

FY 2016 WV State Homeland Security Grant Program Guidance

Introduction

Each year the State of West Virginia receives State Homeland Security Grant Program funding from the US Department of Homeland Security to support and enhance homeland security initiatives across the state. To receive the funding, the state must develop an application consistent with the doctrine in the National Preparedness Goal. The application the state submits to the federal government must identify particular investment areas and include specific capacity building projects. These projects will support local agencies and jurisdictions to undertake tangible efforts to close gaps, revise and develop plans, acquire equipment, and conduct training and exercises.

Process

In 2016, the grant process will be a two-step procedure. The first step will involve the development and submission of high-level grant proposals from local agencies and jurisdictions. The proposal form is attached or can be found on the www.dmaps.wv.gov/grants/ website. A grant proposal submission is required for each project, and should be submitted as described below. The proposals will be collected and reviewed concurrently by a multi-disciplinary committee who will identify and select specific proposals for further development. Part of the review will include consideration of how each project correlates with state Priorities and Areas of Focus that have been identified from extensive analysis. These priorities are described in Attachment 1.

In the second step, the selected projects will complete a more extensive, traditional grant application based on the recommendations of the Grant Proposal Review Committee. The recommendations may include partial or modified funding of some projects to align them with state capacity building initiatives or federal grant requirements. The HS State Administrative Agency will work with the identified agencies to properly complete the required paperwork.

By following this process, the state will be ready to make sub-grant awards immediately upon receipt of the federal funding thereby expediting distribution.

Timeline

- February 22nd – Grant Guidance, Proposal Form, and Priorities/Areas of Focus Released
- April 1st – Grant Proposals due to Homeland Security State Administrative Agency
- May 6th – Identification of Preliminary Proposals selected for development
- By October 1st – local grants awarded and project implementation can begin

Other information

- Eligible recipients for State Homeland Security funding are local jurisdictions. Jurisdictions include counties, cities, and towns. Jurisdictions can make application on behalf of other entities, including non-profit and private sector organizations, to address critical needs. Contact the Homeland Security State Administrative Agency (contact info below) if there are questions on the proper applicant.

- Proposals can be submitted for anything which will address critical gaps, develop and sustain necessary capabilities, eliminate or reduce specific hazards, and/or help fix issues identified in state risk assessments, Threat & Hazard Identification and Risk Assessments (THIRA), After Action Reports, Improvement Plans, and other documents. All proposals will help increase the understanding of what is needed to develop and sustain required capabilities.
- Any equipment to be purchased must be included in FEMA's Authorized Equipment List (AEL). The AEL can be found at <https://www.fema.gov/media-library/assets/documents/101566>
- The Priorities and Areas of Focus were developed following review and analysis of several years of hazard information, risk assessment, local THIRA submissions, exercise records, and other documentation. These specific priorities are grounded in areas where the local investment of grant dollars can help to improve or sustain various capabilities or functions.
- The committee will review all proposals submitted and will select proposals for further development. They will give preference to projects related to the Priorities and Areas of Focus that have been identified and disseminated as these help to close critical gaps and sustain capabilities where the state has already invested significant resources.
- It is expected that the total cost of all submitted proposals will far exceed available grant funding. All proposals will help to inform the state's homeland security enterprise of current needs. If partial funding is feasible, the items in the proposal's budget can be listed in priority order.
- The availability of future grant funding and the parameters of any funding are unknown and uncertain. No obligation for support will be made beyond actual award information received by the state from the federal government for FY 2016.
- No project can begin prior to October 1st, 2016 since the state will not receive its award notice until September 2016.
- All proposals submitted will receive a response from the Homeland Security State Administrative Agency on behalf of the Grant Proposal Review Committee.

Contact

Questions regarding the FY 2016 Homeland Security grants should be directed to the Homeland Security State Administrative Agency. The HS SAA can be contacted at (304) 558-2930 or emails can be sent to david.k.hoge@wv.gov and someone will reply.

Submissions

Grant Proposal submissions can be sent to David Hoge, Director, Homeland Security State Administrative Agency at david.k.hoge@wv.gov or to:

Department of Military Affairs & Public Safety
 1900 Kanawha Blvd E. Bldg 1, W-400
 Charleston WV 25305

Deadline: Proposals must be received by 5:00pm on Friday, April 1, 2016.