disallowed costs resulting from the audit.

After the single audit has been completed, and if it includes any audit findings, the Subrecipient must send a full copy of the audit and its Corrective Action Plan to the County at the following address no later than nine (9) months after the end of the Subrecipient's fiscal year(s):

Snohomish County – Dept. of Emergency Management
Attn: Fiscal Supervisor
720-80th Street SW, Building A
Everett, WA 98203-6217

The County retains the sole discretion to determine whether a valid claim for an exemption from the audit requirements of this provision has been established.

Conducting a single or program-specific audit in compliance with 2 CFR Part 200 Subpart F is a material requirement of this Agreement. In the absence of a valid claim of exemption from the audit requirements of 2 CFR Part 200 Subpart F, the Subrecipient's failure to comply with said audit requirements may result in one or more of the following actions in the County's sole discretion: a percentage of federal awards being withheld until the audit is completed in accordance with 2 CFR Part 200 Subpart F; the withholding or disallowing of overhead costs; the suspension of federal awards until the audit is conducted and submitted; or termination of the federal award.

A.29 SUBRECIPIENT NOT EMPLOYEE

The parties intend that an independent contractor relationship will be created by this Agreement. The Subrecipient, and/or employees or agents performing under this Agreement are not employees or agents of the County in any manner whatsoever. The Subrecipient will not be presented as, nor claim to be, an officer or employee of the County by reason of this Agreement, nor will the Subrecipient make any claim, demand, or application to or for any right or privilege applicable to an officer or employee of the County, Department or of the state of Washington by reason of this Agreement, including, but not limited to, Workmen's Compensation coverage, unemployment insurance benefits, social security benefits, retirement membership or credit, or privilege or benefit which would accrue to a civil service employee under Chapter 41.06 RCW.

It is understood that if the Subrecipient is another state department, state agency, state university, state college, state community college, state board, or state commission, that the officers and employees are employed by the state of Washington in their own right and not by reason of this Agreement.

A.30 TAXES, FEES AND LICENSES

Unless otherwise provided in this Agreement, the Subrecipient shall be responsible for, pay and maintain in current status all taxes, unemployment contributions, fees, licenses, assessments, permit charges and expenses of any other kind for the Subrecipient or its staff required by statute or regulation that are applicable to Agreement performance.

A.31 TERMINATION FOR CONVENIENCE

Notwithstanding any provisions of this Agreement, the Subrecipient may terminate this Agreement by providing written notice of such termination to the County Key Personnel identified in the Agreement, specifying the effective date thereof, at least thirty (30) days prior to such date.

Except as otherwise provided in this Agreement, the County, in its sole discretion and in the best interests of the state of Washington, may terminate this Agreement in whole or in part ten (10) business days after emailing notice to the Subrecipient. Upon notice of termination for convenience, the County reserves the right to suspend all or part of the Agreement, withhold further payments, or prohibit the Subrecipient from incurring additional obligations of funds. In the event of termination, the Subrecipient shall be liable for all damages as authorized by law. The rights and remedies of the County provided for in this section shall not be exclusive and are in addition to any other rights and remedies provided by law.

A.32 TERMINATION OR SUSPENSION FOR LOSS OF FUNDING

The County and/or DEPARTMENT may unilaterally terminate or suspend all or part of this Grant Agreement, or may reduce its scope of work and budget, if there is a reduction in funds by the source of those funds, and if such funds are the basis for this Grant Agreement. The County will email the Subrecipient ten (10) business days prior to termination.

A.33 TERMINATION OR SUSPENSION FOR CAUSE

In the event the County, in its sole discretion, determines the Subrecipient has failed to fulfill in a timely and proper manner its obligations under this Agreement, is in an unsound financial condition so as to endanger performance hereunder, is in violation of any laws or regulations that render the Subrecipient unable to perform any aspect of the Agreement, or has violated any of the covenants, agreements or stipulations of this Agreement, the County has the right to immediately suspend or terminate this Agreement in whole or in part.

The County may notify the Subrecipient in writing of the need to take corrective action and provide a period of time in which to cure. The County is not required to allow the Subrecipient an opportunity to cure if it is not feasible as determined solely within the County's discretion. Any time allowed for cure shall not diminish or eliminate the Subrecipient's liability for damages or otherwise affect any other remedies available to the County. If the County allows the Subrecipient an opportunity to cure, the County shall notify the Subrecipient in writing of the need to take corrective action. If the corrective action is not taken within ten (10) calendar days or as otherwise specified by the County, or if such corrective action is deemed by the County to be insufficient, the Agreement may be terminated in whole or in part.

The County reserves the right to suspend all or part of the Agreement, withhold further payments, or prohibit the Subrecipient from incurring additional obligations of funds during investigation of the alleged compliance breach, pending corrective action by the Subrecipient, if allowed, or pending a decision by the County to terminate the Agreement in whole or in part.

In the event of termination, the Subrecipient shall be liable for all damages as authorized by law, including, but not limited to, any cost difference between the original Agreement and the replacement or cover Agreement and all administrative costs directly related to the replacement Agreement, e.g., cost of administering the competitive solicitation process, mailing, advertising and other associated staff time. The rights and remedies of the County provided for in this section shall not be exclusive and are in addition to any other rights and remedies provided by law.

If it is determined that the Subrecipient: (1) was not in default or material breach, or (2) failure to perform was outside of the Subrecipient's control, fault or negligence, the termination shall be deemed to be a "Termination for Convenience".

A.34 TERMINATION PROCEDURES

In addition to the procedures set forth below, if the County terminates this Agreement, the Subrecipient shall follow any procedures specified in the termination notice. Upon termination of this Agreement and in addition to any other rights provided in this Agreement, the County may require the Subrecipient to deliver to the County any property specifically produced or acquired for the performance of such part of this Agreement as has been terminated.

If the termination is for convenience, the County shall pay to the Subrecipient as an agreed upon price, if separately stated, for properly authorized and completed work and services rendered or goods delivered to and accepted by the County prior to the effective date of Agreement termination, the amount agreed upon by the Subrecipient and the County for (i) completed work and services and/or equipment or supplies provided for which no separate price is stated, (ii) partially completed work and services and/or equipment or supplies provided which are accepted by the County, (iii) other work, services and/or equipment or supplies which are accepted by the County, and (iv) the protection and preservation of property.

Failure to agree with such amounts shall be a dispute within the meaning of the "Disputes" clause of this Agreement. If the termination is for cause, the County shall determine the extent of the liability of the County. The County shall have no other obligation to the Subrecipient for termination. The County may withhold from any amounts due the Subrecipient such sum as the County determines to be necessary to protect the County against potential loss or liability.

The rights and remedies of the County provided in this Agreement shall not be exclusive and are in addition to any other rights and remedies provided by law.

After receipt of a notice of termination, and except as otherwise directed by the County in writing, the Subrecipient shall:

- a. Stop work under the Agreement on the date, and to the extent specified, in the notice;
- b. Place no further orders or contracts for materials, services, supplies, equipment and/or facilities in relation to this Agreement except as may be necessary for completion of such portion of the work under the Agreement as is not terminated;
- c. Assign to the County, in the manner, at the times, and to the extent directed by the County, all of the rights, title, and interest of the Subrecipient under the orders and contracts so terminated, in which case the County has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and contracts;
- d. Settle all outstanding liabilities and all claims arising out of such termination of orders and contracts, with the approval or ratification of the County to the extent the County may require, which approval or ratification shall be final for all the purposes of this clause;
- e. Transfer title to the County and deliver in the manner, at the times, and to the extent directed by the County any property which, if the Agreement had been completed, would have been required to be furnished to the County;
- f. Complete performance of such part of the work as shall not have been terminated by the County in compliance with all contractual requirements; and
- g. Take such action as may be necessary, or as the County may require, for the protection and preservation of the property related to this Agreement which is in the possession of the Subrecipient and in which the County has or may acquire an interest.

