## Kenosha County Administrative Proposal Form

1. Proposal Overview         Division:       Law Enforcement         Department:       SHERIFF         Proposal Summary (attach explanation and required documents):
Resolution: To accept \$4,600 of grant funds from the Wisconsin Emergency Management (Fed 97.067) - Homeland Security ALERT Bomb Explosive Breaching Training Program. The awarding agency is not requiring a hard match for this award, therefore, no additional tax levy dollars are requested to implement this grant award.
Dept./Division Head Signature:
2. Department Head Review Comments:
Recommendation: Approval V Non-Approval
Department Head Signature: Chick Rock Margh Date: 4-13-21
3. Finance Division Review Comments:
Recommendation: Approval Non-Approval
Finance Signature: $1/m.1$ Date: $4/20/21$
<u>4. County Executive Review</u> Comments:
Action: Approval Non-Approval
Executive Signature: Date: 125/20
Revised 01/11/2001 (5/10/01)
<ul> <li>DISTRIBUTION</li> <li>Original Returned to Requesting Dept.</li> </ul>

- Department attaches the Original to the Resolution to County Board
- Copy to Secretary of Oversight Committee to distribute in packets with Resolution
- Copy to Requesting Department File

#### KENOSHA COUNTY BOARD OF SUPERVISORS RESOLUTION NO.

Subject: 2020 Grant Award – Homeland Security – Wisconsin Emergency Management/ HS ALERT BOMB Explosive Breaching Training						
Original 🗵		2 <sup>nd</sup> Correction □ Resubmitted □				
Date Submitted:		Date Resubmitted				
Submitted By:Judicia Enforcement Commit Finance/Administratio	tee &					
Fiscal Note Attached	Х	Legal Note Attached				
Prepared By: Lt. Stev Lieutenant of Patrol	ven T. Beranis,	Signature:				

WHEREAS, the Kenosha County Sheriff's Department, as the Agency in charge of the Kenosha County Sheriff's Bomb Squad, has been awarded \$4,600 from the State of Wisconsin Emergency Management through the Homeland Security-WEM/HS Alert Bomb Explosive Breaching Training 2020 program cover registration and travel costs for Tactical Explosive Breacher Certification in Will county, IL, and

WHEREAS, the Kenosha County Sheriff's Department Bomb Squad is a regional response team that responds to and processes Hazardous Device Incidents in Kenosha County and the Southeast Wisconsin Region, and

WHEREAS, the training will cover charge calculation, charge construction, target analysis, proper deployment, tactical considerations, and issues pertaining to liability, and

WHEREAS, the awarding agency is not requiring a hard match for this award, therefore, no additional tax levy dollars are requested to implement this grant award, and

WHEREAS, the project funding period for this grant begins April 5, 2021 and expires August 31, 2021.

NOW, THEREFORE BE IT RESOLVED, that the Kenosha County Board of Supervisors accept the this grant and approve the revenue and expenditure budget modifications, to the 2021 budget, as per the budget modification form, which is incorporated herein by reference, and

BE IT FURTHER RESOLVED, that any unobligated grant funds remaining available at year end be hereby authorized for carryover to subsequent years until such time as the grant funds are expended in accord with the grant requirements.

Note: This resolution requires no funds from the general fund. It increases revenues by \$4,600 and increases expenditures by \$4,600.

Subject: 2020 Grant Award – Homeland Security – Wisconsin Emergency Management/ HS ALERT BOMB Explosive Breaching Training					
Original 🗵 🛛 🖸 C	orrected	2 <sup>nd</sup> Correction	Resubmitted		
Date Submitted:		Date Resubmitted			
Submitted By:Judiciary & Enforcement Committee Finance/Administration (	&				

#### Respectfully Submitted, JUDICIARY AND LAW ENFORCEMENT COMMITTEE

<u>Aye</u>	<u>No</u>	Abstain	Excused

#### FINANCE/ADMINISTRATION COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	Excused
Supervisor Terry Rose, Chair				
Supervisor Jeffrey Gentz, Vice Chair				
Supervisor Ron Frederick				
Supervisor Jeff Wamboldt				
Supervisor Ed Kubicki				
Supervisor Monica Yuhas				
Supervisor John Franco				

