Idaho Office of Emergency Management

2025 Subrecipient Award Agreement

For

Canyon County

Federal Award Date
September 3, 2026

Canyon County
1115 Albany
Caldwell, ID 83605

Federal Grant Information

Award Identification Number	SHSP25SH1400
Subrecipient Award Name	2025 SHSP
Award Number / CFDA	EMW-2025-SS-05086 / 97.067
Federal Granting Agency	Grant Programs Directorate FEMA, U.S. DHS

Award Amount and Grant Breakdowns

2025 Homeland Security Grant Program

Performance/Budget Period	September 1, 2025 through August 15, 2028
Award Amount (This Action)	$247,623.65
Total Award Amount	$247,623.65
Unique Entity ID	XN4LXNQN5NW9

Requirements: This is not a Research & Development subaward. By accepting this subaward, the Subrecipient certifies compliance with 2 CFR 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards) and Idaho Code 67-450B (Independent Financial Audits of Local Governmental Entities – Filing Requirements). Subrecipient may charge indirect costs per their federally negotiated indirect cost rate agreement.

Agency Approval:	Authorized Official's Acceptance: I have read and understand the Terms and Conditions.
Signature:	Please see attached signature page Signature:
11-6-26 Date:	Print Name & Title:
Ben Roeber, Bureau Chief Idaho Office of Emergency Management (208) 258-6501	Date:

DUE DATE: October 12, 2026
Return signed award to IOEM by due date.
Prepared by: Luis Magdaleno *Print Date: September 4, 2026*

26-175

CANYON COUNTY

BOARD OF COUNTY COMMISSIONERS

2025 SHSP AWARD AND MOU

Award Identification Number	SHSP25SH1400

DATED this 17th day of November, 2026.

✓ Motion Carried Unanimously

_____ Motion Carried/Split Vote Below

_____ Motion Defeated/Split Vote Below

	Yes	No	Did Not Vote
Commissioner Leslie Van Beek	✓	–	–
Commissioner Brad Holton (unavailable for signature)	–	–	–
Commissioner Zach Brooks	X	–	–

ATTEST: JESS URRESTI, CLERK

By: JRoss
Deputy Clerk

Action: Approval of the 2025 SHSP Award and MOU

Award Identification Number: SHSP25SH1400

FY 2025 State Homeland Security Program (SHSP)

Federal Award No. EMW-2025-SS-05086

MEMORANDUM OF UNDERSTANDING

Between

The State of Idaho, Office of Emergency Management

And

Canyon County

1. Parties

The parties to this Memorandum of Understanding (Agreement or MOU) are the State of Idaho, Office of Emergency Management (IOEM) and Canyon County, referred to as "Subrecipient."

2. Authority

This Agreement is authorized under the provisions of Title 46, Chapter 10, Idaho Code, and is administered consistent with applicable federal requirements governing the FY 2025 Homeland Security Grant Program (HSGP), State Homeland Security Program (SHSP).

3. Purpose

The purpose of this Agreement is to establish the terms under which IOEM will administer FY 2025 SHSP funding on behalf of the Subrecipient. FEMA awarded the State of Idaho Military Division $4,362,750 in FY 2025 SHSP funding under Federal Award No. EMW-2025-SS-05086. The amended federal period of performance and budget period is September 1, 2025 through August 15, 2028.
Under this Agreement, the Subrecipient authorizes IOEM, as the State's pass-through entity, to retain funding at the state level and provide project management for the required National Priority Areas investment requirements identified in attachment A. This MOU does not expand the approved scope of work or budget and does not authorize expenditures that are not allowable under the federal award, FY 2025 HSGP Notice of Funding Opportunity (NOFO), applicable federal regulations, FEMA/DHS guidance, or IOEM requirements.

