

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE RATIFIED SUBMISSION OF A GRANT APPLICATION TO THE WYOMING OFFICE OF HOMELAND SECURITY FOR THE EMERGENCY MANGEMENT PLANNING GRANT PROGRAM (EMPG), ON BEHALF OF THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING TO REQUEST FUNDING FOR THE EMERGENCY MANAGEMENT DEPARTMENT IN THE AMOUNT OF \$127,072.00.

FOR THE PURPOSE OF: REQUESTED FUNDS WILL BE USED TO SUPPORT THE EMERGENCY MANGEMENT AGENCY FOR FY2025.

WITNESSETH

WHEREAS, the Wyoming Office of Homeland Security receives EMPG funds from the Federal Emergency Management Agency and;

WHEREAS, the Wyoming Office of Homeland Security distributes a portion of these EMPG funds to Wyoming Counties and;

WHEREAS, the Laramie County Board of Commissioners is eligible to apply for and receive EMPG funds and;

WHEREAS, the Governing Body of Laramie County desires to participate in the Wyoming Office of Homeland Security Emergency Management Planning Grant Program (EMPG) by sponsoring this grant application to assist in financing the Emergency Management Department; and

WHEREAS, the Governing Body of Laramie County has been provided with preliminary cost estimates and information on this project; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LARAMIE COUNTY that a grant application in the amount of \$127,072.00 be submitted to the Wyoming Office of Homeland Security for consideration of assistance in funding the Laramie County Emergency Management Agency under the EMPG grant program, and that the County provide a 50% match (\$127,072.00) towards all salary and benefit items listed in the EMPG budget.

BE IT FURTHER RESOLVED, that Sandra Bay, or her successor in the position of Laramie County Grants Manager, is appointed as agent of the Laramie County Board of Commissioners to execute and submit applications and certifications for these funds and to receive funds and implement the programs funded under this grant.

PASSED, APPROVED AND ADOPTED THIS 7th DAY OF MAY 2024.

By: _____

Date: _____

Chairman, Laramie County Commissioners

ATTEST:

Date: _____

Debra Lee, Laramie County Clerk

Received and Approved as to Form only By:

Date: 4/30/24

Laramie County Attorney's Office



Wyoming Office of Homeland Security
2024 EMPG
 Deadline: 5/21/2024

Laramie County, Wyoming
Laramie County EMPG

Jump to: [Application Questions](#) [Documents](#)

\$ 127,072.00 Requested

Project Contact

Sandra (Newland) Bay
sandra.newland@laramiecountywy.gov
 Tel: 307-633-4201

Additional Contacts

none entered

Laramie County, Wyoming

310 W 19th St Ste 300
 Cheyenne, WY 82001
 United States

Chairman

Brian Lovett
commissioners@laramiecountywy.gov

Telephone 307-633-4260

Fax

Web laramiecountywy.gov

UEI E9DLJC1HGNQ8

SAM

Expires 12/27/2022

Application Questions [top](#)

1. County or Tribe Name:

Laramie

2. Has your agency completed and submitted a THIRA and SPR?

Due October 1, 2023

- YES
 NO

3. Does your project address gaps identified in the THIRA/SPR?

- YES
 NO

4. If YES to question 3, explain how this project ties into your THIRA/SPR and how it addresses the gap.

The budget allows us to improve, build and sustain the core capabilities aligned with our THIRA. Our office is therefore able to continue to provide input on assessments (including critical infrastructure), conduct exercises with all of our partner agencies and coordinate during real world events. To address any gaps in our THIRA/SPR, trainings are able to continue to be conducted throughout the year using the budget we are providing.

5. If you answered NO to question 3 above, explain any other assessments, exercises, or real world events that were used to identify gaps addressed by this project.

-no answer-

6. Does your agency have a formal adoption of NIMS in the form of a resolution on file with WOHS?

- YES
 NO

7. Does your agency have a CPG 101v.3 compliant Emergency Operations Plan (EOP)?

- YES
 NO

8. Does your agency have a multi-year Integrated Preparedness Plan (IPP)?

- YES
- NO

9. Did your agency submit 5 After Action Reviews to WOHS for the 12 month period of October 1, 2022 to September 30, 2023?

