



STATE OF MAINE  
JANET T. MILLS  
GOVERNOR  
MG DOUGLAS A. FARNHAM  
COMMISSIONER

STATE OF MAINE  
DEPARTMENT OF DEFENSE, VETERANS AND EMERGENCY MANAGEMENT  
MAINE EMERGENCY MANAGEMENT AGENCY  
72 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0072  
PHONE: 207-624-4400/800-452-8735  
FAX: 207-287-3178



PETER J. ROGERS  
DIRECTOR

October 30, 2023

Michael Durkin  
Cumberland County  
22 High St  
Windham, ME 04062-4107

Dear Michael Durkin:

Congratulations, on behalf of the Department of Homeland Security and the Maine Emergency Management Agency (MEMA). Your application for financial assistance submitted under the Fiscal Year (FY) 2023 Homeland Security Grant Program (HSGP) has been approved in the amount of \$614,177.23.

Eligible expenses are those listed within the submitted and approved applications. These approved projects will improve preparedness and response capabilities for homeland security related incidents in the State of Maine.

The grant funding is available for the performance period beginning September 1, 2023, through August 31, 2026, or once funds are completely drawn down for eligible expenses, whichever occurs first. You are not required to match this award with any amount of non-Federal funds. Do not make any purchases until the signed and completed Award Packet has been returned to you. Please make note that although the Federal Award Period is through August 31, 2026, that MEMA has a shortened period of performance to allow time for award adjustment through modifications if necessary.

To move forward with the FY2023 HSGP funding, MEMA requests that you complete and sign the Award Packet and return by November 10, 2023.

We congratulate you on this important funding award and look forward to continuing to work with you to improve Maine's preparedness and response capabilities.

Sincerely,

Joe Legee  
Deputy Director  
Maine Emergency Management Agency

U. S. Department of Homeland Security  
FY2023 State Homeland Security Grant Program  
Grant Number: EMW-2023-SS-00012 CFDA Number: 97.067  
Grant Period: 09/01/2023-08/31/2026



# MAINE EMERGENCY MANAGEMENT AGENCY HOMELAND SECURITY GRANT PROGRAM SUBRECIPIENT GRANT AWARD

Subrecipient Name: Cumberland County

Subrecipient Point of Contact: Michael Durkin

Subrecipient Point of Contact Email: [durkin@cumberlandcounty.org](mailto:durkin@cumberlandcounty.org)

MEMA HSGP Program Manager: Stephanie Buzzell

MEMA HSGP Program Manager Email: [stephanie.buzzell@maine.gov](mailto:stephanie.buzzell@maine.gov)

MEMA Grant Email: [HSGgrants.Maine@maine.gov](mailto:HSGgrants.Maine@maine.gov)

## Federal Award Information

Federal Awarding Agency:	FEMA
Federal Grant Performance Year:	FY2023
Federal Grant Award Date:	09/01/2023
Federal Grant Identification #:	EMW-2023-SS-00012
CFDA #:	97.067
Federal Period of Performance:	09/01/2023 - 08/31/2026

## Subrecipient Award Information

Award Amount:	\$614,177.23
Award Begin Date:	
Award End Date:	08/31/2025
Vendor Customer #:	VC1000019079
Award Identification #:	20231003000000000973
Unique Entity Identifier #:	T85ZPADXU3L5

This AWARD is entered into by and between the **STATE OF MAINE (AWARDING AGENCY)**, acting through and by its **MAINE EMERGENCY MANAGEMENT AGENCY** (hereinafter referred to as “MEMA”), an agency of state government with its principal place of business located at 45 Commerce Drive, Suite 2, Augusta, Maine 04333, with a mailing address of 72 State House Station, Augusta, Maine 04333-0072, and Cumberland County, a non-federal agency (hereinafter referred to as “Subrecipient”), with its principal place of business and mailing address identified as: 22 High St, Windham, ME 04062-4107.

The following documents are incorporated into the terms of your award:

- ❖ Appendix A – MEMA General Conditions & Subrecipient Risk Assessment Questions
- ❖ Appendix B – The Department of Homeland Security General Terms and Conditions
- ❖ Appendix C – Subrecipient Transparency Act
- ❖ Appendix D – Subrecipient Federal Funding Accountability and Transparency Act (FFATA)
- ❖ Appendix F – FY23 HSGP Tracker snapshot to show Approved Project List

MEMA and the Subrecipient, in consideration of the mutual promises set forth in this contract, hereby agree as follows:

- 1) **Subrecipient Grant Award:** Upon both parties' signature, this Award shall become effective as of \_\_\_\_\_, which shall constitute the earliest date work may commence. Work cannot continue after the end date listed above without a written a modification approved by both parties.
- 2) **Reimbursement:** MEMA will reimburse up to 100% of the allowable and approved direct expenses within the request for reimbursement, not to exceed the Subrecipient's award amount for projects preapproved by FEMA. Monthly requests for reimbursement must be submitted within 30 (thirty) calendar days of the following month to be in compliance with federal quarterly reporting.
- 3) **Terms and Conditions:** The Subrecipient agrees to be bound by the Terms and Conditions set forth in this Award and attached Appendices. MEMA, as the pass-through entity, may terminate this Award per the terms of the Federal Award, and the Federal Requirements per 2 CFR §200.340 (Termination), including any related modifications, which are hereby incorporated by reference.

The Subrecipient agrees when issuing subcontracts, all lower tier subawards and agreements, they must contain or reference all applicable provisions of this Award.

- 4) **DEBARMENT, PERFORMANCE, AND NON-COLLUSION CERTIFICATION:** By signing this AWARD, the Subrecipient certifies to the best of its knowledge and belief that the aforementioned organization, its principals and any subcontractors named in this Award:
- a) Are not presently debarred, suspended, proposed for debarment, or declared ineligible or voluntarily excluded from bidding or working on AWARDs issued by any governmental agency.
    - i) The Subrecipient further agrees that the Debarment and Suspension Provision shall be included, without modification, in all sub-agreements.
  - b) Have not within the preceding three (3) years of this Award been convicted of or had a civil judgment rendered against them for:
    - i) Fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state or local government transaction or contract;
    - ii) Violating Federal or State antitrust statutes or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
    - iii) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph(b) of this certification; and
    - iv) Have not within a three (3) year period preceding this Award had one or more federal, state, or local government transactions terminated for cause or default.
  - c) Have not entered into a prior understanding, agreement, or connection with any corporation, firm, person, or other entity submitting a response for the same materials, supplies, equipment, or services and this proposal is in all respects fair and without collusion or fraud. The above-mentioned entities understand and agree that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards.
- 5) **Environmental and Historic Preservation (EHP):** If FEMA Environmental and Historic Preservation (EHP) approval is required, per the MEMA Terms & Conditions, any costs incurred prior to receiving such approval will not be reimbursed. Projects that may require EHP will be marked as such on the MEMA Project Tracker in the individual project notes section.
- 6) **Nationwide Cybersecurity Review (NCSR):** All FY2023 HSGP Subrecipients are required to complete the NCSR as directed in the Notice of Funding Opportunity. The Chief Information Officer (CIO), Chief Information Security Officer (CISO), or equivalent for each Subrecipient should complete the NCSR. If there is no CIO or CISO, the most senior cybersecurity professional should complete the assessment. The NCSR is available at no cost to the user and takes approximately 2-3 hours to complete; the 2023 NCSR is estimated to be open from October 2023 through February 2024.
- 7) **MEMA Period of Performance and Project Reporting:** The period of performance for this grant ends on August 31, 2025 to allow time for funds to be reallocated if necessary. Reporting on projects will be completed quarterly on the project tracker provided by MEMA via SharePoint. Counties will have the ability to request an extension of the MEMA period of performance based on quarterly project reporting statuses and communications with MEMA's HSGP Grant Manager throughout the lifetime of the project. Extensions are not guaranteed.