#### KENOSHA COUNTY EXPENSE/REVENUE BUDGET MODIFICATION FORM

								DOCUMENT #		G/L I	ATE		
								BOCOMENT#		GILI	DATE		
DEPT/DIVISION:			SHERIFF	2021				BATCH#		ENTI	RY DATE		
PURPOSE OF BUDGET MOL	DIFICATIO	N (REOUIRI	ED):	To modify 202	1 hudget to rec	ognize grant	funding from Wis	consin Emergency M	angement DM	LI S			
				for the Bomb E	xplosive Brea	ching Trainin	ng Grant	consin Emergency w	lanagement Divis	11L5			
(1)							BUDGET CHAN	GE REQUESTED				AFTER T	RANSFER
MAIN ACCOUNT				(2)			(3)	(4)	(5)	(6)	(7)	(8)	(9)
DESCRIPTION	FUND	DUNGLOUI	SUB-	MAIN		SUB-	EXPENSE	EXPENSE	ADOPTED	CURRENT	ACTUAL	REVISED	EXPENSE
EXPENSES	FUND	DIVISION	DIVISION	ACCT	PROJECT	PROJECT	INCREASE (+)	DECREASE (-)	BUDGET	BUDGET	EXPENSES	BUDGET	BAL AVAIL
Grant Program Payment	100	210	2130	571580			4,600		0	0	0	4,600	4,600
	L				EXPENSE TO	DTALS	4,600	0	0	0	0	4.600	4,600
									L	0	0	4,000	4,000
			SUB-	MAIN		SUB-	REVENUE	REVENUE	ADOPTED	CURRENT		REVISED	
REVENUES	FUND	DIVISION	DIVISION	ACCT	PROJECT	PROJECT	DECREASE (+)	INCREASE (-)	BUDGET	BUDGET		BUDGET	
WI DMA-HS Program	100	210	2130	442605				4,600	0	0		4,600	
					REVENUE T	OTALS	0	4,600	0	0		4,600	
COLUMN TOTALS (EXP TO	OTAL + R	EV TOTAL	)			$\sim$	4,600	4,600	,				
PREPARED BY	n Jo	nn.			DIVISION HI	EAD MI	A Sport	YMLD	ATE: 4-13	-2-1			
DEPARTMENT HEAD	/	/		DATE:		_	' /			Please fill in al. $(1) \& (2)$ Main		nation as requir	ad
FINANCE DIRECTOR:       (1) & (2) Main Account information as required         DATE:       (3) & (4) Budget change requested         (required)       (5) Original budget as adopted by the board						-0							
COUNTY EXECUTIVE:	(6) Current budget (original budget w/past mods.)							ds.)					
				6							ailable after tran		7).

SEE BACK OF FOR MEQUIRED LEVELS OF APPROVAL FOR BUDGET MODIFICATION.

#### WISCONSIN EMERGENCY MANAGEMENT

Applicant Hereby Applies to the WEM for Financial Support for the Within-Described Project:

