



NOTICE OF GRANT AWARD

NORTH DAKOTA DEPARTMENT OF HEALTH AND HUMAN SERVICES

SFN 53771 (05-2025)

Grant Number G25.604	CFDA Name Public Health Emergency Preparedness	CFDA Number 93.069
FAIN Number NU90TU000004	Grant Type (Check One) ☒ Program ☐ R&D	Grant Start Date 7/1/2026
Federal Award Date 6/18/2026	Grant End Date 6/30/2027	
Federal Awarding Agency Department of Health and Human Services		

This award is not effective, and expenditures related to this award should not be incurred until all parties have signed this document.

Title of Project/Program PHEP – EPR All Hazards Allocation	North Dakota Department of Health and Human Services (NDDHHS) Project Code: 6611 S327-OC-00-31
Grantee Name Fargo Cass Public Health	Project Director Tim Wiedrich
Address 1240 - 25 th Street South	Address 1720 Burlington Drive, Suite A
City/State/ZIP Code Fargo, ND 58103-2367	City/State/ZIP Code Bismarck, ND 58504
Contact Name Jenn Faul	Contact Name Juli Sickler
Telephone Number 701-241-1360	Telephone Number 701-328-2293
Email Address jfaul@FargoND.Gov	Email Address jsickler@nd.gov

	NDDHHS Cost Share	Grantee Cost Share	Total Costs
Amount Awarded	\$17,232	\$0	\$17,232
Previous Funds Awarded	\$0	\$0	\$0
Total Funds Awarded	\$17,232	\$0	\$17,232
Indirect Rate (Check One)	☒ Subrecipient waived indirect costs	☐ De minimis rate of % (limited to 15%)	☐ Negotiated/Approved rate of %

Scope of Service

Grantee will complete the activities identified in Attachment A.

Reporting Requirements

Expenditure reports must be submitted within 30 days of incurring the expense to the North Dakota Department of Health and Human Services (NDDHHS). Final expense report for the period ending June 30, 2027, must be received by July 15, 2027. A mid-year progress report, as prescribed by the NDDHHS, must be submitted by January 31, 2027, for the period of July 1, 2026, through December 31, 2026. A year-end progress report, as prescribed by the NDDHHS, must be submitted by August 31, 2027, for the period of January 1, 2027, through June 30, 2027. Payments will be processed upon Department approval of expenditure reports and progress reporting.

Special Conditions

The language contained within the Centers for Disease Control and Prevention Grant Award issued to the Department of Health and Human Services is attached by reference and made a part of this agreement.

This Notice of Grant Award is subject to the terms and conditions incorporated either directly or by reference in the following: (1) Requirements Addendum and Grantee Assurances for Notice of Grant Awards issued by the NDDHHS as signed by Grantee for the period of July 1, 2025 to June 30, 2027 [Finance Use Only: ☐ Requirements Received; ☐ Questionnaire received] and (2) applicable State and Federal regulations.

Evidence of Grantee's Acceptance		Evidence of NDDHHS Acceptance	
Date 07/01/2026	Signature 	Date	Signature
Typed Name/Title of Authorized Representative Jenn Faul, Director of Public Health		Typed Name/Title of Authorized Representative Tim Wiedrich, Section Director Health Response and Licensure	
Date 07/08/2026	Signature 	Date	Signature
Typed Name/Title of Authorized Representative Joshua A Boschee, Mayor, City of Fargo		Typed Name/Title of Authorized Representative Dirk D. Wilke, J.D., M.B.A., Executive Director of Public Health	
ATTEST:		Angie Bear, Deputy City Auditor on behalf of the City Auditor	

Deputy City Clerk
in lieu of Angie Bear

If attachments are referenced, they must be returned with the signed award.
If you did not receive attachments as indicated, contact the Program Director identified above.

Contract Number: G25.604
Unit: Fargo Cass Public Health
Attachment A: FY2026-2027 BP3

The following activities *are required* for reimbursement through this award:

1. Participate in one (1) community-wide exercise event within your jurisdiction annually. Exercises must include strategies from the Public Health Response Readiness Framework as identified in the Public Health Emergency Preparedness (PHEP) Cooperative Agreement, Notice of Funding Opportunity number CDC-RFA-TU24-0137.
 - Critical response and recovery partners as identified in the agency's emergency plans must be included in these exercises/trainings.
 - After-action reports for the exercises your public health agency hosts must be filed with the Emergency Preparedness and Response (EPR) Unit within 90 days of the completion of the exercise.
 - Annual influenza clinics will be considered a full-scale exercise and count towards this requirement if the clinic includes priorities from the PHEP Public Health Response and Readiness Framework.
2. Attend 75% of state-hosted videoconference meetings.
 - Bi-monthly videoconference meetings will be held with local public health administrators throughout this budget period.
 - Meetings will be held in the months of July, September, November, January, March, and May.

The following activities *are eligible* for reimbursement through this award. Eligible expenses include equipment, office supplies, travel, salaries for public health employees, rent, utilities, connectivity fees, maintenance agreements, IT software, contracts for professional services, training, and professional development costs.

1. Active participation in local/regional emergency preparedness and response planning committees.
2. Assist PHEP Statewide Response Team with maintenance of current local emergency operations plans (updates should occur annually). All plans should be available in the NDDHHS Document Library i.e., local all hazards' plans, pandemic influenza plans, risk communications plans, etc.
3. Work with the PHEP Statewide Response Team to conduct call down drills of the local response partners, and local public health groups. Maintain accurate contact information for these groups throughout the budget period.
4. Maintain 24/7/365 access to knowledgeable public health personnel through a locally published phone number.
5. Public health response personnel may complete the following NIMS courses: ICS100, ICS200, ICS700 and ICS800. Additionally, department operation center incident commanders and section chiefs should complete the following NIMS courses: ICS300 and ICS400.
6. To ensure baseline competency and integration with preparedness requirements, individuals funded under this grant should consider the trainings identified in the Public Health Emergency Preparedness Cooperative Agreement, Notice of Funding Opportunity number CDC-RFA-TU24-0137, Strategy 1 AHA-G.

7. Work with the PHEP Statewide Response Team in assisting long term care facilities to develop emergency operations plans for their facilities and invite those representatives to participate in local community preparedness and response meetings.

Other activities may be eligible for funding as mutually agreed upon in writing between the local public health unit and the North Dakota Department of Health and Human Services Emergency Preparedness and Response Unit Director.