

RESOLUTION NO.

A RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE WYOMING OFFICE OF HOMELAND SECURITY FOR THE FFY 2025 STATE HOMELAND SECURITY GRANT PROGRAM (SHSP), ON BEHALF OF THE GOVERNING BODY OF LARAMIE COUNTY, WYOMING TO REQUEST FUNDING IN THE AMOUNT OF \$14,907.10.

FOR THE PURPOSE OF: REQUESTED FUNDS WILL BE USED TO PURCHASE COMMUNITY EMERGENCY RESPONSE TEAM (CERT) EQUIPMENT AND SUPPLIES.

WITNESSETH

WHEREAS, the Wyoming Office of Homeland Security receives FFY 2025 SHSP funds from the Federal Emergency Management Agency and;

WHEREAS, the Wyoming Office of Homeland Security distributes a portion of these FFY 2025 SHSP funds to Wyoming Counties and;

WHEREAS, the Laramie County Board of Commissioners is eligible to apply for and receive FFY 2025 SHSP funds for the Laramie County Emergency Management Agency 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 the Laramie County Emergency Management Agency; 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 \$14,907.10 be submitted to the Wyoming Office of Homeland Security for consideration of assistance in funding the Laramie County Emergency Management Agency's CERT Program under the FFY 2025 SHSP grant.

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 16th DAY OF SEPTEMBER 2025.

By: _____

Chairman, Laramie County Commissioners

Date: _____

ATTEST:

Debra Lee, Laramie County Clerk

Date: _____

Received and Approved as to Form only By:

Laramie County Attorney's Office

Date: 9/9/25

Wyoming Office of Homeland Security
2025 SHSP
Deadline: 9/30/2025

Laramie County, Wyoming Laramie County CERT

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

\$ 14,907.10 Requested

Project Contact

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

Additional Contacts

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

Laramie County, Wyoming

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

Chairman

Gunnar Malm
commissioners@laramiecountywy.gov

Telephone 307-633-4201

Fax

Web laramiecountywy.gov

UEI E9DLJC1HGNQ8

SAM Expires 12/27/2022

Application Questions [top](#)

1. Applicant Agency Type

- ☐ City/Town
- ☒ County
- ☐ State
- ☐ Tribe
- ☐ RERT
- ☐ Bomb Team
- ☐ School District/Higher Education
- ☐ Special District
- ☐ Other

2. Briefly describe your project.

This should be a concise statement of what you are seeking funding for. This description should not include a Statement of Need, problem statement, or historical description of your agency.

Laramie County is seeking funding to replenish essential supplies used by the Community Emergency Response Team (CERT) for public outreach and education. This project aligns with the Community Resilience funding priority, as it directly supports local response and recovery efforts in the event of a disaster or emergency.

CERT plays a critical role in educating the public about disaster preparedness through the Whole Community approach—emphasizing inclusive, community-based strategies to enhance resilience. Regular engagement activities, such as training sessions, public events, and informational campaigns, rely heavily on outreach materials to effectively communicate preparedness strategies.

Replenishing these outreach supplies is vital to maintaining CERT's capacity to educate, equip, and empower the community. With continued support, CERT will be able to expand its impact, strengthen local resilience, and ensure that residents are informed and ready to respond in times of crisis.

3. Describe how this project supports efforts to build, sustain, and deliver the capabilities necessary to prevent, prepare for, protect against, and respond to acts of terrorism.

All SHSP supported projects must have a nexus to terrorism. Your answer here will be used to justify the project's eligibility on the state's application. Insufficient answers may prohibit an approved finding by FEMA Program Management.

The proposed request will support the continued outreach efforts of the Laramie County Community Emergency Response Team (CERT), enabling us to enhance public knowledge, awareness, and engagement in local emergency preparedness, response, and recovery efforts. Through targeted education, training, and community events, CERT empowers residents with the skills and information needed to respond effectively during disasters—whether natural or man-made. These outreach activities not only promote individual and family preparedness, but also help build a stronger, more resilient community that can support itself in the critical moments before professional responders arrive. By equipping the public with life-saving knowledge, CERT fosters a culture of readiness and shared responsibility across Laramie County.

4. Does your requested amount cover the entire cost of your project?

- ☒ YES
- ☐ NO

5. Will your agency accept partial funding for this project?

Please consider your answer carefully. Only answer "YES" if your agency will move forward with this project upon receiving a partial award.

- ☒ YES

☐ NO

6. Has your agency applied for other grant opportunities to support this project?

If yes, please list other grants applied for and amounts awarded, if any. If no, enter "N/A".

