



**STATE ADMINISTERING AGENCY**  
**Idaho Public Safety**  
**Communications**  
**Commission**  
**IDAHO OFFICE OF EMERGENCY**  
**MANAGEMENT**

**IPSCC GRANT**  
**AWARD DOCUMENT**

<b>1. GRANTEE NAME AND ADDRESS (INCLUDING ZIP CODE)</b>		<b>2. AWARD</b>		<b>3. PERFORMANCE PERIOD</b>	
Canyon County Commissioners 1115 Albany St., Rm 101 Caldwell, ID 83606		2025 IPSCC Program		1 Nov 2024 to 31 Oct 2026	
<b>7. GRANTEE IRS/VENDOR No.</b>		<b>4. AWARD DATE</b>	<b>5. AWARD NUMBER</b>	<b>6. ACTION</b>	
		1 Nov 2024	2025-0275-1	Original	
2025 IPSCC Grant Program		<b>8. PREVIOUS AWARD AMOUNTS:</b>		\$825,259.02	
<b>9. PROGRAM AREA:</b>	IPSCC	<b>10. AMOUNT OF THIS AWARD:</b>		\$31,336.82	
<b>11. PROGRAM AREA:</b>	IPSCC	<b>12. AMOUNT OF THIS AWARD:</b>		\$0	
<b>Total FY2025 Award</b>				<b>\$31,336.82</b>	

**13. SPECIAL CONDITIONS**

The above grant program areas are approved subject to such conditions or limitations as are set forth on the attached page(s).

**14. STATUTORY AUTHORITY FOR GRANT**

Idaho Code § 31-4819

**15. METHOD OF PAYMENT**

Upon receipt of completed GAN and invoices.  
 Reimbursement by Warrant or Electronic Funds Transfer.

<b>AGENCY APPROVAL</b>		<b>GRANTEE ACCEPTANCE</b>	
<b>16. TYPED NAME AND TITLE OF APPROVING IPSCC OFFICIAL</b>		<b>17. PRINTED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL</b>	
Director Brad Richy/Chairman IPSCC Committee			
<b>18. SIGNATURE OF APPROVING IPSCC OFFICIAL</b>		<b>19. SIGNATURE OF AUTHORIZED GRANTEE OFFICIAL</b>	
<b>Brad Richy</b> <small>Digitally signed by Brad Richy          Date: 2024.09.12 09:22:24          -06'00'</small>		<i>See attached signature page</i>	

**DATE:** 9-12-2024 **DATE:**

24.124

***SPECIAL CONDITIONS***

The grantee shall comply with the most recent version of the Administrative Requirement

IDAPA 38.06.02 Rules Governing the Idaho Public Safety Communications Commission Grants.

1. The grantee understands and agrees that it cannot use any of the IPSCC funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval.
2. The grantee agrees that all allocations and use of funds under this grant will be in accordance with the FY2021 IPSCC Program guidance and application kit.
3. The grantee is prohibited from obligating, expending funds provided through this award until all applicable programmatic documents are provided for and approved by the IPSCC Commission.

**Idaho Public Safety Communications Commission**  
**Special Conditions**

**Award Number: 2025-0275-1**

The Grantee agrees to these Standard IPSCC Administrative Provisions:

1. The State may advance portions of the approved grant award to the grantee in accordance with established procedures to minimize the time elapsing between the transfer of funds and their disbursement by the sub-grantee.
2. The grantee must obtain prior approval from the Idaho Public Safety Communications Commission before implementing changes to the Scope of Work or cumulative transfers among approved cost line items in excess of 10% of the total award. The E911 Grant Manager will notify sub-grantees of approval to changes in scope of work or cumulative transfers after receiving approval from the Idaho Public Safety Communications Commission.
3. The Idaho Public Safety Communications Commission Grant funds are not available to cover cost overruns. Any overruns must be paid in full by local resources. Moreover, the project must remain cost effective.
4. The grantee must notify the E911 Grant Manager so that he/she in turn may notify the Idaho Public Safety Communications Commission as soon as any significant development becomes known, such as delays or adverse conditions that might raise costs or delay completion, or favorable conditions allowing lower cost or earlier completion.
5. Quarterly financial and programmatic progress reports for IPSCC projects are recommended. The programmatic progress report will include sufficient narrative to determine the degree to which the project has been implemented and the estimated time to completion. Project-level financial data should be provided on a quarterly basis.
6. By acceptance of this grant the sub-grantee agrees to abide by all laws and regulations of (IDAPA 15.06.01 subchapter B).

## The Idaho Public Safety Communications Enhanced Grant Fee Equipment Purchase Process

All equipment that is purchased with Idaho Public Safety Communication Commission Grant funds, through the Idaho Office of Emergency Management, must be purchased following the Grant Authorization Number (GAN) process. The process is detailed below:

An agency wishing to purchase equipment must first determine if the equipment in question is eligible. **You can only purchase equipment that is eligible within the specific guidelines of your grant request.** The E911 Grants Manager can help you determine if your items are eligible within your investment. It is recommended that you follow the guidelines listed in IDAPA 38.05.01 for quotes/and or bids when required.

After the item is determined eligible, the requesting agency must submit a completed GAN/RD form (provided by the E911 Grants Manager) and a quote from the vendor **OR** a purchase order (PO) from the requesting department to the E911 Grants Manager. Once the GAN and quote (or PO) is received by regular mail, or emailed to [dmoore@imd.idaho.gov](mailto:dmoore@imd.idaho.gov) the request is reviewed for eligibility and availability of funds. All agencies submitting requests, with funds sub-granted to a County, must submit their requests through their local PSAP Manager.

The requesting agency should fill out the GAN form and submit for approval. Please note that a quote or PO is required with the GAN form. The requestor must fill out all information required on the GAN form with the following exceptions:




- The GAN number will be requested by the E911 Grants Manager and provided by the Idaho Office of Emergency Management (IOEM) upon approval of the request. Authorization to purchase is not given until a GAN number is issued. When you receive GAN approval, write the GAN number in section #1 and order the equipment detailed on the form.
- The ERID #'s (section 7a) will be issued at the same time the GAN is approved and individual line items will be identified as part of the approval email. Write the ERID number(s) in when you receive them from the E911 Grants Manager.
- We must also have a copy of the invoice or quote, not a packing slip. Both the completed GAN and invoice must be received by the E911 Grants Manager before payment will be made. The **E911 Grants Manager** will send all needed documentation to the Idaho Office of Emergency Management.

Please feel free to contact the 911 Grants Manager for any questions you may have regarding the GAN equipment purchase process at [dmoore@imd.idaho.gov](mailto:dmoore@imd.idaho.gov) or 208-954-2578.

DATED this 1st day of October, 2024.

CANYON COUNTY BOARD OF COMMISSIONERS

- Motion Carried Unanimously
- Motion Carried/Split Vote Below
- Motion Defeated/Split Vote Below

	Yes	No	Did Not Vote
 _____ Commissioner Leslie Van Beek	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Commissioner Brad Holton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Commissioner Zach Brooks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: RICK HOGABOAM, CLERK

By: J Ross  
Deputy Clerk