IN WITNESS, WHEREOF, the individual signing below is legally authorized to sign this Grant Award on behalf of the Subrecipient and to legally bind the Subrecipient to the terms of this Grant Award.

By submitting this form, I certify that the typed name, electronic signature, or digital signature (a) is intended to have the same force as a manual signature (b) is unique to myself, (c) is capable of verification, (d) is under the sole control of myself, (e) is linked to data in such a manner that it is invalidated if the data are changed. (10 M.R.S.A. §9502 et seq.).

Cumberland County

MAINE EMERGENCY MANAGEMENT AGENCY

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Michael Durkin, Director

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Joe Legee, Deputy Director





## APPENDIX A

# MAINE EMERGENCY MANAGEMENT AGENCY (MEMA) GENERAL TERMS AND CONDITIONS

This document provides a high-level overview of the Federal requirements and MEMA's processes for complying with those requirements. Subrecipients are advised to consult the original Federal documents for guidance.

### General Compliance Authority:

All work, to the extent applicable, shall conform to the appropriate, related, current editions of the following publications, including but not limited to:

- Federal laws and Executive orders
- Federal regulations including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200)
- Department of Homeland Security (DHS) General Terms and Conditions
- Notices of Funding Opportunities
- Annual MEMA grant application
- National Incident Management System (NIMS) and the Incident Command System (ICS)

### Subrecipient Responsibilities:

The Subrecipient responsibilities noted below are not an exhaustive list of all requirements. Subrecipients are directed to refer to source publications for detailed information.

#### 1. Conflict of Interest

Under 2 CFR § 200.318 General procurement standards (c)(1), non-Federal entities other than states must 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 a conflict 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 which 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.

#### 2. Procurement

Subrecipients must use their own documented procurement procedures that reflect applicable State, local, and tribal laws, and regulations. These procurement procedures must conform to the requirements of 2 CFR § 200.318- 200.327.

### 3. Property Control

The Subrecipient must follow the property and equipment management requirements in 2 CFR Part 200.310 -.313 and must:

- a. Maintain insurance coverage of at least the same as that the coverage maintained on the Subrecipient's own property and equipment,
- b. Keep property and equipment in good repair,
- c. Include property and equipment in the Subrecipient's inventory system. Inventory results must be reported to MEMA within 45 days of the Subrecipient grant award expiration. Subrecipients may be required to complete a Tangible Personal Property Report (SF-428) upon request,
- d. Report theft, destruction, or loss of property and equipment to MEMA and
- e. Inform MEMA (in writing) when the property and equipment is no longer needed for its original purpose.

MEMA maintains the right to inspect property equipment and to request its return at any time.

### 4. Reporting

The progress report shall be used to keep the MEMA Grant Program Managers informed about program status, issues, and used as a basis for grant reporting. These reports shall be submitted to MEMA regardless of whether payments are due.

- a. Homeland Security Grant Program (HSGP):
  - i. During the period of performance for this Grant Award, the Subrecipient shall submit to MEMA quarterly performance reports of accomplishments. Reports are due within 20 (twenty) calendar days of the end of each calendar quarter.
- b. Emergency Management Performance Grant (EMPG):
  - i. During the period of performance for this Grant Award, the Subrecipient shall submit to MEMA quarterly performance reports of accomplishments. Reports are due within 20 (twenty) calendar days of the end of each Federal Fiscal quarter.
  - ii. The Training and Exercise (T&E) spreadsheet must be continually updated per training and exercise policies. Exercise reporting shall follow the Homeland Security Exercise and Evaluation Program (HSEEP) requirements. In addition, Subrecipients must update the T&E spreadsheet quarterly. Quarterly updates are due within 20 (twenty) calendar days of the end of each Federal Fiscal quarter.

Refer to the T&E Policy for National Qualifications System (NQS) for program specific requirements.

- iii. The annual NIMS survey must be submitted to MEMA as part of the Threat and Hazard Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Review (SPR) process. The NIMS Implementation Survey must be submitted to MEMA's NIMS Program Manager by November 30 of each calendar year.



c. **Hazard Mitigation Assistance Grant (HMA):**

- i. During the period of performance for this Grant Award, the Subrecipient shall submit a quarterly performance report of accomplishments to the State Hazard Mitigation Officer. Reports are due within 15 (fifteen) calendar days of the end of each Federal Fiscal Quarter. Failure to submit could result in non-payment of invoice, or a determination for cause of default under 2 CFR 200.305(b).

5. **Written Approval of Changes:**

All requests for an extension of the Period of Performance, additional funds, services, changes in scope of work, or other prior approval items as listed in 2 CFR Part 200.407, must be submitted in writing to the applicable MEMA Grants Program Manager.

MEMA's Grant Award Modification form must be utilized, and it must include a justification of the request. Upon approval of the request, signed by both parties (Subrecipient and MEMA), the Subrecipient is authorized to begin work as of MEMA's signature date. The Subrecipient shall not proceed with the work until a written modification has been executed by MEMA and approved by both parties.

6. **MEMA is Held Harmless:**

The Subrecipient agrees not to bring any claims for damages sought by any party that the Subrecipient contracts with against MEMA and hereby indemnifies and holds MEMA harmless against any claims arising from its failure to coordinate and manage its subcontractors from all claims or liabilities arising from work performed by a Subrecipient. Contracting with other parties does not alter the Subrecipient's obligations under the grant award with MEMA.

7. **Subrecipient Must Maintain Effective Internal Controls:**

The Subrecipient's system of internal controls must provide reasonable assurance of compliance with laws, regulations, and the terms and conditions of this agreement. The system will allow the Subrecipient will take prompt action when instances of noncompliance are identified in audit findings or through other means.

The Subrecipient's accounting records must:

- Identify the receipt and expenditure of funds under each grant,
- Be supported by source documents,
- Support the production of accurate and timely financial reports, and
- Be integrated into a system of internal control.

