



MITCHELL E. DANIELS, Jr., Governor
STATE OF INDIANA

DEPARTMENT OF HOMELAND SECURITY JOSEPH E. WAINSCOTT, JR., EXECUTIVE DIRECTOR

*Indiana Department of Homeland Security
Indiana Government Center South
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December 11, 2009

Dear State Homeland Security Program Sub-Applicants:

The purpose of this communication is to provide guidance and information regarding the Federal Fiscal Year (FFY) 2010 Homeland Security Grant Program (HSGP), and the process for submitting proposals to be considered for inclusion in Indiana's FFY 2010 HSGP application.

In late October, Congress approved and President Obama signed an appropriations bill that provides FFY 2010 funding to the U.S. Department of Homeland Security (US DHS). The US DHS released FFY 2010 HSGP guidance Tuesday, December 8, 2009. The release of this guidance signals the start of the application period.

Overview

The Homeland Security Grant Program is comprised of four interconnected grant programs:

- State Homeland Security Program (SHSP) - SHSP supports the implementation of State Homeland Security Strategies to address the identified planning, organization, equipment, training, and exercise needs for acts of terrorism and other catastrophic events. In addition, SHSP supports the implementation of the National Preparedness Guidelines, the National Incident Management System (NIMS), and the National Response Framework (NRF)
- Urban Areas Security Initiative (UASI) - UASI Program funds address the unique planning, organization, equipment, training, and exercise needs of high-threat, high-density Urban Areas, and assist them in building an enhanced and sustainable capacity to prevent, protect against, respond to, and recover from acts of terrorism.
- Metropolitan Medical Response System (MMRS) - MMRS funds enable jurisdictions to further enhance and sustain a comprehensive regional mass casualty incident response capability during the first crucial hours of an incident. The program prepares jurisdictions for response to all-hazards mass casualty incidents, including terrorism, naturally occurring events, and large-scale hazardous materials incidents.
- Citizen Corps Program (CCP) - The Citizen Corps mission is to bring community and government leaders together to coordinate the involvement of community members in emergency preparedness, planning, mitigation, response, and recovery.

Solicitation

This Call For Proposals centers on the State Homeland Security Program (SHSP) funding. IDHS is soliciting competitive proposals that align with the priorities of the National Preparedness Guidelines and the Target Capabilities List (TCL). Proposals should also align with the Indiana Strategy for Homeland Security, the FFY 2010 HSGP guidance and focus on one or more of the following State priority areas:

- Enhancing interoperable communications, information sharing, and collaboration. (Due to capacity limitations, investments should indicate an increased emphasis on system enhancements as opposed to radio purchases. Allowed investments include

site upgrades {channels, antenna, or other equipment that will reduce system "busies"} as well as dispatch consoles/consolettes.) Additionally, upgrades that will allow patching and increase interoperability of the radios systems currently being used in the District. If you have questions about what is allowable, please contact Grants Management who will work with state radio experts to answer your inquiry.

- Enhancing Emergency Operations Center (EOC) capabilities and functions.
- Enhancing Medical Surge/Mass Casualty programs.
- Advancing the capabilities of District Response Task Forces. (Investments should focus on developing core components first. Activities focused on developing additional components should occur only after all core components have been developed and must be pre-approved by IDHS. All inquiries should be directed to Randy Collins rcollins@dhs.in.gov)
- Advancing local and district-wide planning initiatives. (These activities could include the development and/or revision of strategic plans, comprehensive emergency management plans, communications plans, resource management plans, and donation/volunteer management plans.)

(NOTE: Information about the National Preparedness Guidelines and the Target Capabilities List can be found at <https://www.lis.dhs.gov/docdetails/details.do?contentID=26724>)

Eligible Applicants

Eligible applicants include members of the IDHS Homeland Security Team as well as the Boards of Commissioners of all Indiana counties, with strong preference for local proposals given to multi-county and District-based applications. All applications will be processed through the Indiana Grants Management System (iGMS: <http://oas.in.gov/hs>) and will include a required budget and proposal section. Attached to this message is the 2010 HSGP application guide which will outline what is required for a successful project submission.

If you are interested in submitting an application and do not already have access to the iGMS, please contact Niki Theeuwes at ntheeuwes@dhs.in.gov and you will be given a username/password and access to the system.

A notice of intent to submit must be received no later than Wednesday, December 23, 2009. This can also be accomplished through an e-mail to Niki Theeuwes at the e-mail address listed above. This message should simply indicate your intention to submit a proposal for the FFY 2010 SHSP. Due to the accelerated timeline for application submission, no late requests will be approved.

Evaluation

Applications will be evaluated based upon the following criteria on a 100 point scale:

- *Overall Project Justification (10 points)* – Does the application indicate a sufficient understanding of the spectrum of terrorism and natural hazards faced in the applicant's area, and how this understanding influenced the development of this project? Does it identify a management team and adequately identify the team's roles and responsibilities?
- *Baseline (10 points)* – Does the application sufficiently describe the current state of the project? If funded by a previous sub-grant, does it provide the name of the project and amount of funding provided. Does the application adequately describe, at a high-level, what activities will be implemented and what will be accomplished during the period of performance?

- *Strategy (10 points)* - Does the application directly support the Indiana Strategy for Homeland Security, initiatives in the State Preparedness Report, and identified State priority areas? Does it align with the National Priorities of the National Preparedness Guidelines and the Target Capabilities List?
- *Implementation (10 points)* – Does the funding plan adequately describe how the funds will be used and whether the planned expenditures are allowable and appropriate? Does it sufficiently outline key events that will demonstrate progress toward achieving the overall objective of the project? Have potential challenges been clearly identified? How well would the defined mitigation strategy effectively address the identified challenges?
- *Impact (20 points)* – Does the application adequately describe how the plan and achievements will reduce risks identified in the Overall Project Justification? Please note that risk is defined as a combination of threat, vulnerability and consequence. Does the application clearly identify a plan for sustaining the capabilities that are created or enhanced by this proposal after the period of performance? **(Note: This section is weighted heavily. Proposals that fail to indicate clear metrics and to detail sustainment capabilities will be scored lower.)**
- *Regionalization (30 points)* – Is the application District-based? What percentage of counties in the District will benefit? Does it have the support of the District Planning Oversight Committee and the District Planning Council? This information should be woven into the different sections of the proposal.
- *Prior Performance (10 points)* – Has the applicant successfully managed grants in the past? Does the applicant submit reports on time? Does the applicant complete projects in the designated performance period?
- *Allowability (no points)* – Is the proposal consistent with the grant guidance? Are equipment requests on the Authorized Equipment List?
(NOTE: Failure of a project to be allowable will result in the denial of the application)

Once received and evaluated, approved projects will be submitted as part of the overall FFY 2010 HSGP application. **Project submission or approval does not guarantee project funding.** Once the application is reviewed and the federal award is made, IDHS will reprioritize the projects based on application feedback and total federal funds awarded. Another evaluation and review process will then determine which projects receive funding.

Timeline

Because of the need to consolidate a large amount of information into the overall Indiana HSGP application, proposals must be submitted via the iGMS no later than **Monday, February 1, 2010.**

Questions

Please direct questions regarding this program to your District Emergency Management Coordinator (DEMC) or a member of the IDHS Grants Management staff. Additionally, the FFY 2010 HSGP application will be a primary topic during future EMA conference calls.

We look forward to receiving your proposals and to continuing to work with you to safeguard the citizens of Indiana.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph E. Wainscott, Jr.", with a stylized flourish at the end.

Joseph E. Wainscott, Jr.
Executive Director
Indiana Department of Homeland Security