A.35 UTILIZATION OF MINORITY AND WOMEN BUSINESS ENTERPRISES (MWBE)

The Subrecipient is encouraged to utilize business firms that are certified as minority-owned and/or women-owned in carrying out the purposes of this Agreement. The Subrecipient may set utilization standards, based upon local conditions or may use the state of Washington MWBE goals, as identified in WAC 326-30-041.

A.36 VENUE

This Agreement shall be construed and enforced in accordance with, and the validity and performance shall be governed by, the laws of the state of Washington. Venue of any suit between the parties arising out of this Agreement shall be the Superior Court of Snohomish County, Washington. The Subrecipient, by execution of this Agreement, acknowledges the jurisdiction of the courts of the state of Washington.

A.37 WAIVERS

No conditions or provisions of this Agreement can be waived unless approved in advance by the County in writing. The County's failure to insist upon strict performance of any provision of the Agreement or to exercise any right based upon a breach thereof, or the acceptance of any performance during such breach, shall not constitute a waiver of any right under this Agreement.

**FY20 HSGP Award Documents
EMW-2020-SS-00080****Award Letter**

U.S. Department of Homeland Security
Washington, D.C. 20472

Bret Daugherty
Washington Military Department
Building 20
Camp Murray, WA 98430 - 5122

Re: Grant No. EMW-2020-SS-00080

Dear Bret Daugherty:

Congratulations, on behalf of the Department of Homeland Security, your application for financial assistance submitted under the Fiscal Year (FY) 2020 Homeland Security Grant Program has been approved in the amount of \$15,657,838.00. You are not required to match this award with any amount of non-Federal funds.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Agreement Articles (attached to this Award Letter)
- Obligating Document (attached to this Award Letter)
- FY 2020 Homeland Security Grant Program Notice of Funding Opportunity.
- FEMA Preparedness Grants Manual

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

In order to establish acceptance of the award and its terms, please follow these instructions:

Step 1: Please log in to the ND Grants system at <https://portal.fema.gov>.

Step 2: After logging in, you will see the Home page with a Pending Tasks menu. Click on the Pending Tasks menu, select the Application sub-menu, and then click the link for "Award Offer Review" tasks. This link will navigate you to Award Packages that are pending review.

Step 3: Click the Review Award Package icon (wrench) to review the Award Package and accept or decline the award. Please save or print the Award Package for your records.

System for Award Management (SAM): Grant recipients are to keep all of their information up to date in SAM, in particular, your organization's name, address, DUNS number, EIN and banking information. Please ensure that the DUNS number used in SAM is the same one used to apply for all FEMA awards. Future payments will be contingent on the information provided in the SAM; therefore, it is imperative that the information is correct. The System for Award Management is located at <http://www.sam.gov>.

If you have any questions or have updated your information in SAM, please let your Grants Management Specialist (GMS) know as soon as possible. This will help us to make the necessary updates and avoid any interruptions in the payment process.

A handwritten signature in black ink, consisting of a stylized 'C' followed by a horizontal line and two dots.

CHRISTOPHER PATRICK LOGAN GPD Assistant Administrator

U.S. Department of Homeland Security
Washington, D.C. 20472



AGREEMENT ARTICLES
Homeland Security Grant Program

GRANTEE: Washington Military Department
PROGRAM: Homeland Security Grant Program
AGREEMENT NUMBER: EMW-2020-SS-00080-S01

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Article I - Summary Description of Award

The purpose of the FY 2020 HSGP is to support state and local efforts to prevent terrorism and other catastrophic events and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States. The HSGP provides funding to implement investments that build, sustain, and deliver the 32 core capabilities essential to achieving the National Preparedness Goal of a secure and resilient Nation. Among the five basic homeland security missions noted in the DHS Quadrennial Homeland Security Review, HSGP supports the goal to Strengthen National Preparedness and Resilience.

The building, sustainment, and delivery of these core capabilities are not exclusive to any single level of government, organization, or community, but rather, require the combined effort of the whole community. This HSGP award consists of State Homeland Security Program (SHSP) funding in the amount of \$6,731,000, Urban Area Security Initiative (UASI) funding in the amount of \$6,250,000, and Operation Stonegarden (OPSG) funding in the amount of \$2,676,838. The following counties shall receive Operation Stonegarden subawards for the following amounts: Adams, \$75,000; Clallam, \$455,000; Ferry, \$130,000; Island, \$208,386; Jamestown Sklallam Tribe, \$80,000; Lower Elwha Tribe, \$75,000; Makah, \$77,018; Nooksack, \$110,262; Okanogan, \$250,000; Pend Oreille, \$155,232; Quileute, \$74,825; San Juan, \$165,750; Spokane, \$155,250; Stevens, \$175,000; Swinomish, \$74,115; Whatcom, \$416,000. These grant programs fund a range of activities, including planning, organization, equipment purchase, training, exercises, and management and administration across all core capabilities and mission areas.

Article II - Activities Conducted Abroad

Recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article III - Reporting of Matters Related to Recipient Integrity and Performance

If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

Article IV - Trafficking Victims Protection Act of 2000 (TVPA)

Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. section 7104. The award term is located at 2 C.F.R. section 175.15, the full text of which is incorporated here by reference.

Article V - Federal Leadership on Reducing Text Messaging while Driving

Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.

Article VI - Debarment and Suspension

Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3000. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

Article VII - Fly America Act of 1974

Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. section 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. section 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

Article VIII - Americans with Disabilities Act of 1990

Recipients must comply with the requirements of Titles I, II, and III of the *Americans with Disabilities Act*, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. sections 12101-12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.

Article IX - Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

Article X - Copyright

Recipients must affix the applicable copyright notices of 17 U.S.C. sections 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

Article XI - Civil Rights Act of 1968

Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. No. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. section 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units-i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)-be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)

Article XII - Best Practices for Collection and Use of Personally Identifiable Information (PII)

Recipients who collect PII are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.

Article XIII - Limited English Proficiency (Civil Rights Act of 1964, Title VI)

Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. section 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable

steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services.

For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

Article XIV - Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. section 2225a, recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, (codified as amended at 15 U.S.C. section 2225.)

Article XV - Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or previously supported by DHS/FEMA, you must request instructions from DHS/FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. Section 200.313.

Article XVI - Patents and Intellectual Property Rights

Recipients are subject to the Bayh-Dole Act, 35 U.S.C. section 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. section 401.14.

Article XVII - DHS Specific Acknowledgements and Assurances

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS.
2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
5. Recipients of federal financial assistance from DHS must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award or, for State Administering Agencies, thirty (30) days from receipt of the DHS Civil Rights Evaluation Tool from DHS or its awarding component agency. After the initial submission for the first award under which this term applies, recipients are required to provide this information once every two (2) years as long as they have an active award, not every time an award is made. Recipients should submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>.
6. The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline.

Article XVIII - Procurement of Recovered Materials

States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. No. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. section 6962.)

The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection

Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

Article XIX - Terrorist Financing

Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

Article XX - Civil Rights Act of 1964 - Title VI

Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. section 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

Article XXI - Prior Approval for Modification of Approved Budget

Before making any change to the DHS/FEMA approved budget for this award, you must request prior written approval from DHS/FEMA where required by 2 C.F.R. Section 200.308. DHS/FEMA is also utilizing its discretion to impose an additional restriction under 2 C.F.R. Section 200.308(e) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the Federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from DHS/FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget DHS/FEMA last approved. You must report any deviations from your DHS/FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article XXII - Acknowledgement of Federal Funding from DHS

Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

Article XXIII - Acceptance of Post Award Changes

In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to ASK-GMD@fema.dhs.gov if you have any questions.