Yes, we applied for and received funding in 2021 for \$10,000 and 2022 for \$15,000 our CERT program.

7. Has this project been supported by previous SHSP awards?

If yes, please list the grant year, project name, and last completed milestone. If no, enter "N/A".

Yes, please see above grants that have been awarded to the Laramie County CERT Program. These grants have been closed out and the funding expended.

8. Did your agency participate in the THIRA?

☒ YES

☐ NO

9. Does this project address gaps identified in the THIRA?

If yes, explain how this project ties into the THIRA and how it addresses gaps. If no, enter "NO".

This request directly supports priorities identified in the Laramie County Threat and Hazard Identification and Risk Assessment (THIRA), particularly in the areas of community resilience, operational coordination, and situational assessment. The THIRA emphasizes the importance of mobilizing available resources during emergencies—and one of our most valuable and reliable resources is the community itself.

By funding this request, Laramie County will be able to purchase essential preparedness outreach materials for use at Community events in which CERT actively participates throughout the year. These materials serve as critical tools to educate, engage, and empower the public before, during, and after disasters.

CERT volunteers have significantly increased their involvement in local events over recent years, demonstrating both strong community interest and the growing demand for accessible, practical preparedness information. Expanding our outreach capacity with updated materials will allow CERT to meet this demand and further support the THIRA's goals of building a more informed, coordinated, and resilient community.

10. Explain how your project, if funded, would be maintained, supported, and sustained.

Laramie County will assume full responsibility for the storage, maintenance, and readiness of all outreach supplies for use by CERT volunteers. These supplies will be housed at the Laramie County Emergency Management Office, ensuring they are securely stored and readily accessible for deployment at public outreach events. The County is fully capable of sustaining these resources for future use, supporting ongoing CERT activities and long-term community engagement.

11. Select this project's Primary Core Capability. A link to additional information on Core Capabilities is available on the Resources Tab.

Due to the limits of ZoomGrants, all Core Capability choices cannot be listed as a single question. If your project's Core Capability is not listed below, select OTHER from this list and select a capability from Question 12.

- ☐ Planning
- ☐ Public Information and Warning
- ☐ Operational Coordination
- ☐ Intelligence and Information Sharing
- ☐ Interdiction and Disruption
- ☐ Screening, Search, and Detection
- ☐ Forensics and Attribution
- ☐ Access Control and Identity Verification
- ☐ Cybersecurity
- ☐ Physical Protective Measures
- ☐ Risk Management for Protection Programs and Activities
- ☐ Supply Chain Integrity and Security
- ☒ Community Resilience
- ☐ Long-term Vulnerability Reduction
- ☐ Risk and Disaster Resilience Assessment
- ☐ Threats and Hazards Identification
- ☐ OTHER

12. Primary Core Capability selections (continued).

- ☐ SELECTION MADE FROM QUESTION 11
- ☐ Infrastructure Systems
- ☐ Critical Transportation
- ☐ Environmental Response/Health and Safety
- ☐ Fatality Management Services
- ☐ Fire Management and Suppression
- ☐ Logistics and Supply Chain Management
- ☐ Mass Care Services
- ☐ Mass Search and Rescue Operations
- ☐ On-Scene Security, Protection, and Law Enforcement

- ☐ Operational Communication
- ☐ Public Health, Healthcare, and EMS
- ☒ Situational Assessment
- ☐ Economic Recovery
- ☐ Health and Social Services
- ☐ Housing
- ☐ Natural and Cultural Resources

13. Does this project build new capabilities or sustain existing capabilities?

- ☐ BUILD
- ☒ SUSTAIN

14. Is any part of this project a deployable and/or sharable asset?

Can this asset be utilized as a local, state, regional, or national resource?

- ☐ YES
- ☒ NO

15. Does your project require construction or ground disturbance?

This includes renovation, retrofitting, or modifications to existing structures, fixed installation of equipment, fencing, towers, etc.

- ☐ YES - An EHP may be required
- ☒ NO

16. Describe this project's first anticipated milestone or key activity.

Do not list "receive funding" as your first milestone.

A grant award is anticipated to occur in December 2025. We will move forward with a formal bid process according to Laramie County Procurement Policies. We are anticipating this will be completed by the end of January 2026.

17. Does this project support a NIMS typed resource?

- ☐ YES
- ☒ NO

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

- ☐ YES
- ☒ NO

19. Does your agency include foreign nationals or noncitizens?

Per 2025 SHSP 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

20. Each project for which you are requesting SHSP support should be submitted as a separate ZoomGrants application. If your agency is submitting multiple project applications, please indicate this application's priority by ranking it compared to the others.