8. **Determining the Allowability of Costs**

The allowability of costs incurred under any grant shall be determined in accordance with the general principles of allowability and standards for selected cost items as set forth in 2 CFR Part 200, Grant Notice of Funding Opportunity, and other authoritative sources.

a. **Budgeting:**

- i. Funds awarded are to be expended only for purposes budgeted items and activities

identified in the Subrecipients approved grant application. Items must be in the Subrecipient's approved grant budget to be eligible for reimbursement.

b. Direct Expenses

- i. Direct expenses such as telephone, tolls, reproduction costs, and travel costs shall be billed at actual costs; mileage and per diem shall be billed in accordance with the guidance set forth below. MEMA does not allow any mark-up on direct expenses. Mileage shall be reimbursed at the current amount allowed by the State of Maine, Title 5, M.R.S.A § 1541, or existing written county or local policy. Per diem rates shall be in accordance with the Federal Government's General Services Administration (GSA) travel rates for calculating maximum per diem for meals and lodging reimbursement. All travel costs must be documented in accordance with federal regulations and must comply with the Subrecipients own travel reimbursement policies, not to exceed federal per diem rates.

c. Meals

- i. If it is the Subrecipient's policy to reimburse its employees utilizing per diem rates, the Subrecipient will not be required to submit receipts when invoicing MEMA at the per diem rate for meals. If it is the Subrecipient's policy to reimburse employees for the actual cost of meals, the Subrecipient will be required to submit receipts and the corresponding section of the county policy, and MEMA will reimburse the Subrecipient for the actual amount up to the GSA per diem rate.

d. Lodging

- i. MEMA reimbursements will not exceed the GSA per diem amount and receipts are always required.

e. Travel

- i. MEMA will reimburse airfare at the economy class rate. Documentation that must accompany the request for reimbursement must include at least three (3) quotes from qualified sources and the final itinerary. Quotes (online or otherwise) must include the date of the quote, name of the airline, rates, and dates of travel.

9. Other Restrictions on Purchases

a. Listed Equipment

If required in the FEMA program guidance, all equipment expenditures must appear on the Department of Homeland Security's Allowable Expenditures List (AEL) for the fiscal year covered by these grant funds.

Grant funds may not be used for the purchase of Prohibited Equipment. Refer to Information Bulletin 407, "Use of Grant Funds for Controlled Equipment" for a complete Prohibited Equipment List. Consult with the MEMA Grants Program Manager for further details.

- b. Domestic Preferences for Procurements (2 CFR § 200.322):  
As appropriate and to the extent consistent with law, the Subrecipient should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States
- c. Build America Buy America (Section 70914 of Public Law No. 117-58 §§ 70901-52)  
On FEMA non-disaster grant programs (including BRIC, FMA, and LPDM) with grant funding for projects or project scoping over \$250,000, the Subrecipient must provide assurance that all iron and steel items and all construction materials used in the project were produced in the United States. Subrecipients must provide a letter of certification from product manufacturers and self-certification letters from contractors and subcontractors to demonstrate compliance with BABAA requirements.  
In Interim Policy #207-22-0001, FEMA recommends recipients and Subrecipients document compliance with BABAA by requesting a BABAA certification letter from manufacturers. MEMA requires Subrecipients to implement this recommendation.
- d. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment (2 CFR § 200.216):  
Subrecipients must not expend grant funds on equipment, services, or systems provided by listed companies such as Huawei Technologies Company or ZTE Corporation.
- e. CONOPS  
All requests for approval to purchase communication equipment and mass subscription-based services for alerts and warnings must be approved by the SWICs Office.

Requests to purchase communication equipment must include supporting documentation, including but not limited to, equipment specification sheets, programming sheets, and an updated County All Hazards Communication Plan. The SWIC reserves the right to request a demonstration of equipment purchased to ensure proficient operation and usage.

Projects will conform to SafeCom Guidance and must also incorporate reference to Maine's SCIP and CONOPS Plans.

All public safety radios must be programmed with CONOPS. These channels must be grouped to make interoperability quickly accessed and user friendly. It is recommended to utilize a separate bank of CONOPS 1-7. These channels should be named as CONOPS, instead of generic names i.e. SWCC, State Fire, SPCC etc.

CONOPS 8 should be labeled with the tower name. If local teams are responding outside their local area, most of the RegionNet channels should be programmed.

It is highly encouraged that the requesting agency provide guidance on sustaining radio replacement through budgeting.



#### 10. Remedies for Noncompliance.

Per 2 CFR 200.339, this Grant Award may be withheld, suspended, terminated, or fund payments discontinued by MEMA where MEMA determines a Subrecipient has failed to comply with the provisions of the legislation governing these funds or regulations promulgated, including those grant conditions or other obligations established by MEMA. In the event the Subrecipient fails to perform the services described herein and has previously received financial assistance from MEMA, the Subrecipient shall reimburse MEMA the full amount of the payments made. However, if the services described herein are partially performed, and the Subrecipient has previously received financial assistance, the Subrecipient shall proportionally reimburse MEMA for payments made.

MEMA may make specific requests in connection with its Subrecipient monitoring responsibilities. Failure to provide requested information on a timely basis may result in suspension of payments.

##### a. Amounts due MEMA

The Subrecipient shall remit all amounts due to MEMA within the earlier of 30 days of notice by MEMA or when the Subrecipient is first aware of amounts owed to MEMA.

#### 11. Submission of Invoices

Invoices must be generated using MEMA's Reimbursement Request Form (RRF). The Subrecipient must submit invoices by email to the applicable program mailbox:

EMPG: [empggrants.maine@maine.gov](mailto:empggrants.maine@maine.gov)

HSGP: [hsgrants.maine@maine.gov](mailto:hsgrants.maine@maine.gov)

OPSG: [osg.maine@maine.gov](mailto:osg.maine@maine.gov)

SERC: [maine.serc@maine.gov](mailto:maine.serc@maine.gov)

HMA: [hmagrants@maine.gov](mailto:hmagrants@maine.gov)

Invoices must be accompanied by supporting documentation, including but not limited to receipts, timesheets, travel documents, approved EHP (if necessary), and proof of payment.

No payments due to the Subrecipient shall be adjusted for inflation. No interest shall be due or payable on any payment due the Subrecipient, regardless of any statement on the billing invoice.

#### 12. After the Period of Performance

All funds must be obligated by the end of the performance period. Final reimbursement requests, close-out package and equipment reports must be received by MEMA within forty-five (45) days of this Grant Award's end date. Failure to de-obligate remaining funds in a timely manner may result in an automatic de-obligation of remaining funds by MEMA.

##### a. Audit Requirements

A non-Federal entity that expends a combined total of \$750,000 or more during its fiscal year in Federal awards must have a Federal compliance audit (Single Audit) as required by 2 CFR Part 200 Subpart F.

##### b. Retention of Records

Records for real property and equipment acquired with Federal funds must be retained for three (3) years after final disposition. Financial records, supporting documents, statistical records, and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the

submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a Subrecipient. However, if any litigation, claim or audit is started before the expiration of the three-year period, the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 CFR § 200.334.

# FY 2023 DHS Standard Terms and Conditions

The Fiscal Year (FY) 2023 DHS Standard Terms and Conditions apply to all new federal financial assistance awards funded in FY 2023. These terms and conditions flow down to subrecipients unless an award term or condition specifically indicates otherwise. The United States has the right to seek judicial enforcement of these obligations.

All legislation and digital resources are referenced with no digital links. The FY 2023 DHS Standard Terms and Conditions will be housed on dhs.gov at [www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions](http://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions).

