

SANTA FE COUNTY
RESOLUTION 2026- 004

A RESOLUTION REQUESTING AUTHORIZATION TO MAKE THE BUDGET ADJUSTMENT DETAILED ON THIS FORM

Whereas, the Board of County Commissioners meeting in regular session on January 13, 2026 did request the following budget adjustment:

Department / Division County Managers Office

Budget Adjustment Type (drop down): Other Fiscal Year: 2026 (July 1, 2025 - June 30, 2026)
idee

BUDGETED REVENUES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
318	0104	372	21-01	DHS/SHSGP	\$ 158,413	
Total					\$ 158,413	\$ -

BUDGETED EXPENDITURES: (use continuation sheet, if necessary)

FUND CODE XXX	DEPARTMENT/ DIVISION XXXX	ACTIVITY BASIC/SUB XXX	ELEMENT/ OBJECT XXXX	LINE DESCRIPTION	INCREASE AMOUNT	DECREASE AMOUNT
318	0104	481	80-01	Buildings and structures	\$ 68,413	
318	0104	481	80-09	Vehicle/ Heavy Equipment	90,000	
Total					\$ 158,413	\$ -

Requesting Department Approval: Brad Call Title: OEM Director Date: 12/8/2025 Log # 37

Capital/Grants Approval: [Signature] Date: 1/2/2026 Budget Administrator: [Signature] 1/2/2026

Finance Dept Approval: [Signature] Date: 1/2/2026 Entered by: _____ Date: _____

County Mgr Approval: [Signature] Date: 1/9/2026 Updated by: _____ Date: _____

SANTA FE COUNTY
RESOLUTION 2026- 004

DETAILED JUSTIFICATION FOR REQUESTING BUDGET ADJUSTMENT
(If applicable, cite the following authority: State Statute, grant name and award date, other laws, regulations, etc.)

1	<p>Please summarize the request and its purpose in the area below.</p> <p>In May 2024, the OEM submitted a subgrant application to DHSEM under the SHSGP and was awarded \$158,413 on September 30, 2024. The SHSGP supports state and local efforts to prevent terrorism and other catastrophic events and to enhance preparedness for threats and hazards that pose the greatest risk to public safety and national security.</p> <p>OEM intends to use these funds to support Mass Casualty Incident (MIC) Response in Hostile Environment preparedness activities.</p>
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2	Is this Budget Action for a Recurring or Non Recurring Expense(one-time)	Recurring	Non-Recurring
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3	Does this request impact a revenue source?	Yes	No
		X	

A. Is this a State Special Appropriation? If Yes, cite Statute and attach a copy		X
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B. Does this include state or federal funds? If YES, please cite and attach a copy of statute, if a special appropriation, or include grant name, number, award date and amount, and attach a copy of a award letter and proposed budget.	X	
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C. Is this request a result of Commission action? If YES, please cite and attach a copy of supporting documentation (i.e. Minutes, Resolution, Ordinance, etc.)		X
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D. Is a match required? If Yes, please identify funding source in the line below.		X
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PLEASE PROVIDE THE LINE ITEM OF THE MATCH BELOW

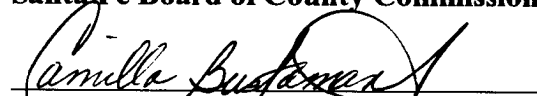
FUND	DEPARTMENT	ACTIVITY	ELEMENT	CATEGORY//LINE ITEM	AMOUNT	BUDGETED (Drop Down)

SANTA FE COUNTY
RESOLUTION 2026- 004


NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Fe County that the Local Government Division of the Department of Finance and Administration is hereby requested to grant authority to adjust budgets as detailed above.

Approved, Adopted, and Passed This 13th Day of January, 2026.

Santa Fe Board of County Commissioners


Camilla Bustamante, Chairperson


ATTEST:


Katharine E. Clark, County Clerk

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

BCC RESOLUTIONS
PAGES: 33

I Hereby Certify That This Instrument Was Filed for
Record On The 23RD Day Of January, 2026 at 03:27:11 PM
and Was Duly Recorded as Instrument # 2075605
In The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Katharine E. Clark
Deputy  County Clerk, Santa Fe, NM

SFC CLERK RECORDED 01/23/2026



Michelle Lujan Grisham
Governor

Major General Miguel Aguilar
Interim Cabinet Secretary

Regina Chacon
Deputy Cabinet Secretary

Ali Rye
Deputy Cabinet Secretary

Randy Varela
State Fire Marshal

**DEPARTMENT OF HOMELAND SECURITY
AND EMERGENCY MANAGEMENT**

September 24, 2024

Brad Call
Santa Fe County
35 Camino Justicia
Santa Fe, NM 87507

Dear Brad Call,

The New Mexico Department of Homeland Security and Emergency Management (DHSEM) is pleased to announce Santa Fe County has been approved for the 2024 State Homeland Security Grant Program (SHSGP).

Election Security – Mail Vents	\$5,000.00
Election Security – Mobile Voting	\$90,000.00
Public Building Enhancement	\$63,413.00

The total 2024 SHSGP award amount for Santa Fe County is \$158,413.00.

All sub-recipients must comply with the Title 2 Code of Federal Regulations (CFR) Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and the terms and conditions of the subgrant agreement.

Please contact, Leah Baldonado Grants Manager, at (505) 274-3931 or Leah.Baldonado@dhsem.nm.gov, should you have any questions.

Sincerely,

Ali Rye
State Director

SFC CLERK RECORDED 01/23/2026



State of New Mexico
DEPARTMENT OF HOMELAND SECURITY & EMERGENCY MANAGEMENT
P.O. Box 27111, Santa Fe, NM 87502

SUBRECIPIENT GRANT AGREEMENT
FY 2024 State Homeland Security Grant Program (SHSGP)
2024 Federal Grant No.: EMW-2024-SS-05231 Assistance Listing No.: 97.067

SUB GRANT RECIPIENT INFORMATION

SUBRECIPIENT NAME	Santa Fe County	SUBGRANT NUMBER	SHSGP2024-Santa Fe County
FIDUCIARY NAME	Santa Fe County	SUPPLIER ID NO.	54297
EIN NUMBER	85-6000073	CAGE CODE	3VJKO
SAM UEI #	DANEJBLFKHY4	REMIT ADDRESS	102 Grant
PHYSICAL ADDRESS	35 Camino Justicia		Santa Fe, NM 87501
	Santa Fe, NM 87508		

NMDHSEM INFORMATION

POINT OF CONTACT	Victoria Romero	PHONE NUMBER	(505) 219-5276
EMAIL ADDRESS 1	Victoria.Romero@dhsem.nm.gov	EMAIL ADDRESS 2	DHSEM-GrantsManagement@state.nm.us

SUBGRANT AWARD INFORMATION

PERIOD OF PERFORMANCE:

START DATE October 1, 2024 END DATE September 30, 2026

NAME OF PROJECT AWARD		AMOUNT AWARDED
1	Election Security - Mail Vents	\$5,000.00
2	Election Security - Mobile Voting	\$90,000.00
3	Public Building Enhancement	\$63,413.00
4		
5		
SHSGP TOTAL AWARDED AMOUNT		\$158,413.00

SEC CLERK RECORDED 01/23/2026

WHEREAS, the New Mexico Department of Homeland Security and Emergency Management (NMDHSEM) has been designated by the United States Department of Homeland Security (USDHS) to serve as grantee and is thereby authorized to issue this agreement to the applicant, subrecipient, and subgrantee.

WHEREAS, funding has been obligated from the USDHS pursuant to a request by the applicant, subrecipient, and subgrantee.

NOW, THEREFORE it is mutually understood and agreed between the grantee, NMDHSEM, and subgrantee, Santa Fe County hereinafter referred to as "subrecipient" as follows:

ARTICLE 1: SUBGRANT AGREEMENT DOCUMENTS

The following additional subgrant agreement documents are fully incorporated into this agreement and thereby constitute additional terms and conditions of this agreement:

This Agreement:

- The U. S. Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) Fiscal Year 2024 Homeland Security Grant Program | FEMA.gov
- Attachment 1: USDHS Standard Terms and Conditions (November 29, 2022) which are incorporated by reference into this Subgrant Agreement.
- Attachment 2: Reimbursement Checklist.
- Attachment 3: NQS Implementation Phase Objectives
- Attachment 4: Glossary and Definitions.
- Attachment 5: Acronyms.

ARTICLE 2: SCOPE OF WORK

As authorized by Section 2002 of the Homeland Security Act of 2002, as amended, (Pub. L. No. 107-296 as amended) (6 U.S.C Section 603), and the Department of Homeland Security Consolidated Appropriations Act, 2023 (Pub. L. No. 117-328), the subrecipient shall use State Homeland Security Grant Program (SHSGP) funds to support efforts to build, sustain, and deliver the capabilities necessary to prevent, prepare for, protect against, and respond to acts of terrorism. Specifically, these funds shall be utilized by the subrecipient for projects previously identified in the 2024 SHSGP Application and approved by the NMDHSEM Secretary or designee.

All work performed pursuant to this agreement must comply with the approved 2024 SHSGP Application. All work must be completed within the performance period, between October 1, 2024, and September 30, 2026. The subrecipient shall not subgrant any part of this award to any other entity or organization.

ARTICLE 3: PROJECT IMPLEMENTATION

Approved projects must commence within the first reporting quarter. If a project cannot commence and be operational within the first reporting quarter of the approved award date, the subrecipient must submit a written statement to the NMDHSEM Point of Contact as identified on page 1, of this document signed by the subrecipient signatory officials, justifying the delay in implementation, the expected starting date, and a formal request to extend the project start date past the first reporting quarter. At the sole discretion of NMDHSEM, the grant award is subject to cancellation and funds may be de-obligated and reallocated to other projects. Applicants are strongly encouraged to begin planning to sustain existing capabilities through funding mechanisms other than DHS preparedness grants.

ARTICLE 4: REPORTING REQUIREMENTS

The subrecipient, shall submit timely **Quarterly Financial Progress Reports (FPR)** and **Performance Progress Reports (PPR)** to the NMDHSEM Point of Contact identified on page 1. Use of outdated forms will not be accepted. All quarterly reports are due: October 15, January 15, April 15, and July 15 within the Period of Performance (POP) beginning after the conclusion of the first quarter of grant activity. **Requests for payment will be processed ONLY if both quarterly reports are received on time.**

- **Final reports:** Due 15 days after the end of the POP. The Final Narrative Report will suffice as the final performance progress report.

The subrecipient must immediately report in writing to the NMDHSEM Point of Contact alleged acts or allegations of fraud or misappropriation of funds for work authorized under this Subgrant Agreement. This requirement extends further to an obligation by the subrecipient to report any legal action, lawsuit, bankruptcy, or other action that may jeopardize the successful completion of any authorized project.

ARTICLE 5: REIMBURSEMENTS

Reimbursement shall be based upon authorized and allowable expenditures consistent with the project narrative, grant guidelines, and the submission of timely financial and performance progress reports. Payments may be withheld by NMDHSEM pending correction of deficiencies. Reimbursement of expenditures shall be requested at least quarterly for expenditures within the performance period. Expenditures must be supported with source documentation (e.g., copies of proof of payment, invoices, receipts, timesheets with name/wage/hours, cost allocation, warrants, etc.). The NMDHSEM staff will not process reimbursements if quarterly PPRs and FPRs are not submitted.