#### WEM USE ONLY **Receipt Date** Award Date Subgrant Number(s)

2020-HSW-02B 12370

**SUBGRANT #:** 12370

SHORT TITLE: HS ALERT Bomb Explosive Breaching Training

1.	Type of Funds for which you are applying.	Homeland Security - WEM (Fed. 97.067 HSW) HS ALERT Bomb Explosive Breaching Training 2020					
2.	Applicant	Name Of Applicant:	County:	Kenosha			
		Kenosha County Sheriff's	Department				
		Street Address: 1000 5	55th Street				
		Address Line 2:		Address	Line 3:		
		City: Kenosha		State:	WI	Zip:	53140-3794
3.	<b>Recipient Agencies</b>	Kenosha County Sheriff's	Department				
4.	Signatory	Name:		Title:	Sheriff		
		Sheriff David G. Beth		Agency:	Kenosh	a Cour	ıty
		Street Address: 1010	56th Street				
		Address Line 2:		Addr Li	ne 3:		
		City: Kenosha	-	State:	WI	Zip:	53140-3707
		<b>Phone:</b> 262-605-5101	Fax: 262-653-6903	Email:	david.beth@k		
5.	Financial Officer	Name:		Title:			s Manager
		Ms Jasleen Kaur		Agency:	Kenosh Departr		ity Sheriff's
		Street Address: 1000 55th Street					
		Address Line 2:		Addr Li		-	
		City: Kenosha		State:	WI	Zip:	53140-3794
_		Phone: 262-605-5178	Fax:	Email:	Jasleen.Kaur(		shacounty.org
6.	<b>Project Director</b>	Name:		Title:	Lieuten		
		Lt. Steven T Beranis		Agency:	Kenosh Departr		nty Sheriff's
			5th Street				
		Address Line 2:		Addr Li	ne 3:		
		City: Kenosha		State:	WI	Zip:	53140-3794
_		<b>Phone:</b> 262-605-5124	Fax:	Email:	steven.beranis	@kend	oshacounty.org
7.	Brief Summary of Project	Short Title (may not of HS ALERT Bomb Explose	exceed 50 characters) ive Breaching Training				
	(Do Not Exceed Space Provided)	This grant will allow the Kenosha County ALERT Bomb Squad to send two bomb technicians to explosive breaching training. The training will provide an explosive breaching certification when completed. The operational explosive breachers will be able to to respond to calls for that advanced skill in the Kenosha County Bomb Squad ALERT region. This course is required to make them operational explosive breachers.					

3/4/2021

#### 8. SubGrant Budget

Sources					
	Federal				
Categories		Category Total			
Travel (Including Training)					
	4,600.00	4,600.00			
Source Total	4,600.00	4,600.00			

#### 9. Project Start Date: 4/5/2021

Project End Date: 8/31/2021

#### <sup>10.</sup> Budget Details:

#### Master Budgets:

By Recipient Agency	Year 1	Total
Kenosha County Sheriff's Department	4,600.00	4,600.00
Total:	4,600.00	4,600.00

Allocation/Recipient Agency: Kenosha County Sheriff's Department

Category:	Year 1	Total
Travel (Including Training)	4,600.00	4,600.00
Total:	4,600.00	4,600.00

#### 11. Budget Details:

#### Master Budgets:

Line Item Details for Kenosha County Sheriff's Department

## YEAR 1

	YEAR		
	TRAVEL (INCLUDING TRA	INING)	
the overall use C of the funds for c this budget a	This grant will cover the registration and travel co Certification in Will County Illinois. This is a 6 alculation, charge construction, target analysis, p nd issues pertaining to liability. The course is ta world operational experience in field of explosive	day hands on course that will cover charge roper deployment, tactical considerations, ught by certified instructors who possess real	<u>COST</u>
Purpose of Travel	Tactical Explosive Breacher Certification Cour	se	
Location	Joliet, IL		
Item	Lodging		
Description of you computation:		ource: Federal	1,150.00
Purpose of Travel	Tactical Explosive Breacher Certification Cour	se	
Location	Joliet, IL		
Item	Registration		
Description of you computation:		ource: Federal	3,050.00
Purpose of Travel	- Tactical Explosive Breacher Certification Cour		5,050.00
Location	Joliet, IL		
Item	Meals		
Description of your computation:			100.05
	S	ource: Federal	400.00
	Travel (Including Training)	Year 1 Total:	4,600.00

# YEAR 1 TOTAL: 4,600.00

**Notice of Funding Opportunity** 

## HS ALERT Bomb Explosive Breaching Training 2020

Applications must be submitted through Egrants on or before March 12, 2021

### **Contact Information for this Notice of Funding Opportunity**

Program Manager:	Rod Stearns (608) 381-8010 Rod.Stearns@wisconsin.gov
Grants Specialist:	Rebecca Thompson (608) 242-3236 <u>Rebecca2.Thompson@wisconsin.gov</u>

#### **Submit Applications Using Egrants**

Applications must be submitted through the Egrants online grants management system. If you have never used Egrants before, you will need to register for access to the system. To register online, go to <a href="https://register.wisconsin.gov/accountmanagement/default.aspx">https://register.wisconsin.gov/accountmanagement/default.aspx</a> and complete the 'self registration' process.