## **A. Assurances, Administrative Requirements, Cost Principles, Representations and Certifications**

- I. DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances – Non-Construction Programs, or OMB Standard Form 424D Assurances – Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances as instructed by the awarding agency.
- II. DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200 and adopted by DHS at 2 C.F.R. Part 3002.
- III. By accepting this agreement, recipients, and their executives, as defined in 2 C.F.R. § 170.315, certify that their policies are in accordance with OMB's guidance located at 2 C.F.R. Part 200, all applicable federal laws, and relevant Executive guidance.

## **B. General Acknowledgements and Assurances**

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

- I. Recipients must cooperate with any DHS compliance reviews or compliance investigations conducted by DHS.
- II. Recipients must give DHS access to examine and copy records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities or personnel.
- III. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
- IV. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law, or detailed in program guidance.
- V. Recipients (as defined in 2 C.F.R. Part 200 and including recipients acting as pass-through entities) of federal financial assistance from DHS or one of its awarding component agencies must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award for the first award under which this term applies. Recipients of multiple awards of DHS financial assistance should only submit one completed tool for their organization, not per award. After the initial submission, recipients are required to complete the tool once every two (2) years if they have an active award, not every time an award is made. Recipients should submit the completed tool, including supporting materials, to [CivilRightsEvaluation@hq.dhs.gov](mailto:CivilRightsEvaluation@hq.dhs.gov). This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and



# FY 2023 DHS Standard Terms and Conditions

Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>. DHS Civil Rights Evaluation Tool | Homeland Security

The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to [CivilRightsEvaluation@hq.dhs.gov](mailto:CivilRightsEvaluation@hq.dhs.gov) prior to expiration of the 30-day deadline.

## C. Standard Terms & Conditions

### I. Acknowledgement of Federal Funding from DHS

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

### II. Activities Conducted Abroad

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

### III. Age Discrimination Act of 1975

Recipients must comply with the requirements of the Age Discrimination Act of 1975, Public Law 94-135 (1975) (codified as amended at Title 42, U.S. Code, § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

### IV. Americans with Disabilities Act of 1990

Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101–12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.

### V. Best Practices for Collection and Use of Personally Identifiable Information

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

### VI. Civil Rights Act of 1964 – Title VI

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

### VII. Civil Rights Act of 1968

Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection

# FY 2023 DHS Standard Terms and Conditions

therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. § 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)

## VIII. Copyright

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

## IX. Debarment and Suspension

Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3002. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

## X. Drug-Free Workplace Regulations

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

## XI. Duplication of Benefits

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

## XII. Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX

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

## XIII. E.O. 14074 – Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety

Recipient State, Tribal, local, or territorial law enforcement agencies must comply with the requirements of section 12(c) of E.O. 14074. Recipient State, Tribal, local, or territorial law enforcement agencies are also encouraged to adopt and enforce policies consistent with E.O. 14074 to support safe and effective policing.

# FY 2023 DHS Standard Terms and Conditions

## XIV. Energy Policy and Conservation Act

Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. 94- 163 (1975) (codified as amended at 42 U.S.C. § 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

## XV. False Claims Act and Program Fraud Civil Remedies

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

## XVI. Federal Debt Status

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

## XVII. Federal Leadership on Reducing Text Messaging while Driving

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

## XVIII. Fly America Act of 1974

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

## XIX. Hotel and Motel Fire Safety Act of 1990

Recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a

## XX. John S. McCain National Defense Authorization Act of Fiscal Year 2019

Recipients, subrecipients, and their contractors and subcontractors are subject to the prohibitions described in section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232 (2018) and 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. Beginning August 13, 2020, the statute – as it applies to DHS recipients, subrecipients, and their contractors and subcontractors – prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons.

## XXI. Limited English Proficiency (Civil Rights Act of 1964, Title VI)

Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. § 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.



# FY 2023 DHS Standard Terms and Conditions

## XXII. Lobbying Prohibitions

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

## XXIII. National Environmental Policy Act

Recipients must comply with the requirements of the National Environmental Policy Act of 1969, (NEPA) Pub. L. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 et seq. and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

## XXIV. Nondiscrimination in Matters Pertaining to Faith-Based Organizations

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

## XXV. Non-Supplanting Requirement

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

## XXVI. Notice of Funding Opportunity Requirements

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

## XXVII. Patents and Intellectual Property Rights

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

## XXVIII. Procurement of Recovered Materials

States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. § 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

## XXIX. Rehabilitation Act of 1973

Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. 93-112 (1973), (codified as amended at 29 U.S.C. § 794,) which provides

# FY 2023 DHS Standard Terms and Conditions

that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

## XXX. Reporting of Matters Related to Recipient Integrity and Performance

General Reporting Requirements:

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

## XXXI. Reporting Subawards and Executive Compensation

Reporting of first tier subawards.

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

## XXXII. Required Use of American Iron, Steel, Manufactured Products, and Construction Materials

Recipients must comply with the "Build America, Buy America" provisions of the Infrastructure Investment and Jobs Act and E.O. 14005. Recipients of an award of Federal financial assistance from a program for infrastructure are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless:

(1) all iron and steel used in the project are produced in the United States—this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;

(2) all manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and

(3) all construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

# FY 2023 DHS Standard Terms and Conditions

## *Waivers*

When necessary, recipients may apply for, and the agency may grant, a waiver from these requirements. Information on the process for requesting a waiver from these requirements is on the website below.

- (a) When the Federal agency has made a determination that one of the following exceptions applies, the awarding official may waive the application of the domestic content procurement preference in any case in which the agency determines that:
- (1) applying the domestic content procurement preference would be inconsistent with the public interest;
  - (2) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or
  - (3) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent.

A request to waive the application of the domestic content procurement preference must be in writing. The agency will provide instructions on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the Made in America Office.

There may be instances where an award qualifies, in whole or in part, for an existing waiver described at ["Buy America" Preference in FEMA Financial Assistance Programs for Infrastructure | FEMA.gov](#).

The awarding Component may provide specific instructions to Recipients of awards from infrastructure programs that are subject to the "Build America, Buy America" provisions. Recipients should refer to the Notice of Funding Opportunity for further information on the Buy America preference and waiver process.

## XXXIII. SAFECOM

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

## XXXIV. Terrorist Financing

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

## XXXV. Trafficking Victims Protection Act of 2000 (TVPA)

Trafficking in Persons.

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



# **FY 2023 DHS Standard Terms and Conditions**

## **XXXVI. Universal Identifier and System of Award Management**

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

## **XXXVII. USA PATRIOT Act of 2001**

Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c.

## **XXXVIII. Use of DHS Seal, Logo and Flags**

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

## **XXXIX. Whistleblower Protection Act**

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

**Appendix C**  
**Subrecipient Transparency Act**  
**Grant Reporting Information for Federal Awards**  
**Greater than \$25,000**

Doing Business as Name (enter N/A if not applicable): Cumberland County

Subrecipient Address: 22 High St  
Windham, ME 04062-4107

Subrecipient Place of Performance if different from above:

Congressional District: 1

Unique Entity Identifier (UEI) #: T85ZPADXU3L5

If UEI has changed, please enter here:

By signing below, I certify the UEI number associated address and Congressional District are correct. If the information is not current, please return the form with current information and signature; and

I certify that the typed name, electronic signature or digital signature (a) is intended to have the same force as a manual signature (b) is unique to myself, (c) is capable of verification, (d) is under the sole control of myself, (e) is linked to data in such a manner that it is invalidated if the data are changed. (10 M.R.S.A. §9502 et seq.).