Article XXIV - Rehabilitation Act of 1973

Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. No. 93-112 (1973), (codified as amended at 29 U.S.C. section 794,) which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Article XXV - False Claims Act and Program Fraud Civil Remedies

Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. sections 3729-3733, which prohibits the submission of false or fraudulent claims for payment to the federal government. (See 31 U.S.C. sections 3801-3812, which details the administrative remedies for false claims and statements made.)

Article XXVI - Nondiscrimination in Matters Pertaining to Faith-Based Organizations

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

Article XXVII - Lobbying Prohibitions

Recipients must comply with 31 U.S.C. section 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.

Article XXVIII - Education Amendments of 1972 (Equal Opportunity in Education Act) - Title IX

Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. No. 92-318 (1972) (codified as amended at 20 U.S.C. section 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.

Article XXIX - Age Discrimination Act of 1975

Recipients must comply with the requirements of the Age Discrimination Act of 1975, Pub. L. No. 94-135 (1975) (codified as amended at Title 42, U.S. Code, section 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

Article XXX - National Environmental Policy Act

Recipients must comply with the requirements of the National Environmental Policy Act of 1969 (NEPA), Pub. L. No. 91-190 (1970) (codified as amended at 42 U.S.C. section 4321 et seq.) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Article XXXI - Assurances, Administrative Requirements, Cost Principles, Representations and Certifications

DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances - Non-Construction Programs, or OMB Standard Form 424D Assurances - Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances applicable to their program as instructed by the awarding agency. Please contact the DHS FAO if you have any questions.

DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200, and adopted by DHS at 2 C.F.R. Part 3002.

Article XXXII - USA PATRIOT Act of 2001

Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), Pub. L. No. 107-56, which amends 18 U.S.C. sections 175-175c.

Article XXXIII - Non-Supplanting Requirement

Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

Article XXXIV - Drug-Free Workplace Regulations

Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (41 U.S.C. sections 8101-8106).

Article XXXV - Universal Identifier and System of Award Management

Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.

Article XXXVI - Reporting Subawards and Executive Compensation

Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

Article XXXVII - Energy Policy and Conservation Act

Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. No. 94- 163 (1975) (codified as amended at 42 U.S.C. section 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

Article XXXVIII - Whistleblower Protection Act

Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C section 2409, 41 U.S.C. section 4712, and 10 U.S.C. section 2324, 41 U.S.C. sections 4304 and 4310.

Article XXXIX - Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)

Article XL - Use of DHS Seal, Logo and Flags

Recipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Article XLI - Notice of Funding Opportunity Requirements

All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.

Article XLII - SAFECOM

Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Article XLIII - Operation Stonegarden Program Hold

The recipient is prohibited from drawing down OPSG funding under this award or reimbursing OPSG subrecipients of this award until each unique, specific, or modified county level, tribal, or equivalent Operations Order or Fragmentary Order (Frago) has been reviewed by FEMA/GPD and Customs and Border Protection/United States Border Patrol (CBP/USBP). The recipient will receive the official notification of approval from FEMA/GPD.

Article XLIV - Funding Hold: SHSP National Priorities

FEMA has placed a funding hold on the following investments under the national priority areas, and \$1,346,200 of SHSP funds is on hold in the FEMA financial systems. Until the hold is released, the recipient is prohibited from drawing down funds or reimbursing subrecipients for, and the subrecipients are prohibited from obligating or expending SHSP funds for the costs or activities identified below. The hold only applies to the amount of funds identified for each SHSP investment under the national priority areas below. To release this hold, additional information is required for the investments identified below which must be submitted in the December 2020 Biannual Strategy Implementation Report (BSIR) in a manner consistent with GPD Information Bulletin No. 447.

Cybersecurity: \$336,550

Soft Targets/Crowded Places: \$336,550

Information Sharing and Cooperation: \$336,550
Emerging Threats: \$336,550

If you have questions about this funding hold or believe it was placed in error, please contact the DHS/FEMA Headquarters Preparedness Officer.

BUDGET COST CATEGORIES

Personnel	\$466,958.85
Fringe Benefits	\$140,087.45
Travel	\$14,076.00
Equipment	\$0.00
Supplies	\$9,134.00
Contractual	\$14,941,867.04
Construction	\$0.00
Indirect Charges	\$85,714.66
Other	\$0.00

Obligating Document for Award/Amendment

1a. AGREEMENT NO. EMW-2020-SS-00080-S01
 2. AMENDMENT NO. ***
 3. RECIPIENT NO. 916001095G
 4. TYPE OF ACTION AWARD
 5. CONTROL NO. WX03438N2020T , WX03434N2020T , WX03435N2020T

6. RECIPIENT NAME AND ADDRESS
 Washington Military Department
 Building 20
 Camp Murray, WA, 98430 - 5122
 7. ISSUING FEMA OFFICE AND ADDRESS
 FEMA-GPD
 400 C Street, SW, 3rd floor
 Washington, DC 20472-3645
 POC: 866-927-5646
 8. PAYMENT OFFICE AND ADDRESS
 FEMA Finance Center
 430 Market Street
 Winchester, VA 22603

9. NAME OF RECIPIENT PROJECT OFFICER
 Gail Cram
 PHONE NO. 253-512-7472
 10. NAME OF FEMA PROJECT COORDINATOR
 Central Scheduling and Information Desk
 Phone: 800-368-6498
 Email: Askcsid@dhs.gov

11. EFFECTIVE DATE OF THIS ACTION
 09/01/2020
 12. METHOD OF PAYMENT
 PARS
 13. ASSISTANCE ARRANGEMENT
 Cost Reimbursement
 14. PERFORMANCE PERIOD
From: 09/01/2020
To: 08/31/2023
Budget Period
 09/01/2020 08/31/2023

1 5. DESCRIPTION OF ACTION

a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE) XXXX-XXXX-XXXXXX-XXXXX-XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMULATIVE NON-FEDERAL COMMITMENT
Homeland Security Grant Program	97.067	2020-FA-GG02-P410- -4101-D	\$0.00	\$2,676,838.00	\$2,676,838.00	See Totals
Homeland Security Grant Program	97.067	2020-FA-GG01-P410- -4101-D	\$0.00	\$6,731,000.00	\$6,731,000.00	See Totals
Homeland Security Grant Program	97.067	2020-FA-GH01-P410- -4101-D	\$0.00	\$6,250,000.00	\$6,250,000.00	See Totals
			\$0.00	\$15,657,838.00	\$15,657,838.00	\$0.00

b. To describe changes other than funding data or financial changes, attach schedule and check here.
 N/A

16 a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

Homeland Security Grant Program recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)
 Gail Cram,

