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## DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT

### **Emergency Management Performance Grant – American Rescue Plan Act EMPG-ARPA Off Cycle Funding Announcement and Allocation Methodology**

#### **Purpose**

The New Mexico Department of Homeland Security and Emergency Management (DHSEM) will award up to \$325,000 in federal funding to eligible applicants for planning, equipment, training, and exercises through a 2021 EMPG-ARPA off-cycle funding opportunity. All planning, equipment, training, and exercise activities eligible under EMPG 2021, are also eligible for EMPG-ARPA funding.

These funds are used to implement the National Preparedness System and to support the National Preparedness Goal of a secure and resilient nation. The same eligibility requirements identified in the Notice of Funding Opportunity (NOFO), Funding Announcement and Allocation Methodology for the 2021 EMPG-ARPA apply.

#### **Application Release Overview**

This off-cycle funding announcement and allocation methodology is located at:  
<https://www.nmdhsem.org/administrative-services-bureau/administrative-services-bureau-grants/empg-arpa-application-materials/>

#### **Period of Performance**

It is anticipated that selected activities for allocation will be identified in a Sub-grant Agreement with a Period of Performance beginning **September 1, 2023**, and ending **February 29, 2024**. This will be a quick turn-around with a short Period of Performance. There will be no extensions due to the tight turn-around for allocations, sub-grant creation, and the start and end of the Period of Performance.

#### **Matching Funds**

EMPG-ARPA is a cost match program, meaning participating jurisdictions are required to provide at least 50% in matching funds for expenses. For every dollar of federal EMPG-ARPA grant funding provided, the sub-grantee must provide an equal amount of non-federal cost share. This includes non-federal cash spent for project related costs. Cash match must only include those costs authorized in 44 CFR Part 13 and 2 CFR Part 200.306. Non-cash match is also acceptable. Back-up documentation is required for all match (both cash and non-cash). If there is not sufficient funding for all applicants' highest priority activities, DHSEM will allocate based on the scaled information presented in the applications.

#### **Eligibility**

Eligible Sub-grant applicants are Tribes, Pueblos, Nations, counties, and municipalities, located within the State of New Mexico that are implementing the National Incident Management System (NIMS). Eligible Sub-grant applicants must:

- be compliant with the National Incident Management System (NIMS);
- have an All-Hazards Emergency Operations Plan (EOP) that meets the CPG 101;

- have a Threat Hazard Identification and Risk Assessment (THIRA) that meets the criteria set forth in CPG 201; and
- have an Integrated Preparedness Plan (IPP).

Eligible activities must be one of the planning, equipment, training, or exercise categories. See the February 2021 FEMA Preparedness Grants Manual, Appendix H for additional description. Hiring of full and/or part time staff, as per DHSEM priorities, is un-allowable.

### **Funding Limitations**

Due to the quick turnaround time of this off-cycle funding opportunity and the short period of performance the following funding limitations will apply:

- Any project that requires an Environmental and Historic Preservation Form will **not be** considered for funding.
- Any single project that is at or over \$60,000.00 will **not be** considered for funding.

### **Priorities**

In general, DHSEM priorities for EMPG-ARPA funding are planning, equipment, training, and exercise. Each applicant's highest priority activity will be considered based on the number of applicants and the amount requested, DHSEM will allocate reasonable amount to support each applicant's highest priority activity.

### **Steps for Applicant to Submit Application**

- A. If beneficial for your community or Tribe, request technical assistance from your assigned Grant Manager. All technical assistance will be consistent and will be managed by the Grants Support Unit Manager.
- B. Prepare and submit application and all supporting information by August 18, 2023, no later than 11:59pm MST.
  1. The following items are required:
    - a. Signed Application Cover Sheet (page one of the Application);
    - b. Project/Activity Description for each project (Application Questions 1-6).
    - c. Budget Worksheet for each project.
    - d. Signed Grant Cover sheet (note: may be submitted as a separate pdf).
    - e. NIMS Assessment/Certification (proof of submittal to DHSEM is acceptable) or NIMS Adoption resolution for applicants building a program.
    - f. Approved THIRA date.
    - g. Approved EOP date.
    - h. Approved IPP.
    - i. NM SHARE Vendor Number, UEI Number, and Employer Identification Number (EIN).
    - j. Any documents required by the Federal NOFO, Grants Preparedness Manual, or DHEM policy/procedure.
- C. All project activities must be completed no later than February 29, 2024.

### **Important Dates**

- August 18, 2023; Applications due to DHSEM
- August 21 – 25, 2023; DHSEM Review of applications
- August 31, 2023; Anticipated award letters sent to applicants
- September 1, 2023; Sub-grants to be awarded to applicants
- February 29, 2024; Period of Performance End Date

Please direct questions to Leah Baldonado at (505) 274-3931 or Marcella Benton at (505) 365-3088. Submit your final application to [DHSEM-GrantsManagement@state.nm.us](mailto:DHSEM-GrantsManagement@state.nm.us)