- YES
- NO

10. Has your agency submitted a current Tactical Interoperable Communications (TIC) plan to WOHS?

- YES
- NO

11. How many full-time county/tribal emergency management personnel are staffed by your agency?

2

12. How many part-time county/tribal emergency management personnel are staffed by your agency?

1

13. What is the number of Full Time Equivalent (FTE) emergency management staff currently supported by EMPG funding?

2

14. Have all EMPG funded personnel completed the FEMA Professional Development Series, as well as IS-100, IS-200, IS-700, and IS-800?

- YES
- NO, please explain:

15. What amount of 2023 EMPG was awarded to your agency?

118815.00

16. Provide any additional information about your project you would like WOHS to consider.

A copy of the Operations Budget and proof of our SAM registration has been provided as attached documents to this application.

Documents [top](#)

Documents Requested *

[2024 EMPG Budget Detail](#)

Required?Attached Documents *

- [2024 EMPG Budget Detail](#)
- [2024 Budget Narrative](#)
- [sam.gov registration](#)

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Application ID: 471506

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Wyoming Office of Homeland Security 2024-EMPG Budget

Agency: Cheyenne/Laramie County Emergency Management Agency

Total Project Budget: \$ 254,143.98
 Total EMPG Requested: \$ 127,071.99
 Total Match Provided: \$ 127,071.99
 EMPG % Support: 50.0%
 Match % Support: 50.0%

PERSONNEL EXPENSES

Position 1 Title:		Director			
Is this position currently funded with 2023 EMPG funds?	<input checked="" type="checkbox"/> Check if yes.	EMPG REQUEST	CASH MATCH	IN-KIND MATCH	LINE COST
Salary		\$ 45,264.50	\$ 45,264.50		\$ 90,529.00
Taxes		\$ 4,583.00	\$ 4,583.00		\$ 9,166.00
Insurance		\$ 2,336.20	\$ 2,336.20		\$ 4,672.40
Benefits		\$ 8,416.91	\$ 8,416.91		\$ 16,833.82
Position 1 SUBTOTAL		\$ 60,600.61	\$ 60,600.61	\$ -	\$ 121,201.22

Position 2 Title:		Operations Coordinator			
Is this position currently funded with 2023 EMPG funds?	<input checked="" type="checkbox"/> Check if yes.	EMPG REQUEST	CASH MATCH	IN-KIND MATCH	LINE COST
Salary		\$ 16,421.00	\$ 16,421.00		\$ 32,842.00
Taxes		\$ 2,376.48	\$ 2,376.48		\$ 4,752.96
Insurance		\$ 2,336.20	\$ 2,336.20		\$ 4,672.40
Benefits		\$ 3,767.34	\$ 3,767.34		\$ 7,534.68
Position 2 SUBTOTAL		\$ 24,901.02	\$ 24,901.02	\$ -	\$ 49,802.04

Position 3 Title:		Planning/Administration Coordinator			
Is this position currently funded with 2023 EMPG funds?	<input type="checkbox"/> Check if yes.	EMPG REQUEST	CASH MATCH	IN-KIND MATCH	LINE COST
Salary		\$ 29,889.00	\$ 29,889.00		\$ 59,778.00
Taxes		\$ 3,406.78	\$ 3,406.78		\$ 6,813.56
Insurance		\$ 2,336.20	\$ 2,336.20		\$ 4,672.40
Benefits		\$ 5,938.38	\$ 5,938.38		\$ 11,876.76
Position 3 SUBTOTAL		\$ 41,570.36	\$ 41,570.36	\$ -	\$ 83,140.72

OPERATING EXPENSES		EMPG REQUEST	CASH MATCH	IN-KIND MATCH	LINE COST
Rent					\$ -
Utilities					\$ -
Communications/Internet					\$ -
Office Supplies					\$ -
Equipment					\$ -
Travel/Mileage					\$ -
Training					\$ -
Other A					\$ -
Other B					\$ -
Other C					\$ -
Other D					\$ -
SUBTOTAL		\$ -	\$ -	\$ -	\$ -

TOTALS \$ 127,071.99 \$ 127,071.99 \$ - \$ 254,143.98

Based on amounts entered in Column E, \$ - of your match obligation will be met with in-kind match. Please describe the source of in-kind match below:

Budget Narrative

The Cheyenne/Laramie County Emergency Management Agency is requesting funding for operating expenses to include salaries and benefits. Salaries and benefits are being requested for two full time positions and part time for a third position. These positions are instrumental to facilitate emergency planning and response in the community.