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Michael Durkin



**APPENDIX D**  
**SUBRECIPIENT FEDERAL FUNDING ACCOUNTABILITY & TRANSPARENCY (FFATA)**  
**GRANT REPORTING QUESTIONNAIRE FOR FEDERAL FUNDS**  
**GRANT THAN \$30,000.00**

Q1. In your business or organization's previous fiscal year, did your business or organization (including parent organization, all branches, and all affiliates worldwide) receive 1) 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, sub-grants, and/or cooperative agreements; **AND** 2) \$30,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, sub-grants, and/or cooperative agreements? **Select...**

(If answer is **Yes**, go to Q2. If answer is **No**, sign, date, and return questionnaire with the contract)

Q2. Does the public have access to information about the compensation of the executives in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15 (d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? (If answer is **No**, please provide name and amount of compensation for top 5 executives below).

- If answer is **YES**, sign date, and return questionnaire with the contract. **Select...**
- If answer is **NO**, please enter N/A in the Executive Name fields below.

Executive 1 Name	_____	Compensation	_____
Executive 2 Name	_____	Compensation	_____
Executive 3 Name	_____	Compensation	_____
Executive 4 Name	_____	Compensation	_____
Executive 5 Name	_____	Compensation	_____

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Michael Durkin

I certify that the typed name, electronic signature or digital signature (a) is intended to have the same force as a manual signature (b) is unique to myself, (c) is capable of verification, (d) is under the sole control of myself, (e) is linked to data in such a manner that it is invalidated if the data are changed. (10 M.R.S.A. §9502 et seq.).



Total Award		\$614,177.23				
HSGP	LETPP	Planning	Operations	Equipment	Training	Exercise
\$254,551.44	\$359,625.79	\$0.00	\$33,810.00	\$447,425.84	\$74,870.00	\$58,071.39
\$614,177.23				\$614,177.23		
Balanced				Balanced		

Project ID#	National Priority	State Priority	Original Project Budget	BSIR Project Name:	
Regional Active Shooter Full-Scale Exercise		Goal 4 - Ensure the state of Maine is prepared to respond to and recover from adversarial attacks.	\$41,200.00	CD231ME4	

campuses. These funds will cover the backfill/overtime for participants, signage and reference materials for the exercise sites, actor/volunteer stipends, and moulage for the actors.

Over the past decade, there have been 114 gun deaths on college campuses, including the most recent Michigan State University shooting in February of 2023 that killed 3 and wounded at least 5 others. In 2022, 46 shootings at K-12 schools affected 43,450 students, killing 34 students and adults. Additionally, in late 2022, 10 Maine schools were targeted by a swatting event that falsely reported active shooters at the schools; 2 of these schools are in Cumberland County (Portland and Brunswick). The region must focus on preparing for an active shooter event at K-12 or higher education campuses by strengthening the capabilities related to prevention, protection, response, and recovery from acts of terrorism. This project will focus on the FY2023 National and State Homeland Security Priority Areas of combating domestic violent extremism, enhancing protection of soft targets, and enhancing community preparedness. The exercise will be held on the 4 University of Southern Maine campuses in Gorham, Portland (2), and Lewiston to involve all community partners that would be involved in response to a terrorist attack at each campus. The scenario will focus on an attack fueled by domestic violent extremism, which will be the first exercise on this topic following a Cumberland County-wide Domestic Violent Extremism Conference being held in September 2023.

Following the swatting event in 2022, many schools and first responder agencies have been starting initiatives to prepare for active shooters, such as table-top exercises or community training, but there has not been a regional training or exercise, or something full-scale. Additionally, Cumberland County is holding a conference on DVE in September of 2023 that will raise awareness of these types of actors among first responders before the practical exercise for this project.

After this full-scale exercise, agencies in the region will continue training and tabletop exercises to maintain a strong level of preparedness and capability for this type of scenario, which will not require grant funding. If another full-scale exercise is requested that involves participation across the whole county, additional funding will be sought out.

The project manager for this exercise and grant will be Chelsea Robbins, the Training and Exercise Coordinator at CCEMA, who has previously 100% spent down HSGP grants and is currently managing 3 other HSGP grants from FY21 and FY22 successfully. She will engage a multi-discipline planning team, lead the development of the exercise, coordinate all logistical needs, and manage all aspects of the grant spend-down. CCEMA's Finance Assistant will be utilized as a subject matter expert for any needs with grant management.

The outcome of this project will be 4 asynchronous full-scale exercises, one at each of USM's campuses in the region. Each exercise will include the various law enforcement, fire/rescue, emergency management, school, and community partners that should be engaged for prevention, protection, response, and recovery for this type of scenario. Additional community training will be held during this time period too, but will not require funding through this grant.

In the 2021 Cumberland County Capabilities Assessment and Gap Analysis (CAGA), the following capabilities were rated as a 6 to be able to perform with major challenges: Planning; Public Information and Warning; Intelligence and Information Sharing; Interdiction and Disruption; Screening, Search, and Detection; Access Control and Identity Verification; Critical Transportation, Fatality Management Services, and Public Health, Healthcare, and Emergency Medical Services. This exercise will focus on these capabilities as they are vital to preventing, protecting against, and responding to an act of terrorism such as an active shooter on a college campus, thus building capacity on the largest scale this county ever has for an active shooter scenario.

Original Project	HSGP	LETPP	Planning	Operations	Equipment	Training	Exercise	Total Project	% Complete	Milestone
Modifications		\$41,200.00			\$5,600.00		\$35,600.00	\$41,200.00	Not Started	
Balance after MMFs		\$41,200.00			\$5,600.00		\$35,600.00		Not Started	
Payments									0%	
Project Balance		\$41,200.00			\$5,600.00		\$35,600.00			

Notes: 0

Project ID#	National Priority	State Priority	Original Project Budget	BSIR Project Name:	
Domestic Violent Extremism Preparedness - Gray		Goal 4 - Ensure the state of Maine is prepared to respond to and recover from adversarial attacks.	\$18,125.99	CD232ME4	

as a resource for our mutual aid partners when called upon to respond to events involving active assaults, guns or other dangerous weapons.

Specifically, we are requesting funding to purchase the following:

Enhanced multi threat vests to defend against all common handgun rounds as well as stab and slash protection. An Active Shooter Moulage and Training Kit which will allow us to train with realistic live victims. Supplies for actual response that will include Vent Chest Seal packs, Chest decompression kits, QuickClot gauze, Israeli Emergency bandages, tourniquets, Casualty Response Kits to be carried on our ambulances and command cars, and Mass Casualty Triage bags to manage a Mass Casualty Incident.