Format: [This application's priority] / [Total number of applications submitted]. Example: "1/3" would indicate this application's project ranks highest of three projects submitted. If only one application is submitted, enter "1/1".

The Laramie County Commissioners ranked this application 7 out of 8 applications.

21. Provide any additional information concerning your project or your agency which you would like application reviewers to know when considering your project for funding.

A project Statement of Need or description of your agency's services may be entered here. Your response is limited to 2000 characters. If no additional information is needed, please enter N/A.

Community Emergency Response Teams (CERT) play a vital role in enhancing local disaster preparedness and resilience. These trained volunteers support first responders during emergencies, assist with disaster response and recovery efforts, and provide critical public education on emergency preparedness. By empowering residents with knowledge and practical skills, CERT helps communities respond more effectively to crises, reduce risk, and recover more quickly. Their presence strengthens the connection between emergency management, first responders and the public, fostering a culture of readiness and shared responsibility.

Project Budget [top](#)

Equipment Requests

Requests	Item Description	AEL Code	Cost
	Quickseries Materials	21GN-00-CCEQ	\$ 7,499
	4Imprint Materials	21GN-00-CCEQ	\$ 7,409
			\$
			\$
			\$

Total

\$ 14,907

Training / Exercise Requests

Requests

Training / Exercise Description

Cost

Total

\$ 0

Organizational Support Requests

Requests

Description

Cost

Total

\$ 0

Documents [top](#)

Documents Requested *

SAM.gov UEI Record

Equipment Quote(s)

Required? Attached Documents *

[sam.gov registration](#)

[Quickseries Quote](#)

Equipment Quote(s)

[4Imprint Quote](#)

Equipment Quote(s)

[AEL](#)

Miscellaneous Attachment

Miscellaneous Attachment

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

Application ID: 507034

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 5100 NW 33rd Avenue, suite 247
 Ft. Lauderdale, FL 33309
 Phone: 800-361-4653
 Fax: 877-329-3291
 quickseries.com

BILL TO :

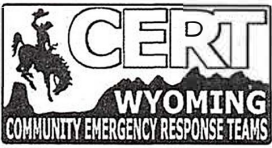
Beth Harris
 Laramie County Emergency Management
 3962 Archer Parkway
 Cheyenne WY 82009 USA

SHIP TO :

Beth Harris
 Laramie County Emergency Management
 3962 Archer Parkway
 Cheyenne WY 82009 USA

Pocket Guides

\$5,489.50

QUANTITY	CODE	DESCRIPTION	ISBN	FORMAT	U PRICE	SUB TOTAL
<div style="display: flex; align-items: center;">  <div style="margin-left: 20px;"> <p>Qty : 1,000</p> <p>Color : Silver</p> </div> </div> <p>Laramie County CERT</p>						
100	01-0160-000-01	Disaster Preparedness	978-1-932990-43-0	60-00	\$7.52	\$752.00
200	01-0323-000-01	A Disaster Recovery Guide	978-1-935161-40-0	28-00	\$4.96	\$992.00
200	01-0411-000-02	Emergency Preparedness for Pet Owners	978-1-935665-21-2	24-00	\$4.63	\$926.00
200	01-0570-000-02	Make a Plan: Your Family Emergency Preparedness Guide	978-1-62350-122-8	24-00	\$4.63	\$926.00
200	01-0573-000-01	Tornado Preparedness	978-1-937969-27-1	40-00	\$6.00	\$1,200.00
50	01-0601-000-02	Damage Assessment Guide for Emergency Management Personnel	978-1-68423-274-1	32-00	\$5.27	\$263.50
50	01-1446-000-01	CERT Companion Guide for Advanced Operations	978-1-68423-511-7	76-00	\$8.60	\$430.00

Other Items

\$1,540.00

QUANTITY	CODE	DESCRIPTION	ISBN	FORMAT	U PRICE	SUB TOTAL
500	19-0013-000-02	Go-Bag Checklist magnet		4CP5/0	\$2.94	\$1,470.00
0	DIE	Die Charge			\$0.00	\$0.00
1,000	HOTSTAMP	Hotstamps			\$0.07	\$70.00

MIG (307) 633-4333

QUOTE #95571

Aug 28, 2025

Approx. 9 box(es) to ship Via **UPS Ground** for an estimated weight of 181 LBS

This quote is valid for 30 days only.

