

New Hampshire Radiological Emergency Response Plan
FY 2017 Assessment Worksheet – Seabrook Station
July 1, 2016 through June 30, 2017

From: Town of Exeter, NH
Division of Emergency Management
20 Court St.
Exeter, NH 03833

To: Danielle Morse, Field Representative
NH Department of Safety
Homeland Security & Emergency Management
33 Haven Drive
Concord, NH 03305

Part I Training: Part I - Total \$728.00

1. Training for Community REP program:

Training: RADEF Training

We have 2 trained RADEF Officers, but after several exercise cycles, we see the need to have a few more personnel trained to step in and perform the duties or assist the RADEF Officer as necessary.

4 personnel x \$45.50 hr x 4 hours = \$728

Part II Drill & Exercise Participation: Part II - Total \$1,450.80

Workshop participation:

<u>1 Workshop</u> x <u>EMD</u> x <u>\$68.00</u> x <u>6 hours</u> = \$408.00	Workshop Total
<u>1 Workshop</u> x <u>Deputy EMD</u> x <u>\$52.90</u> x <u>6 hours</u> = \$317.40	\$725.40

Tabletop (TTX) participation:

<u>1 TTX</u> x <u>EMD</u> x <u>\$68.00</u> x <u>6 hours</u> = \$408.00	Tabletop Total
<u>1 TTX</u> x <u>Deputy EMD</u> x <u>\$52.90</u> x <u>6 hours</u> = \$317.40	\$725.40

Part III

Purchase of Equipment:

Part III - Total \$0

Planning & Administration:

Flat rate \$8,500

Reviewing and updating plans and procedures, general supplies, equipment with value less than \$2,500, and quarterly meeting expenses:

Respectfully Submitted,



Eric Wilking
Town of Exeter
Deputy Emergency Management Director

cc. EMD, file

FLAT RATE FUNDING AND BUDGETING

REQUEST FORM

SEABROOK STATION EPZ – FY 20~~XX~~¹⁷ Supplementary Budgets

(Must be submitted no later than 15 March 20~~XX~~¹⁶)

Name of Community: EXETER

Date: 3/29/2014

Part I: Training Plan & Requests

(Training should reflect ONLY individuals from your municipality)

Name of Training	Date Anticipated	Number of Individuals	Place of Training	\$\$ Request
RADEF	TBA	4	EXETER	728
Food & Supplies for Trainings				
TOTAL REQUEST				728.00

To be reimbursed for training expenses, course record with names of municipality's participants must be submitted in addition to invoice from appropriate community.

Training Programs Eligible for REP reimbursement:

REP 101 – INTRODUCTION TO REP (covers notification, protective action process, radiation concepts, radiological exposure control, EOC Operations and operation of public alert system.

SPECIALIZED TRAINING ON PROCEDURES.

RADEF TRAINING – Issuance of dosimetry and procedures for Radef Officer.

EMI INDEPENDENT STUDY:

- IS-3 Radiological Emergency Management (Max. 5 hours)
- IS-301 Radiological Emergency Response (Max. 6 hours)
- IS-331 Introduction to Radiological Emergency Preparedness Exercise Evaluation (Max. 10 hours)

Special REP Courses offered through HSEM are also eligible. Please check with your Field Rep. or with Tech Hazards if you are unsure of reimbursement eligibility.

Part 2 – Drill & Exercise Participation

(Drills & Exercises should reflect expenses incurred ONLY individuals from your municipality)

Name of Activity	Date Anticipated	Number of Individuals	Place of Exercise	\$\$ Request
Workshop	TBA	2	TBA	725.40
TTX	TBA	2	TBA	725.40
Food & Supplies for Drills/Exerc.				
TOTAL REQUEST				1450.80

Drills, exercises and workshop dates for the SS Exercise Cycles are provided by HSEM. If a municipality wishes to have an event separate from the published dates and be reimbursed, prior approval from HSEM Tech Hazards must be obtained.

Part 3 – Equipment Requests

Equipment Requests are made for any single piece of equipment > \$2,500. Equipment purchases of \$2,500 or less per individual piece of equipment must come from the \$8,500 flat fee.

Name of Equipment	Use in REP	Percentage of Total Cost (if applicable)	\$\$ Request
TOTAL REQUEST			0

Approval/Recommendation of Request:



Municipal Representative (Approval)



Date

Field Representative (Recommendation)

Date

ASSESSMENT CONTRACT

SCOPE OF SERVICES FOR TOWN/CITY OF Exeter

SEABROOK STATION ASSESSMENT – CLASS 73 (RSA 107.B)

Scope of Performance:

This reimbursement process is issued in accordance with NH RSA 107-B: 2-4, and all applicable federal and state laws, statutes, rules, regulations, policies, and other governing documents.

Funds may be expended for the purpose of maintaining the community's Radiological Emergency Response Preparedness Program for the Seabrook Station Emergency Planning Zone (EPZ). The period of performance will be state fiscal year (SFY) 20XX, from July 1, 20XX through June 30, 20XX. (Expenses for Drills, Exercises & Equipment >\$2,500 per item excluded from this contract.)

Budget:

The total value of this contract is 8500. Payment will be issued upon receipt and acceptance of adequate documentation of completion of contract performance requirements.

One-quarter of the awarded flat funding will be distributed upon execution of this contract and receipt of checklist completion #1. The balance of the flat rate funding will be distributed quarterly thereafter upon satisfactory completion of the checklist activities for each quarter (Checklist #2, #3 and #4). Quarters will be based upon the State Fiscal Year (July-June).

* Quarter 4 Certification must be returned by June 1st in order to issue reimbursement in the proper fiscal year.

Reporting:

The community's Emergency Management Director must complete the activities listed in Section 2, **Emergency Management Director RERP Maintenance Checklist**, throughout the fiscal year.

The community agrees that all financial and programmatic records, supporting documents, statistical records, and other records associated with this contract are required to be retained for a period of seven (7) years, beginning on the first day after the final payment under this contract, or such longer period as is necessary for the resolution of any litigation, claim, negotiation, audit or any inquiry involving this contract.

QUARTER

CERTIFICATION DUE DATE (NLT)

#1 July-September

October 15

#2 October – December

January 15

#3 January – March

April 15

#4 April – June

June 1*

E. J. [Signature]
Deputy EMD
3/29/14