The training and management of this project will be handled by our Assistant Chief Holmquist who is a former Capitol Police Officer in Washington DC. He is well versed in law enforcement operations and tactics, making him the ideal person to manage this project. We currently do not have funding for this specific threat but plan to budget for it in FY25.

This project, if funded by this grant, will provide the necessary equipment to be able to respond to incidents involving mass casualties that are becoming increasingly frequent every year. This project will not only address the equipment and supplies that we need but also allow us to provide realistic training so we can not only respond safely but efficiently as well. We respond to about 60 calls per year that require law enforcement to make the scene safe before we are able to arrive. Any one of these calls can turn into an event that this project will prepare us for.

We have this type of incident listed as a HI Risk/Low Frequency risk. Even though we have this categorized as Low Frequency, Gray is the only town in Maine that has had a school shooting. In September 2013, a 19-year-old committed suicide in the parking lot while homecoming sports events were ongoing. He had the choice of shooting himself or the people at the event.

In 2011 a man shot and killed his wife in New Gloucester, a town we routinely respond to under a mutual aid agreement.

After action reports for these two events have identified training and equipment gaps that need to be addressed. We currently carry basic wound care supplies but if we need to respond to a call involving many people with severe injuries, we are not prepared.

Original Project	HSGP	LETPP	Planning	Operations	Equipment	Training	Exercise	Total Project	% Complete	Milestone
Modifications		\$18,125.99			\$15,454.60		\$2,671.39	\$18,125.99	Not Started	
Balance after MMFs		\$18,125.99			\$15,454.60		\$2,671.39		Not Started	
Payments									0%	
Project Balance		\$18,125.99			\$15,454.60		\$2,671.39			

Notes: 0

Project ID#	National Priority	State Priority	Original Project Budget	BSIR Project Name:	
Portland SRT	Combating domestic violent extremism	Goal 4 - Ensure the state of Maine is prepared to respond to and recover from adversarial attacks.	\$25,550.00	CD233NPA1	

The City of Portland maintains and deploys as needed, a special response team (SRT) for extremely dangerous events such as a hostage event involving weapons. We work hand in hand with Portland Police to maintain an SRT team that meets or exceeds nationally recognized standards. Following the national standards anytime an SRT call out is made and a team is to be put into operation there shall be at least 4 SRT Paramedics as part of the response. We maintain 5 SRT Paramedics fully trained and equipped at all times. To be on the team the SRT Paramedic has to attend monthly SRT training recording at least 8 hours month/96 hours per year. Each year one of those monthly trainings is a regional response training working with other SRT teams in Maine conducted over 3 days.

Portland SRT has responded to roughly 50 callouts in the last 1.5 years includes the full team and partial team. Additionally, the team has been activated for standby such as 4th of July, Governors Convention, FLOTUS and other dignitary visits.

Portland SRT has handled numerous assistance calls outside the city to South Portland, and has responded as far as Waterville and Lewiston.

Original Project	HSGP	LETPP	Planning	Operations	Equipment	Training	Exercise	Total Project	% Complete	Milestone
Modifications		\$25,550.00				\$25,550.00		\$25,550.00	Not Started	
Balance after MMFs		\$25,550.00				\$25,550.00			Not Started	
Payments									0%	
Project Balance		\$25,550.00				\$25,550.00				

Notes: 0

Project ID#	National Priority	State Priority	Original Project Budget	BSIR Project Name:	
CCSO ESU Radio upgrade		Goal 3 - Improve information and intelligence sharing among homeland security stakeholders.	\$40,000.00	CD234ME3	

The Cumberland County Emergency Services Unit (ESU) is requesting \$46,824.78 to buy night vision equipment and P25 licenses for TAC Team portable radios to help prepare and respond to acts of terrorism. The ESU team is responsible for tactical team work and terrorist response in three counties that encompass a vast majority of the State's population. These radio licenses would allow for inter-agency communication with the many communities we serve in a regional capacity. These new radios would have digital capability and would allow our 20 member team to communicate with other area SWAT teams or Fire/ police agencies. The ESU Team will look to use these funds to purchase dedicated portable radios to be issued to tactical team members. The night vision equipment will enhance the team's capability to perform tactical operations.

Original Project	HSGP	LETPP	Planning	Operations	Equipment	Training	Exercise	Total Project	% Complete	Milestone
Modifications		\$40,000.00			\$40,000.00			\$40,000.00	Not Started	
Balance after MMFs		\$40,000.00			\$40,000.00				Not Started	
Payments									0%	
Project Balance		\$40,000.00			\$40,000.00					



Notes: DRONE = extra applications through FEMA

Notes: DRONE = extra applications through FEMA

Project ID#	National Priority	State Priority				
	Combating domestic violent extremism	Goal 4 - Ensure the state of Maine is prepared to respond to and recover from adversarial attacks.	Original Project Budget	\$18,777.00	BSIR Project Name:	CD23GNPA1
Gorham Active Assailant Protective Equipment						

The Gorham Police Department is requesting \$18,777.00 to buy equipment to allow us to better protect responding officers to scenes of domestic violent extremism. The Gorham Police Department is a 26 person department that is responsible for protecting not only our community, but is the primary back up for the University of Southern Maine, Gorham Campus and several mutual aid communities. We also currently have two members that are part of a regional Emergency Services Unit and are looking to add more members.

More specifically, the equipment requested are rifle rated ballistic plates that can be inserted into our existing ballistic vest thus increasing the level of protection for our officers as they respond to call involving domestic violent extremists.

This project will be managed by Deputy Chief Michael Nault, who has a wealth of experience in HSGP projects.

This project both builds capacity and closes a gap identified by the police department. We realized during a recent training exercise and equipment evaluation that our current ballistic vests were expired and that they were no longer operationally functional now that our officers had transitioned to exterior vest carriers to carry their equipment. This request would replace the old vests while providing an option for the officers to increase their ballistic level of their existing vest carriers.

	HSGP	LETPP	Planning	Operations	Equipment	Training	Exercise	Total Project	% Complete	Milestone
Original Project		\$18,777.00			\$18,777.00			\$18,777.00		Not Started
Modifications										Not Started
Balance after MMFs		\$18,777.00			\$18,777.00					Not Started
Payments										0%
Project Balance		\$18,777.00			\$18,777.00					

Notes: 0

Project ID#	National Priority	State Priority				
South Portland Regional Response Team Equipment	Combating domestic violent extremism	Goal 4 - Ensure the state of Maine is prepared to respond to and recover from adversarial attacks.	Original Project Budget	\$57,389.05	BSIR Project Name:	CD237NPA1

member team is the primary State team (recognized by MEMA) and covers Cumberland County West of 302 and all of York County (as there is not official hazmat teams in York County)

More specifically, the equipment includes \$33,810 for 12, Blauer Multi-Threat Sentinel, NFPA 1994 Class 1 Protective suits to replace our current cache. These protective garments will allow our team to respond to multiple threats including haz-mat/wmd and incidents of domestic violent extremism. These garments have an expiration cycle of 10 years and our current cache is approaching their end of life. Replacing these garments will allow us to re-purpose our current cache to be used for training exercises.