SHIPPING	\$469.05
SUBTOTAL B. TAXES	\$7,498.55
TAXES	\$0.00
TOTAL QUOTE	\$7,498.55

ALL ORDERS ARE SUBJECT TO APPROVAL PRIOR TO PRODUCTION

Aug 28, 2025
SUBMISSION DATE

Michael Goyens
YOUR ACCOUNT MANAGER



101 Commerce St
PO Box 320
Oshkosh, WI 54901

www.4imprint.com

Toll Free: 877-446-7746
Free Fax: 800-355-5043

Main Address	Invoice Address	Shipping Address
BETH HARRIS CHEYENNE/LARAMIE COUNTY EMA 3962 ARCHER PKWY CHEYENNE, WY 82009-8835	Beth Harris Cheyenne/Laramie County EMA 3962 ARCHER PKWY CHEYENNE WY 82009-8835 USA	Beth Harris Cheyenne/Laramie County EMA 3962 ARCHER PKWY CHEYENNE, WY 82009-8835 USA Tel: 3074213387

Quotation Number: 30069184	Questions Call: Alexis Meitzen
Quote Date: August 28 2025	Phone: 877-446-7746 Ext. 7206
Quote Valid Until: September 27 2025	Fax: 800-355-5043
Account No.: 5687342	Email: ameiten@4imprint.com

Item	Metro Shopper Tote	Colors	(Tote,Gussets/Handles): Hunter Green, Black		
Qty	Item #	Description	Unit \$	Price \$	Total \$
500	106241	Metro Shopper Tote	2.2500	1,125.00	1,125.00
1		Set-Up Charge	55.0000	55.00	55.00
		Freight		178.09	178.09
					1,358.09

Artwork Instructions

Product Color (Base, Trim): Hunter Green,Black
Imprint Location: Front Pocket
Imprint Colors: White

Item	TaskRight Afton Notebook with Pen	Colors	(Notebook,Trim): Green, Green		
Qty	Item #	Description	Unit \$	Price \$	Total \$
300	143914	TaskRight Afton Notebook with Pen	3.1200	936.00	936.00
1		Set-Up Charge	55.0000	55.00	55.00
		Freight		102.31	102.31
					1,093.31

Artwork Instructions

Product Color (Base, Trim): Green,Green
Imprint Location: Front
Imprint Colors: White

Item	Anodized Carabiner Keyholder	Colors	(Carabiner,Strap): Green, Black		
Qty	Item #	Description	Unit \$	Price \$	Total \$
500	1097	Anodized Carabiner Keyholder	0.9900	495.00	495.00
1		Set-Up Charge	45.0000	45.00	45.00



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Free Fax: 800-355-5043

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Quote Date: August 28 2025
Quote Valid Until: September 27 2025
Account No.: 5687342

Questions Call: Alexis Meitzen
Phone: 877-446-7746 Ext. 7206
Fax: 800-355-5043
Email: ameitzen@4imprint.com

Freight 34.63 34.63
574.63

Artwork Instructions

Product Color (Base, Trim): Green,Black
Imprint Location: Side One
Imprint Colors: Laser Engrave

Item	Flashlight with Pen and Lanyard		Colors	(Flashlight,Trim/Cord): Silver, Black		
Qty	Item #	Description	Unit \$	Price \$	Total \$	
300	113998	Flashlight with Pen and Lanyard	1.5100	453.00	453.00	
1	Set-Up Charge	Set-Up Charge	40.0000	40.00	40.00	
		Freight		22.88	22.88	
					515.88	

Artwork Instructions

Product Color (Base, Trim): Silver,Black
Imprint Location: Barrel
Imprint Colors: White

Item	Energize Jr. Portable Power Bank - 1800 mAh		Colors	(Power Bank,Trim): Green, White		
Qty	Item #	Description	Unit \$	Price \$	Total \$	
200	142699-1	Energize Jr. Portable Power Bank - 1800 mAh	5.4600	1,092.00	1,092.00	
1	Set-Up Charge	Set-Up Charge (1st Color)	55.0000	55.00	55.00	
		Freight		37.62	37.62	
					1,184.62	

Artwork Instructions

Product Color (Base, Trim): Green,White
Imprint Location: Side - Plug-in to Left
Imprint Colors: White

Item	3-Step Lid		Colors	(Lid,Trim): Green, Green		
Qty	Item #	Description	Unit \$	Price \$	Total \$	
300	105066	3-Step Lid	0.7800	234.00	234.00	
1	Set-Up Charge	Set-Up Charge	60.0000	60.00	60.00	