DATE
 Sun Sep 13 19:38:31 GMT 2020

18. FEMA SIGNATORY OFFICIAL (Name and Title)

DATE
 Tue Aug 25 18:08:42 GMT 2020



SHENAUZ SUBRINA WONG , Assistance Officer

20SHSP Investment Justification

Washington is comprised of 39 counties with geography including forests, mountains, islands, rainforests, rivers, lakes, and plains. The U.S. Bureau of Economic Analysis ranked Washington 9 of 50 states for gross domestic product in 2019; several world-class organizations headquarter their operations within the state. Washington has marine, aviation, rail, and road transportation infrastructure to support its position as a bustling trade center. Approximately half of Washington's 7.5 million population lives in the Seattle metropolitan area located along the Puget Sound. This area is the center of transportation, business, and industry and is the fastest growing region in the state. Over three-fourths of the state's population lives in densely settled urbanized areas. Understanding Washington's population is critical in order to mitigate vulnerabilities, respond to incidents, and effectively concentrate recovery efforts. Washington is subject to ten natural hazards and seven human-caused hazards. The THIRA focuses on eight of those risks: earthquake, tsunami, flood, biological [communicable disease], wildfire, radiological, cyber incident, and terrorism. Planning, training, and exercise efforts are being restructured to encompass the entire spectrum of catastrophic incidents within this context. Washington saw few significant changes in the 2019 Capabilities Assessment. The lowest rated capabilities were Situational Assessment, Mass Care Services, Economic Recovery, Health and Social Services, and Housing all essential during a catastrophic incident. The strongest capabilities are Public Information and Warning and the area with the most growth potential is Situational Assessment. The 2019 SPR results reinforced the findings from prior years: Stakeholders at every level struggle to sustain emergency response capabilities with dwindling resources and are significantly challenged preparing for catastrophic disasters. Since the early 2000s, cumulative emergency management funding at the state and local levels has reduced significantly causing an increased dependence on federal grants to meet necessary emergency management requirements. As a result, many areas are in a sustainment mode when it comes to emergency management capability and capacity.

Regional Risks - Reasons for the Work

Terrorist targets include:

- Four major oil refineries that produce gas, diesel, and jet fuel. The refineries feed the 300-mile long Olympic Pipeline running from Blaine, WA, to Portland, OR
- Trains carrying Oil and other supplies run daily through populated urban areas
- Major/Large Employers: Boeing & Naval Station - Everett (homeport for several Navy ships)
- Utility suppliers of water, power, gas & electricity
- Soft target public attractions include; Xfinity Arena & Everett Memorial Stadium (Everett), Lynnwood Convention Center, Tulalip Casino, Future of Flight Aviation Center/Boeing tour, Peace Arch Park (Blaine), shopping malls, State, County & Local Fairs, Festivals & Parades
- Passenger Ferry System
- Two International Borders: Whatcom & San Juan Counties
- Major Airports: Bellingham International Airport & Paine Field
- Agriculture: Livestock & crops

20SHSP Sustainment Work Plan

Whatcom County

AMOUNT \$69,841

Investment #1: WA SHSP Sustainment

The State is divided into 9 Homeland Security Regions, made up of 39 counties, which differ in many respects including geography (from marine to desert), major industry (from large business to agricultural), and population (from dense urban settings to rural areas). Each Region develops projects to address their specific risks and hazards which sustain previously built capabilities or close identified gaps. While the communities may differ, emergency management priorities are similar across the state and most initiatives can be tied back to building regional capability to respond and recover, and be in a state of readiness through planning, training, equipping, and exercising, should a natural or human-caused catastrophic incident occur. As communicated in the 2018 and confirmed in the 2019 THIRA, Capabilities Estimation, and SPR, gaps have been identified in the following core capabilities.

All jurisdictions have targeted efforts related to Operational Coordination. The foremost gaps are:

1) PLANNING: Plans lack horizontal and vertical integration and need adjusting to be scalable for use during a catastrophic incident. Recovery needs to be incorporated. 2) ORGANIZATION: Response and recovery to catastrophic incidents will require additional trained personnel to support either large-scale or long-term activations. 3) EQUIPMENT: There is a lack of integration and interoperability of tools to form a Common Operating Picture for all stakeholders. Additionally, equipment continues to age, with subsequent degradation occurring with routine usage, and there is a lack of funding to maintain and/or replace.

Resiliency is still an evolving concept without a formalized statewide, whole community approach to focus efforts. While the State is introducing initiatives to combat that reality, local jurisdictions still struggle with gaps related to Community Resilience:

1) TRAINING: Individuals and businesses need to move from awareness to action. 2) EXERCISE: Communities are dependent on volunteers to exercise this capability and do not have the tools or expertise to engage stakeholders.

Related to Resilience, jurisdictions recognize the need to communicate with all stakeholders and continue to expand the reach of their messaging. Initiatives are ongoing to address the identified Public Information and Warning gap related to

1) PLANNING: Plans do not fully address communicating with non-English speaking populations, immigrant groups, and individuals with disabilities.

PROJECT #1 *Region 1 Homeland Security Project (Investment 1, Project 1)*

Region 1 will address priorities based on regionally identified gaps. The region is challenged by the lack of funding to adequately plan, train and exercise for a response to a terrorist attack. Specifically, these gaps include Operational Coordination due to a lack of processes and equipment to coordinate information sharing, Operational Communications due to changes in technology and the challenging geography of the region, Community Resilience due to the sprawling population distribution, Public Information and Warning due to lack of citizens opting to receive alerts, On-Scene Security, Protection and Law Enforcement due to expired equipment for law enforcement and Access Control/ID Verification due to outdated or missing security resources. Furthermore, the region will focus on sustaining operational coordination capabilities to ensure that the region is prepared during a terrorist attack. To address capability gaps and sustain current capabilities the region will be investing in organization, planning, equipment, training, and exercise. Activities will include:

- Planning: Continue planning activities, taking a lead role, which will be trained to and exercised, including updating the regional THIRA/SPR.
- Operational Coordination: Work with Regional partners to improve information sharing between regional Emergency Operating Centers (EOC), upgrade Region-1 EOC equipment to better support common operating picture technology, maintain the operational readiness of previously purchased grant funded equipment, purchase emergency power generators for law enforcement facilities to support uninterrupted operations
- Operational Communications: Expand the network of licensed amateur radio volunteers, provide needed training to including COML and COMT classes, complete the process of getting a FEMA approved instructor team so the region can offer AUXCOMM communication courses, purchase radios to increase radio caches, build additional portable radio kits, and portable repeaters.

- Community Resilience: Prepare for Cascadia Rising 2022 Catastrophic Incident Exercise, conduct education and outreach efforts to improve individual and business preparedness with special attention paid to LEP and vulnerable populations, promote and support community preparedness programs.
- Public Information and Warning: Fund the Alert & Warning systems, provide basic PIO and JIS/JIC trainings
- On-Scene Security, Protection and Law Enforcement: Replace/upgrade the aging or expiring Personal Protective Equipment used by Law Enforcement, fund training and equipment upgrades for specialty teams
- Access Control/ID Verification: Fund security planning, assessments, and equipment to improve access control in critical areas

The funding priorities specified above will support the region in their effort to focus on reducing identified capability gaps related to emergent terrorist-related risks which will improve the regions ability to identify, prevent and respond to a terrorist threat.

SUBPROJECT #1 *Planning & Sustainment*

PRIMARY CORE CAPABILITIES

Planning

SOLUTION AREA

PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE	TOTAL
\$25,006.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,006.00

WHY IS THE WORK NEEDED?

GAP identified

- Regional planning, training, and exercise efforts are not to the level needed due to limits of local funding
- Sustainment funding is needed to support planning and maintain readiness of other support capabilities (ie: previous purchased HLS equipment)

CAPABILITY sustained or enhanced

- Region 1 planning, training, and exercise efforts for preparedness, prevention, mitigation, response, and recovery from a terrorist threat or other all-hazard incident.
- Planning & preparation for Cascadia 2022 maybe started.
- Project planning, oversight, and monitoring.

ACTIVITIES TO BE PERFORMED

- Coordinate Region 1 Council meetings
- Participate in conferences and workshops with Regional partners
- Update plans and support Region-1 THIRA & SPR assessment activities
- Planning for Casacadia 2022, and coordinate training and exercises
- Ensure compliance with NIMS
- Ensure overall program compliance and monitoring.