All reimbursements are contingent upon funds being allocated, budgeted, and encumbered for that purpose.

DELAYS AND DENIAL OF PAYMENT: Reduce delays in processing of payment requests by checking for accuracy prior to submission. Reasons for NMDHSEM declining payment requests include, but are not limited to, the following:

- The Period of Performance has expired;
- The amount exceeds the remaining funding available for disbursement prior to the final financial and program compliance reviews (the hold or funding retention amount);
- Request for Payment requires a state and/or budget amendment, and cannot be processed until the amendment request is received/approved;
- The reimbursement requested is for an activity outside of the approved scope of work;
- Forms are not signed by an authorized person, or are signed by only one signatory;
- Reimbursement of awarded funds have been suspended due to a non-compliance issue such as failure to submit quarterly reports; or
- Reimbursements of awarded funds have been suspended due to noncompliance activities.

CONTRACTS: All contracts must be submitted to the NMDHSEM Point of Contact for NMDHSEM review prior to implementation.

EQUIPMENT: Per 2 CFR 200.1, equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost that equals or exceeds the lesser of the capitalization level established by the recipient or subrecipient for financial statement purposes, or \$10,000. Allowable equipment categories are listed on the web-based FEMA Authorized Equipment List (AEL): www.fema.gov/grants/tools/authorized-equipment-list. Screenshots of the AEL number and description are required to be submitted along with the Request for Approval (RFA). Some equipment items require prior approval from FEMA before obligation or purchase of the items. Please reference the AEL grant notes for each equipment

item to ensure prior approval is not required or to ensure prior approval is obtained if necessary. Subrecipients may purchase equipment not listed on the AEL, but only if they first seek and obtain prior approval from FEMA through NMDHSEM. Unless otherwise stated, all equipment must meet all mandatory regulatory and/or FEMA-adopted standards to be eligible for purchase using these funds. In addition, subrecipients will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment.

TRAVEL: All reimbursable travel must be pre-approved by NMDHSEM 30 days prior to travel date.

PER DIEM: Reimbursements for state, local, tribal, and territorial jurisdictions cannot exceed the rates of the New Mexico Per Diem and Mileage Act, NMSA 1978, Section 10-8-4 (2021). Visit the [Department of Finance and Administration](#) for the latest rates.

TRAINING: Requires NMDHSEM pre-approval 30 days prior to registering or participating in training opportunities.

EXERCISE: Requires submission of an After-Action Report/Improvement Plan (AAR/IP) within 60 days after conduct of an exercise. The AAR/IP must be submitted to NMDHSEM's Training and Exercise Unit.

FOOD AND BEVERAGES: Per National Preparedness Directorate (NPD) allowances, food and/or beverage expenses provided by recipients are allowable costs if:

- The food and/or beverages are provided to participants at training sessions, meetings, or conferences that are allowable activities under the NPD program guidelines; and
- Expenses incurred for food and/or beverages, and provided at training sessions, meetings, or conferences, satisfy the following tests:
 - o The cost of the food and/or beverages provided is considered to be reasonable.
 - o The food and/or beverages provided are subject of a work-related event and work continues after meals are served.
 - o Participation by all participants is mandatory; and
 - o The food and/or beverages provided are not related directly to amusement and/or social event. (Any event where alcohol is being served is considered a social event; therefore, costs associated with the event are not allowed).

SEC. CLERK RECEIVED 11/03/2026

NON-REIMBURSABLE EXPENSES:

- Grant funds must comply with [FEMA Policy 207-22-0002, Prohibited or Controlled Equipment Under FEMA Awards](#), and may not be used for the purchase of firearms, ammunition, grenade launchers, bayonets, or weaponized aircraft, vessels, or vehicles of any kind with weapons installed;
- Applying funds toward hiring full-time or permanent sworn public safety officers
- Reimbursement for the maintenance or wear and tear costs of general use vehicles (e.g., construction vehicles), medical supplies, and emergency response apparatus (e.g., fire trucks, ambulances); and
- Equipment that is purchased for permanent installation and/or use, beyond the scope of the conclusion of the exercise (e.g., electronic messaging sign).
- Transfer of funds between any programs.
- Contracts, single vendor response to a competitive bid, sole source contracts, and procurements greater than \$60,000 not pre-approved by NMDHSEM.
- Training and related travel costs not pre-approved by NMDHSEM.
- Construction and renovation.
- Indirect costs.
- Supplanting (using federal funds to purchase items previously budgeted for with state, local, tribal, and territorial funds).
- Maintenance and/or wear and tear costs of general use vehicles and emergency response apparatus.
- Equipment purchased for an exercise cannot be used for permanent installation and/or beyond the scope of an exercise.
- Entertainment and sporting events.
- Personal items such as laundry, personal hygiene items, magazines, in-room movies, personal travel, personal phone calls.
- Travel insurance, visa, and passport charges.

- Lodging costs in excess of state per diem, as appropriate.
- Food reimbursement when travel does not exceed 24 hours.
- Alcoholic beverages.
- Late fees, or interest charges.
- Lobbying, political contributions, legislative liaison activities.
- Organized fund-raising, including salaries of persons while engaged in these activities.
- Land acquisition.
- Expenditures not supported with appropriate documentation when submitted for reimbursement. Only properly documented expenditures will be processed for payment. Unsupported expenditures will be returned to the jurisdiction for resubmission.
- Expenses not pre-approved by NMDHSEM via a RFA form.
- Operation Stonegarden (OPSG) Only
 - costs associated with evidence collection, arrest processing, prosecution, and Traffic/DUI checkpoints, such as evidence documentation cameras, fingerprinting supplies, alcohol breathalyzers, portable work lights, traffic barricades, and similar law enforcement expenses
 - costs associated with staffing and general IT computing equipment and hardware, such as personal computers, faxes, copy machines, modems, etc
 - hiring full-time or permanent sworn public safety officers
 - supplant inherent routine patrols and law enforcement operations or activities not directly related to providing enhanced coordination between local and federal law enforcement agencies
 - construction and/or renovation costs are prohibited

ARTICLE 6: PERFORMANCE MEASURES

The quarterly PPR form shall demonstrate performance and progress relative to acceptable performance metrics identified in The U. S. Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) Fiscal Year 2024 Homeland Security Grant Program | FEMA.gov.

FY 2024 Performance Metrics:

- Percentage of funding allocated by the subrecipient to core capabilities to build or sustain national priorities identified in the HSGP FY 2024 NOFO.
- Percentage of funding and projects allocated by the subrecipient that align to capability gaps identified through the THIRA/SPR process.
- Percentage of projects identified by the subrecipient that address a capability gap in a core capability that has a target(s) rated as high.

ARTICLE 7: SUBRECIPIENT MONITORING POLICY

The NMDHSEM as the pass-through entity is responsible for monitoring their subrecipients in a manner consistent with the terms of the federal award at 2 C.F.R. Part 200, including 2 C.F.R. § 200.332. This includes the responsibility to monitor the activities of the subrecipient as necessary to ensure that the sub-award is used for authorized purposes, in compliance with federal statutes, regulations, and the terms and conditions of the sub-award; and that sub-award performance goals are achieved.

In terms of overall award management, subrecipient responsibilities include, but are not limited to accounting of receipts and expenditures, cash management, maintaining adequate financial records, reporting and refunding expenditures disallowed by audits, or other assessments and reviews, and ensuring overall compliance with the terms and conditions of the award or sub-award, as applicable, including the terms of 2 C.F.R. Part 200.

The NMDHSEM will conduct periodic monitoring as required to ensure that program goals, objectives, timelines, budgets, and other related program criteria are being met. The NMDHSEM will periodically monitor, review, and conduct analysis of financial, programmatic, and administrative policies, procedures, and practices. This monitoring may include review of accounting for receipts and expenditures, cash management, maintaining adequate financial records, means of allocating and tracking costs, contracting, procurement, records management, payroll, means of allocating staff costs, property and equipment management system, progress of project activities, etc. Monitoring may include desk and field audits. Technical assistance is available from NMDHSEM staff.

ARTICLE 8: FUNDING RESTRICTIONS; ALLOWABLE AND UNALLOWABLE COSTS; AND RECOVERY OF FUNDS

All costs charged to awards covered by the USDHS NOFO Fiscal Year 2023 Homeland Security Grant Program must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements at 2 C.F.R. Part 200, unless otherwise indicated in the funding notice, or the terms and conditions of the award. This includes, among other requirements, that costs must be incurred, and products and services must be delivered, within the period of performance of the award. See 2 C.F.R. § 200.403(h) (referring to budget periods, which for FEMA awards under this award is the same as the period of performance).

In general, the Cost Principles establish standards for the allowability of costs, provide detailed guidance on the cost accounting treatment of costs as direct or administrative costs, and set forth allowability principles for selected items of cost. More specifically, except as otherwise stated in The U. S. Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) Fiscal Year 2024 Homeland Security Grant Program | FEMA.gov, the terms and condition of an award, or other program materials, costs charged to awards covered by The U. S. Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) Fiscal Year 2024 Homeland Security Grant Program | FEMA.gov must be consistent with the Cost Principles for Federal Awards located at 2 C.F.R. Part 200, Subpart E. In order to be allowable, all costs charged to a FEMA award or applied to the cost share must be reasonable in nature and amount and allocable to the particular FEMA award. Additionally, all costs charged to awards must comply with the grant program's applicable statutes, policies, and requirements in this notice as well as with the terms and conditions of the award. If FEMA and/or NMDHSEM staff identify costs that are inconsistent with any of these requirements, these costs may be disallowed, and FEMA and/or NMDHSEM staff may recover funds as appropriate, consistent with applicable laws, regulations, and policies.

As part of those requirements, subrecipients may only use federal funds for the purposes set forth in The U. S. Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) Fiscal Year 2024 Homeland Security Grant Program | FEMA.gov and the terms and conditions of the award, and those costs must be consistent with the statutory authority for the award.

Grant funds may not be used for matching funds for other federal grants/cooperative agreements, lobbying, or intervention in federal regulatory or adjudicatory proceedings. In addition, federal funds may not be used to sue the federal government or any other government entity.

See the Allowable Cost Matrix section in The U. S. Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) Fiscal Year 2024 Homeland Security Grant Program | FEMA.gov for allowable cost activities.

Equipment. The allowable prevention, protection, mitigation, response, and recovery equipment categories for SHSGP are listed on the FEMA Authorized Equipment List (AEL): <https://www.fema.gov/grants/tools/authorized-equipment-list>. Some equipment items require prior approval from FEMA through NMDHSEM before obligation or purchase of the items. Please reference the grant notes for each equipment item to ensure prior approval is not required or to ensure prior approval is obtained if necessary. Subrecipients may purchase equipment not listed on the AEL, but only if they first seek and obtain prior approval from FEMA through NMDHSEM. Allowable equipment

is listed on the FEMA Authorized Equipment List (AEL): <https://www.fema.gov/grants/tools/authorized-equipment-list>.