4. Incorporated Requirements and Order of Precedence

The Subrecipient acknowledges that the FY 2025 SHSP subaward is subject to the following, as applicable:

- The FY 2025 HSGP federal award and all approved amendments, including Federal Award No. EMW-2025-SS-05086.
- The FY 2025 HSGP Notice of Funding Opportunity (NOFO).
- The applicable provisions of 2 CFR Part 200 and other applicable federal statutes, regulations, executive orders, and federal award requirements.
- The FEMA Preparedness Grants Manual
- The FY 2025 SHSP IOEM Subrecipient Terms and Conditions.
- The approved SHSP project scope of work and budget established for the Subrecipient.
- Applicable FEMA/DHS guidance and written IOEM grant-management instructions.

If a provision of this MOU conflicts with a controlling federal or state requirement, the controlling requirement governs to the extent of the conflict, and the remaining provisions of this MOU remain in effect.

5. Period of Performance

The federal FY 2025 HSGP amended period of performance and budget period is September 1, 2025 through August 15, 2028. Subrecipient costs must be incurred and activities performed within the period authorized by IOEM for the applicable subaward/project, unless IOEM provides written authorization consistent with the federal award.

6. Approved Scope of Work and Project Authorization

The Subrecipient may use SHSP funds only for the project(s), activities, goods, and services identified in the approved IOEM subaward and project documentation. The Subrecipient must not materially change the approved project, purpose, scope, or budget without obtaining the required prior written approval.
The project-specific information to which this MOU applies shall be identified in Attachment A. Attachment A may be updated through an approved written modification consistent with Section 9 of this MOU.

7. FY 2025 SHSP Funding Requirements

The FY 2025 federal award provides $4,362,750 in SHSP funding to Idaho. The federal award identifies, among other investments, a Subrecipient Pass Through investment of $2,443,140 and specific national priority and program requirements.

The FY 2025 award contains a 30% National Priority Area funding requirement and a 35% Law Enforcement Terrorism Prevention Activities (LETPA) funding requirement.

8. Responsibilities

8.1 IOEM Responsibilities

- Administer the SHSP grant funds on behalf of the Subrecipient consistent with the federal award, approved project scope and budget, this MOU, and applicable IOEM procedures.
- Review project and expenditure documentation for allowability, allocability, reasonableness, necessity, and compliance with applicable award requirements.
- Provide grant-management direction, including requests for documentation, approvals, corrections, and reporting necessary to administer the project.
- Monitor the Subrecipient as required by applicable federal and state requirements and address identified deficiencies or questioned costs.
- Notify the Subrecipient when additional federal or IOEM approval is required before an expenditure, budget change, or project activity may proceed.
- Manage statewide projects aligned with the National Priority Areas described below on the Subrecipient's behalf.
- Authorize reimbursement or advancement of funds based on approved Subrecipient projects accompanied with required documentation.

8.2 Subrecipient Responsibilities

- Designate an authorized official and point of contact for the project.
- Read, understand, and comply with the FY 2025 SHSP IOEM Subrecipient Terms and Conditions and all applicable federal and state requirements.
- Authorize IOEM to administer the approved SHSP National Area Priority projects.
- Ensure that purchases, contracts, activities, and expenditures are necessary, reasonable, allocable, adequately documented, and within the approved scope and budget.
- Follow applicable federal, state, and local procurement requirements and ensure required federal provisions are included in contracts and subcontracts.
- Provide IOEM with complete and accurate documentation requested for procurement, payment, performance, equipment, reporting, monitoring, and closeout.
- Obtain IOEM's prior written approval before making any change that requires approval under the subaward or applicable federal requirements.
- Maintain records and make them available to IOEM, DHS/FEMA, auditors, and other authorized reviewers as required.
- Safeguard equipment and other property purchased with SHSP funds and follow applicable property and disposition requirements.
- Promptly notify IOEM of circumstances that may affect the Subrecipient's eligibility, ability to perform, or compliance with the award.
- Provide all required documentation for advancement or reimbursement of funds in IOEM's grant management system of record (Euna). For any advance, request only the minimum amount necessary to meet actual, immediate cash requirements for an imminent approved expenditure; use advanced funds only for approved budget items and grant purposes; disburse the funds within 30 calendar days of receipt; submit backup payment documentation within 30 calendar days; and promptly notify IOEM if the anticipated payment is delayed. IOEM may withhold future reimbursements until acceptable proof of payment for the advance is provided.