ASSOCIATED DELIVERABLES/OUTPUTS

- Regional planning efforts to include supporting and/or updated plans (e.g. Operational plans, Volcano Coordination Plan, Mass Fatality plan, etc).
- Grant reporting and compliance reports. Encouraging and supporting each county starting to develop their own THIRA & SPR assessments.

DESIRED OUTCOMES

- Coordination between counties within Region 1 for preparedness, prevention, response, and recovery.
- Region 1 will be better prepared to respond to and recover from a terrorism or all hazards events.

SUBPROJECT #2 *Operational Coordination*

PRIMARY CORE CAPABILITIES

Operational Coordination

SOLUTION AREA						TOTAL
PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE		
\$0.00	\$10,125.00	\$0.00	\$250.00	\$0.00		\$10,375.00

WHY IS THE WORK NEEDED?

GAP identified

Challenges exist for having a Common Operating Picture (COP) for Region 1 (& UASI Region) due to lack of processes for coordination and information sharing (regionally) between ECCs/EOCs, various & aging technology in ECC/EOC's, lack of technology for sharing information and training.

CAPABILITY sustained or enhanced

ECC/EOC facilities and capabilities vary between Region 1 counties, upgrades and improvements in equipment ie; information/IT technologies, W.I.S.E, are enhancements, but also sustain readiness.

ACTIVITIES TO BE PERFORMED

Work with Region 1 partners to;

- Identify aging technologies
- Purchase replacements or upgrades to maintain existing capabilities
- Test equipment (train and exercise with the equipment) as required.
- May conduct training and exercise plans to improve COP.

ASSOCIATED DELIVERABLES/OUTPUTS

- Upgraded EOC/ECC equipment to maintain operations
- Completion of ICS-300/400 classes: personnel ready to fill roles within ECC/EOCs
- Participation in Functional Exercises: personnel tested and ready to respond during an actual incident

DESIRED OUTCOMES

Improved ECC/EOC operations and technology will improve coordination and COP within Region 1, and Region 1 will be better able to respond to a catastrophic/terrorism events and provide inter-agency support.

SUBPROJECT #3 Operational Communications

PRIMARY CORE CAPABILITIES

Operational Communications

SOLUTION AREA						TOTAL
PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE		
\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00		\$15,000.00

WHY IS THE WORK NEEDED?

GAP identified

- Counties within Region 1 have radio communication gaps due to aging equipment and infrastructure, changes in technology and the inability to keep pace, and challenges due to mountainous terrain (i.e., Cascade Mountain range in portions of Skagit, Snohomish, and Whatcom counties), as well as fiscal constraints on local budgets.
- Additional communication challenges exist between counties due to the use of differing responder radio technologies.
- Availability of qualified communications training is limited.

CAPABILITY sustained or enhanced

Overall communications system within Region 1, will be enhanced (or sustained) with additional or new equipment. Examples include: handheld radios, portable repeaters, amateur radio equipment, HamWAN system, and communication vehicles and trailers.

ACTIVITIES TO BE PERFORMED

- Purchase and install upgrades to communications equipment and software.

- Install Wi-Fi and IT networking technologies as available. Continue to build-out the HamWAN system within the region.
- Conduct testing of communications equipment and training as appropriate.
- Provide training as appropriate.

ASSOCIATED DELIVERABLES/OUTPUTS

- New/upgraded equipment in ECC/EOCs and mobile units.
- Expanded HamWAN (amateur radio Wide Area Network) communications system.

DESIRED OUTCOMES

Sustainment and/or improved communications throughout Region 1, especially in the rural mountainous areas. High-speed, low-cost, data and voice communication across the five counties of Region 1, as well as to State EMD's EOC.

SUBPROJECT #4 Community Resilience & LEP

PRIMARY CORE CAPABILITIES

Community Resilience

SOLUTION AREA						TOTAL
PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE		
\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	

WHY IS THE WORK NEEDED?

GAP identified

- A large percentage of population is not prepared for multi-day sustainment (i.e., adequate food, water, and medicine), for example, only a third of the Region's population has a 3-day supply of food and water.
- Outreach efforts are not reaching all vulnerable populations; need additional outreach to include limited English proficiency (LEP) populations.
- On-going challenge to influence the public to take action on preparedness.

CAPABILITY sustained or enhanced

Sustainment of citizen outreach efforts

ACTIVITIES TO BE PERFORMED

- Participate in community meetings/events/fairs, conduct programs such as CERT Training and Map Your Neighborhood, and conduct outreach efforts to schools and other groups
- Translate, print, and distribute preparedness materials including targeted outreach to LEP populations

ASSOCIATED DELIVERABLES/OUTPUTS

Additional citizens and communities aware of the Region's hazards and the risks associated with them, and how to prepare and survive.

DESIRED OUTCOMES

During a terrorist or all-hazard event, citizens, families, and communities within Region 1 are able to sustain themselves and assist their neighbors during response and recovery until services are re-established.

SUBPROJECT #5 Public Information & Warning

PRIMARY CORE CAPABILITIES

Public Information and Warning
Planning

SOLUTION AREA						TOTAL
PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE		
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

WHY IS THE WORK NEEDED?

GAP identified

- Alert and warning systems do not reach everyone
- Not enough trained PIOs within Region 1
- Lack of JIC/JIS equipment (portable) and training
- Lack of reliable and consistent messaging
- Communications Plans need to be updated and revised to add reliable and consistent messaging

CAPABILITY sustained or enhanced

- PIO support and timely response within Region 1
- Public notification will be enhanced with timely and reliable messaging.

ACTIVITIES TO BE PERFORMED

- Coordinate planning and templates for consistent messaging
- Attend and conduct training as applicable
- Coordinate ECC PIO response with JIC and partner PIOs
- Conduct PIO and JIC/JIS trainings in Region 1
- Renew AlertSense warning system(s) within Region 1

ASSOCIATED DELIVERABLES/OUTPUTS

- Reliable and consistent messaging before, during and after an emergency to the public.
- Ability to notify the public with reliable information in a timely manner.
- More trained PIOs in Region 1.

DESIRED OUTCOMES

More people in a threatened or impacted area will receive timely, coordinated, and reliable messaging so they are able to take appropriate action, reducing injuries and/or fatalities and the need for emergency management services.

SUBPROJECT #6 On-scene Security, Protection & Law Enforcement

PRIMARY CORE CAPABILITIES

- Interdiction and Disruption
- Operational Coordination

SOLUTION AREA						TOTAL
PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE		
\$0.00	\$17,460.00	\$0.00	\$0.00	\$0.00		\$17,460.00

WHY IS THE WORK NEEDED?

GAP identified

- Lack of local funding to maintain and replace aging and/or expiring equipment and PPE.
- Geographical challenges and changes in communications technology impact the reliability of communications which impacts the safety of Law Enforcement (LE) officers.
- Turnover within specialty teams may require training of new personnel and/or training on new equipment.

CAPABILITY sustained or enhanced

- LE capabilities to prevent or respond to a terrorist event
- Specialty teams (i.e., SWAT, Bomb, Marine and Aviation units)

ACTIVITIES TO BE PERFORMED

- Identify, purchase, and distribute LE and Special Teams equipment.
- Replace equipment items within the various LE teams/units.
- Provide training on LE equipment and topics such as Active Shooter and Bomb Technician as applicable.

ASSOCIATED DELIVERABLES/OUTPUTS

- Fully equipped LE officers

- Improved safety and communications

DESIRED OUTCOMES

Maintain or increase LE response capabilities, and improve safety of officers to prevent, respond to or mitigate terrorist event(s).