Unless otherwise stated, all equipment must meet all mandatory regulatory and/or FEMA-adopted standards to be eligible for purchase using these funds. In addition, recipients will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment.

Investments in emergency communications systems and equipment must meet applicable guidance identified in the [SAFECOM Guidance on Emergency Communications Grants \(SAFECOM Guidance\)](#). Such investments must be coordinated with the New Mexico Statewide Interoperability Coordinator (SWIC) and the State Interoperability Governing Body (SIGB) to ensure interoperability and long-term compatibility.

Training. Allowable training-related costs under SHSGP include the establishment, support, conduct, and attendance of training specifically identified under the SHSGP program and/or in conjunction with emergency preparedness training by other federal agencies (e.g., Health and Human Services [HHS] and Department of Transportation [DOT]). Training conducted using SHSGP funds should address a performance gap identified through an Integrated Preparedness Plan (IPP) or other assessments (e.g., National Emergency Communications Plan [NECP] Goal Assessments) and contribute to building a capability that will be evaluated through a formal exercise. See the [The U. S. Department of Homeland Security \(DHS\) Notice of Funding Opportunity \(NOFO\) Fiscal Year 2024 Homeland Security Grant Program | FEMA.gov](#) for further information on allowable costs under this category.

Some training activities require Environmental and Historic Preservation (EHP) Review, including exercises, drills or trainings that require any type of land, water, or vegetation disturbance or building of temporary structures or that are not located at facilities designed to conduct training and exercises. Information on training requirements and EHP review can be found online at <https://www.fema.gov/media-library/assets/documents/90195>.

Exercises. Funding is allowable to design, develop, conduct and evaluate preparedness exercises. See the [The U. S. Department of Homeland Security \(DHS\) Notice of Funding Opportunity \(NOFO\) Fiscal Year 2024 Homeland Security Grant Program | FEMA.gov](#) for further information on allowable costs under this category. Exercises conducted with grant funding should be managed and conducted consistent with Homeland Security Exercise and Evaluation Program (HSEEP). The HSEEP guidance for exercise design, development, conduct, evaluation, and improvement planning is located at <https://www.fema.gov/emergency-managers/national-preparedness/exercises/hseep>.

Some exercise activities require EHP review, including exercises, drills or trainings that require any type of land, water, or vegetation disturbance or building of temporary structures or that are not located at facilities designed to conduct training and exercises. Additional information on exercise requirements and EHP review can be found online at https://www.fema.gov/sites/default/files/documents/fema_gpd-ehp-policy-guidance.pdf.

Maintenance and Sustainment. Preparedness grant funds may be used to purchase maintenance contracts or agreements, warranty coverage, licenses, and user fees. These contracts may exceed the period of performance if they are purchased incidental to the original purchase of the system or equipment as long as the original purchase of the system or equipment is consistent with that which is typically provided for, or available through, these types of agreements, warranties, or contracts.

When purchasing a stand-alone warranty or extending an existing maintenance contract on an already-owned piece of equipment system, coverage purchased may not exceed the period of performance of the award used to purchase the maintenance agreement or warranty, and it may only cover equipment purchased with SHSGP funds or for equipment dedicated for SHSGP-related purposes. As with warranties and maintenance agreements, this extends to licenses and user fees as well.

The use of FEMA preparedness grant funds for maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are allowable under all active and future grant awards, unless otherwise noted. Except for maintenance plans or extended warranties purchased incidental to the original purchase of the equipment, the period covered by maintenance or warranty plan must not exceed the POP of the specific grant funds used to purchase the plan or warranty.

The policy set forth in FEMA's Information Bulletin (IB) 379, Guidance to State Administrative Agencies to Expedite the Expenditure of Certain USDHS/FEMA Grant Funding, initially for FY 2007-2011, allows for the expansion of eligible maintenance and sustainment costs which must be in (1) direct support of existing capabilities; (2) must be an otherwise allowable expenditure under the applicable grant program; (3) be tied to one of the core capabilities in the five mission areas contained within the Goal, and (4) shareable through the EMAC. Additionally, eligible costs may also be in support of equipment, training, and critical resources that have previously been purchased with either federal grant or any other source of funding other than FEMA preparedness grant program dollars.

Construction and Renovation. All construction and renovation projects require EHP review. Subrecipients proposing projects that have the potential to impact the natural or built environment, including, but not limited to, the construction of communication towers; modification or renovation of existing buildings, structures, and facilities; new construction, including replacement or relocation of facilities; and some training activities, must participate in the FEMA EHP review process. For the purposes of the limitations on funding levels, communications towers are not considered construction. All construction of communication towers requires EHP review. When applying for funds to construct communication towers, recipients and subrecipients must submit evidence that the Federal Communication Commission's Section 106 of the National Historic Preservation Act, Pub. L. No. 89-665, as amended, review process has been completed and submit all documentation resulting from that review to FEMA with a Grant Programs Directorate (GPD) EHP Screening Form and supporting materials for EHP review.

Written approval must be provided by FEMA through NMDHSEM prior to the use of any SHSGP funds for construction or renovation. When applying for construction funds, subrecipients must submit evidence of approved zoning ordinances, architectural plans, and any other locally required planning permits. Additionally, subrecipients are required to submit a SF-424C form with budget detail citing the project costs, and an SF-424D Form for standard assurances for the construction project.

Unallowable Costs

- Per FEMA policy, the purchase of weapons and weapons accessories, including ammunition is not allowed with SHSGP funds;
- Grant funds may not be used for the purchase of equipment not approved by FEMA. Grant funds must comply with FEMA Policy 207-22-0002 Prohibited or Controlled Equipment Under FEMA Awards, and may not be used for the purchase of the following equipment: firearms; ammunition; grenade launchers; bayonets; or weaponized aircraft, vessels, or vehicles of any kind with weapons installed;
- Unauthorized exercise-related costs include:
 - Reimbursement for the maintenance or wear and tear costs of general use vehicles (e.g., construction vehicles), medical supplies, and emergency response apparatus (e.g., fire trucks, ambulances); and
 - Equipment that is purchased for permanent installation and/or use, beyond the scope of the conclusion of the exercise (e.g., electronic messaging sign).

ARTICLE 9: PROCUREMENT

Procurement shall comply with all federal, state, and local procurement requirements including 2 C.F.R. § 200.320 and the New Mexico Procurement Code for expenditure of funds under this Agreement. The subrecipient must conform to applicable state and federal law and the Procurement Standards Sections 2 C.F.R. § 200.317 through 2 C.F.R. § 200.327, and Appendix II to Part 200.

Contractors that develop or draft specifications, requirements, Statements of Work, and/or Requests for Proposals (RFP) for a proposed procurement shall be excluded from bidding or submitting a proposal to compete for the award of such procurement. Local bidder's preference is not allowed for federally funded procurements. Procurement transactions shall be conducted to provide maximum open and free competition.

When procuring property and services under this agreement, the subrecipient will follow 2 C.F.R. § 200.318 through 2 C.F.R. § 200.327 and Appendix II to Part 200. The subrecipient must use its own documented procurement procedures which reflect applicable state, local, tribal, and territorial laws, and regulations, provided that the procurements conform to applicable federal law and the standards identified in 2 C.F.R. 200. As such, the subrecipient must use one of the methods of procurement identified in 2 C.F.R. § 200.320. A RFA form must be approved by NMDHSEM staff prior to any-tangible expenditures.

Procurement Documentation: Per 2 C.F.R. § 200.318(i), subrecipients are required to maintain and retain records sufficient to detail the history of procurement covering at least the rationale for the procurement method, selection of contract type, contractor selection or rejection, and the basis for the contract price. States and territories are encouraged to maintain and retain this information as well and are reminded that in order for any cost to be allowable, it must be adequately documented per 2 C.F.R. § 200.403(g). Examples of the types of documents that would cover this information include but are not limited to:

1. Solicitation documentation, such as requests for quotes, invitations for bids, or requests for proposals;
2. Responses to solicitations, such as quotes, bids, or proposals;
3. Pre-solicitation independent cost estimates and post-solicitation cost/price analyses on file for review by federal personnel, if applicable;
4. Contract documents and amendments, including required contract provisions; and
5. Other documents required by federal regulations applicable at the time a subgrant is awarded to a subrecipient.

Additional information on required procurement records can be found in the Procurement Disaster Assistance Team (PDAT) Field Manual, https://www.fema.gov/sites/default/files/documents/fema_PDAT-field-manual_102021.pdf.

Procurement from Minority Owned and Women Owned Business is encouraged and must be tracked and reported to NMDHSEM on the quarterly reports. Procurement transactions shall be conducted to provide maximum open and free competition. Each sole-source procurement single vendor response to a competitive bid, and all purchases require prior approval of NMDHSEM.

ARTICLE 10: COMPETITION AND CONFLICTS OF INTEREST

Among the requirements of 2 C.F.R. § 200.319(b) applicable to all non-federal entities other than states, in order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. The FEMA considers these actions to be an organizational conflict of interest and interprets this restriction as applying to contractors that help a subrecipient develop its grant application, project plans or project budget. This prohibition also applies to the use of former employees to manage the grant or carry out a contract when those former employees worked on such activities while they were employees of the non-federal entity.

Under this prohibition, unless the subrecipient solicits for and awards a contract covering both development and execution of specifications (or similar elements as described above), and this contract was procured in compliance with 2 C.F.R. § 200.317 through 2 C.F.R. § 200.327, federal funds cannot be used to pay a contractor to carry out the work if that contractor also worked on the development of those specifications. This rule applies to all contracts funded with federal grant funds, including pre-award costs, such as grant writer fees, as well as post-award costs,

such as grant management fees. Additionally, some of the situations considered to be restrictive of competition include, but are not limited to:

1. Placing unreasonable requirements on firms for them to qualify to do business;
2. Requiring unnecessary experience and excessive bonding;
3. Noncompetitive pricing practices between firms or between affiliated companies;
4. Noncompetitive contracts to consultants that are on retainer contracts;
5. Organizational conflicts of interest;
6. Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement; and
7. Any arbitrary action in the procurement process.

Per 2 C.F.R. § 200.319(c), the subrecipient must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, tribal, or territorial geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. **When contracting for architectural and engineering services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.**

Under 2 C.F.R. § 200.318(c)(1), the subrecipient is required to maintain written standards of conduct covering conflicts of interest and governing the actions of their employees engaged in the selection, award, and administration of contracts. **No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest.** Such conflicts of interest would arise when the employee, officer or agent, any member of his or her immediate family, his or her partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, subrecipients entities may set standards for situations in which the financial interest is not substantial, or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-federal entity.

Under 2 C.F.R. § 200.318(c)(2), if the subrecipient has a parent, affiliate, or subsidiary organization that is not a state, local, tribal or territorial government, the subrecipient must also maintain written standards of conduct covering organizational conflicts of interest. In this context, organizational conflict of interest means that because of a relationship with a parent company, affiliate, or subsidiary organization, the subrecipient is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization. The non-federal entity must disclose in writing any potential conflicts of interest to FEMA or NMDHSEM in accordance with applicable FEMA policy.

