

# **2007 Homeland Security Grant Program**

**A Competitive Grant  
for local Emergency Preparedness**

**February 2010**

North Dakota Department of Emergency Services  
Division of Homeland Security  
PO Box 5511  
Bismarck, ND 58506 -5511

### ***Introduction***

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

- State Homeland Security Program (SHSP)
- Law Enforcement Terrorism Prevention Program (LETPP)

These programs are intended to help strengthen the nation against risks associated with potential terrorist attacks.

The purpose of this package is to provide a brief overview of the programs, the formal grant guidance and application materials needed to apply for funding, and an explanation of the North Dakota Department of Emergency Services (NDDDES) management requirements for implementation for the successful application.

### ***Overview***

The SHSP supports the implementation of the North Dakota State Homeland Security Strategy which identifies planning, equipment, training, and exercise needs for acts of terrorism. In addition, SHSP supports the implementation of the National Preparedness Goal, the National Incident Management System (NIMS), and the National Response Framework (NRF).

The LETPP provides resources to assist law enforcement and public safety communities to prevent terrorist attacks by providing funds to support hardening high value targets; continuing to build interoperable communications; and collaborating with non-law enforcement partners, other government agencies and the private sector.

### ***Funding Priorities***

The National Preparedness Goal is a vision regarding the nation's four core preparedness objectives to prevent, protect, respond, and recover. To support this goal the U.S. Department of Homeland Security has identified eight National Priorities which NDDDES has incorporated into the State Homeland Security Strategy.

- Expand Regional Collaboration
- Implement the National Incident Management System and National Response Framework
- Implement the National Infrastructure Protection Program (NIPP)
- Strengthen Information Sharing and Collaboration Capabilities
- Strengthen Interoperable and Operable Communications Capabilities
- Strengthen Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) Detection, Response, and Decontamination Capabilities
- Strengthen Medical Surge and Mass Prophylaxis Capabilities
- Community Preparedness: Strengthening Planning and Citizen Capabilities

### Expanded Regional Collaboration

Major events, especially terrorism, will invariably have cross-geographical consequences and impact. This priority highlights the need for embracing partnerships across multiple jurisdictions, regions, and States in building capabilities cooperatively. The intent is to tactically locate capabilities in order to maximize coverage of the U.S. population and the Nation's high priority critical infrastructure and key resources.

### Implement the National Incident Management System and National Response Framework

The NRF established a comprehensive approach to managing domestic incidents. The NIMS provides a consistent framework for entities at all jurisdictional levels to work together to implement the NRF and manage domestic incidents. The implementation of the NIMS within every State, Tribal, and local jurisdiction creates a common framework and system that, once established nationwide, will be the foundation for prevention, protection, response, and recovery operations.

### Implement the National Infrastructure Protection Program

The NIPP establishes a process for bringing together a wide range of homeland security partners at the Federal, State, local, and Tribal level to establish the organized, unified, national risk-based approach to enhance the security and mitigate the risk facing the Nation's critical infrastructure and key resources.

### Strengthen Information Sharing and Collaboration Capabilities

Effective terrorism prevention, protection, and recovery efforts depend on timely, accurate information about the identity of the enemy, where they operate, how they are supported, and potential methods of attack. This involves a multi-jurisdictional, multi-discipline exchange and dissemination of information and intelligence among entities at all levels of government, as well as non-governmental organizations, the private sector, and citizens. Intelligence is derived by gathering, analyzing, and fusing relevant information from a wide range of sources on a continual basis.

### Strengthen Interoperable and Operable Communications Capabilities

Interoperable Communications is ability to provide uninterrupted flow of critical information among multi-disciplinary and multi-jurisdictional agencies at all levels of government before, during, and after an event.

### Strengthen Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) Detection, Response, and Decontamination Capabilities

This priority leverages efforts to develop robust capabilities to detect, neutralize, contain, dismantle, and dispose of CBRNE materials, and decontaminate exposed personnel and property. Hazardous materials response teams are key players of this priority.

### Strengthen Medical Surge and Mass Prophylaxis Capabilities

Medical Surge and Mass Prophylaxis capabilities are the first lines of response to bioterrorism and other public health emergencies for our healthcare systems to handle large numbers of patients, to triage and provide decontamination.

### Community Preparedness: Strengthening Planning and Citizen Capabilities

Planning helps Federal, State, local, and tribal governments reorient capabilities and resources to be more agile and ensures organizational structures, processes, and procedures effectively support the intended strategic direction. As uniformed emergency responders constitute less than one percent of the total U.S. population, it is clear that citizens must be better prepared, trained, and practiced on how best to take care of themselves and assist in those first, crucial hours during and after a catastrophic incident. A trained and involved public will provide the Nation with a critical surge capacity to augment government efforts in a catastrophic incident.

### ***Eligible Applicants***

Eligible applicants include local units of government and public safety and service agencies to include fire services, law enforcement, emergency medical services, public health, public works, public safety communications, emergency management, health care, hazardous material, etc. Non-governmental entities (hospitals, private emergency medical services, non-profit organizations, etc.) must apply through their respective city, county, or tribal local unit of government.

