

STATE HOMELAND SECURITY PROGRAM (SHSP)

FY 2023 LAW ENFORCEMENT TERRORISM PREVENTION ACTIVITIES
(LETPA) APPLICATION WORKSHOP



MISSOURI OFFICE OF HOMELAND SECURITY NOTICE OF FUNDING OPPORTUNITY

We are pleased to announce the funding opportunity for the FY 2023 State Homeland Security Program (SHSP) Law Enforcement Terrorism Prevention Activities is open **August 14 – September 8, 2023 5:00 p.m. CST**

This funding opportunity is made available through the Missouri Department of Public Safety's, electronic [WebGrants System](#), accessible on the internet.

SHSP LETPA KEY DATES

August 14, 2023:	SHSP LETPA funding opportunity open in <u>WebGrantsSystem</u>
September 8, 2023:	SHSP LETPA applications due in WebGrants 5:00 pm CST <i>WebGrants will not accept any applications after this time</i>
September 2023:	SHSP LETPA scoring and funding determinations
September 1, 2023:	Project Start Date
August 31, 2025:	Project End Date

HOMELAND SECURITY GRANT PROGRAM (HSGP)

- The purpose of the HSGP is to support state and local efforts to prevent terrorism and other catastrophic events and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States
- HSGP provides funding to implement investments that build, sustain, and deliver the 32 core capabilities essential to achieving the National Preparedness Goal (the Goal) of a secure and resilient Nation

STATE HOMELAND SECURITY PROGRAM (SHSP)

- The SHSP assists state and local efforts to build, sustain, and deliver the capabilities necessary to prevent, prepare for, protect against, and respond to acts of terrorism

LETPA

- Focuses on the prevention of terrorist attacks and provides law enforcement and public safety communities with funds to support intelligence gathering and information sharing. Funds must be utilized for law enforcement terrorism prevention activities of planning, organization, training, exercise, and equipment
- **Applicants applying for LETPA funding must have applied for the requested project through their respective Regional Homeland Security Oversight Committee (RHSOC) to be eligible for LETPA funding.**
 - **State units of government are exempt from this requirement.**



NATIONAL PRIORITIES

Six priority areas for FY 2023

1. Enhancing the protection of soft targets/crowded places
2. Enhancing information and intelligence sharing and analysis
3. Combating domestic violent extremism
4. Enhancing cybersecurity
5. Enhancing community preparedness and resilience
6. Enhancing election security

NATIONAL PRIORITY: ENHANCING THE PROTECTION OF SOFT TARGETS/CROWDED PLACES

➤ Core Capabilities

- Operational Coordination – high priority
- Public Information and Warning – medium priority
- Intelligence and Information Sharing – high priority
- Interdiction and Disruption – high priority
- Screening, Search, and Detection – medium priority
- Access Control and Identity Verification – medium priority
- Physical Protective Measures – medium priority
- Risk Management for Protection Programs Activities – high priority

Example Project Types

- Operational Overtime
- Physical Security Enhancements
 - Security Cameras (CCTV)
 - Security screening equipment for people and baggage
 - Lighting
 - Access Controls
 - Fencing, gates, barriers, etc.
- Unmanned aircraft system detection technologies

NATIONAL PRIORITY: ENHANCING INFORMATION AND INTELLIGENCE SHARING

Core Capabilities

- Intelligence and Information Sharing – high priority
- Interdiction and Disruption – high priority
- Planning – medium priority
- Public Information and Warning – medium priority
- Operational Coordination – high priority
- Risk Management for Protection Programs and Activities – high priority

Example Project Types

- Fusion center operations
- Information sharing with all DHS components; fusion centers; other operational, investigative, and analytic entities; and other federal law enforcement and intelligence entities
- Cooperation with DHS officials and other entities designated by DHS in intelligence, threat recognition, assessment, analysis, and mitigation
- Identification, assessment, and reporting of threats of violence
- Joint intelligence analysis training and planning with DHS officials and other entities designated by DHS

NATIONAL PRIORITY: COMBATING DOMESTIC VIOLENT EXTREMISM

Core Capabilities

- Interdiction and Disruption – high priority
- Intelligence and Information Sharing – high priority
- Planning – medium priority
- Public Information and Warning – medium priority
- Operational Coordination – high priority
- Risk Management for Protection Programs and Activities – high priority

Example Project Types

- Open source analysis of misinformation campaigns, targeted violence and threats to life, including tips/leads, and online/social media-based threats
- Sharing and leveraging intelligence and information including open source analysis
- Execution and management of threat assessment programs to identify, evaluate, and analyze indicators and behaviors indicative of domestic violent extremists
- Training and awareness programs (e.g., through social media, suspicious activity reporting [SAR] indicators and behaviors) to help prevent radicalization
- Training and awareness programs (e.g., through social media, SAR indicators and behaviors) to educate the public on misinformation campaigns and resources to help them identify and report potential instances of domestic violent extremism

NATIONAL PRIORITY: ENHANCING CYBERSECURITY

Core Capabilities

- Cybersecurity – high priority
- Intelligence and Information Sharing – high priority
- Planning – medium priority
- Public Information & Warning – medium priority
- Operational Coordination – high priority
- Screening, Search, and Detection – medium priority
- Access Control and Identity Verification – medium priority
- Supply Chain Integrity and Activities – high priority
- Risk Management for Protection Programs and Activities – high priority
- Long-Term Vulnerability Reduction – medium priority
- Situational Assessment – low priority
- Infrastructure Systems – medium priority
- Operational Communications – high priority

