

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE RATIFIED SUBMISSION OF A GRANT APPLICATION TO THE WYOMING OFFICE OF HOMELAND SECURITY FOR THE FFY 2023 STATE HOMELAND SECURITY GRANT PROGRAM (SHSP), ON BEHALF OF THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING TO REQUEST FUNDING IN THE AMOUNT OF \$35,410.00.

FOR THE PURPOSE OF: REQUESTED FUNDS WILL BE USED FOR ELECTION SECURITY TO INCLUDE THE PURCHASE OF FIREWALLS FOR ELECTION SITES, AN ENCLOSED TRAILER FOR ELECTION MACHINES AND OVERTIME FOR SECURITY FOR BOTH THE PRIMARY AND GENERAL ELECTION.

WITNESSETH

WHEREAS, the Wyoming Office of Homeland Security receives FFY 2023 SHSP funds from the Federal Emergency Management Agency and;

WHEREAS, the Wyoming Office of Homeland Security distributes a portion of these FFY 2023 SHSP funds to Wyoming Counties and;

WHEREAS, the Laramie County Board of Commissioners is eligible to apply for and receive FFY 2023 SHSP funds and;

WHEREAS, the Governing Body of Laramie County desires to participate in the Wyoming Office of Homeland Security Grant Program (SHSP) by sponsoring this grant application to assist in financing this project; 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 \$35,410.00 be submitted to the Wyoming Office of Homeland Security for consideration of assistance in funding the Laramie County Coroner's Office under the FFY 2023 SHSP grant program.

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 6th DAY OF AUGUST 2024.

By: _____

Date: _____

Chairman, Laramie County Commissioners

ATTEST:

Date: _____

Debra Lee, Laramie County Clerk

Received and Approved as to Form only By:



Date: 7-30-24

Laramie County Attorney's Office

Sandra Bay

From: ZoomGrants Notices <Notices@zoomgrants.com>
Sent: Tuesday, July 30, 2024 3:55 PM
To: Sandra Bay
Subject: Application Submitted: LC Election Security

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Sandra (Newland) Bay,

Congratulations!

This is to confirm that your 2023 SHSP application has been successfully submitted.

If you need to edit your application or have any questions, please contact Darryl Erickson at --darryl.erickson@zoomgrants.com

From ZoomGrants:

Success! Your application has been submitted!

Here is a link to the Print/Preview of your application. You can also save your application as a PDF from the <https://www.zoomgrants.com/printprop.asp?rfpidu=E67BA3DB96DB48A88892ABAE30AF9EC8&propidu=479236>
As a security measure, you must be logged into your account, before clicking on the above link to view your application.

Alternatively, you can quickly check the status of your application by clicking <https://www.zoomgrants.com/applicationstatus.aspx?g=616E1F89936C4F51BD8A944E8D7E8B6A&p=479236>

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P479236

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Wyoming Office of Homeland Security

FY 2023 SHSP

Deadline: 7/30/2024

**Laramie County, Wyoming
LC Election Security**

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

\$ 35,410.00 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

EIN 83-6000111

UEI E9DLJC1HGNQ8

SAM

Expires 12/27/2022

[Application Questions](#) [top](#)

Project Details

1. Type of Jurisdiction

- County Emergency Management
- Law Enforcement
- Coroner
- RERT
- Bomb Team
- School District
- State Agency
- Special District
- City/Town
- Other: County

2. Please provide your Unique Entity ID (SAM UEI number)

This takes the place of your DUNS number effective April 4, 2022.

E9DLJC1HGNQ8

3. Please describe "What" your need is and "Why" you need it.

If submitting more than one project application for FY 2023 SHSP, please rank this project application in order of priority. (Example 1 of 2, 2 of 2, etc.)

With the primary and general election approaching, Laramie County is needing additional items for security. We need to purchase election firewall replacements. This is needed to operate the election sites that require cryptic data for the electronic poll book. We would also like to request funding for purchase an enclosed trailer for the storage and transportation of election machines in the amount of \$25,000. The trailer would be locked and stored in the secured EMA facility when not in use on election days. We no longer have space to store election machines. We are also requesting funding for law enforcement overtime for the primary election for 17 hours and 35 hours of OT for the general election.

4. List your AEL Codes here. REQUIRED for all equipment requests. The AEL is available at <http://www.fema.gov/authorized-equipment-list>.