ARTICLE 11: REQUIREMENTS FOR SMALL UNMANNED AIRCRAFT SYSTEM (sUAS)

All requests to purchase Small Unmanned Aircraft Systems (sUAS) with FEMA grant funding must comply with FEMA Policy 207-22-0002, Prohibited or Controlled Equipment Under FEMA Awards, and also include a description of the policies and procedures in place to safeguard individuals' privacy, civil rights, and civil liberties of the jurisdiction that will purchase, take title to or otherwise use the sUAS equipment. sUAS policies are not required at the time of application but must be received and approved by FEMA prior to obligating HSGP funds. All grant-funded procurements must be executed in a manner compliant with federal procurement standards at 2 C. F. R § 200.317 through 2 C.F.R. § 200.327. For recipients that use HSGP funds for sUAS, FEMA advises that there is a general privacy concern related to the use of this equipment if the data the devices collect is transmitted to servers not under the control of the operator. It has been reported that some manufacturers of sUAS encrypt data and send that data to

servers outside the United States. The U.S. Department of Homeland Security's Privacy Office suggests the recipient fully explore data transmission and storage issues with vendors to reduce the possibility of data breaches.

Additionally, the Joint Explanatory Statement (JES) accompanying the FY 2024 DHS Appropriations Act further requires recipients to certify they have reviewed the Industry Alert on Chinese Manufactured Unmanned Aircraft Systems, and completed a risk assessment that considers the proposed use of foreign-made sUAS to ascertain potential risks (e.g., privacy, data breaches, cybersecurity, etc.) related to foreign-made versus domestic sUAS.

Acquisition and Use of Technology to Mitigate UAS (Counter-UAS)

In August 2020, FEMA was alerted of an advisory guidance document issued by DHS, the Department of Justice, the Federal Aviation Administration, and the Federal Communications Commission: Interagency Legal Advisory on UAS Detection and Mitigation Technologies Homeland Security (dhs.gov). The purpose of the advisory guidance document is to help non-federal public and private entities better understand the federal laws and regulations that may apply to the use of capabilities to detect and mitigate threats posed by UAS operations (i.e., Counter-UAS or C-UAS).

The Departments and Agencies issuing the advisory guidance document, and FEMA, do not have the authority to approve non-federal public or private use of UAS detection or mitigation capabilities, nor do they conduct legal reviews of commercially available product compliance with those laws. The advisory does not address state and local laws nor potential civil liability, which UAS detection and mitigation capabilities may also implicate.

It is strongly recommended that, prior to the testing, acquisition, installation, or use of UAS detection and/or mitigation systems, entities seek the advice of counsel experienced with both federal and state criminal, surveillance, and communications laws. Entities should conduct their own legal and technical analysis of each UAS detection and/or mitigation system and should not rely solely on vendors' representations of the systems' legality or functionality. Please also see the DHS press release on this topic for further information: Interagency Issues Advisory on Use of Technology to Detect and Mitigate Unmanned Aircraft Systems Homeland Security (dhs.gov).

ARTICLE 12: GENERAL SERVICES ADMINISTRATION SCHEDULES

States, tribes, and local governments, and any instrumentality thereof (such as local education agencies or institutions of higher education) may procure goods and services from a General Services Administration (GSA) schedule. GSA offers multiple efficient and effective procurement programs for state, tribal, and local governments, and instrumentalities thereof, to purchase products and services directly from pre-vetted contractors. The GSA Schedules (also referred to as the Multiple Award Schedules and the Federal Supply Schedules) are long-term government-wide contracts with commercial firms that provide access to millions of commercial products and services at volume discount pricing. Information about GSA programs for states, tribes, and local governments, and instrumentalities thereof, can be found at GSA's Programs for State and Local Governments and State and Local Governments webpages.

For tribes, local governments, and their instrumentalities that purchase off of a GSA schedule, this will satisfy the federal requirements for full and open competition provided that the subrecipient follows the GSA ordering procedures; however, tribes, local governments, and their instrumentalities will still need to follow the other rules under 2 C.F.R. § 200.317 through 2 C.F.R. § 200.327, such as solicitation of minority businesses, women's business enterprises, small businesses, or labor surplus area firms (2 C.F.R. § 200.321), domestic preferences (2 C.F.R. § 200.322), contract cost and price (2 C.F.R. § 200.324), and required contract provisions (2 C.F.R. § 200.327 and Appendix II to Part 200).

Other Supply Schedules and Programs: For non-federal entities other than states (such as tribes, local governments, and nonprofits) that want to procure goods or services from a state supply schedule, cooperative purchasing

program, or other similar program, in order for such procurements to be permissible under federal requirements, the following must be true:

1. The procurement of the original contract or purchasing schedule and its use by the non-federal entity complies with state and local law, regulations, and written procurement procedures;
2. The state or other entity that originally procured the original contract or purchasing schedule entered into the contract or schedule with the express purpose of making it available to the non-federal entity and other similar types of entities;
3. The contract or purchasing schedule specifically allows for such use, and the work to be performed for the non-federal entity falls within the scope of work under the contract as to type, amount, and geography;
4. The procurement of the original contract or purchasing schedule complied with all the procurement standards applicable to a non-federal entity other than states under at 2 C.F.R. § 200.317 through 2 C.F.R. §200.327; and
5. With respect to the use of a purchasing schedule, the non-federal entity must follow ordering procedures that adhere to applicable state, tribal, and local laws and regulations and the minimum requirements of full and open competition under 2 C.F.R. Part 200.

If a non-federal entity other than a state seeks to use a state supply schedule, cooperative purchasing program, or other similar type of arrangement, FEMA recommends the subrecipient discuss the procurement plans with its NMDHSEM Point of Contact.

ARTICLE 13: CONTRACTS

Contracts for professional and consultant services executed during this grant period must include federal, state, local, tribal, and territorial government required contract language, a project budget, and require pre-approval by NMDHSEM prior to implementation. Contract deliverables must meet the intent of the grant application and grant requirements. Justification is required for compensation for individual consultant services, which must be reasonable and consistent with the amount paid for similar services in the marketplace. Detailed invoices and time and effort reports are required for consultants. All contracts must be submitted to the NMDHSEM Point of Contact with a completed NMDHSEM Procurement Checklist for NMDHSEM review prior to implementation. See 2 C.F.R. § 200.1, and 2 C.F.R. 200 Appendix II to Part 200 for Contract Provisions for Non-Federal Entity Contracts under Federal Awards.

ARTICLE 14: AUDIT REQUIREMENTS

As the federal grant recipient, the State of New Mexico requires a subrecipient expending \$1,000,000.00 or more in federal funds in the organization's fiscal year to conduct an organization-wide audit in accordance with 2 C.F.R. 200 Subpart F. The subrecipient will permit NMDHSEM staff and auditors to have access to the subrecipient's and third-party contractors' records and financial statements as necessary for the State of New Mexico to comply with 2 C.F.R. 200 Subpart E. Copies of audit findings must be submitted to the NMDHSEM Point of Contact within 30 days after the subrecipient receives its audit report, or within a 9-month period of the grant closeout date, whichever is earlier. Include the federal agency name, program, grant number, and year; the Assistance Listing title and number; and the name of the pass-through agency.

ARTICLE 15: PROPERTY AND EQUIPMENT MANAGEMENT

The subrecipient will follow the property standards articulated in 2 C.F.R. § 200.310 through 2 C.F.R. § 200.316. The subrecipient shall maintain an effective property management system; safeguards to prevent loss, damage or theft; maintenance procedures to keep equipment in good condition; and disposition procedures. A Property Inventory Report shall be submitted to NMDHSEM annually each January 30 with the Financial Progress Report during the performance period, and continued submission is required annually until final disposition of the equipment. The

subrecipient shall, when practical, prominently display the following on any equipment purchased with award funds: Purchased with funds provided by the U.S. Department of Homeland Security. No equipment purchased with these grant funds may be assigned to other entities or organizations without the expressed approval in writing from NMDHSEM, prior to the jurisdiction's encumbrance or expenditure for that equipment.

Any disposition of SHSGP/OPSG property or equipment must be in accordance with 2 C.F.R. 200.313(e) and pre-approved by FEMA through NMDHSEM.

ARTICLE 16: NATIONAL ENVIRONMENTAL POLICY ACT (NEPA)/ENVIRONMENTAL PLANNING AND HISTORIC PRESERVATION (EHP) COMPLIANCE

The subrecipient must provide information to FEMA of the legally required environmental planning and historic preservation (EHP) review and to ensure compliance with the applicable EHP laws and Executive Orders (EO). These EHP requirements include but are not limited to National Environmental Policy Act, National Historic Preservation Act, Endangered Species Act, E 11988 Floodplain Management, EO 11990 Protection of Wetlands, and EO 12898 Environmental Justice. The subrecipient must comply with all federal, state, local, tribal, and territorial EHP requirements and obtain applicable permits and clearances. See FEMA Policy: Grant Program Directorate Environmental Planning and Historic Preservation, FEMA Policy #108-023-1, Revision 2 for more information.

Subrecipients shall not undertake any activity from the project that would result in ground disturbance, facility modification, or relates to the use of sonar equipment without the prior approval of FEMA. These include but are not limited to communications towers, physical security enhancements involving ground disturbance, new construction, and modifications to buildings that are 50 years old or older, construction projects inside buildings less than 43 years old and exercises. The subrecipient must comply with all mitigation or treatment measures required for the project as the result of FEMA's EHP review. An EHP Screening Form does not need to be provided for those exercises that are planned to take place at previously approved facilities, such as, fire and police academies, search and rescue training facilities, and explosive testing centers. Any type of exercise that requires any type of land, water, or vegetation disturbance or building of temporary structures must undergo an EHP review.

Any change to an approved project description will require re-evaluation for compliance with EHP requirements before the project can proceed. If ground disturbing activities occur during project implementation, the subrecipient must ensure monitoring of ground disturbance and if any potential archeological resources are discovered, the subrecipient will immediately cease construction in that area and notify NMDHSEM, FEMA and the New Mexico Historic Preservation Division. Initiation of these activities prior to completion of FEMA's EHP review will result in a non-compliance finding and may result in ineligibility of grant funding.

ARTICLE 17: PUBLICATIONS

Publications created with funding under this grant shall prominently contain the following statement: "This Document was prepared under a subgrant from the U.S. Department of Homeland Security, and the New Mexico Department of Homeland Security and Emergency Management. Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of the U.S. Department of Homeland Security or the State of New Mexico."

ARTICLE 18: RECORDKEEPING

The subrecipient will follow the record retention and access standards articulated in 2 C.F.R. § 200.333 through 2 C.F.R. § 200.337. The grant financial and administrative records shall be maintained for a period of three years following the date of the closure of the grant award, or audit if required. Time and effort, personnel and payroll records for all individuals reimbursed under the award must be maintained. Property and equipment records shall

be maintained for a period of three years following the final disposition, replacement or transfer of the property and equipment.