**All local (county) and tribal governments were required to update their respective NIMS Compliance Assistance Support Tool (NIMSCAST) assessments by September 30, 2009. Compliance with this federal requirement is a condition of receiving federal preparedness funding assistance. Therefore, applications will not be accepted from those local and tribal governments, to include the jurisdictions and disciplines within those counties and tribes that did not complete the NIMSCAST update. Contact Dave Rice at 701-328-8250 or at [drice@nd.gov](mailto:drice@nd.gov) for information on the status of your county's or tribes NIMSCAST.**

### ***Funding Availability***

There is approximately \$55,000 in SHSP funds available and approximately \$60,000 in LETPP funds available. Awards are limited to \$10,000 per applicant.

### ***Performance Period***

This announcement reflects a very short term grant consisting of unexpended local funds from the 2007 State Homeland Security Grant allocations. Sub-grantees must have the ability to complete all activities and expend the grant funds awarded by June 15, 2010.

The period of performance for successful applicants is March 15 through June 15, 2010.

### ***Application Process***

Completed applications must be submitted to DES no later than 4:30 p.m. Central Standard Time, February 26, 2010. Applications must be received at DES by the deadline to be considered for funding (late applications will not be considered). Applications may be submitted by mail to ND Department of Emergency Services, Division of Homeland Security, PO Box 5511, Bismarck, ND 58506-5511. Or they may be submitted electronically to: [khilfer@nd.gov](mailto:khilfer@nd.gov) or faxed to 701-328-8181 Attn. K Hilfer.

### ***Application Evaluation***

NDDDES will evaluate and act on applications within 30 days of the submission deadline. All applications will be formally reviewed and scored through a peer review process.

### ***Eligible Activities***

Funds available through this grant may be used for eligible planning, training, or exercise activities or for the purchase of equipment that support the National Preparedness Goals and associated National Priorities. Equipment is limited to those items eligible within the Responder Knowledge Base located at <https://www.rkb.us/>. All activities and expenditures must be complete by June 15, 2010.

#### Planning

For more information on allowable planning activities, contact Karen Hilfer at (701) 328-8100.

#### Training

Training conducted using HSGP funds should address a performance gap identified through an After Action Report/Improvement Plan (AAR/IP) or contribute to building a capability. The types of training that are eligible are:

- FEMA Provided Training
- State or Federal sponsored courses that have been approved by NDDDES and fall with the FEMA mission to prepare personnel to prevent, protect against, respond to, and recover from acts of terrorism or catastrophic events.

For more information on allowable training activities, contact Ken Jarolimek at [kjarolim@nd.gov](mailto:kjarolim@nd.gov) or Bruce Buchholtz at [bbuchholtz@nd.gov](mailto:bbuchholtz@nd.gov) or call (701) 328-8100.

#### Exercise

All exercises will be capabilities and performance-based and evaluated using Exercise Evaluation Guides (EEGs) found on the HSEEP website at <https://hseep.dhs.gov>. An After-Action/Improvement Plan (AAR/IP) will be prepared and submitted to NDDDES by June 15, 2010. AAR/IPs must conform to the HSEEP format, should capture objective data pertaining to exercise conduct,

and must be developed based on information gathered through EEGs found in HSEEP.

For more information on allowable exercise activities, contact Ken Jarolimek at [kjarolim@nd.gov](mailto:kjarolim@nd.gov) or Bruce Buchholtz at [bbuchholtz@nd.gov](mailto:bbuchholtz@nd.gov) or call (701) 328-8100.

### ***Environmental Planning and Historic Preservation Compliance***

NDDDES is required by FEMA to consider the potential impacts to the human and natural environment of projects proposed for grant funding. Activities must comply with various Federal laws including: *National Environmental Policy Act*; *National Historic Preservation Act*; *Endangered Species Act*; *the Clean Water Act*; and Executive Orders on Floodplains (11988), Wetlands (11990), and Environmental Justice (12898). The goal of these compliance requirements is to protect our nation's water, air, coastal, wildlife, agricultural, historical, and cultural resources, as well as to minimize potential adverse effects to low-income and minority populations.

The applicant shall provide all relevant information to NDDDES to ensure compliance with applicable Federal EHP requirements. Due to short term of this grant, any project with the potential to impact natural or biological resources or historic properties will not be funded.

### ***Questions***

If you have any questions about this guidance or the application you may contact Karen Hilfer ([khilfer@nd.gov](mailto:khilfer@nd.gov)) or any DES – Homeland Security staff at (701) 328-8100.

## **2007 HSGP Competitive Grant Application Guidance**

Applicants must complete the Grant Application as provided at the ND DES Homeland Security website. Proposals will be scored based upon the details submitted within the application.

The major sections of the application include:

### ***Project Description:***

Outline in detail the proposed activities to be accomplished with the grant. Include the goals and objectives the proposed activities are intended to accomplish. Describe capability gap(s) that this project is intended to address, including how the gap was identified. Explain how the proposed activities support the National Preparedness Goal regarding the nation's four preparedness objectives to prevent, protect, respond, and recover.

### ***National Priorities and Target Capabilities***

For the primary National Priority and primary Target Capability selected, provide an explanation of how it is supported by this project. For Target Capability details go to:

[https://www.rkb.us/klinksmore.cfm?content\\_id=220132&relationtype=12100&overridesubtype=889](https://www.rkb.us/klinksmore.cfm?content_id=220132&relationtype=12100&overridesubtype=889).

### ***Funding Plan***

Develop a budget in support of the proposed activities including any local dollars being used. The budget should be broken down into specifics.

### ***Milestones***

Provide specific milestones for project period of performance, including a description and start and end dates for each milestone. The milestones should demonstrate a clear sequence of events.