FY 2016 UASI Grant Application Details

Grant Application Timeline
(The timeline below is based on Grant Guidance being released between January 15th through January 18th)

- January 4th – Received UASI Risk Validation Report
- January 8th – UAWG Meeting – Provide Grant Application Information / Timeline
- **January 15th thru 29th**
  - Anticipated Release of Grant Guidance
- January 29th – February 5th – Notify jurisdictions of funding allocations (Dependent on Grant Guidance release)
- **February 12th - Grant Applications due to NCTCOG**
- February 15th thru 17th
  - Create IJ Budget Sheets
  - Sort / Review Projects by IJ
  - Project Review by PPOCs and Counties
- February 17th – Final Adjustments made to the Budget Sheet for Project Allocations
- February 18th – IJ Writing Begins
- March 7th thru 9th – Enter IJs into the FEMA Grant Report Tool (GRT)
- March 10th thru 15th – OOG Reviews IJs in the GRT
- March 16th – IJs due to FEMA (Anticipated)

E-Grants Timeline

- March 7th – E-Grant Portal Opens for Project Submission
  - Jurisdictions Enter approved projects into E-Grants
- **March 23rd** – All UASI Projects entered into E-Grants for Regional Review – Do not Submit or Certify the Projects for this due date (Enter Marcie Bruner as the Grant Writer)
- May 1st – E-Grant Portal will Close (No further projects can be entered!)
  - Projects must be Submitted AND Certified by your Authorized Official by this Date! Remove me as the Grant Writer and enter your own staff before submitting.
- May 15th – Applications sent to UASI for Comments / Prioritization
- May 31st – Priority List / Comments Due to OOG
- July 31st – Preliminary Review Issues Resolved
- August 15th – OOG will Complete an Internal Review of the Projects
- August 31st – Awards will be ready to be issues as soon as the OOG receives the award from FEMA
Project Performance Period

- All Projects will begin on September 1, 2016
- The performance period can run through August 31, 2018
- Milestones should align with the Performance Period and Specific Activities to be Conducted or Purchased
- Exceptions for a longer performance period will need to be justified and will be reviewed by the UASI PPOCs as well as the OOG. (Extensions are not automatic and will be considered on a case-by-case basis)
- Equipment Only projects will generally be awarded a six to twelve month performance period unless certain circumstances exist to indicate that the project can’t be completed within that time frame due to purchasing processes or the complexity of the item being built or purchased.

Investment Justifications

1. Planning
2. Critical Infrastructure / Key Resources (CI/KR)
3. Interoperable Communications
4. Community Preparedness
5. Fusion Center
6. Intel Info
7. Response Law Enforcement / SWAT
8. Response HazMat
9. Response Urban Search & Rescue
10. Response EOD
11. EOC Management / Command and Control
12. Medical
13. M&A

Project Budget

1. Look up the Correct AEL Codes
2. Good Item Description that includes the item to be purchased, who will be using it, what it is used for, when it would be used and show a clear nexus to terrorism.
3. Provide additional details such as Quantities & Unit Cost in the description if buying multiple quantities. (We realize that prices can change. Because of additional GANs being required for all grant changes, which requires your Authorized Official’s approval we need to minimize these activities and get the budget as close as possible.)

Additional Documentation Required

- SWIC Forms – All Interop purchase requests that meet the SWIC requirement goes through NCTCOG. The request will be forwarded to the Interoperable Communications Working Group for review to ensure it is P25 compliant and meets the regional communications plan requirements. Once we receive the Working Group’s approval, NCTCOG will provide a letter to be uploaded into E-Grants for your project.
- In order to accept your FY 2016 grant awards this year the OOG is requiring that a copy of your Resolution be uploaded into each of your projects.
- If a Controlled Equipment Questionnaire is submitted then a specific resolution or letter signed by the governing body official approving the purchase must accompany the form for submission.
• If planning to pay for indirect costs associated with staff salaries then an approved indirect cost letter must be attached to the project.

Forms Required
• Training
• EHPs
• Controlled Equipment Questionnaire
  o Manned Aircraft, Fixed Wing
  o Manned Aircraft, Rotary Wing
  o Unmanned Aerial Vehicles
  o Armored Vehicles, Wheeled
  o Tactical Vehicles, Wheeled
  o Command and Control Vehicles
  o Explosives and Pyrotechnics
  o Breaching Apparatus (e.g. battering ram or similar entry device)
  o Riot Batons
  o Riot Helmets
  o Riot Shields
• Purchases Greater than $150K
• License Plate Readers

Prohibited Purchases
Grant funds may not be used to support the following services, activities, and costs:
1. Inherently religious activities such as prayer, worship, religious instruction, or proselytization
2. Lobbying
3. Any portion of the salary of, or any other compensation for, an elected or appointed government official
4. Vehicles or equipment for government agencies that are for general agency use and/or do not have a clear nexus to terrorism prevention, interdiction, and disruption (i.e. mobile data terminals, body cameras, in-car video systems, or radar units, etc. for officers assigned to routine patrol)
5. Weapons, Ammunition, Tracked Armored Vehicles, Weaponized Vehicles or Explosives (exceptions may be granted when explosives are used for bomb squad training)
6. Admission Fees or Tickets to any Amusement Park, Recreational Activity or Sporting Event
7. Promotional Gifts
8. Food, meals, beverages, or other refreshments, except for eligible per diem associated with grant-related travel or where pre-approved for working events
9. Membership Dues for Individuals
10. Any expense or service that is readily available at no cost to the grant project
11. Any use of grant funds to replace (supplant) funds that have been budgeted for the same purpose through non-grant sources;
12. Fundraising
13. Any other prohibition imposed by federal, state, or local law
Eligibility Requirements
1. National Incident Management System (NIMS) – Maintain adoption and Implementation
2. Have a Current Emergency Management Plan or be included in someone else’s plan that has been accepted by the Texas Division of Emergency Management (TDEM). The plan must be maintained throughout the entire grant performance period and must at least maintain an Intermediate Level.
3. Any deployable equipment at or greater than $5,000 purchased with Homeland Security Grant funds must be entered into the Texas Regional Response Network (TRRN).
4. The county (or counties) in which the applicant is located must have a 90% average on both adult and juvenile criminal history dispositions reported to the Texas Department of Public Safety for calendar years 2010 through 2014. The requirement MUST be met by August 1, 2016.
5. Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety for inclusion in the annual Uniform Crime Report (UCR) and must have been current for the three previous years.
6. Must have a Data Universal Numbering System (DUNS) number assigned to its agency.
7. Must be registered in the federal System for Award Management (SAM) database located at https://www.sam.gov/ and maintain an active registration throughout the grant period.