ARTICLE 19: CHANGES TO AWARD

In keeping with 2 C.F.R. § 200.308, the subrecipient must report deviations from the approved budget, project or program scope, or objective(s) in accordance with 2 C.F.R. § 200.329. The subrecipient must request prior approvals for budget and program plan revisions in accordance with this section. The subrecipient must request prior written approval for the following program and budget-related reasons:

- (1) Change in the scope or the objective of the project or program (even if there is no associated budget revision requiring prior written approval).
- (2) Change in key personnel (including employees and contractors) that are identified by name or position in the Federal award.
- (3) The disengagement from a project for more than three months, or a 25 percent reduction in time and effort devoted to the Federal award over the course of the period of performance, by the approved project / program director.
- (4) The inclusion, unless waived by the Federal agency, of costs that require prior approval in accordance with 2 C.F.R. Subpart E as applicable.
- (5) The transfer of funds budgeted for participant support costs to other budget categories.
- (6) Subaward activities not proposed in the application and approved in the Federal award or NMDHSEM subgrant agreement.
- (7) Changes in the total approved cost-sharing amount.
- (8) The need arises for additional Federal funds to complete the project.
- (9) Transferring funds between the construction and non-construction work under a Federal award.
- (10) A no-cost extension (meaning, an extension of time that does not require the obligation of additional Federal funds) of the period of performance

All change requests must be submitted either in writing or electronically to the NMDHSEM Point of Contact for review **90 days prior** to the termination of this agreement. All change requests must be accompanied by a justification narrative and a budget and spending plan. All change requests must be consistent with the scope of the project and grant guidelines. Change requests will be considered only if reporting requirements are current, and all other terms and conditions of this agreement have otherwise been met at the time of the request. If approved by NMDHSEM, changes in the programmatic activities, purpose of the project, key personnel specified on the grant award, contractual services for activities central to the purposes of the award, change in project site, or release of special conditions, may result in an amendment to this award. Requests for changes must be submitted using the Request for Budget-Project Revision form. **No more than two budget/project revisions will be considered per subgrant agreement.**

ARTICLE 20: EXTENSION REQUESTS

Extensions to the period of performance (POP) for this program are allowed. Extensions to the POP identified in the award will only be considered through formal, written requests and must contain specific and compelling justifications as to why an extension is required. Requests for extensions must be submitted using the Request for Subgrant Extension form.

Extensions due to exigent or emergency circumstances will be determined by NMDHSEM on a case-by-case basis. Applicants who experience technical issues must notify the NMDHSEM Point of Contact **within 90 days of the POP end date**. All extension requests must address the following:

1. The grant program, fiscal year, and award number;
2. Reason for the delay –including details of the legal, policy, or operational challenges that prevent the final outlay of awarded funds by the deadline;

3. Current status of the activity(ies);
4. Approved POP termination date and new project completion date;
5. Amount of funds drawn down to date;
6. Remaining available funds, both federal and, if applicable, non-federal;
7. Budget outlining how remaining federal and, if applicable, non-federal funds will be expended;
8. Plan for completion, including milestones and timeframes for achieving each milestone and the position or person responsible for implementing the plan for completion; and Certification that the activity(ies) will be completed within the extended POP without any modification to the original statement of work, as described in the Investment Justification (IJ) and as approved by FEMA.

Extension requests will be granted only due to compelling legal, policy or operational challenges. Extensions are typically granted for no more than a six-month period. Extension requests cannot extend past 12 months of the original subgrant agreement end date. Extension requests will only be considered for the following reasons:

1. Contractual commitments by the recipient or subrecipient with vendors prevent completion of the project, including delivery of equipment or services, within the existing POP;
2. The project must undergo a complex environmental review that cannot be completed within the existing POP;
3. Projects are long-term by design, and therefore acceleration would compromise core programmatic goals; or
4. Where other special or extenuating circumstances exist.

All requests for Subgrant award extensions must be received at NMDHSEM prior to the **90-day subgrant award termination date**. Requests for subgrant award extensions will only be considered for documented extenuating circumstances and will be reviewed by the NMDHSEM Point of Contact on a case-by-case basis.

ARTICLE 21: OTHER GENERAL PROVISIONS

- The performance period for this grant award is October 1, 2024 through September 30, 2026. Further, all personnel related grant activity must be completed between October 1, 2024 through September 30, 2026. Funds may not be obligated outside of these time periods. An obligation occurs when funds are encumbered, as with a purchase order and/or commitment of salaries and benefits. All obligated and encumbered funds must be liquidated within 15 days of the end of the performance period when the final performance progress and financial progress reports are due.
- The FY 2024 SAFECOM Guidance on Emergency Communications Grants, in coordination with stakeholders and federal partners, and the National Emergency Communications Plan Goals, targets funding priorities to address:
 - Priority 1: Governance and Leadership
 - Priority 2: Planning and Procedures
 - Priority 3: Training, Exercises, and Evaluation
 - Priority 4: Activities that Enhance Communications Coordination
 - Priority 5: Standards-Based Technology and Infrastructure
 - Priority 6: Cybersecurity
- **Deployable / Shareable Assets:** All assets supported in part or entirely with non-disaster grant funding must be readily deployable to support emergency or disaster operations per existing Intrastate Mutual Aid System, (IMAS) and/or Emergency Management Assistance Compact (EMAC) and other mutual aid agreements. Assets that may not be physically deployable but support national response capabilities, such as interoperable communications systems and equipment, is considered shareable assets. Access to and use of these assets must be made readily available upon the request of NMDHSEM.

- The signatures of the signatory officials on this award certifies that all financial expenditures, including all supporting documentation submitted for reimbursement, have been incurred by the jurisdiction, and are eligible and allowable expenditures consistent with the grant guidelines for this project. The subrecipient shall follow the financial management requirements imposed on them by NMDHSEM, which includes the requirements of the USDHS.
- The signature of the signatory officials on this award attests to the subrecipient's understanding, acceptance, and compliance with Lobbying; Debarment, Suspension, and Other Responsibility Matters; Drug-free Workplace Requirements; Conflict of Interest, and Non-Supplanting certifications. Federal funds will not be used to supplant state, local, tribal, and territorial funds. Federal funds must be used to supplement existing funds to augment program activities, and not replace those funds which have been appropriated in the budget for the same purpose. Potential supplanting may be the subject of application and pre-award, post-award monitoring, and audit.
- The subrecipient shall ensure the accounting system used allows for separation of fund sources. These grant funds cannot be commingled with funds from other state, local, tribal, and territorial agencies, and each award is accounted for separately.
- The subrecipient shall comply with Federal Civil Rights Laws and Regulations: Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, Age Discrimination Act of 1975, and Americans with Disabilities Act of 1991. The subrecipient will take reasonable steps to ensure Limited English Proficient (LEP) persons have meaningful access to its programs and activities. Executive Order 13347 Individuals with Disabilities in Emergency Preparedness requires government to support safety and security for individuals with disabilities in situations involving disasters, including earthquakes, tornadoes, fires, floods, hurricanes, and acts of terrorism.
- The subrecipient certifies that it has an Affirmative Action Plan/Equal Employment Opportunity Plan (EEOP) (for USDHS/DOJ grants). An EEOP is not required for subrecipients of less than \$25,000.00 or fewer than 50 employees.
- The subrecipient certifies that its employees are eligible to work in the U.S. as verified by Form I-9, Immigration & Naturalization Service Employment Eligibility.

ARTICLE 22: REMEDIES FOR NON-COMPLIANCE

For the reasons listed below, special conditions may be imposed, reimbursements may be partially or wholly withheld, the award may be wholly or partly suspended or terminated, or future awards, reimbursements, and award modifications may be withheld. The NMDHSEM may institute the following, but is not limited to, withholding authority to proceed to the next phase of a project, requiring additional or more detailed financial reports, additional project monitoring, and/or establish additional prior approvals. The NMDHSEM shall notify the subrecipient of its decision in writing stating the nature and the reason for imposing the conditions/restrictions, the corrective action required and timeline to remove them, and the method of requesting reconsideration of the imposed conditions/restrictions. The subrecipient must respond within five days of receipt of notification. See 2 C.F.R. § 200.399.

- Unwillingness or inability to attain project goals.
- Unwillingness or inability to adhere to the Special Conditions section of this subgrant agreement.
- Failure or inability to adhere to grant guidelines and federal compliance requirements.
- Improper procedures regarding contracts and procurements.
- Inability to submit reliable and/or timely reports.

- Management systems which do not meet federal required management standards.
- Failure or inability to adhere to the terms and conditions of this agreement.

ARTICLE 23: TERMINATION

For Cause: In compliance with 2 C.F.R. § 200.340(a)(1), if performance is not occurring as agreed, the award may be reduced or terminated without compensation for reduction or termination costs. The NMDHSEM will provide notice of five days to the subrecipient stating the reasons for the action, steps taken to correct the problems, and the commencement date of the reduction or termination. The NMDHSEM will reimburse the subrecipient only for acceptable work or deliverables, necessary and allowable costs incurred through the date of reduction or termination. Final payment may be withheld at the discretion of NMDHSEM until completion of a final NMDHSEM review. Disposition of any equipment acquired under a terminated grant must be in accordance with 2 C.F.R. 200.313(e).

For Convenience: In compliance with 2 CFR § 200.340(a)(4), this Agreement may be terminated without cause by the subrecipient upon written notice setting forth the reasons for such termination, and the effective date at least 30 days prior to the intended date of termination. A termination pursuant to this provision does not nullify a party's obligations for performance, or liabilities for failure to perform already incurred prior to the date of termination. Any project may be terminated upon convenience, in whole or in part, for the convenience of the subrecipient; though a partial termination notification must specify that portion of the project which is to be terminated. Allowable costs obligated and/or incurred through the date of termination shall be reimbursed. Disposition of any equipment acquired under a terminated grant must be in accordance with 2 C.F.R. §200.313(e).

ARTICLE 24: SPECIAL CONDITIONS

- **The Homeland Security Grant Program Notice of Funding Opportunity Requirements** – All of the instructions, guidance, limitations, and other conditions set forth in the USDHS Preparedness Grants Manual and the NOFO for this program are incorporated here by reference in the terms and conditions of your award. All recipients must comply with any such requirements set forth in the USDHS Preparedness Grants Manual and the NOFO.
- The grant award amount is a funding allocation and is not to be interpreted as expenditure authorizations or approvals. Pre-approval from the Grants Management Bureau is required for all purchases regardless of any application review.
- All awarded projects must be planned for, conducted, budgeted, and expended within the designated performance period. Furthermore, at least 25% of the grant award must be expended in the first quarter for each project; some exceptions and/or extenuating circumstances may apply.
- **Request for Approval** - Pre-approval from NMDHSEM staff is required for all purchases regardless of any application review. The grant award amount is a funding allocation and is not to be interpreted as expenditure authorizations or approvals. A Request for Approval (RFA) form must be approved prior to any tangible expenditures.
- **National Incident Management System (NIMS)** - All subrecipients and beneficiaries must have a completed NIMS Assessment on or before September 30 of each year. All funded beneficiaries, to include but not limited to, first response agencies and special teams, must also complete a NIMS Assessment. Subrecipients must continue working on NIMS implementation objectives throughout the performance period of the grant and thereafter.

