

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE RATIFIED SUBMISSION OF A GRANT APPLICATION TO THE WYOMING OFFICE OF HOMELAND SECURITY FOR THE FFY2025 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 \$90,423.00.

FOR THE PURPOSE OF: REQUESTED FUNDS WILL BE USED TO SUPPORT THE EMERGENCY MANGEMENT AGENCY FOR FY2026.

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 FFY2025 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 \$90,423.00 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 (\$90,423.00) 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 OCTOBER 2025.

By: _____

Date: _____

Chairman, Laramie County Commissioners

ATTEST:

Date: _____

Debra Lee, Laramie County Clerk

Received and Approved as to Form only By:

Date: 9/1/25

Laramie County Attorney's Office

Sandra Bay

From: ZoomGrants Notices <Notices@zoomgrants.com>
Sent: Thursday, September 11, 2025 10:01 AM
To: Sandra Bay
Subject: Application Submitted: Laramie County EMPG

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.



Dear Sandra (Newland) Bay,

This email is to confirm the submission of the Laramie County, Wyoming 2025 EMPG application in ZoomGrants.

If you have any questions concerning your submitted application, please contact Darryl Erickson, at darryl@zoomgrants.com or 307.491.4917.

Best regards,

Darryl Erickson, Grants Manager

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=E808F0417E2F42D88713333F4F865560&propidu=DEA77D8959904FCDA2A207192578F629&p=507>. 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=DEA77D8959904FCDA2A207192578F629&p=507>.

ZoomGrants proudly supports the [Grant Professionals Association](https://www.grantprofessionals.org/) as an invaluable resource provider to the grantmaking community.

P507632

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Wyoming Office of Homeland Security

2025 EMPG

Deadline: 9/30/2025

Laramie County, Wyoming
Laramie County EMPGJump to: [Application Questions](#) [Documents](#)

\$ 90,423.00 Requested

Project Contact

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

Additional Contacts

jeanine.west@laramiecountywy.gov; beth.harris@laramiecountywy.gov; sandra.bay@laramiecountywy.gov

Laramie County, Wyoming

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

Chairman

Gunnar Malm
commissioners@laramiecountywy.govTelephone 307-633-4201
Fax
Web laramiecountywy.gov
UEI E9DLJC1HGNQ8
SAM
Expires 12/27/2022Application Questions [top](#)

1. County or Tribe Name:

Laramie

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

Due October 1, 2025

☒ 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.

Not Applicable

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, 2023 to September 30, 2024?

☒ YES☐ NO

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

☒ YES☐ NO

11. 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:

12. Does your agency have any diversity, equity, and inclusion (DEI) practices?

☐ YES☒ NO

13. Does your agency include any foreign nationals or noncitizens?

Per 2025 EMPG NOFO: If a subapplicant has foreign nationals, they must be properly vetted and must adhere to all government statutes, policies, and procedures including "staff American, stay in America" and security requirements.

☐ YES☒ NO

Documents Requested *

2025 EMPG Budget Detail

Miscellaneous Attachment

Required?**Attached Documents ***[2025 EMPG Budget Detail](#)[Budget Narrative](#)[sam.gov registration](#)

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

Application ID: 507632

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Wyoming Office of Homeland Security 2025-EMPG Budget

Agency:

Laramie County EMA

Total Project Budget: \$ 180,846.00
 Total EMPG Requested: \$ 90,423.00
 Total Match Provided: \$ 90,423.00
 EMPG % Support: 50.0%
 Match % Support: 50.0%

PERSONNEL EXPENSES

Position 1 Title:	Director			
	EMPG REQUEST	CASH MATCH	IN-KIND MATCH	LINE COST
Salary	\$ 40,503.39	\$ 40,503.39		\$ 81,006.78
Taxes	\$ 359.16	\$ 359.16		\$ 718.32
Insurance	\$ -			\$ -
Benefits	\$ 2,436.89	\$ 2,436.89		\$ 4,873.78
Position 1 SUBTOTAL	\$ 43,299.44	\$ 43,299.44	\$ -	\$ 86,598.88