20SHSP National Priority Area Work Plan

Whatcom County

AMOUNT \$12,940

National Priority Areas

In assessing the national risk profile for FY 2020, four priority areas attracted the most concern. And due to the unique threats that the nation faces in 2020, DHS/FEMA determined four priorities should be addressed by allocating specific percentages of HSGP funds to each of the four areas. The following are the four priority areas for FY 2020:

- 1) Enhancing cybersecurity (including election security)
- 2) Enhancing the protection of soft targets/crowded places (including election security)
- 3) Enhancing information and intelligence sharing and cooperation with federal agencies, including DHS
- 4) Addressing emergent threats (e.g., unmanned aerial systems [UASs], etc.)

Washington State will meet the 20SHSP priorities across multiple state and local projects.

Investment #2: WA SHSP National Priority: Cybersecurity

The Cybersecurity National Priority Investment supports the security and functioning of critical infrastructure and core capabilities that relate to preventing, preparing for, protecting against, or responding to acts of terrorism. Cybersecurity threats are constantly evolving, so defending these systems requires constant vigilance, innovation, and adaptation. Furthermore, securing our Nation's elections infrastructure is so vital to the American way of life that its incapacitation or destruction would have a devastating effect on the country. Securing election infrastructure and ensuring an election free from foreign interference are national, and state, security priorities. Given the importance of the Nation's election infrastructure, and the multiple and evolving threats to that infrastructure this investment supports the security and functioning of critical infrastructure and core capabilities.

Investment in the National Priority supports the Cybersecurity and Intelligence and Information Sharing core capabilities. The Cybersecurity core capability addresses the following functional areas: continuity of operations for cyber systems, controlling electronic access, detecting malicious activity, end-user awareness, investigating malicious actors, protective measures, securing critical infrastructure and key resources and supervisory control and data acquisition systems, and technical countermeasures. Specifically, this work will protect (and if needed, restore) electronic communications systems, information, and services from damage, unauthorized use, and exploitation. The Intelligence and Information Sharing core capability addresses the following functional areas: continuous threat assessment, establishing intelligence and information requirements, monitoring information, and safeguarding sensitive information. Specifically, this work will provide timely, accurate, and actionable information resulting from the planning, direction, collection, exploitation, processing, analysis, production, dissemination, evaluation, and feedback of available information concerning physical and cyber threats to the Washington State, its people, property, or interests; the development, proliferation, or use of weapons of mass destruction; or any other matter bearing on U.S. national or homeland security by local, state, tribal, territorial, federal, and other stakeholders. Information sharing is the ability to exchange intelligence, information, data, or knowledge among government or private sector entities, as appropriate. Washington State will be addressing core capability gaps and sustaining or enhancing the core capabilities as identified in the Washington UASI and Washington State SPR.

Every year appropriate authorities review cyber incident plans/annexes and update based on evolving threats covering publicly managed and/or regulated critical infrastructure facilities. In the 2019 SPR, Washington State identified capability lost in organization and equipment, while reporting sustainment activities in planning and exercise and building capability in training. The report noted the cybersecurity threat in Washington State has increased, but funding for organizational assets have not kept pace. Similarly, aging equipment is a noted gap as infrastructure systems age, they become more susceptible to cybersecurity lapses. Local jurisdictions have recognized the heightened threat and have added additional training resources where funding permits. Critical systems are vulnerable to cyberattack across the state. Other noted areas of improvement that need to be implemented include: updating policies and procedures related to cybersecurity, establishing cybersecurity assessments to address gaps in cybersecurity, assessing critical infrastructure systems and upgrading based on findings, dedicating resources, replacing out of date curriculum for both awareness campaigns and training, implementing ICS training and resources among municipal government employees responsible for information technology.

Washington State has identified several key projects within this Investment to address gaps and sustain/enhance core capabilities directly related to the Cybersecurity National Priority Area to include Election Security.

PROJECT #1 3-County Cybersecurity System Monitoring (Investment 2, Project 2)

PRIMARY CORE CAPABILITIES

Cybersecurity

SOLUTION AREA						TOTAL
PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE		
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

WHY IS THE WORK NEEDED?

GAP identified

Cybersecurity risks have grown each year and local governments struggle to keep up both with information technologies and staffing with limited resources. The 2019 WA State SPR, Cybersecurity "Approaches for Addressing Capability Gaps and Sustainment Needs" identified agencies need staff time to improve cybersecurity information sharing.

CAPABILITY sustained or enhanced

Cybersecurity will be **enhanced** by the purchase of additional information technology to establish a three-county security network, and partnering county staff in Information Technology (IT), Cybersecurity and Emergency Management (EM) personnel from Skagit, Snohomish and Whatcom counties for monitoring.

ACTIVITIES TO BE PERFORMED

- Purchase networking equipment and leasing of existing dark fiber.
- Snohomish County Department of Information Technology network engineers and security team will lead the establishment, monitoring, information sharing, and reporting.
- Evaluate project by capturing the number of malicious activity attempts detected and the percentage of attempts blocked by the regional cybersecurity team.

ASSOCIATED DELIVERABLES/OUTPUTS

Three county security network established between Skagit, Snohomish, and Whatcom counties.

DESIRED OUTCOMES

The enhanced cybersecurity will provide improved security on networks and critical systems (including elections). Regional cooperation will reduce and mitigate cybersecurity costs and risks to critical systems region wide.

Investment #2: WA SHSP National Priority: Soft Targets and Crowded Places

The Soft Target National Priority Investment supports the enhancement of security at locations such as transportation centers, parks, restaurants, shopping centers, special event venues, and similar facilities. As soft targets and crowded places become increasingly appealing to terrorists and other extremist actors, because of their relative accessibility and large number of potential targets, it is imperative that the public and private sectors collaborate to improve security. The challenge is complicated by the prevalent use of simple tactics and less sophisticated attacks. Segments of our society are inherently open to the general public, and by nature of their purpose do not incorporate strict security measures. Given the increased emphasis by terrorists and other extremist actors to leverage less sophisticated methods to inflict harm in public areas it is vital that communities address core capabilities that relate to preventing, preparing for, protecting against, or responding to acts of terrorism. Furthermore, securing the Nation’s elections infrastructure is so vital to the American way of life that its incapacitation or destruction would have a devastating effect on the country. Securing election infrastructure and ensuring an election free from foreign interference are national, and state, security priorities. Given the importance of the Nation’s election infrastructure, and the multiple and evolving threats to that infrastructure this investment supports the security and functioning of critical infrastructure and related core capabilities.

Investments in the National Priority of Soft Targets support the Access Control and Identity Verification, Intelligence and Information Sharing, Interdiction and Disruption, Operational Coordination, Physical Protective Measures, Public Information and Warning, Risk Management for Protection Programs and Activities, and Screening, Search and Detection core capabilities.

- The Access Control and Identity Verification core capability address the following functional areas: controlling cyber access, controlling physical access, and verifying identity. Specifically, this work will apply and support necessary physical, technological,

and cyber measures to control admittance to critical locations and systems.