- **Threat Hazard Identification Risk Assessment (THIRA)** - All subrecipients must complete and/or revise their THIRA every three years and submit to NMDHSEM no later than October 31 of that year. www.fema.gov/sites/default/files/2020-04/CPG201Final20180525.pdf
- **Stakeholder Preparedness Report (SPR)** - All subrecipients must complete and/or revise their SPR every year and submit to NMDHSEM no later than October 31st of that year. www.fema.gov/sites/default/files/2020-04/CPG201Final20180525.pdf
- **Tactical Interoperable Communication Plan (TICP)** - All subrecipients must complete and/or revise their local and/or regional Tactical Interoperable Communication Plan every year and submit to the New Mexico Statewide Interoperability Coordinator (SWIC) and your Local Preparedness Coordinator.
- **Emergency Operations Plan (EOP)** - All subrecipients must have a current, fully promulgated All Hazards Emergency Operations Plan (EOP); compliant with Developing and Maintaining Emergency Operations Plans, Comprehensive Preparedness Guide (CPG) 101, September 2021, Version 3.0; and approved by NMDHSEM and must update at least once every two years. Sub-recipients are required to complete and include the NMDHSEM provided EOP crosswalk when submitting their EOPs to their Local Preparedness Coordinator for approval.
- **National Qualification System (NQS)** - **National Qualification System (NQS)** - All subrecipients and their beneficiaries must achieve Phase 3 NQS Implementation Objectives outlined on Attachment 3. Subrecipients must have issued PTBs to incident workforce personnel, which they designate, and ensure incident workforce personnel show progress in working towards task endorsements and minimum training requirements.
- **Integrated Preparedness Plan (IPP)** - Subrecipients must have a current multi-year Integrated Preparedness Plan that identifies preparedness priorities and activities. The current multi-year IPP must be submitted to the NMDHSEM Training and Exercise Unit before April 1 of each year.
- All subrecipients are required to conduct one exercise to test the capabilities of equipment purchased with past or current federal preparedness grants. All AAR/IP and/or AAR/IP input forms must be sent to the NMDHSEM Training and Exercise Unit no later than 60 days after the exercise. Contact the DHSEM Point of Contact for more information.
- All SHSGP performance activities will be monitored by the assigned point of contact on a quarterly basis or as needed to ensure subrecipients are conducting progressive activities to ensure project completion within the specified performance period.
- Personnel hiring, overtime, and backfill expenses are permitted under this grant to perform allowable HSGP planning, organization, training, exercise, and equipment activities. All subrecipients of HSGP funds, including SHSGP, UASI, and OPSG allocations, may not use more than 50% of their awards to pay for personnel activities unless a waiver is approved by FEMA through NMDHSEM. For more information on the 50% personnel cap, please see FEMA IB 421b, Clarification on the Personnel Reimbursement for Intelligence Cooperation and Enhancement of Homeland Security Act of 2008 (Public Law 110-412) [https://www.fema.gov/sites/default/files/2020-04/Price Wavier Act Clarification IB 421A Final 06-04-19.pdf](https://www.fema.gov/sites/default/files/2020-04/Price%20Waiver%20Act%20Clarification%20IB%20421A%20Final%2006-04-19.pdf).
- **Program Performance Reporting Requirements (PPR) and Financial Progress Reports (FPR)** – Subrecipients are responsible for providing performance reports to the State Administrative Agency, NMDHSEM, on a quarterly basis. Final financial reports are due 15 days after the end of performance period. The PPR and

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FFR shall be submitted to the point of contact and Grants Management Bureau at DHSEM-GrantsManagement@state.nm.us.

July 1 – September 30	October 15	Quarterly PPR & FPR
October 1 – December 31	January 15	Quarterly PPR & FPR
January 1 – March 31	April 15	Quarterly PPR & FPR
April 1 – June 30	July 15	Final PPR & FPR

- All revision requests must be reviewed and approved by the Grants Management Bureau. All requests must meet the original scope of the project and may result in a subgrant amendment.
- A revision of a project's scope of work must be pre-approved by the Grants Management Bureau before the jurisdiction can proceed with the request for approval process. Additional documentation may be requested from the subrecipient prior to a recommendation to NMDHSEM Leadership for final approval.
- Annual external audit reports must be submitted to NMDHSEM within 30 days of receipt by subrecipients.
- Contracts for professional and consultant services that have been executed without written pre-approval from NMDHSEM are **not eligible** for reimbursement. The subrecipient will be responsible for all costs associated with services rendered under the unapproved contract.
- The beneficiary of this award is solely responsible for all expenditures that are incurred outside of the award performance period. All expenditures that are incurred above and beyond the amount of this subgrant agreement are the sole responsibility of the subrecipient of this award.
- Upon completion of all awarded projects, any remaining funds will be de-obligated and reverted back to NMDHSEM.
- Extensions due to exigent or emergency circumstances will be determined by NMDHSEM on a case-by-case basis. Applicants who need to request an extension, must notify their NMDHSEM Point of Contact within 90 days of the POP end date.
- Grant funds may not be used for the following:
 - Unallowable Equipment: Grant funds must comply with FEMA Policy 207-22-0002 Prohibited or Controlled Equipment Under FEMA Awards, and may not be used for the purchase of firearms, ammunition, grenade launchers, bayonets, or weaponized aircraft, vessels, or vehicles of any kind with weapons installed.
 - Expenditures for weapons systems and ammunition.
 - Costs used to support the hiring of any personnel to fulfill traditional public health and safety duties nor to supplant traditional public health and safety positions and responsibilities.
 - Costs associated with hiring, equipping, training, etc. sworn public safety officers whose primary job responsibilities include fulfilling traditional public safety duties such as law enforcement, firefighting, emergency medical services, or other first responder duties.
 - Costs that supplant traditional public safety positions and responsibilities
 - Activities and projects unrelated to the completion and implementation of the SHSGP/OPSG Program.



State of New Mexico
DEPARTMENT OF HOMELAND SECURITY
& EMERGENCY MANAGEMENT
P.O. Box 27111
Santa Fe, NM 87502

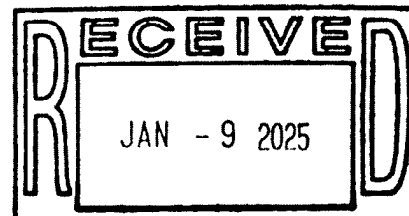
SUBRECIPIENT GRANT AGREEMENT – STATE HOMELAND SECURITY GRANT PROGRAM EMW-2024-SS-05231

The acceptance of a grant from the United States and the State of New Mexico creates a legal duty and obligation on the part of the subrecipient to use the funds or property made available in accordance with the conditions of the grant as administered by and through the New Mexico Department of Homeland Security and Emergency Management.

Signature of Acceptance

JURISDICTION SIGNATURES		
OFFICIAL SIGNATURE:	<u>[Signature]</u>	DATE: <u>12/30/24</u>
PRINTED NAME:	<u>Don D Call</u>	
CONTACT NUMBER:	<u>505-992-3072</u>	EMAIL ADDRESS: <u>dcall@santafecountynm.gov</u>
OFFICIAL SIGNATURE:	<u>[Signature]</u>	DATE: <u>1/6/2025</u>
PRINTED NAME:	<u>Yvonne S Herrera</u>	
CONTACT NUMBER:	<u>505-995-2781</u>	EMAIL ADDRESS: <u>ysherrera@santafecountynm.gov</u>
OFFICIAL SIGNATURE:	<u>[Signature]</u>	DATE: <u>1/6/2025</u>
PRINTED NAME:	<u>GREGORY S. SHAFFER, COUNTY MANAGER</u>	
CONTACT NUMBER:	<u>505-986-6200</u>	EMAIL ADDRESS: <u>gshaffer@santafecountynm.gov</u>
NMDHSEM SIGNATURES		
NMDHSEM GRANTS MANAGEMENT BUREAU CHIEF		
OFFICIAL SIGNATURE:	<u>[Signature]</u>	DATE: <u>1/14/2025</u>
PRINTED NAME:	<u>VALLI WASSER</u>	
CONTACT NUMBER:	<u>505-231-4995</u>	EMAIL ADDRESS: <u>valli.wasser@dhsem.nm.gov</u>
NMDHSEM DEPUTY CABINET SECRETARY		
OFFICIAL SIGNATURE:	<u>[Signature]</u>	DATE: <u>1/14/25</u>
PRINTED NAME:	<u>Alicia</u>	
CONTACT NUMBER:	<u>505-470-913</u>	EMAIL ADDRESS: _____

Print one original agreement, sign, and email to: DHSEM-GrantsManagement@state.nm.gov and the DHSEM Point of Contact.



NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
2024 SHSGP SUB-GRANT APPLICATION COVER SHEET

APPLICANT AGENCY NAME:	Santa Fe County Office of Emergency Management		
AGENCY/DEPARTMENT:	Santa Fe County Managers Office		
ADDRESS:	102 Grant Ave		
CITY/STATE/ZIP CODE:	Santa Fe, NM, 87507		
SHSGP FEDERAL GRANT FUNDS REQUESTED:	\$	415,087.00	
PROGRAM EMAIL ADDRESS:	ldominguez@sanfeconynm.gov		
APPLICANT POINT OF CONTACTS:			
PROGRAM POC:	Jacob Black	TITLE:	Santa Fe County Fire Chief
ADDRESS:	35 Camino Justicia, Santa Fe, NM, 87508		
PHONE:	505-992-3070	EMAIL:	jblack@sanfeconynm.gov
FISCAL POC:	Yvonne Herrera	TITLE:	Finance Director
ADDRESS:	102 Grant, Santa Fe, NM, 87501		
PHONE:	505-995-2781	EMAIL:	yvherrera@sanfeconynm.gov
Agency Federal Tax Identification Number:	85-6000073		
Agency SAM Number:	DANEJBLPKHY4		
Agency CAGE Number:	3VJK0		
Agency UEI Number (UEI # replaced the DUNS #):	193057168		
Agency New Mexico SHARE Vendor Number:	54297		
To register in SAM, please go to the SAM website: www.sam.gov/portal/public/SAM/			
Date of most recent NIMS Assessment/Certification:		DATE:	10/1/2023
Date of most recent THIRA Assessment/Certification:		DATE:	5/9/2023
Date of most recent SPR Assessment/Certification:		DATE:	In progress
Date of most recent DHSEM Approved EOP:		DATE:	In progress
Date of most recent Multi-Year IPP Schedule:		DATE:	In progress
Acknowledgement the Agency will be working towards implementation of NQS <input checked="" type="checkbox"/> CHOOSE ONE Yes			
My Jurisdiction has a property/equipment tracking and monitoring system in place that complies with the requirements set forth in 2 CFR 200.313		Yes	
An Environmental Historic Preservation (EHP) screening form is included for any activities that may require EHP review.		Yes	

Authorized Official for the Agency:

GREGORY S. SHAFFER, COUNTY MANAGER

Signature of Authorized Official:

Date Signed:

5/20/2024

Note: Electronic certified signature is acceptable. Scan of hard copy wet ink signatures are also acceptable

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**NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
PORTFOLIO INFORMATION**

This section provides the overall context for the investments and projects included in the application. Grant funding is to be prioritized to support closing capability gaps or sustaining capabilities identified in the local Threat and Hazard Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Review (SPR) process. Each IJ in this portfolio must describe how proposed investments will help build or sustain capabilities (SPR step 1) and/or address capability gaps and sustainment needs (SPR step 2) to help them achieve capability targets (THIRA step 3). IJs may also describe how proposed investments will help address functional area gaps identified in the SPR that may not be directly tied to capability targets. At a high level, applicants should identify the relevant portions of their THIRA and SPR that most of the activities in the investment will address. Then applicants must identify how the proposed investment will address one or more of the capability gaps identified in the most recent SPR. The specific capability gap as found in the SPR must be noted in the investment. The applicant should then specifically describe why those proposed activities outlined within the investment are a priority for the applicant.