9. Budget, Scope, and Modification Requirements

The Subrecipient must obtain IOEM's prior written approval before making any change to the approved project, scope, budget, or activity when required by the subaward or federal requirements. IOEM will determine whether a proposed change also requires FEMA prior approval.

Any approved modification must be documented in writing. No verbal approval or informal communication shall modify this MOU, the approved scope of work, or the approved budget.

10. Compliance, Monitoring, and Records

The Subrecipient agrees to comply with the FY 2025 SHSP IOEM Subrecipient Terms and Conditions incorporated into this MOU. These requirements include, as applicable, 2 CFR Part 200; financial management; non-supplanting; procurement; Section 889 restrictions; equipment and property requirements; EHP; BABAA; civil rights and accessibility; PII protection; debarment and SAM/UEI requirements; drug-free workplace and lobbying requirements; federal security requirements; performance reporting; monitoring; recordkeeping; closeout; and other applicable federal award requirements.

The Subrecipient must demonstrate how each SHSP-funded project addresses the applicable core capability gap identified through the THIRA, SPR, or otherwise sustains an existing capability. The Subrecipient shall provide information requested by IOEM so that IOEM can accurately report project performance to FEMA.

11. Subrecipient Certification and Acceptance

By signing this MOU, the Subrecipient certifies that its authorized official has reviewed and agrees to comply with this MOU, the FY 2025 SHSP IOEM Subrecipient Terms and Conditions, the approved scope of work and budget, applicable federal requirements, the FY 2025 HSGP NOFO, and applicable IOEM grant-management requirements.

The Subrecipient understands that costs may be denied or required to be returned when they are not allowable, are unsupported, are incurred outside the authorized period, are outside the approved scope or budget, or otherwise fail to comply with applicable award conditions.

Approving Officials

IOEM	Authorized Official's Acceptance:
Signature: Ben Roeber, IOEM Bureau Chief 4040 Guard Street, Bldg. 600 Boise, ID 83705	Signature: Print Name & Title:
Date: 11-6-26	Date:

Other Provisions
Nothing in this Agreement is intended to conflict with current laws or regulations of the State of Idaho or the Subrecipient's jurisdiction. If a term of this Agreement is inconsistent with such authority, that term shall be invalid to the extent of the conflict, but the remaining terms and conditions shall remain in full force and effect.

1. Point of Contact
The point of contact for Canyon County regarding emergency management is:
Christine Wendelsdorf, Manager

2. Effective Date
This Agreement becomes effective upon signature by the authorized representatives of both parties.

3. Modification
This Agreement may be modified only by mutual written consent of the parties. A project-specific modification may be documented through an approved written amendment or other IOEM-approved grant-management document.

4. Termination
The terms of this Agreement, in its original form or if modified with the consent of both parties, will remain in effect through completion and closeout of the applicable FY 2025 SHSP subaward/project, unless otherwise terminated or superseded in writing in accordance with applicable law, the subaward, federal requirements, or authorized IOEM grant-management procedures.
Termination or expiration of this MOU does not eliminate obligations that survive closeout, including record retention, audit and monitoring access, property accountability, repayment of disallowed costs, and other post-award requirements.

5. State Officials and Employees Not Personally Liable
No State official, employee, or agent shall be personally liable for any covenant or agreement contained in this MOU solely by reason of that person's official position.

6. Sovereign Immunity
Nothing contained in this Agreement shall be construed as a waiver of the State of Idaho's sovereign immunity, which immunity is expressly reserved.

7. Binding Effect
This Agreement is binding upon and will run to the benefit of the parties and their respective successors and assigns to the extent permitted by law.