Some equipment items require prior approval before the obligation or purchase of the items. Please reference the grant notes for each equipment item to ensure prior approval is not required.

Firewall AEL 05NP-00-FWAL

Trailer AEL 12TR-00-TEQP

5. Does this project require new construction, renovation, retrofitting or modifications of an existing structure?

Are you drilling holes in walls, turning dirt or modifying an existing structure in any way?

YES - An EHP may be required

NO

6. Does the requested funding cover all components of the project?

YES

NO

7. Will you accept partial funding?

YES

NO, explain:

8. Have you applied for other grant opportunities to fund this request?

If yes, please name what other grants have been applied for, the amount of funding received and what portion of the project the funding was for.

NA

9. Does this project support a previous SHSP award?

YES

NO

10. ** If you answered YES to number 9, please answer: (a) what previous year; (b) the project name; and (c) the last completed milestone. ** If you answered NO, please put N/A.

NA

11. Is this project part of a multi-year strategy? If YES, please explain. Otherwise, put NO.

NA

12. Did you or your jurisdiction participate in the THIRA?

YES

NO

13. Does this project address gaps identified in the THIRA/SPR?

YES

NO

14. If YES to #13, explain how this project ties into your THIRA/SPR and how it addresses the gap. If NO, explain what other assessments, exercises or real world events identified the gap being addressed.

(For example: cyber/physical security assessment)

NA

15. All projects under this grant must have a nexus to terrorism. Please describe how your project relates to acts of terrorism.

Election security is critical and with the upcoming presidential election it is a turbulent time. It is Laramie County's goal to ensure our election process is transparent and secure to the public. This project will help ensure that any acts of terrorism can be mitigated and prevented.

16. Provide justification on how the project will be maintained, supported, and sustained.

All equipment purchased under the grant will be under the ownership of Laramie County and put into a

maintenance schedule. The county acknowledges the equipment will be our property and we are responsible for it in terms of maintenance and replacement.

17. Select your Primary core capability

See Core Capabilities Reference Document under Library Section above (select link to download)

- Planning
- Public Information and Warning
- Operational Coordination
- Intelligence
- Interdiction
- Screening, Search
- Access Control and Identity Verification
- Cybersecurity
- Physical Protective Measures
- Community Resilience
- Long-term Vulnerability Reduction
- Risk and Disaster Resilience Assessment
- Threats and Hazard Identification
- Infrastructure Systems
- Environmental Response/Health and Safety
- Fatality Management Services
- Logistics and Supply Chain Management
- On-Scene Security, Protection, and Law Enforcement
- Operational Communications
- Other:

18. Select your Secondary core capability (if applicable)

If not applicable, put NONE under Other

- Planning
- Public Information and Warning
- Operational Coordination
- Intelligence
- Interdiction
- Screening, Search
- Access Control and Identity Verification
- Cybersecurity
- Physical Protective Measures
- Community Resilience
- Long-term Vulnerability Reduction
- Risk and Disaster Resilience Assessment
- Threats and Hazard Identification
- Infrastructure Systems
- Environmental Response/Health and Safety
- Fatality Management Services
- Logistics and Supply Chain Management
- On-Scene Security, Protection, and Law Enforcement
- Operational Communications
- Other:

19. Select your Tertiary/Third core capability (if applicable)

If not applicable, put NONE under Other

- Planning

- Public Information and Warning
- Operational Coordination
- Intelligence
- Interdiction
- Screening, Search
- Access Control and Identity Verification
- Cybersecurity
- Physical Protective Measures
- Community Resilience
- Long-term Vulnerability Reduction
- Risk and Disaster Resilience Assessment
- Threats and Hazard Identification
- Infrastructure Systems
- Environmental Response/Health and Safety
- Fatality Management Services
- Logistics and Supply Chain Management
- On-Scene Security, Protection, and Law Enforcement
- Operational Communications
- Other:

20. Does this investment focus on building new capabilities or sustaining existing capabilities?

- BUILD
- SUSTAIN

21. Is any part of this proposed project a deployable and/or shareable asset?

An asset that can be utilized as a local, state, regional, or national resource.