Describe below how this portfolio of investments and projects addresses gaps and/or sustainment in the Threat and Hazard Identification Risk Assessment (THIRA)/Stakeholder Preparedness Review (SPR). (2500 character limit)

Sudden cardiac arrests and severe bleeding are common medical emergencies that can occur anywhere, including soft target locations such as schools, shopping malls, and public venues. By providing AEDs and Stop the Bleed Kits in these locations, we ensure rapid response to medical emergencies, mitigating the potential loss of life and reducing the severity of injuries. Equipping soft targets with these life-saving tools empowers bystanders and staff to intervene effectively in emergencies, even before professional medical help arrives. This decentralized response capability is crucial in situations where time is of the essence. AEDs and Stop the Bleed Kits are versatile resources that can address a wide range of medical emergencies, whether caused by accidents, natural disasters, or deliberate attacks. This adaptability ensures that soft targets are better prepared to respond to the diverse risks facing the nation. The integrity of elections is paramount to national security, and threats such as cyberattacks, misinformation campaigns, and physical disruptions pose significant risks to the democratic process. By investing in mail vents, mobile voting sites, large storage batteries, drones, red dot sights, vertical weapon grips, and weapon lights, we strengthen the resilience of election infrastructure against various threats. Mail vents ensure the security of mailed ballots, mobile voting sites increase accessibility, large storage batteries ensure continuity of operations during power outages, while drones provide enhanced surveillance capabilities. Red dot sights, vertical grips, and weapon lights enhance law enforcement's ability to respond effectively to potential threats during election events. Enhancing election security also involves ensuring that all eligible voters can participate in the electoral process. Mobile voting sites increase accessibility for individuals with mobility challenges or those living in remote areas, contributing to a more inclusive and resilient democracy. Whether it's ensuring the safety of individuals in soft target locations, safeguarding the integrity of the electoral process, or enhancing law enforcement capabilities to combat domestic violent extremism, these measures contribute to national security by strengthening our collective resilience and ability to withstand diverse challenges.

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT

AGENCY: **Santa Fe County**

A. Provide the Investment Name AND Number (150 character limit)	Santa Fe County Response to Domestic Violent Extremism
B. Investment Type (choose from the following menu)	Combating Domestic Violent Extremism (No minimum)
C. Enter Total Cost of Investment	\$223,272.56
D. Enter Amount of Investment obligated toward LETPA	\$136,705.00

E. Describe below how the investment addresses the National Priorities or gaps and/or sustainment in the local THIRA and SPR. (2500 character limit): Applicants must identify how the proposed investment will address one or more of the capability gaps identified in their most recent SPR. Specify why the proposed projects outlined within this investment are a priority for the applicant. Also describe any related Law Enforcement

Terrorism Prevention Activities (LETPA)

The purchase of a comprehensive array of equipment is a strategic investment in enhancing emergency response capabilities and ensuring the effective management of domestic violence extremism (DVE). Drones provide invaluable support in DVE situations by offering aerial reconnaissance and situational awareness. They can rapidly survey affected areas, identify hazards, assess the extent of damage, and locate survivors. In addition, drones equipped with thermal imaging technology can detect heat signatures, aiding in the search and rescue efforts for individuals who may be trapped or injured in inaccessible locations. In certain DVE scenarios where law enforcement may be required to neutralize threats to ensure the safety of rescue personnel and victims, weapon sights enhance accuracy and target acquisition, minimizing the risk of collateral damage. They enable law enforcement to effectively engage threats while mitigating risks to bystanders and other responders. Weapon grips improve handling and control of firearms, crucial in high-stress situations encountered during DVE responses. Additionally, weapon lights enhance target identification and threat assessment in low-light environments, enabling responders to make informed decisions and take appropriate actions to maintain safety and security. Breach tools are essential for gaining access to buildings or vehicles to reach and rescue individuals who may be trapped or injured. In DVE situations involving structural collapses, vehicle accidents, or active shooter incidents, breach tools enable responders to swiftly breach doors, windows, or barriers to reach victims and provide life-saving assistance. UTVs equipped for patient transport are invaluable assets in DVE scenarios, where traditional ambulances may face challenges accessing remote or inaccessible locations. In addition, UTVs offer greater mobility and flexibility in congested or disaster-affected areas, facilitating the efficient triage and evacuation of casualties. In summary these items represent a comprehensive approach to enhancing emergency response capabilities in DVE situations. By equipping responders with advanced technology and specialized equipment, agencies can improve situational awareness, operational effectiveness, and the overall outcome of critical incidents, ultimately saving lives and mitigating the impact of disasters on affected communities.

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NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT

AGENCY	Santa Fe County		
INVESTMENT NAME AND NUMBER	Santa Fe County Response to Domestic Violent Extremism		
PROJECT NAME	PROJECT NUMBER	PRIMARY CORE CAPABILITY	BUILD OR SUSTAIN A CAPABILITY
LETPA	1	Environmental Response/Health and Safety	Sustain
FUNDING AMOUNT	DEPLOYABLE		SHAREABLE
\$136,705.00	Yes		Yes
PROJECT MANAGEMENT STEP	PROJECT START DATE		PROJECT END DATE
Initiate	7/1/2024		6/30/2025
CONSTRUCTION, RENOVATION, RETROFILLING OR MODIFICATION OF EXISTING STRUCTURE			No
DOES THIS PROJECT SUPPORT A PREVIOUSLY AWARDED INVESTMENT			No
IF YES, IDENTIFY YEAR OF PREVIOUS AWARD			
<p>PROJECT DESCRIPTION: Describe below how the project will address the capabilities discussed in the Investment Information Tab and its terrorism nexus and/or relationship to catastrophic event(s). If applicable, identify any related LETPA, whole community, and/or equity activities. (2500 character limit)</p> <p>Expanding on the project's objectives, it seeks to fortify the operational readiness of the Santa Fe County Sheriff's Office by ensuring that deputies have immediate access to essential resources when responding to Domestic Violent Extremism (DVE) incidents. By equipping deputies on patrol and those likely to be first on the scene with advanced tools and equipment, the project aims to enhance their effectiveness in swiftly addressing and neutralizing potential threats. This initiative is designed to address the evolving nature of security challenges by providing deputies with the means to respond effectively to a wide range of DVE scenarios, including active shooter situations, hostage crises, and extremist gatherings. By increasing the average deputy's capabilities through the provision of specialized equipment such as red dot sights, weapon grips, and drones, the project aims to empower law enforcement personnel to navigate high-stress environments with confidence and precision. Furthermore, by reducing the time it takes for deputies to assess and respond to DVE incidents, the project aims to minimize the overall impact on public safety and security. Rapid and capable responses are crucial in mitigating the risk of harm to both civilians and law enforcement personnel, as well as in preventing the escalation of violence in volatile situations. Overall, this project represents a proactive approach to enhancing the Santa Fe County Sheriff's Office's ability to address the threat of domestic violent extremism. By investing in the readiness and capabilities of its deputies, the Sheriff's Office is better positioned to fulfill its mission of protecting the community and maintaining public order in the face of evolving security challenges</p>			
PROJECT FUNDING INFORMATION			
SOLUTION AREA	REQUESTED FUNDING	AEL # FOR EQUIPMENT	% OF TOTAL PROJECT FUNDING
Planning			0.00%
Organization			0.00%
Equipment	\$136,705.00		100.00%
Training			0.00%
Exercises			0.00%
TOTAL PROJECT FUNDING:	\$136,705.00		

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT

AGENCY **Santa Fe County**INVESTMENT NAME AND NUMBER **Santa Fe County Response to Domestic Violent Extremism**

PROJECT NAME	PROJECT NUMBER	PRIMARY CORE CAPABILITY	BUILD OR SUSTAIN A CAPABILITY
Rescue Task Force Advanced	2	Environmental Response/Health and Safety	Sustain
FUNDING AMOUNT	DEPLOYABLE		SHAREABLE
\$90,000.00	Yes		Yes
PROJECT MANAGEMENT STEP	PROJECT START DATE		PROJECT END DATE
Initiate	7/1/2024		6/30/2025
CONSTRUCTION, RENOVATION, RETROFILLING OR MODIFICATION OF EXISTING STRUCTURE			No
DOES THIS PROJECT SUPPORT A PREVIOUSLY AWARDED INVESTMENT			No
IF YES, IDENTIFY YEAR OF PREVIOUS AWARD			

PROJECT DESCRIPTION: Describe below how the project will address the capabilities discussed in the Investment Information Tab and its terrorism nexus and/or relationship to catastrophic event(s). If applicable, identify any related LETPA, whole community, and/or equity activities. (2500 character limit)

The acquisition of transport-capable UTVs violence extremism events serves as a critical component in enhancing life safety for the Santa Fe County Fire Department. These UTVs provide the fire department with the necessary mobility and resources to respond effectively to high-risk incidents where traditional emergency vehicles may face limitations. In situations involving domestic violence extremism events, every second counts. Transport-capable UTVs enable the fire department to swiftly deploy personnel and equipment to the scene, regardless of the terrain or obstacles present. This rapid response capability is essential for initiating life-saving interventions and providing immediate medical assistance to victims. Extremist events may occur in locations that are difficult to access or navigate using standard emergency vehicles. Transport-capable UTVs are designed to traverse rugged terrain, wooded areas, or urban environments, allowing firefighters to reach victims quickly and safely. This access to remote or hazardous areas ensures that no individual is left behind and facilitates the timely evacuation of injured persons to medical facilities. UTVs equipped for patient transport offer a versatile solution for evacuating casualties from the scene of an active shooter or domestic violence extremism event. These vehicles can accommodate multiple patients simultaneously, providing a means of transporting individuals to designated casualty collection points or triage areas. The ability to rapidly evacuate injured persons reduces the risk of further harm and enhances the overall efficiency of the fire department's response efforts. During domestic violence extremism events, the safety and security of first responders are paramount. Transport-capable UTVs provide a secure platform for firefighters to operate from, minimizing their exposure to potential threats while carrying out life-saving tasks. Additionally, these vehicles can be utilized to transport law enforcement personnel, enhancing coordination and collaboration between agencies in complex and dynamic operational environments. These vehicles play a crucial role in ensuring that firefighters can effectively fulfill their mission of protecting lives and property during active shooter incidents or domestic violence extremism events.