Laramie County's budget is not a project based budget, it is a budget based on operation and maintenance costs spread across Laramie County, including the rural towns, and the City of Cheyenne. It provides emergency management services for all of Laramie County and its citizens.

The priorities of the Cheyenne/Laramie County Emergency Management programs are aligned with the core principals of the National Incident Management System. ICS provides us the priorities of life safety, incident stabilization and property preservation. Based on these goals, and aligned with the core capabilities identified in our THIRA process, we have identified the following priorities for our program: resource typing, public notification, public health and medical services, national disaster recovery framework planning, operational coordination, and fire management and suppression. Each of the following priorities is detailed below and is incorporated into our work plan for the next fiscal year.

Resource Typing - Resource typing is defining and categorizing, by capability, the resources requested, deployed and used in incidents. Resource typing definitions are established for a common language and they define resource (equipment, teams, and units) minimum capabilities. NIMS resource typing definitions serve as the common language for the mobilization of resources. Laramie County has identified resource typing as a program priority moving forward.

Public Notification - Laramie County has multiple avenues of public notification such as outdoor warning sirens, RAVE Mobility, IPAWS, media outlets, emergency services and amateur radio. This year, our focus will be to continue to research ways of enhancing our notifications through all outlets currently in place to ensure proper notification is accessible to all residents including those with access and functional needs (AFN).

Public Health and Medical Services - A focus of Emergency Management is the continued relationship with Public Health and Medical Services. Public Health is identified as a leading core capability and leading emergency support function in our emergency response plans. Infectious disease response, operational coordination, operational communications and fatalities management are a critical portion of our P.O.E.T.E.

National Disaster Recovery Framework Planning – During this next fiscal year, we will continue to work towards the development of a Distribution Management Plan for Laramie County. This will be in coordination with our local and regional partners and be included in the update to our county Emergency Response Plan.

Threat Hazard Identification Risk Assessment – As a continuation from previous years EMA will update and complete the 2022 THIRA to include a scenario based on long term power outages and a pandemic. During this next fiscal year we will work to assess and build on our surveys of critical infrastructure.

Operational Coordination – Identified from multiple real world events, the need for operational coordination across all mission areas has been identified by a coordinated group of first responders. This group will establish and exercise an operational structure and process designed to coordinate response to multi agency events.

All of the activities and goals outlined above will meet our high priority capabilities to provide quality Emergency Management services within Laramie County. It is in addressing the five mission areas of prevention, protection, mitigation, response and recovery. Requested funding supports our agency's ability to provide these key services in the community.



LARAMIE COUNTY GOVERNMENT

Unique Entity ID E9DLJC1HGNQ8	CAGE / NCAGE 398U8	Purpose of Registration Federal Assistance Awards Only
Registration Status Active Registration	Expiration Date Oct 12, 2024	
Physical Address 309 W 20TH ST Cheyenne, Wyoming 82001-3601 United States	Mailing Address 310 W. 19TH Street Suite 300 Cheyenne, Wyoming 82001-4449 United States	

Business Information

Doing Business as (blank)	Division Name Laramie County	Division Number (blank)
Congressional District Wyoming 00	State / Country of Incorporation (blank) / (blank)	URL (blank)

Registration Dates

Activation Date Oct 16, 2023	Submission Date Oct 13, 2023	Initial Registration Date May 18, 2005
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Entity Dates

Entity Start Date Jan 1, 1890	Fiscal Year End Close Date Jun 30
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Immediate Owner

CAGE (blank)	Legal Business Name (blank)
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Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
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Executive Compensation

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?
No

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) 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?
Not Selected