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Questions Call: Alexis Meitzen
Phone: 877-446-7746 Ext. 7206
Fax: 800-355-5043
Email: ameitzen@4imprint.com

Freight 11.45 11.45
305.45

Artwork Instructions

Product Color (Base, Trim): Green,Green
Imprint Location: Top
Imprint Colors: White

Item	Tag Along Collapsible Pet Bowl - 7"	Colors	(Bowl,Carabiner): Black, Silver			
Qty	Item #	Description	Unit \$	Price \$	Total \$	
300	131255-7	Tag Along Collapsible Pet Bowl - 7"	4.7400	1,422.00	1,422.00	
1	Set-Up Charge	Set-Up Charge	60.0000	60.00	60.00	
		Freight		76.63	76.63	
					1,558.63	

Artwork Instructions

Product Color (Base, Trim): Black,Silver
Imprint Location: Bottom
Imprint Colors: White

Item	Lunch Time Cutlery Set	Colors	(Case,Utensils): Lime Green, Lime Green			
Qty	Item #	Description	Unit \$	Price \$	Total \$	
300	155720	Lunch Time Cutlery Set	2.2500	675.00	675.00	
1	Set-Up Charge	Set-Up Charge	40.0000	40.00	40.00	
		Freight		102.94	102.94	
					817.94	

Artwork Instructions

Product Color (Base, Trim): Lime Green,Lime Green
Imprint Location: Case Lid - Horizontal
Imprint Colors: White

Grand Total 7,408.55



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Quotation Number: 30069184
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Account No.: 5687342

Questions Call: Alexis Meitzen
Phone: 877-446-7746 Ext. 7206
Fax: 800-355-5043
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METHOD OF PAYMENT

- ☐ We previously ordered from you on open account.
☐ We are well rated with Dun & Bradstreet. My D & B number is _____.
☐ Please fax us a Credit Application. We understand that our order will not go into production until your application is approved, which may take 2-3 weeks.
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Shipment Details

Shipment to	Qty	Item #	Estimated Ship Date	Carrier, service	Estimated Delivery Date	Freight
Address as above.	500	106241		UPS GROUND (Parcel)	Sep 10 2025	178.09
	300	143914		UPS GROUND (Parcel)	Sep 08 2025	102.31
	500	1097		UPS GROUND (Parcel)	Sep 09 2025	34.63
	300	113998		UPS GROUND (Parcel)	Sep 09 2025	22.88
	200	142699-1		UPS GROUND (Parcel)	Sep 09 2025	37.62
	300	105066		UPS GROUND (Parcel)	Sep 08 2025	11.45
	300	131255-7		UPS GROUND (Parcel)	Sep 09 2025	76.63
	300	155720		UPS GROUND (Parcel)	Sep 09 2025	102.94

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2

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Business Information

Registration Dates

Entity Dates

Immediate Owner

Highest Level Owner

Executive Compensation

No

Not Selected

No

Not Selected

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

U.S. Government Entity

Entity Type

US Local Government

Organization Factors

(blank)

Profit Structure

(blank)

Socio-Economic Types

Check the registrant's Reps & 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

No

Debt Subject To Offset

No

EFT Indicator

0000

CAGE Code

398U8

Electronic Funds Transfer

Account Type

Checking

Routing Number

*****52

Lock Box Number

(blank)

Financial Institution

BMO BANK NA

Account Number

*****71

Automated Clearing House

Phone (U.S.)

3077712065

Email

(blank)

Phone (non-U.S.)

(blank)

Fax

(blank)

Remittance Address

GALE RICE

2200 E Lincolnway

Cheyenne, Wyoming 82001

United States

Taxpayer Information

EIN

****0111

Type of Tax

Applicable Federal Tax

Taxpayer Name

Laramie County

Tax Year (Most Recent Tax Year)

2024

Name/Title of Individual Executing Consent

Finance Director

TIN Consent Date

Jul 25, 2025

Address

320 W. 20TH Street

Cheyenne, Wyoming 82001

Signature

Stanley Walker

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
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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

308 W 20TH ST
Cheyenne, Wyoming 82001
United States

Service Classifications

NAICS Codes

Primary	NAICS Codes	NAICS Title
Yes	921190	Other General Government Support

Size Metrics

IGT Size Metrics

Annual Revenue (from all IGTs)
(blank)

Worldwide

Annual Receipts (in accordance with 13 CFR 121)	Number of Employees (in accordance with 13 CFR 121)
\$115,469,063.00	462

Location

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

Industry-Specific

Barrels Capacity	Megawatt Hours	Total Assets
(blank)	(blank)	(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.