- YES
- NO

22. Does this project support a NIMS typed resource?

Resource typing is defining and categorizing, by capability, the resources requested, deployed and used in incidents. <https://rtlt.preptoolkit.fema.gov/Public>

- YES
- NO

Milestones

Submit a minimum of four (4) milestones for all projects. Milestones should represent a logical progression of the project to allow for realistic monitoring and management of grant funding. This attribute will function as a tool for measuring project progress in future reporting periods. Provide a high level narrative description of activities to occur within each milestone including anticipated milestone dates/timeframes.

23. First Milestone/Key Activity. Include your projected Start and End Dates.

Example: December 15, 2022 to December 15, 2023.

Upon Award equipment will be purchase with an estimated completion date of 12/31/24.

24. Second Milestone/Key Activity. Include your projected Start and End Dates.

Example: December 15, 2022 to December 15, 2023.

Law enforcement will coordinate with the County Clerk's Office to establish overtime shifts for both the primary and general elections. To be completed by November 6, 2024.

25. Third Milestone/Key Activity. Include your projected Start and End Dates.

Example: December 15, 2022 to December 15, 2023.

Laramie County anticipates closing out the grant and seeking final reimbursement by 12/31/24.

26. Fourth Milestone/Key Activity. Include your projected Start and End Dates.

Example: December 15, 2022 to December 15, 2023.

NA

Additional Information

27. Provide any additional information about the project you would like us to consider.

You may upload a document if you need more space.

Thank you!

Budget [top](#)

Funding Uses/Expenses	Amount Requested	Total Project Cost
Planning	\$ 0.00	\$ 0.00
Organization	\$ 2,860.00	\$ 2,860.00
Exercise	\$ 0.00	\$ 0.00
Training	\$ 0.00	\$ 0.00
Equipment	\$ 32,550.00	\$ 32,550.00
Total	\$ 35,410.00	\$ 35,410.00

Budget Narrative

Firewall Replacement for election sites \$7,550.00

Enclosed Trailer for election machines \$25,000

Primary Election Overtime 17 hours (\$55 per hour average deputy rate x 17 hours) \$935.00

General Election Overtime 35 hours (\$55 per hour average deputy rate x 35 hours) \$1,925.00

Total request \$35,410.00

Documents [top](#)

Documents Requested *

Required? Attached Documents *

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 479236

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Sandra Bay

From: Darryl Erickson <darryl.erickson1@wyo.gov>
Sent: Tuesday, July 30, 2024 2:41 PM
To: Sandra Bay
Subject: Re: Election Security Funding

[Here it is!](#)

The system will stop accepting applications at midnight. So, if you get interrupted and need more time, just let me know. Again, you will only need to fill out the minimum information in order to submit.

dse

On Tue, Jul 30, 2024 at 2:37 PM Sandra Bay <Sandra.Bay@laramiecountywy.gov> wrote:

Darryl,

Feel free to send the link when you are ready and I will jump in and get it completed.

Thanks again!

~Sandra

Sandra Bay

Laramie County Grants Manager

310 W. 19th Street, Suite 320

Cheyenne, WY 82001

(307)-633-4201

Sandra.Bay@laramiecountywy.gov

From: Darryl Erickson <darryl.erickson1@wyo.gov>
Sent: Tuesday, July 30, 2024 2:34 PM
To: Sandra Bay <Sandra.Bay@laramiecountywy.gov>
Subject: Re: Election Security Funding

Sandra,

No problem. Sorry about the SNAFU. I was on vacation the first week of July and assumed the agreement was already completed.

Let me know when you have a few minutes to initiate a new application in ZoomGrants for this project (funded out 23-SHSP). It doesn't have to be today, just let me know when. I will send you a link to the application and unlock it in ZoomGrants. Information in the application can be minimal since the project has already been vetted.

dse

On Tue, Jul 30, 2024 at 2:18 PM Sandra Bay <Sandra.Bay@laramiecountywy.gov> wrote:

Darryl,

Thank you for the update, sorry I missed your call!