Authorization to access Egrants can take several days depending on registration activity. Please note: If you register outside the hours of Monday-Friday 7:30am-4pm, access may not be approved until the next business day. Once your Egrants access has been approved, you may begin your online grant application.

Egrants Help Desk: 608-616-0020 or <u>WEMEgrants@egrants.us</u> The help desk is staffed on non-holiday weekdays between 7:30AM and 4:00PM.

The Egrants system user guide has step-by-step instructions for accessing and using the Egrants online system. The guide is posted on the grants page of the WEM website: <a href="https://wem.egrants.us/egmis/documents/EgrantsExternalUserGuideUpdated9-9-19-Final.pdf">https://wem.egrants.us/egmis/documents/EgrantsExternalUserGuideUpdated9-9-19-Final.pdf</a>

Online Help is available throughout the Egrants application process. Once you have started an application, look for the HELP button in the top right corner of the screen. Page-specific instructions can be found there.

WEM Egrants website: https://wem.egrants.us

#### **Requirements for Federally Funded Grants**

#### Data Universal Numbering System (DUNS) Number:

The federal government requires a DUNS number as part of the grant application to keep track of how federal grant money is awarded and dispersed. If your organization needs to obtain a DUNS number, go to <a href="http://fedgov.dnb.com/webform">http://fedgov.dnb.com/webform</a>. You can also search this site if you cannot find your agency's number. Under normal circumstances, a new account can be created in 24-72 hours. The federal government has published DUNS Frequently Asked Questions at <a href="http://fedgov.dnb.com/webform/displayFAQPage.do">http://fedgov.dnb.com/webform/displayFAQPage.do</a>. Check with your agency's financial office before registering for a DUNS number - it is likely your agency already has one.

#### Unique Entity Identifier and System for Award Management (SAM):

All applicants for this grant opportunity must be registered in SAM before submitting an application; and continue to maintain an active SAM registration with current information at all times during the period of performance for the grant.

WEM's website has a helpful guide for SAM registration. <u>https://dma.wi.gov/DMA/divisions/wem/egrants/How\_to\_Register\_in\_SAM.GOV.pdf</u>

WEM cannot award a grant until the applicant has complied with all applicable DUNS and SAM requirements.

#### Notice of Funding Opportunity: HS ALERT Bomb Explosive Breaching Training 2020

**Description:** WEM will provide grant funds for members of the Aligned Law Enforcement Response Teams (ALERT), specifically the Bomb Squads, to attend training out of state for an established training course for explosive breacher certification. The explosive breacher training should be specific to law enforcement to teach the necessary skills required to become operational breachers.

#### **Opportunity Category:** Limited Eligibility

#### Important Dates:

Application Due Date: March 12, 2021

Project Start Date: April 5, 2021

Project End Date: August 31, 2021

**Reporting Requirements:** If awarded a grant, your agency will be responsible for completing the following reports in order to receive reimbursement.

Program Reports Frequency must be submitted as a final only.

Financial Reports Frequency must be submitted as a final only.

**Anticipated Funding Amount:** As approved by the Homeland Security Funding Advisory Working Group, the total grant amount of \$9,200.00 for the following agencies in the amounts specified: Each of the ALERT agencies will be allowed \$2,300.00 for their designated Bomb Technician to attend the training in Will County, Illinois June 14-19, 2021.

Dane Co \$2300 - Milwaukee Co \$2300 - Kenosha County \$4600

**Match/Cost Sharing Requirement:** There is not match but the agency is responsible for any costs that are not covered for lodging, meals, and travel in excess of the amount provided.

**Eligibility:** The only eligible agencies are the Dane County Sheriff's Office, Kenosha County Sheriff's Office, and the Milwaukee County Sheriff's Office.

**Eligible Expenses:** Funding may be used for Travel/Training expenses including tuition for the class, lodging, meals and some of the travel expenses.