PROJECT FUNDING INFORMATION

SOLUTION AREA	REQUESTED FUNDING	AEL # FOR EQUIPMENT	% OF TOTAL PROJECT FUNDING
Planning			0.00%
Organization			0.00%
Equipment	\$90,000.00		100.00%
Training			0.00%
Exercises			0.00%
TOTAL PROJECT FUNDING:	\$90,000.00		

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NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT

AGENCY: **Santa Fe County**

A. Provide the Investment Name AND Number (150 character limit)	Election Security
B. Investment Type (choose from the following menu)	Election Security (min 3%)
C. Enter Total Cost of Investment	\$109,000.00
D. Enter Amount of Investment obligated toward LETPA	\$0.00

E. Describe below how the investment addresses the National Priorities or gaps and/or sustainment in the local THIRA and SPR. (2500 character limit): Applicants must identify how the proposed investment will address one or more of the capability gaps identified in their most recent SPR. Specify why the proposed projects outlined within this investment are a priority for the applicant. Also describe any related Law Enforcement Terrorism Prevention Activities (LETPA)

The purchase of mail vents, a mobile voting site, and large storage batteries significantly enhances election security by addressing key vulnerabilities and ensuring the integrity and accessibility of the electoral process. Mail vents play a crucial role in securing the integrity of mail-in voting, which has become increasingly popular in recent years. By installing mail vents at centralized election offices, authorities can enhance the security of incoming mail ballots. These vents are designed to detect and prevent tampering or unauthorized access to ballot envelopes, thereby safeguarding the confidentiality and accuracy of mailed votes. A mobile voting site offers a flexible and accessible alternative for voters, particularly in areas with limited or inadequate polling infrastructure. By deploying a mobile voting site to various locations within a jurisdiction, authorities can expand voter access and participation, especially among underserved communities or individuals facing mobility challenges. This portable voting facility is equipped with secure voting machines, ballot scanners, and other necessary equipment to facilitate the voting process securely and conveniently. Moreover, the mobile voting site can be deployed strategically to respond to emergent needs or unexpected disruptions, ensuring continuity and resilience in the electoral process. By enhancing voter accessibility and adaptability, the purchase of a mobile voting site strengthens the inclusivity and legitimacy of elections, thereby reinforcing election security. Large storage batteries serve as a critical infrastructure component for ensuring the reliability and resilience of election systems, particularly in the face of power outages or cyberattacks. By installing large storage batteries at polling places, election offices, and critical infrastructure sites, authorities can maintain uninterrupted power supply to essential election equipment and systems. These batteries provide backup power during emergencies, allowing for the continued operation of voting machines, ballot scanners, communication systems, and other critical infrastructure. By mitigating the risks posed by power disruptions or cyber threats, the purchase of large storage batteries enhances the overall resilience and security of election infrastructure, thereby safeguarding the democratic process.

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT

AGENCY	Santa Fe County		
INVESTMENT NAME AND NUMBER	Election Security		
PROJECT NAME	PROJECT NUMBER	PRIMARY CORE CAPABILITY	BUILD OR SUSTAIN A CAPABILITY
Election Security	3	Operational Coordination	Build
FUNDING AMOUNT	DEPLOYABLE		SHAREABLE
\$109,000.00	Yes		Yes
PROJECT MANAGEMENT STEP	PROJECT START DATE		PROJECT END DATE
Initiate	7/1/2024		6/30/2025
CONSTRUCTION, RENOVATION, RETROFILLING OR MODIFICATION OF EXISTING STRUCTURE			No
DOES THIS PROJECT SUPPORT A PREVIOUSLY AWARDED INVESTMENT			No
IF YES, IDENTIFY YEAR OF PREVIOUS AWARD			
<p>PROJECT DESCRIPTION: Describe below how the project will address the capabilities discussed in the Investment Information Tab and its terrorism nexus and/or relationship to catastrophic event(s). If applicable, identify any related LETPA, whole community, and/or equity activities. (2500 character limit)</p> <p>Installing mail vents at centralized election offices in Santa Fe County enhances the security of the mail-in voting process. These vents are equipped with advanced tamper-evident features and secure locking mechanisms to prevent unauthorized access to ballot envelopes. By detecting and deterring tampering attempts, mail vents ensure the integrity and confidentiality of mailed votes. This builds election security by safeguarding the authenticity of mail-in ballots and protecting against potential threats to the voting process, such as tampering or interception of ballots in transit. The deployment of a mobile voting site in Santa Fe County expands voter access and participation, particularly in underserved or remote areas. This builds election security by reducing barriers to voting and ensuring that all eligible voters have the opportunity to participate in the electoral process. Additionally, the mobility of the voting site allows for strategic deployment to address specific needs or emergencies, enhancing the resilience and accessibility of election infrastructure in Santa Fe County. Installing large storage batteries at polling places, election offices, and critical infrastructure sites in Santa Fe County ensures uninterrupted power supply to essential election equipment and systems. During power outages or cyberattacks, these batteries provide backup power to voting machines, ballot scanners, and communication systems, maintaining the integrity and reliability of the electoral process. This builds election security by mitigating the risks posed by disruptions to power supply, thereby ensuring the continuity and resilience of election infrastructure in Santa Fe County. In summary, the purchase of mail vents, a mobile voting site, and large storage batteries specifically enhances the capability of election security for Santa Fe County by addressing vulnerabilities, expanding voter access, and ensuring the reliability of election infrastructure. These investments strengthen the integrity, inclusivity, and resilience of the electoral process, thereby safeguarding the democratic rights and freedoms of voters in Santa Fe County.</p>			
PROJECT FUNDING INFORMATION			
SOLUTION AREA	REQUESTED FUNDING	AEL # FOR EQUIPMENT	% OF TOTAL PROJECT FUNDING
Planning			0.00%
Organization			0.00%
Equipment	\$109,000.00		100.00%
Training			0.00%
Exercises			0.00%
TOTAL PROJECT FUNDING:	\$109,000.00		

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NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT

AGENCY: **Santa Fe County**

A. Provide the Investment Name AND Number (150 character limit)	Soft Target Enhancement
B. Investment Type (choose from the following menu)	Protection of Soft Targets/Crowded Places (No minimum)
C. Enter Total Cost of Investment	\$63,414.00
D. Enter Amount of Investment obligated toward LETPA	\$0.00

E. Describe below how the Investment addresses the National Priorities or gaps and/or sustanment in the local THIRA and SPR. (2500 character limit): Applicants must identify how the proposed investment will address one or more of the capability gaps identified in their most recent SPR. Specify why the proposed projects outlined within this investment are a priority for the applicant. Also describe any related Law Enforcement

Terrorism Prevention Activities (I FTPA)

The purchase of Automated External Defibrillators (AEDs) and Public Access Stop the Bleed Kits significantly enhances the resilience of soft targets by improving emergency response capabilities and empowering bystanders to provide life-saving interventions in critical situations. AEDs are portable devices designed to deliver an electric shock to restore normal heart rhythm in cases of sudden cardiac arrest (SCA), a leading cause of death worldwide. Soft targets in this request are referring to Santa Fe County operated facilities that may or may not be open to the public that often attract large crowds and may experience medical emergencies like cardiac arrests. By strategically placing AEDs in accessible locations within soft targets, such as entrance areas or common gathering spaces, immediate assistance can be provided to individuals experiencing SCA. Prompt deployment of AEDs by trained bystanders or security personnel increases the chances of survival for SCA victims, as early defibrillation is critical in restoring normal heart function. Stop the Bleed Kits contain essential medical supplies and equipment for controlling severe bleeding, a leading cause of preventable death in trauma situations. Soft targets are vulnerable to various threats, including active shooter incidents, accidents, or deliberate attacks, which may result in traumatic injuries and life-threatening bleeding. Equipping soft targets with Public Access Stop the Bleed Kits empowers bystanders, security personnel, or first responders to intervene quickly and effectively in bleeding emergencies. Stop the Bleed Kits typically include items such as tourniquets, pressure dressings, hemostatic agents, and protective gloves, enabling individuals to take immediate action to stop bleeding and stabilize injured person until professional medical help arrives. Training programs on bleeding control and the proper use of Stop the Bleed Kits further enhance preparedness and resilience by ensuring that individuals are equipped with the knowledge and skills needed to respond effectively to traumatic injuries. These investments contribute to creating safer and more prepared environments, where prompt and decisive action can save lives and mitigate the impact of critical incidents on public safety and security.

NEW MEXICO DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT

AGENCY

Santa Fe County

INVESTMENT NAME AND NUMBER

Soft Target Enhancement

PROJECT NAME	PROJECT NUMBER	PRIMARY CORE CAPABILITY	BUILD OR SUSTAIN A CAPABILITY
Public Building Enhancement	4	Health, Healthcare, and Emergency Medical Se	Build
FUNDING AMOUNT	DEPLOYABLE		SHAREABLE
\$63,414.00	Yes		No
PROJECT MANAGEMENT STEP	PROJECT START DATE		PROJECT END DATE
Initiate	7/1/2024		6/30/2025
CONSTRUCTION, RENOVATION, RETROFILLING OR MODIFICATION OF EXISTING STRUCTURE			No
DOES THIS PROJECT SUPPORT A PREVIOUSLY AWARDED INVESTMENT			No
IF YES, IDENTIFY YEAR OF PREVIOUS AWARD			

PROJECT DESCRIPTION: Describe below how the project will address the capabilities discussed in the Investment Information Tab and its terrorism nexus and/or relationship to catastrophic event(s). If applicable, identify any related LETPA, whole community, and/or equity activities. (2500 character limit)

AEDs provide soft targets with the capability to respond immediately to sudden cardiac arrests (SCA), a common medical emergency. Placing AEDs strategically throughout the soft target ensures that they are readily accessible in the event of an SCA. Having AEDs on-site allows bystanders or security personnel to administer life-saving treatment promptly. The quick application of defibrillation significantly increases the chance of survival for individuals experiencing SCA, thereby enhancing the soft target's capability to respond effectively to medical emergencies. AEDs are designed to be user-friendly, often featuring clear visual and audio instructions for operation. This user-friendly design ensures that even individuals without medical training can use them confidently and effectively in critical situations, enhancing the overall capability of the soft target to provide emergency medical care. Stop the Bleed Kits equip soft targets with the capability to immediately address severe bleeding, a common consequence of traumatic injuries. Placing these kits in accessible locations ensures that they are readily available in the event of accidents, active shooter incidents, or other emergencies. Stop the Bleed Kits empower bystanders, including visitors, employees, or security personnel, to take immediate action to control bleeding and stabilize injured individuals until professional medical help arrives. This capability enhances the soft target's overall resilience by ensuring that individuals on-site can provide critical medical interventions in the crucial moments following a traumatic incident. Alongside the purchase of Stop the Bleed Kits, comprehensive training programs can further enhance the capability of soft targets. Training individuals on bleeding control techniques strengthening the overall resilience of the soft target. In summary, the purchase of AEDs and Public Access Stop the Bleed Kits enhances the capability of soft targets by providing immediate and effective responses to medical emergencies and traumatic incidents. These investments not only equip soft targets with life-saving equipment but also empower individuals on-site to take decisive action in critical situations, ultimately enhancing the overall resilience and safety of the soft target environment.

PROJECT FUNDING INFORMATION

SOLUTION AREA	REQUESTED FUNDING	AEL # FOR EQUIPMENT	% OF TOTAL PROJECT FUNDING
Planning			0.00%
Organization			0.00%
Equipment	\$63,414.00	09ME-03-DEAE,09MS-04-H58N	100.00%
Training			0.00%
Exercises			0.00%
TOTAL PROJECT FUNDING:	\$63,414.00		

01/23/2026