- The Intelligence and Information Sharing core capability addresses the following functional areas: continuous threat assessment, establishing intelligence and information requirements, monitoring information, and safeguarding sensitive information. Specifically, this work will provide timely, accurate, and actionable information resulting from the planning, direction, collection, exploitation, processing, analysis, production, dissemination, evaluation, and feedback of available information concerning physical and cyber threats to the United States, its people, property, or interests; the development, proliferation, or use of WMDs; or any other matter bearing on U.S. national or homeland security by local, state, tribal, territorial, federal, and other stakeholders. Information sharing is the ability to exchange intelligence, information, data, or knowledge among government or private sector entities, as appropriate.
- The Interdiction and Disruption core capability addresses the following functional areas: anti-terrorism operations, border security, CBRNE detection, CBRNE render safe, deterrent law enforcement presence, disease prevention, financial disruption, preventing acquisition of CBRNE, tactical law-enforcement operations, tracking and targeting terrorists and their weapons, and wide-area search and detection. Specifically, this work will delay, divert, intercept, halt, apprehend, or secure threats and/or hazards.
- The Operational Coordination core capability addresses the following functional areas: allocating and mobilizing resources, determining priorities, objectives, and strategies, Emergency Operations Center management, ensuring continuity of government and essential services, ensuring information flow, ensuring unity of effort, establishing a common operating picture, establishing lines of communication, and establishing roles and responsibilities. Specifically, this work will establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.
- The Physical Protective Measures core capability addresses the following functional areas: biosecurity, border protection, identifying and prioritizing assets to protect, physical security measures, and site-specific and process-specific risk assessments. Specifically, this work will identify, discover, or locate threats and/or hazards through active and passive surveillance and search procedures. This may include the use of systematic examinations and assessments, bio surveillance, sensor technologies, or physical investigation and intelligence.
- The Public Information and Warning core capability addresses the following functional areas: developing standard operating procedures for public information, new communications tools and technologies, protecting sensitive information, public awareness campaigns, and traditional communications mechanisms. Specifically, this work will deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken and the assistance being made available, as appropriate.
- The Risk Management for Protection Programs and Activities core capability addresses the following functional areas: analysis tools, data collection, incorporating risk assessments in exercise design, risk assessments, risk communication, and risk management planning. Specifically, this work will identify, assess, and prioritize risks to inform Protection activities, countermeasures, and investments.
- The Screening, Search and Detection core capability addresses the following functional areas: bio surveillance, CBRNE detection, chemical and biological detection, electronic search, explosives detection, laboratory testing, locating terrorists, physical investigation, promoting an observant nation, and radiological and nuclear detection. Specifically, this work will identify, discover, or locate threats and/or hazards through active and passive surveillance and search procedures. This may include the use of systematic examinations and assessments, bio surveillance, sensor technologies, or physical investigation and intelligence. Washington State will be addressing core capability gaps and sustaining or enhancing these core capabilities as identified in the Washington UASI and Washington State SPR.

In the 2019 SPR, Washington State identified core capabilities, related to the enhancement of soft targets and crowded places, lost in organization and equipment while reporting sustainment activities in planning and exercise and building capability in training. The report noted the soft target and crowded places threat in Washington State has increased, but funding for organizational assets have not kept pace. Similarly, limited funding for necessary equipment means that local jurisdictions do not have the resources to conduct critical work. The 2019 SPR sites the following needs: more wide reaching whole community messaging; updated alert and warning systems and procedures; equipment for the JIS/JIC/PIO/mobile operations center training for volunteer and community emergency response teams; IT equipment for statewide situational awareness and security; equipment, training and exercise for special teams, law enforcement and first responders; technology surveillance systems; and equipment for CBRNE response. As communicated in the 2019 UASI SPR, Interdiction and Disruption core capability gaps include; a need to protect soft targets, such as crowds gathered along parade routes, [at stadium games in and around the Seattle area, and for political and election activities and events that present themselves as soft targets for terrorist attack], and law enforcement across the Seattle UASI Region needs situational awareness systems and technology. There is a specific need for mobile technology that would support complex missions by providing non-radio communication methods and geospatial awareness of assets.

Washington State has identified several key projects to address gaps and sustain/enhance core capabilities directly related to the Soft Targets National Priority Area to include Election Security.

PROJECT #2 *Hand-held Metal Detectors (Investment 3, Project 2)*

PRIMARY CORE CAPABILITIES

Screening, Search, and Detection

SOLUTION AREA						TOTAL
PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE		
\$0.00	2,323.00	\$0.00	\$0.00	\$0.00	\$2,323.00	

WHY IS THE WORK NEEDED?

GAP identified

Law enforcement in Whatcom County (within Region 1) do not have the capability to detect concealed metal objects (guns or knives) when screening large numbers of citizens. Annually several outdoor events draw large numbers of citizens: Birch Bay Fourth of July (over 10,000) and Whatcom County Fair (approx. 200,000 over a weeklong period). The Fair is held within 5 miles of the U.S./Canadian border and in recent years, there have been active shooter and stabbing incidents. The 2019 WA State SPR Screening, Search & Detection core capability supports the need for increased investment in protection of soft targets (i.e., crowds at concerts, fairs, parades, and race routes).

CAPABILITY sustained or enhanced

Adding handheld metal detectors to security screenings will significantly enhance the efficiency and effectiveness of physical screenings for public safety at community events.

ACTIVITIES TO BE PERFORMED

Purchase (15) Garrett Super Scanner hand-held metal detectors for the Whatcom County Sheriff's Office for use at large community events.

ASSOCIATED DELIVERABLES/OUTPUTS

The hand-held metal detectors in Whatcom County/Region 1 will significantly improve law enforcement's ability to prevent weapons from being introduced into an event environment and improve public safety.

DESIRED OUTCOMES

The hand-held metal detectors in Whatcom County/Region 1 will be a deterrent to terrorists (both foreign and domestic) and assist in identifying malicious intent to protect the public.

PROJECT #3 *Facilities Security Upgrades Samish Indian Nation (Investment 3, Project 3)*

PRIMARY CORE CAPABILITIES

Access Control and Identity Verification

SOLUTION AREA					TOTAL
PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

WHY IS THE WORK NEEDED?

GAP identified

Protecting against acts of terrorism includes safeguarding critical infrastructure from unauthorized intrusion, stealing or destruction of tribal member records, and general vandalism. Tension over fishing rights between local fishermen and tribes within the Pacific Sound area have resulted in vandalism. Security upgrades are needed to the Samish Indian Nation's facilities (located in Anacortes, WA). This facility currently maintains tribal planning documents, social service records and additional records for all Native Americans residing within the five counties of Region 1. Tribal and local governments struggle to keep up both with security and information technologies with limited resources. The 2019 WA State SPR outlines the need for more investments in physical access controls.

CAPABILITY sustained or enhanced

Access controls will enhance the physical security of sensitive personal information, historical tribal data, planning and financial records and information technology for the Samish Indian Nation.

ACTIVITIES TO BE PERFORMED

- Purchase and installation of (5) secure exterior and (4) strategic interior doors
- Add advanced door controls to include badge readers

ASSOCIATED DELIVERABLES/OUTPUTS

Improved security, safeguarded facilities, and protected critical infrastructure and administrative department records for Planning, Finance, Natural Resources, Information Technology, and Health & Human Services.

DESIRED OUTCOMES

Upgraded access controls and identification verification technology will improve physical access to key facilities of the Samish Indian Nation, significantly reducing the risk of unauthorized intrusion, destruction of property, vandalism and acts of terrorism.