Position 2 Title:	Operations Coordinator			
	EMPG	CASH MATCH	IN-KIND MATCH	LINE COST
Salary	\$ 12,212.88	\$ 12,212.88		\$ 24,425.76
Taxes	\$ 1,170.65	\$ 1,170.65		\$ 2,341.30
Insurance	\$ 3,048.87	\$ 3,048.87		\$ 6,097.74
Benefits	\$ 1,421.36	\$ 1,421.36		\$ 2,842.72
Position 2 SUBTOTAL	\$ 17,853.76	\$ 17,853.76	\$ -	\$ 35,707.52

Position 3 Title:	Planning & Admin Coordinator			
	EMPG	CASH MATCH	IN-KIND MATCH	LINE COST
Salary	\$ 25,907.00	\$ 25,907.00		\$ 51,814.00
Taxes	\$ 1,095.89	\$ 1,095.89		\$ 2,191.78
Insurance	\$ 1,863.75	\$ 1,863.75		\$ 3,727.50
Benefits	\$ 403.16	\$ 403.16		\$ 806.32
Position 3 SUBTOTAL	\$ 29,269.80	\$ 29,269.80	\$ -	\$ 58,539.60

OPERATING EXPENSES

	EMPG	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 \$ 90,423.00 \$ 90,423.00 \$ - \$ 180,846.00

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 All Awards
Registration Status Active Registration	Expiration Date Jul 25, 2026	
Physical Address 309 W 20TH ST STE 1900 Cheyenne, Wyoming 82001 United States	Mailing Address 310 W. 19TH Street Suite 300 Cheyenne, Wyoming 82001-4449 United States	

Business Information

Doing Business as (blank)	Division Name (blank)	Division Number (blank)
Congressional District Wyoming 00	State / Country of Incorporation (blank) / (blank)	URL laramiecountywy.gov

Registration Dates

Activation Date Jul 29, 2025	Submission Date Jul 25, 2025	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

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

Government Business

♀

Sandra Bay, Grants Manager
sandra.bay@laramiecountywy.gov
3076334201

310 W. 19TH Street
Suite 320
Cheyenne, Wyoming 82001
United States

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
Yes

NAICS Codes
921190

NAICS Title
Other General Government Support

Size Metrics

IGT Size Metrics

Annual Revenue (from all IGTs)
(blank)

Worldwide

Annual Receipts (in accordance with 13 CFR 121)
\$115,469,063.00

Number of Employees (in accordance with 13 CFR 121)
462

Location

Annual Receipts (in accordance with 13 CFR 121)
(blank)

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

Industry-Specific

Barrels Capacity
(blank)

Megawatt Hours
(blank)

Total Assets
(blank)

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.

Subject:

FW: 2025 EMPG Grant Award - Laramie County

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.

Dear County Emergency Manager,

As you are aware, the Wyoming Office of Homeland Security received notification from FEMA awarding the 2025 EMPG grant. Since that time, WOHS has been diligently working out a new method to determine individual county/tribal allocations.

For 2025 EMPG county awards, WOHS has transitioned to a formula based allocation. Each subrecipient's 2025 EMPG award is derived from a formula that considers each county's population, geographical size, and revenue potential. Director Budd will be providing more information about this new method in a forthcoming correspondence that will be sent to both Emergency Managers and County Commissioners.

Additionally, the use of 2025 EMPG funds will no longer be limited to payroll expenses. Each county will be afforded the opportunity to allocate their award as they determine best. That is, EMPG funds will be allowed for any eligible operating expenses (e.g., equipment, training, travel) as well as personnel expenses.

2025 EMPG continues to require a 50% cost share.

Once your county has determined how to best utilize their 2025 EMPG funds, you will be required to enter the information on the simplified budget spreadsheet attached to this email. This budget spreadsheet will be uploaded to your county's 2025 EMPG ZoomGrants application. We anticipate having the application available in ZoomGrants by next Monday, August 25th. The deadline to submit the ZoomGrant application is Tuesday, September 30th, 2025.

The 2025 EMPG award amount for Laramie County is \$ 90,423.00.

If you have any questions regarding the 2025 EMPG grant, please feel free to contact me at 307-777-4917.

Regards,

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Darryl Erickson
Grants Manager
Wyoming Office of Homeland Security
307-777-4917

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