This request also includes \$11,300.00 for 3 Rae Link 3 detectors to upgrade our current, area monitoring capability. These will replace 3, older Rae units that are no longer supported. These devices will allow our team to conduct area monitoring in support of response operations as well as monitoring during high profile events.

We also are requesting \$12,449.05 in funds to replace expired testing materials, as well as for calibration gas and sensors for maintenance of our multi-gas meters. Funds will be used to maintain equipment currently in inventory. As South Portland is a Metro, we do not receive and funds from MEMA for maintenance as other RRTs do. We have over 1 million dollars invested in advanced equipment that must be maintained, such as year/monthly calibrations and repairs.

30 years/monthly calibrations and repairs. This equipment is deployed. Our multi-gases meters are used almost daily. Through existing mutual aid agreements and our status as an RRT, the South Portland Fire Department is called anywhere in our State in response to a large scale incident. South Portland has one of the most thorough Tier II facilities in both the County and the State as well as many EHS facilities. South Portland has maintained a local hazmat team for over 30 years (long before HSPC existed) and has been a State RRT since the inception of the program. Maintaining our response equipment cache will allow our team to assist our Civil, County, State, and Federal to respond and remove from hazardous attacks.

These projects will be managed by Chief/EMA Director Phil Selberg. This vehicle will be available to and operated by members of the South Portland RRT and mutual aid partners.

This funding is for our RRT so it will now only focus on Response. Within Response the Core Capabilities are: Operational Coordination, Environmental Response/Health and Safety, Situational Awareness, Fire Management and Suppression, Mass Care, and Mass Search and Rescue.

To determine this project budget, the South Portland Fire Department solicited price quotes from a variety of vendors and projected costs based on the most competitive pricing.

We are requesting the full cost of this project. There are no other funding sources for this project.

All expenditures in this project go directly to the purchase of equipment. Acquisition will be in accordance with already established City of South Portland Purchasing Policies.

	HSGP	LETPP	Planning	Operations	Equipment	Training	Exercise	Total Project	% Complete	Milestone
Original Project	\$57,389.05			\$33,810.00	\$23,579.05			\$57,389.05		Not Started
Modifications										Not Started
Balance after MMFs	\$57,389.05			\$33,810.00	\$23,579.05					Not Started
Payments										0%
Project Balance	\$57,389.05			\$33,810.00	\$23,579.05					

Notes: 0

Project ID#	National Priority	State Priority	Original Project Budget		BSIR Project Name:	
South Portland Regional Response Team Training		Goal 4 - Ensure the state of Maine is prepared to respond to and recover from adversarial attacks.	\$58,320.00		CD238ME4	

The South Portland Fire Department Regional Response team is requesting \$58,320.00 to support training necessary to allow it to continue to operate as one of the 9 State Regional Response Teams. South

Portland's 71 member team is the primary State team (recognized by MEMA) and covers Cumberland County West of 302 and all of York County (as there is no official hazmat teams in York County). More specifically, this program provides \$25,560.00 in funding for Overtime and Back-fill to support annual Haz-Mat tech refresher training for the 68 members of our RRT. The funding also includes \$12,960.00 in funding provide backfill for members attending trainings workshops and conferences.

The program also provides \$10,800 in funding for the design, development and execution of Full Scale Exercise for our RRT and our \$9000.00 in funding for the design, development and execution of a Full Scale Exercise for our Emergency Operations Center both of which would be used in the event of a haz-mat/wmd event or an incidence of domestic violent extremism.

South Portland has one of the largest number of Tier II facilities in both the County and the State as well as many EHS facilities. South Portland has maintained a local hazmat team for over 30 years (long before HSPG existed) and has been a State RRT since the inception of the program.

Completing regular recertification and exercise training is important to ensure that members remain current in their skills and understanding of man-made disasters and incidents of domestic violent extremism. Participation in regular training will allow our team to assist our City, County and State to respond and recover from adversarial attacks.

These projects will be managed by Chief/EMA Director Phil Selberg.

This funding is for our RRT so it will focus on Response. Within Response the Core Capabilities are: Operational Coordination, Environmental Response/Health and Safety, Situational Awareness, Fire Management and Suppression, Mass Care, and Mass Search and Rescue.

To determine this project budget, the South Portland Fire Department evaluated prior needs and projected cost estimates based on historical funds and current compensation.

	HSGP	LETPP	Planning	Operations	Equipment	Training	Exercise	Total Project	% Complete	Milestone
Original Project	\$58,320.00					\$38,520.00	\$19,800.00	\$58,320.00		Not Started
Modifications										Not Started
Balance after MMFs	\$58,320.00					\$38,520.00	\$19,800.00			Not Started
Payments										0%
Project Balance	\$58,320.00					\$38,520.00	\$19,800.00			

Notes: 0

Project ID#	National Priority	State Priority		
		Goal 3 - Improve information and intelligence sharing among homeland security stakeholders.	Original Project Budget \$109,916.40	BSIR Project Name: CD239ME3

which is central to both the Town of Cumberland and the MSAD School District. This would be an interconnected school/public safety radio communication system that would allow school staff, fire/rescue personnel, and police department staff to directly communicate with each other in the event of a mass casualty or domestic terrorist attack. This would include dual-band radios to link the VHF and UHF systems that are already in place.

As it stands, the Cumberland Police Department requires one (1) full-time School Resource Officer and one (1) part-time School Resource Officer to the MSAD 51 School District. The Cumberland Police Department has 12 full-time sworn officers and 2 reserve officers. The Cumberland Fire Department is comprised of 43 on-call firefighters and/or EMTs of various license levels. Additionally, there are 8 full-time paramedics that work 24-hour shifts to staff two positions at all times, and a full-time Fire Chief. The MSAD 51 campus is comprised of Greeley High School, Greeley Middle School, and the Mable I. Wilson Elementary School. This totals approximately 2,152 students and approximately 430 staff. The 5-year enrollment projection sees the district growing by approximately 300 students by 2028.

Specifically, the equipment would allow the MSAD 51 staff to directly contact Cumberland PD and/or Cumberland FD when there is a critical incident happening on campus. This would allow a new interoperable communications system between all parties, which is in line with the State's efforts to enhance interoperable communications. The gap in communication between First Responders and MSAD 51 staff is something that comes up in conversations within our First Responder briefings, as well as MSAD 51 Safety Committee Meetings. On a practical level, all parties deal with the issue of inadequate radio communications on a regular basis on the school campus, specifically inside the school buildings, on a regular basis. Issues with the lack of radio communication is best shown in the response we had to the MSAD 51 camp this Spring in dealing with an Active Shooter Hoax. Unfortunately, these events are becoming all too common, and raise larger concerns when factoring in multi-agency responses. This is by far our largest capability gap in responding to the possibility of high-risk, active shooter type events.