All expenses must be new and cannot replace existing state or local government funding. Substitution of existing funds with federal grants (supplanting) will be the subject of monitoring and audit. Violations may result in a range of penalties, including suspension of current and future funds under this program, suspension or debarment from federal grants, repayment of monies provided under a grant, and civil and/or criminal penalties.

#### Notice of Funding Opportunity: HS ALERT Bomb Explosive Breaching Training 2020

#### **Application Components**

Through Egrants, you will provide WEM with detailed information about your project that will be used to make a funding decision. Questions on what is expected in each section can be directed to the Program Manager listed on page one of this document.

Information provided in this application may be cited in WEM reports or press releases and will likely be used in reports to federal funding agencies or other stakeholders. Plain language that clearly describes the intent of the project is most effective.

#### 1. Main Summary

This page asks for information about your agency and the individuals responsible for the application and grant award. When identifying individuals involved in this grant, you may not list the same person as project director and financial officer. The financial officer is the individual responsible for financial activities in your organization while the project director will be overseeing project operations.

In the Brief Project Description text box, please describe your project. A suggested format is included for your convenience:

"Funds will be used by the (your agency name and others involved in the project) to (describe what funds will be used for and who will be involved). The (what - equipment, training, project, pilot, etc.) will (describe the specific goals you hope to achieve – how will the project or equipment improve safety in Wisconsin?)"

There are many required fields on this page so if you encounter problems, please check online help by clicking the floating HELP button.

#### 2. Approval Checklist

Answer Yes, No, or N/A (not applicable) to each question.

#### 3. Budget Detail

Complete a project budget using the following categories. For each category used, enter a justification that describes how the items in that category will be used during the course of the grant period. It is important that you include specific details for each budget line item, including cost calculations.

#### Travel/Training:

Guidelines for Travel and/or training costs for an individual with the funded project. Only actual expenses will be reimbursed. All reimbursements will be at current state rates that are subject to change.

Mileage/Fuel: \$0.51/mile for personal vehicles used. If a government vehicle is used, only fuel cost is reimbursed and must have original receipts for all fuel costs.

The maximum lodging rates are for single-night stays in standard rooms and **exclude** all applicable sales and lodging taxes, although tax exempt should be requested when available. Original receipts from the hotel must include the name of the person(s) occupying that room on the original hotel receipt/folio.

Meals:

*In-state rate:* \$8/breakfast (leaving before 6 a.m.); \$10/lunch (leaving before 10:30 a.m. and returning after 2:30 p.m.); \$20/dinner (returning after 7 p.m.). Original Receipts for meals must be provided.

*Out-of-state rate* \$10/breakfast (leaving before 6 a.m.); \$15/lunch (leaving before 10:30 a.m. and returning after 2:30 p.m.); \$25/dinner (returning after 7 p.m.). Original Receipts for meals must be provided.

#### 4. Free Style Questionnaire- Core Capabilities

Choose a primary core capability for the project. Select as many secondary core capabilities as applicable for the project.

#### **Application Review and Award Criteria**

All applications must be submitted on or before the deadline and will be screened for completeness and compliance with the instructions provided in this announcement. WEM staff will review applications to ensure consistency with statewide strategies and make funding recommendations to the Adjutant General. All final grant award decisions will be made by the Adjutant General.

#### **Post-Award Special Conditions/Reporting Requirements**

If you are awarded funds under this announcement, you will be required to provide regular progress reports. The schedule for your reports will be included in your grant award materials.

Please review all of your grant award special conditions and Egrants reporting requirements when you receive the Grant Award documents. Your grant award will be subject to general terms and conditions as well as the following special conditions.

#### 1. Reimbursement for Travel

Reimbursement for Travel and Training expenses must represent actual costs and contingent upon submission of an agenda and receipts to support each expense including fuel, meals, registration and hotels. Hotel receipts/folios must include the name of the person(s) occupying that room. The Travel Status used to determine eligibility for meals and mileage is the time the individual departs their home or headquarters, whichever is closest. Meals provided by another entity are not eligible for reimbursement, regardless if the individual did not take the meal; this includes hotels that provide "Continental Breakfast" of any variation. On a day an individual is entitled to reimbursement for two or more consecutive meals, the individual may exceed the maximum for one or more meals,

provided that the total amount claimed does not exceed the maximum reimbursement rate for all eligible meals; each day is considered separately for application of this policy. Travel costs are reimbursed within current state rates and uniform travel guidelines as listed in the Notice of Funding Opportunity and

<u>https://dpm.wi.gov/Documents/BCER/Compensation/Section F 19-21.pdf.</u> The Grants Specialist is available to answer questions before costs are incurred.