Investment #5: WA SHSP National Priority: Emerging Threats

The Emerging Threats National Priority Investment supports Washington States efforts to address new and emerging threats due to the spread of rapidly evolving and innovative technology, equipment, techniques, and knowledge. Terrorists remain intent on acquiring weapons of mass destruction (WMD) capabilities, and rogue nations and non-state actors are aggressively working to develop, acquire, and modernize WMDs. Meanwhile, biological and chemical materials and technologies with dual use capabilities are more accessible throughout the global market. Due to the proliferation of such information and technology, there are more opportunities to develop, acquire, and use WMDs than ever before. Similarly, the proliferation of unmanned aircraft systems, artificial intelligence, and biotechnology increases opportunities for threat actors to acquire and use these capabilities against the United States and its interests. Addressing emerging threats is a high priority for Washington State. Investment in the National Priority Emerging Threats supports the Information and Intelligence Sharing, Interdiction and Disruption, Operational Coordination, Physical Protective Measures, Planning, Public Information and Warning and Screening, Search and Detection core capabilities. The 2019 Washington State and Seattle UASI SPR have identified several key gaps, as well as sustainment and enhancement opportunities in the National Priority of Emerging Threats.

The 2019 Washington State SPR sites the following high priority areas for improvement: upgrade bomb squad response equipment for CBRNE response, build depth in agriculture training related to general incident response and recovery, exercise specialized emergency response teams to build and retain skills, purchase equipment for specialized teams for surge capacity, purchase equipment for Mass Search and Rescue, maintain and increase specialty teams equipment and training to ensure response readiness, update current practices and resources so that special teams can provide safe escort for first responders, purchase specialized vehicle(s) to support tactical intervention for specialized response missions, improve technological surveillance systems, update systems to include crime analysis, continue efforts to improve outreach and expansion of public information and warning throughout communities through various platforms for the general public and vulnerable populations, improve state and local jurisdiction agency internal staff alert and warning procedures, ensure whole community messaging includes those with access and functional needs and Limited English Proficiency requirements, improve alert and warning systems so that everyone is included, update mass notification systems, and update outdated alert and warning system equipment.

As communicated in the 2019 UASI SPR, capability gaps which have been identified in Interdiction and Disruption include the need for the following: 1) regional systems and receiver sites need technology upgrades and encryption capabilities to support situation awareness during multiagency responses, 2) law enforcement needs situational awareness systems and technology, 3) law enforcement do not have a consistent robotic response and support capabilities. In the Screening, Search, and Detection core capability, the need for lightweight, portable, digital X-ray equipment is needed.

Washington State has identified several key projects within this Investment to address gaps and sustain/enhance core capabilities directly related to the Emerging Threats National Priority Area.

PROJECT #4 *State Bomb Squad Night Vision (Investment 5, Project 2)*

PRIMARY CORE CAPABILITIES

Interdiction and Disruption

SOLUTION AREA

PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE	TOTAL
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

WHY IS THE WORK NEEDED?

GAP identified

- Specialty team equipment is reaching the end of its useful life or has been damaged with use.
- Improved technologies and the need for officer safety in low or no light conditions remain.
- Specialty team equipment needs outweigh available resources.

The 2019 WA State SPR Interdiction and Disruption Core Capability supports the statewide need for increased investment in emerging threats.

CAPABILITY sustained or enhanced

The Washington State Patrol (WSP) is the lead agency for an interagency bomb squad (includes Snohomish County Sheriff and City of Everett Police Department staff) which has responded to more than 440 incidents within Region 1 over the past five years. The WSP Bomb Squad supports all five counties of Region 1 (Island, San Juan, Skagit, Snohomish, and Whatcom counties). Bomb Squad capabilities will be **enhanced** with the purchased of two new sets of night vision equipment.

ACTIVITIES TO BE PERFORMED

Purchase two sets of night vision equipment for the Washington State Patrol Interagency Bomb Squad.

ASSOCIATED DELIVERABLES/OUTPUTS

Improved ability to perform effective missions in low or no-light operations and improved officer safety.

DESIRED OUTCOMES

The WSP Interagency Bomb Squad will be better able protect first responders team members to meets its primary responsibility of addressing emerging threats and render safe potentially dangerous explosives or other biological or chemical weapons.

PROJECT #5 Sheriff's Office Crime Analysis and Investigations Technology (Investment 5, Project 3)

PRIMARY CORE CAPABILITIES

Intelligence and Information Sharing

SOLUTION AREA

PLANNING	ORGANIZATION	EQUIPMENT	TRAINING	EXERCISE	TOTAL
\$0.00	\$ 10,617	\$0.00	\$0.00	\$0.00	\$10,617.00

WHY IS THE WORK NEEDED?

GAP identified

Information sharing is not immediate: Whatcom County (within Region 1) includes an international border and five Customs & Border Protection Ports of Entry. The ability to gather, evaluate, and disseminate intelligence in a timely manner is paramount to combating terrorism and international trafficking organizations. It is becoming more common for crime analysis units to deploy with detectives on major cases. This new best practice removes the barrier of time and communications which can hinder an investigation. Having analysis units that can deploy during a significant event, such as a terrorist incident, is critical. The 2019 WA State SPR Intelligence & Information Sharing core capability supports the need for increased investment in local IT equipment to address emerging threats.

CAPABILITY sustained or enhanced

The upgrade of portable Information Technology (laptops and display boards) will **enhance** Whatcom County's Sheriff's Office capabilities for timely field analysis to address emerging threats and disseminate intelligence information to other local, state, and federal partners (ATF, DEA, DHS, FBI, and Border Patrol) as applicable.

ACTIVITIES TO BE PERFORMED

Purchase two portable laptop computers and two interactive display boards for the Whatcom County Sheriff's Office, Crime Analysis Unit.

ASSOCIATED DELIVERABLES/OUTPUTS

Improved ability to gather and disseminate intelligence information

DESIRED OUTCOMES

New Information Technology will improve intelligence and information sharing response times to respond to, mitigate or deter international trafficking and terrorism at our borders.

20SHSP Budget

Whatcom County

AGREEMENT AMOUNT	\$82,781
	AMOUNT
LETPA	\$30,400.00
	<i>27% of the agreement total</i>
PERSONNEL	\$20,006.00
	<i>38% of the agreement total</i>
M&A	\$0.00
	<i>4% of the agreement total</i>

Sustainment Project

	AMOUNT
SUBPROJECT #1 Planning & Sustainment	\$25,006.00
SUBPROJECT #2 Operational Coordination	\$10,375.00
SUBPROJECT #3 Operational Communications	\$15,000.00
SUBPROJECT #4 Community Resilience & LEP	\$2,000.00
SUBPROJECT #5 Public Information & Warning	\$0.00
SUBPROJECT #6 On-scene Security, Protection & Law Enforcement	\$17,460.00
M&A	\$0.00
	SUBTOTAL \$69,841.00
	INDIRECT \$0.00
	TOTAL \$69,841.00

National Priority Area Projects

	AMOUNT
PROJECT #1 3-County Cybersecurity System Monitoring (Investment 2, Project 2)	\$0.00
PROJECT #2 Hand-held Metal Detectors (Investment 3, Project 2)	\$2323.00
PROJECT #3 Facilities Security Upgrades Samish Indian Nation (Investment 3, Project 3)	\$0.00
PROJECT #4 State Bomb Squad Night Vision (Investment 5, Project 2)	\$0.00
PROJECT #5 Sheriff's Office Crime Analysis and Investigations Technology (Investment 5, Project 3)	\$10,617.00
M&A	\$0.00
	SUBTOTAL \$12,940.00
	INDIRECT \$0.00
	TOTAL \$12,940.00

20SHSP Timeline*Whatcom County*

DATE	TASK
September 1, 2020	Grant Agreement Start Date
After Contract Execution	Estimated date work scheduled for one or more Projects will begin
After Contract Execution	Submit Reimbursement Requests Quarterly, but not more than monthly if desired, with Progress Report
September 30, 2022	Grant Agreement End Date
October 30, 2022	Submit Final Reimbursement Request and Closeout Report

HSGP Performance Period: September 1, 2020 to August 31, 2023