~Sandra

Sandra Bay

Laramie County Grants Manager

310 W. 19th Street, Suite 320

Cheyenne, WY 82001

(307)-633-4201

Sandra.Bay@laramiecountywy.gov

From: Darryl Erickson <darryl.erickson1@wyo.gov>

Sent: Tuesday, July 30, 2024 2:10 PM

To: Sandra Bay <Sandra.Bay@laramiecountywy.gov>

Cc: Ashley Paulsrud <ashley.paulsrud@wyo.gov>; Debra Lee <Debra.Lee@laramiecountywy.gov>; Brad Alexander <brad.alexander@laramiecountywy.gov>

Subject: Re: Election Security Funding

Sandra,

The agreement for this award seems to have slipped through the cracks. I have just submitted an agreement for \$35,410 to the AG for approval today. I will see if they are willing to expedite this one.

dse

On Tue, Jul 30, 2024 at 11:46 AM Sandra Bay <Sandra.Bay@laramiecountywy.gov> wrote:

Hi Ashley,

Any updates on this agreement?

Thank you!

~Sandra

Sandra Bay

Laramie County Grants Manager

310 W. 19th Street, Suite 320

Cheyenne, WY 82001

(307)-633-4201

Sandra.Bay@laramiecountywy.gov

From: Ashley Paulsrud <ashley.paulsrud@wyo.gov>

Sent: Monday, July 1, 2024 5:15 PM

To: Sandra Bay <Sandra.Bay@laramiecountywy.gov>

Cc: Darryl Erickson <darryl.erickson1@wyo.gov>; Debra Lee <Debra.Lee@laramiecountywy.gov>; Brad Alexander <brad.alexander@laramiecountywy.gov>

Subject: Re: Election Security Funding

Sandra,

Your request in the amount of \$35,410 has been approved. A formal grant award will be forthcoming. We will be utilizing funds already available to us (2023 SHSP) and set aside for this specific purpose so the grant award agreement will list a performance period of June 1, 2024 to Aug 31, 2026.

You are free to move forward with the project as requested and we'll get the grant award agreement to you as soon as it comes back from the Attorney General's office.

Thanks,

Ashley

On Monday, July 1, 2024, Sandra Bay <Sandra.Bay@laramiecountywy.gov> wrote:

Good Afternoon,

I wanted to follow up on our June request (below) for election security funding. Laramie County is having to move forward soon with the purchase of the firewall replacement for the primary election.

Do you have an anticipated notice date for these funds?

Thank you!

~Sandra

Sandra Bay

Laramie County Grants Manager

310 W. 19th Street, Suite 320

Cheyenne, WY 82001

(307)-633-4201

Sandra.Bay@laramiecountywy.gov

From: Sandra Bay

Sent: Thursday, June 6, 2024 11:39 AM

To: Ashley Paulsrud <ashley.paulsrud@wyo.gov>

Cc: Darryl Erickson <darryl.erickson1@wyo.gov>; Debra Lee <Debra.Lee@laramiecountywy.gov>; Brad Alexander <brad.alexander@laramiecountywy.gov>

Subject: RE: Election Security Funding

Good Morning Ashley and Darryl,

Laramie County would like to request election security funding if still available.

- We need funding to purchase election firewall replacement in the amount of \$7,550. This is needed to operate the election sites that require cryptic data for the electronic poll book. We could use this funding ASAP if approved.
- We would like to request funding to purchase an enclosed trailer for the storage and transportation of election machines in the amount of \$25,000. Again this could be used ASAP if approved.
 - Trailer would be locked and stored in the secured EMA facility when not in use on election days.
 - We no longer have space to store election machines.
- Funding for overtime for the primary election 17 hours (\$935-\$55 per hour average deputy rate x 17 hours = \$935.00)
- Funding for overtime for the general election 35 hours (\$1,925.00-\$55 per hour average deputy rate x 35 hours = \$1,925.00)

Total Request of \$35,410.00 Amount that can be used prior to 8/31/24 = \$33,485.00

Please reach out with any questions. I have copied Debra Lee our County Clerk, Brad Alexander our IT Director, along with Lt. Parker from the Sheriff's Office who can provide more detail to the items listed above if needed.

Thank you for your consideration.

~Sandra

Sandra Bay

Laramie County Grants Manager

310 W. 19th Street, Suite 320

Cheyenne, WY 82001

(307)-633-4201

Sandra.Bay@laramiecountywy.gov

From: Ashley Paulsrud <ashley.paulsrud@wyo.gov>

Sent: Tuesday, May 14, 2024 11:27 AM

To: Sandra Bay <Sandra.Bay@laramiecountywy.gov>

Cc: Darryl Erickson <darryl.erickson1@wyo.gov>; Debra Lee <Debra.Lee@laramiecountywy.gov>

Subject: Re: Election Security Funding

Sandra,

Thank you for the information. We do have a large amount of funding that needs to be spent on election security - some of it needs to be utilized by 8/31/24 but we also have some that expires in later years. What we need to know is:

1) How much funding do you need?