#### 2. Grant modification

Grant modification must be approved by Wisconsin Emergency Management (WEM) in order to be considered. The applicant must be current with WEM Fiscal and Program Reports in Egrants for modification to be consideration. Grant modifications will not be granted unless applicant provides a compelling reason.

#### 3. Course Completion

Verification Required Reimbursement of costs will be contingent on submission of a certificate, email or other document demonstrating completion of the course. Upload the correct roster into Egrants in the program report. Each roster must only contain one course.

#### 4. Course Registration

Agencies are required to register all personnel from their agency attending the course.

#### 5. SAM Requirement

SAM.gov Requirement – Pursuant to 2 CFR Part 25.200, the applicant must be registered in the System for Award Management (SAM.gov) prior to submitting an application for federal funds and they must certify that they will maintain an active SAM registration at all times during which it has an active federal award.

#### Jasleen Kaur

From: Sent: To: Cc: Subject: Justin Miller Saturday, February 27, 2021 3:01 PM Steven Beranis Bill Beth; Jasleen Kaur Re: Explosive Breacher

If it's grant covered go ahead and put in a request

Captain Justin Miller Administrative Services Division

On Feb 27, 2021, at 10:36 AM, Steven Beranis < Steven.Beranis@kenoshacounty.org> wrote:

Yes sir, two of our people and when I estimated the full cost with registration, hotel and meals was 2200 per person. Class is in Will Co IL

From: Justin Miller <Justin.Miller@kenoshacounty.org> Sent: Saturday, February 27, 2021 10:08 AM To: Steven Beranis <Steven.Beranis@kenoshacounty.org> Cc: Bill Beth <Bill.Beth@kenoshacounty.org>; Jasleen Kaur <Jasleen.Kaur@kenoshacounty.org> Subject: Re: Explosive Breacher

So if I'm reading it correct there's only two spots for Kenosha techs correct? And the cost will be all covered by the grant? If approved?

Captain Justin Miller Administrative Services Division

On Feb 27, 2021, at 8:59 AM, Steven Beranis <Steven.Beranis@kenoshacounty.org> wrote:

This is in reference to a basic explosive breaching class that would be funded by a WEM ALERT grant. We have 3 techs who need this training. I am confident I can get the grant application paperwork done in the short timeline. I am not sure about the other moving parts that would be required.

The class registration is \$1500 and the rest is for rooms and meals. If the KSD training request is approved, can I register them for training before final board approval?

This is my first time doing a grant for training only.

#### STB220

From: Stearns, Rod - DMA <Rod.Stearns@wisconsin.gov> Sent: Saturday, February 27, 2021 6:27 AM To: Immel, Charles (Dane Co) <Immel.Charles@danesheriff.com>; Mazurczak Joseph <joseph.mazurczak@milwaukeecountywi.gov>; Steven Beranis <Steven.Beranis@kenoshacounty.org> Subject: Explosive Breacher

**Caution:** This email originated from outside the organization. Do not click links or open attachments unless you recognize and trust the sender.

#### Good Morning

I have completed the grant announcement for training in June for the Explosive breacher class (Jun 14-19). My intent is to allow two Kenosha County, one Dane, and one Milwaukee Co for this round. Chuck will look more into the Madison class as well. However, the dates on this grant are as follows...due Mar 12, start date April 5. Let me know if there will be any issues with those dates and to get registered.

I wanted to upload this yesterday but it was slowed down in WEM so hopefully I can get it uploaded Monday and ready for you to apply by Tuesday or Wednesday. Total for each agency is 2300 per person.

Let me know your thoughts?

Rodney P. Stearns *ALERT Program Manager* Wisconsin Emergency Management 608-381-8010



R/