Proceedings Questions

Is your business or organization, as represented by the Unique Entity ID on this entity registration, responding to a Federal procurement opportunity that contains the provision at FAR 52.209-7, subject to the clause in FAR 52.209-9 in a current Federal contract, or applying for a Federal grant opportunity which contains the award term and condition described in 2 C.F.R. 200 Appendix XII?
No

Does your business or organization, as represented by the Unique Entity ID on this specific SAM record, have current active Federal contracts and/or grants with total value (including any exercised/unexercised options) greater than \$10,000,000?
Not Selected

Within the last five years, had the business or organization (represented by the Unique Entity ID on this specific SAM record) and/or any of its principals, in connection with the award to or performance by the business or organization of a Federal contract or grant, been the subject of a Federal or State (1) criminal proceeding resulting in a conviction or other acknowledgment of fault; (2) civil proceeding resulting in a finding of fault with a monetary fine, penalty, reimbursement, restitution, and/or damages greater than \$5,000, or other acknowledgment of fault; and/or (3) administrative proceeding resulting in a finding of fault with either a monetary fine or penalty greater than \$5,000 or reimbursement, restitution, or damages greater than \$100,000, or other acknowledgment of fault?
Not Selected

Exclusion Summary

Active Exclusions Records?

No

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Entity Types

Business Types

Entity Structure	Entity Type	Organization Factors
U.S. Government Entity	US Local Government	(blank)
Profit Structure		
(blank)		

Socio-Economic Types

Check the registrant's Repts & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Government Types

- U.S. Local Government
- County
- Other Government Entities
- Council of Governments

Financial Information

Accepts Credit Card Payments	Debt Subject To Offset
No	No

EFT Indicator	CAGE Code
0000	398U8

Electronic Funds Transfer

Account Type	Routing Number	Lock Box Number
Checking	*****52	(blank)
Financial Institution	Account Number	
BMO BANK NA	*****71	

Automated Clearing House

Phone (U.S.)	Email	Phone (non-U.S.)
3077712065	(blank)	(blank)
Fax		
(blank)		

Remittance Address

GALE RICE
 2200 E Lincolnway
 Cheyenne, Wyoming 82001
 United States

Taxpayer Information

EIN	Type of Tax	Taxpayer Name
*****0111	Applicable Federal Tax	Laramie County
Tax Year (Most Recent Tax Year)	Name/Title of Individual Executing Consent	TIN Consent Date
2023	Treasurer	Oct 13, 2023
Address	Signature	
310 W 19TH ST	Tammy Deisch	
Cheyenne, Wyoming 82001		

Points of Contact

Accounts Receivable POC

♀
 Tammy Deisch, Treasurer
 tammy.deisch@laramiecountywy.gov
 3076334227

Electronic Business

♀ Sandra L Bay, Grants Manager sandra.bay@laramiecountywy.gov 3076334201	310 W 19TH Street Suite 320 Cheyenne, Wyoming 82001 United States
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Government Business

♀ Sandra Bay, Grants Manager sandra.bay@laramiecountywy.gov 3076334201	310 W. 19TH Street Suite 320 Cheyenne, Wyoming 82001 United States
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Past Performance

♀ Sandra Newland snewland@laramiecounty.com 3076334201	310 West 19TH Street Suite 300 Cheyenne, Wyoming 82001 United States
KAREN Fortney kfortney@laramiecounty.com 3076334227	309 W 20TH ST Cheyenne, Wyoming 82001 United States

Service Classifications

NAICS Codes

Primary	NAICS Codes	NAICS Title
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Size Metrics

IGT Size Metrics

Annual Revenue (from all IGTs)
 (blank)

Worldwide

Annual Receipts (in accordance with 13 CFR 121) (blank)	Number of Employees (in accordance with 13 CFR 121) (blank)
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Location

Annual Receipts (in accordance with 13 CFR 121) (blank)	Number of Employees (in accordance with 13 CFR 121) (blank)
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Industry-Specific

Barrels Capacity (blank)	Megawatt Hours (blank)	Total Assets (blank)
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Electronic Data Interchange (EDI) Information

This entity did not enter the EDI information

Disaster Response

This entity does not appear in the disaster response registry.