2) Will the funding be utilized for just the 2024 election cycle and if so for the Primary Election, the General Election, or both? This will determine what pot of money we need to look at making the allocation from.

Once we have answers to these questions, we can move forward with an award. Also, thank you for the clarification on the previous award for this type of project. I believe it's eligible but couldn't remember ever awarding money for something like this before so it had me stumped!

Thanks,

Ashley

On Fri, May 10, 2024 at 4:37 PM Sandra Bay <Sandra.Bay@laramiecountywy.gov> wrote:

Darryl,

Thank you for the timely response. Our Clerk forwarded me an email from Platte County in relation to funds that WOHS has for election related security that has to be obligated prior to 8/31/24. As the 2024 elections are ramping up we have needs for equipment and concerns over security for our election sites.

Depending on this mentioned funding or applying for SHSP 24 funds impacts or decision with the August 2024 primary and the November general election. I have copied my County Clerk Debra Lee, on this email as I don't have all of the answers for you on what we are requesting and the associated costs.

From the email I don't think Platte County received funding for this purpose, but rather are exploring it as an option.

Thank you for your time and having this initial conversation.

Have a great weekend!

~Sandra

Sandra Bay

Laramie County Grants Manager

[310 W. 19th Street, Suite 320](#)

Cheyenne, WY 82001

(307)-633-4201

Sandra.Bay@laramiecountywy.gov

From: Darryl Erickson <darryl.erickson1@wyo.gov>

Sent: Friday, May 10, 2024 4:29 PM

To: Sandra Bay <Sandra.Bay@laramiecountywy.gov>

Cc: Ashley Paulsrud <ashley.paulsrud@wyo.gov>; Debra Lee <Debra.Lee@laramiecountywy.gov>

Subject: Re: Election Security Funding

Attention: This email message is from an **external(non-County)** email address. Please exercise caution and/or verify authenticity before opening the email/attachments/links from an email you aren't expecting.

Sandra,

Ashley and I agree that OT for deputies working security during the election is generally an allowable expense. However, the events you have in mind would impact which funds we consider. For example, the 20-SHSP funds we are currently using to support election security projects would be available for the primary, but not the general (project end date is 8/31/24). Of course, there are other grant years available, as well as the 2024 SHSP applications currently open. Can you provide more detailed information on the project you are considering (timing, costs, etc.)?

Also, do you know who the agency was that may have received funds for this purpose in the past? And when?

dse

On Fri, May 10, 2024 at 11:24 AM Sandra Bay <Sandra.Bay@laramiecountywy.gov> wrote:

Good Morning,

Our County Clerk was visiting with me about election security matters. She is aware that another agency put in a request in the past for Overtime for Deputies working the election for security purposes. Would this be appropriate for the SHSP funds?

Thank you!

~Sandra

Sandra Bay

Laramie County Grants Manager

[310 W. 19th Street, Suite 320](#)

Cheyenne, WY 82001

(307)-633-4201

Sandra.Bay@laramiecountywy.gov

--

Darryl Erickson

Grants Manager

Wyoming Office of Homeland Security

307-777-4917

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--

[Ashley Paulsrud](#)

Grants/Finance Section Chief

Wyoming Office of Homeland Security

[5500 Bishop Blvd. Cheyenne, WY 82002](#)

Office: 307-777-4907

Cell: 307-214-9716

Fax: 307-635-6017

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--

Ashley Paulsrud

Grants/Finance Section Chief
Wyoming Office of Homeland Security
5500 Bishop Blvd. Cheyenne, WY 82002
Office: 307-777-4907
Cell: 307-214-9716
Fax: 307-635-6017

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Darryl Erickson

Grants Manager

Wyoming Office of Homeland Security

307-777-4917

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--

Darryl Erickson

Grants Manager

Wyoming Office of Homeland Security

307-777-4917

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Darryl Erickson

Grants Manager

Wyoming Office of Homeland Security

307-777-4917

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