	HSGP	LETPP	Planning	Operations	Equipment	Training	Exercise	Total Project	% Complete	Milestone
Original Project	\$10,800.00					\$10,800.00		\$10,800.00		Not Started
Modifications										Not Started
Balance after MMFs	\$10,800.00					\$10,800.00				Not Started
Payments										0%
Project Balance	\$10,800.00					\$10,800.00				

Notes: 0

Project ID#	National Priority	State Priority	Original Project Budget	BSIR Project Name:	CD2311NPA2
Westbrook PD Search and Rescue K9	Enhancing community preparedness and resilience	Goal 4 - Ensure the state of Maine is prepared to respond to and recover from adversarial attacks.	\$3,098.79		

The city of Westbrook currently has 3 police K9's in our department, to include 2 labrador retrievers which are trained and certified in search and rescue through the Maine Criminal Justice Academy. Our labradors have been trained locally by the Law Enforcement Dogs of Maine, and the Maine Warden Service in both roadside searches and large scale area searches for humans. This asset allows our dogs to cover large areas of land, typically search grids are assigned in 40 acre grids where the dogs will search to detect human odor which can include a missing/injured hiker, missing elderly person, or someone suicidal to include a few examples.

Our dogs have already been deployed for searches in York, Cumberland, Androscoggin Counties to name a few. With our statewide mutual aid agreements, and partnership with the Maine Wardens Service our dogs are available to any incident in the State of Maine.

These call-outs can happen during any day/time and during any of the variety of weather seasons Maine has. These can include snowstorms, rainstorms or extreme heat to name a few. Our dogs are also able to complete multiple grid searches on the same call-out and there are times when these searches can last multiple days in remote areas with little resources available to us. These weather elements have exposed our K9's and handlers to weather conditions that exceed the capabilities of our typical patrol gear. As we often respond from home, or need to change gear for the deployment it is important to have the proper gear to ensure the safety of our handlers and also extend the time we are able to be out in the field.

LL Bean offers Waterproof, Gore Tex Jackets and Pants which have proven to be reliable in these environments and would extend the amount of time we are able to be out in the field on a search. These would also protect our officers from rain and wind elements which we encounter often in Maine. LL Bean also offers Lacrosse Boots which offer the same protection from these elements, and are far superior for these harsh environments. All of these offer a quick solution and a rapid ability to change and replace our normal duty gear and make us deployable in a safe manner throughout the state.

We are also looking into boots to assist us with the winter. These "over boots" made by NEOS are able to go over our regular patrol boots or any footwear to give us protection in the winter months during call-outs or even regular patrol shifts. As our search efforts typically include wooded area, these would provide us with added protection and again prolong our ability to search in these elements.

	HSGP	LETPP	Planning	Operations	Equipment	Training	Exercise	Total Project	% Complete	Milestone
Original Project		\$3,098.79			\$3,098.79			\$3,098.79		Not Started
Modifications										Not Started
Balance after MMFs		\$3,098.79			\$3,098.79					Not Started
Payments										0%
Project Balance		\$3,098.79			\$3,098.79					

Notes: 0

Project ID#	National Priority	State Priority	Original Project Budget	BSIR Project Name:	CD2312NPA6
Portland Hazardous Devices Unit Robot Replacement	Enhancing the protection of soft targets/crowded places	Goal 4 - Ensure the state of Maine is prepared to respond to and recover from adversarial attacks.	\$210,000.00		

This project calls for the replacement of the Portland Police Department Hazardous Devices Unit robot. The estimated cost of this project is \$210,000. Bomb squads are a key element of homeland security preparedness. They detect, interdict and respond to improvised explosive devices (IEDs) which are a known threat to soft targets and a tool likely to be used by domestic violent extremists. Additionally, a well-trained, equipped, and available bomb squad is critical to restoring normal operations post-incident and minimizing the impact of an attack. The Portland Police Department (PPD) Hazardous Devices Unit (HDU) is one of just three FBI accredited bomb squads in the State of Maine with the other two being Bangor PD and the Maine State Police. The FBI Hazardous Devices school is the only facility in the country that trains and certifies public safety bomb technicians while the National Bomb Squad Commanders Advisory Board establishes standards for accredited bomb squads to include training and equipment requirements. The standardization of training and equipment is critical to multi-jurisdictional response to large scale events as demonstrated by the Boston Marathon bombing: nearly 50 technicians from local, state, and federal agencies worked together to clear two major scenes under tremendous pressure. This was feasible because the technicians operated from the same playbook and were trained to use the same equipment. The PPD HDU was accredited in 2005 with much of the required equipment purchased using Homeland Security grant funds in 2004 and 2005. This includes the team's F6A robot. Required for accreditation, a bomb team robot is critical to the safety of bomb technicians. The robot offers the technicians an opportunity to approach, examine, x-ray, and, if necessary, render safe, a suspicious package or IED while remaining at a safe distance. In 2021, the robot vendor (Remotec) advised that it would no longer support or service the F6A robot. Now 18 years old, the robot is due for replacement and failure to do so before the existing robot becomes obsolete, will result in loss of accreditation for the PPD HDU. The Portland HDU has deployed nearly 100 times since its inception in 2005. Just over half of those calls were to addresses in Portland while the remainder includes response to towns in Cumberland County ranging from Brunswick to the north, Scarborough to the south, and Windham to the west. The team has also responded to Sagadahoc and York County several times. These calls include reports of suspicious packages, recovery of military or civilian ordinance, or the rendering safe of improvised explosive devices. The team also provides support at large scale public events including the Boston Marathon, Portland's 4th of July celebration and VIP visits to include presidential candidates. Failure to replace the robot will force communities to wait for a response from Bangor or the State Police. A good example of the impact of this is presented by a recent call to Maine Medical Center for a suspicious package left outside the entrance. Upon locating the item, MMC evacuated the front entrance area, closed the hospital to visitors, and diverted ambulances. Portland HDU members were able to respond within minutes and clear the package (a non-explosive device designed to look like a pipe bomb) in less than two hours. The hospital was able to resume normal operations in the time it would have taken for an outside bomb squad to even respond to the scene. The Portland Police Department has utilized homeland security, port security and local funds to maintain the HDU since its inception in 2005. This includes funds to send technicians to training and funds to purchase or replace equipment. PPD will continue to utilize these strategies to maintain the team moving forward. The Portland HDU is currently commanded by Officer Jason Leadbetter, a thirteen year veteran of the PD. He coordinates training and maintains equipment for the team. Jason has facilitated numerous HDU equipment purchases over the past three years and handles the inventory and maintenance of assigned equipment. Interim Chief Heath Gorham, one of PPD's original bomb techs, develops policy for the team and manages assignment of personnel. Upon the award of funds, Officer Leadbetter will work with the City of Portland Purchasing Office to purchase a new robot. Jason will take delivery of the equipment and will be responsible for ensuring its readiness. The robot will be stored in the HDU vehicle which is housed in a secure City vehicle storage facility. The HDU will continue to respond to call-outs in the City of Portland and throughout the region as requested. The team will also be used to conduct sweeps and stand by for large events.

	HSGP	LETPP	Planning	Operations	Equipment	Training	Exercise	Total Project	% Complete	Milestone
Original Project		\$210,000.00			\$210,000.00			\$210,000.00		Not Started
Modifications										Not Started
Balance after MMFs		\$210,000.00			\$210,000.00					Not Started
Payments										0%
Project Balance		\$210,000.00			\$210,000.00					

Notes: 0