Example Project Types

- Cybersecurity risk assessments
- Migrating online services to the “.gov” internet domain
- Projects that address vulnerabilities identified in cybersecurity risk assessments
 - Improving cybersecurity of critical infrastructure to meet minimum levels identified by the Cybersecurity and the [National Institute of Standards and Technology Cybersecurity Framework](#)
 - Adoption of cybersecurity performance goals ([Cross-Sector Cybersecurity Performance Goals](#))
 - Cybersecurity training and planning

NATIONAL PRIORITY: ENHANCING COMMUNITY PREPAREDNESS AND RESILIENCE

Core Capabilities

- Planning – medium priority
- Public information and warning – medium priority
- Community resilience – medium priority
- Risk management for protection programs and activities – high priority
- Mass care services – medium priority
- Intelligence and information sharing – high priority
- Risk and disaster resilience assessment – medium priority
- Long-term vulnerability reduction – medium priority

NATIONAL PRIORITY: ENHANCING COMMUNITY PREPAREDNESS AND RESILIENCE

Example Project Types

- Establish, train, and maintain Community Emergency Response Teams (CERT) and Teen CERT, with a focus on historically underserved communities, including procurement of appropriate tools, equipment and training aides:
 - Local delivery of CERT train-the-trainer and CERT Program Manager to build local program training and maintenance capacity
- Provide continuity training, such as FEMA's Organizations Preparing for Emergency Needs training, to faith-based organizations, local businesses, and community-based organizations such as homeless shelters, food pantries, nonprofit medical providers and senior care facilities to bolster the resilience to all hazards
- Partner with local school districts to deliver the Student Tools for Emergency Planning curriculum or other educational programming to guide students on how to create emergency kits and family communications plans
- Partner with key stakeholders to assist with completing the Emergency Financial First Aid Kit or a similar tool to bolster the disaster centric financial resilience of individuals and households
- Execute You are the Help Until the Help Arrives workshops in concert with community based organizations to bolster individual preparedness

NATIONAL PRIORITY: ENHANCING COMMUNITY PREPAREDNESS AND RESILIENCE

Example Project Types

- Target youth preparedness using FEMA programing such as Prepare with Pedro resources and Ready2Help
- Promote community planning, coordination, and integration of children's needs during emergencies through workshops like FEMA's Integrating the Needs of Children
- Community Mapping: identify community resources and characteristics in order to identify gaps in resources, identify hazards and vulnerabilities, and inform action to promote resilience
- Provide training and awareness programs with key stakeholders (e.g., through social media, community and civic organizations) to educate the public on misinformation and disinformation campaigns to increase individual and community resilience.
- Support integrated and cross-jurisdictional preparedness planning that considers how the community develops networks of information-sharing and collaboration among community-based organizations and government institutions to enable a quicker recovery from multiple threats, including terrorist actions

NATIONAL PRIORITY: ENHANCING ELECTION SECURITY

Core Capabilities

- Cybersecurity – high priority
- Intelligence and information sharing – high priority
- Planning – medium priority
- Long-term vulnerability reduction – medium priority
- Situational assessment – low priority
- Infrastructure systems – medium priority
- Operation coordination – high priority
- Community resilience – medium priority

Example Project Types

- Physical security planning support
- Physical/site security measures – e.g., locks, shatter proof glass, alarms, etc.
- General election security navigator support
- Cyber navigator support
- Cybersecurity risk assessments, training, and planning
- Projects that address vulnerabilities identified in cybersecurity risk assessments
- Iterative backups, encrypted backups, network segmentation, software to monitor/scan, and endpoint protection
- Distributed Denial Of Service protection
- Migrating online services to the “.gov” internet domain
- Online harassment and targeting prevention services
- Public awareness/preparedness campaigns discussing election security and integrity measures

ENDURING SECURITY NEEDS

In FY 2023, there are several enduring security needs that crosscut the homeland security enterprise, and to which that States should consider allocating funding across core capability gaps and national priorities. The following are enduring needs that help recipients implement a comprehensive approach to securing communities:

- Effective planning
- Training and awareness campaigns
- Equipment and capital projects
- Exercises

ENDURING SECURITY NEEDS: PLANNING

Core Capabilities

- Planning
- Risk management for protection programs and activities
- Risk and disaster resilience assessment
- Threats and hazards identification
- Operational coordination
- Community resilience

Example Project Types

- Development of:
 - Security Risk Management Plans
 - Threat Mitigation Plans
 - Continuity of Operations Plans
 - Response Plans
- Efforts to strengthen governance integration between/among regional partners
- Joint training and planning with DHS officials and other entities designated by DHS
- Cybersecurity training and planning
- Revision of existing plans to strengthen community resilience in underserved communities

ENDURING SECURITY NEEDS: TRAINING AND AWARENESS

Core Capabilities

- Long-Term Vulnerability Reduction
- Public Information and Warning
- Operational Coordination
- Situational Assessment
- Community Resilience

Example Project Types

- Active shooter training
- Intelligence analyst training
- SAR and terrorism indicators/behaviors training
- Security training for employees
- Public awareness/preparedness campaigns
- Joint training and planning with DHS officials and other entities designated by DHS
- Cybersecurity training and planning
- Sharing and leveraging intelligence and information
- Targeted outreach and preparedness training for underserved communities in conjunction with community-based organizations

ENDURING SECURITY NEEDS: EQUIPMENT AND CAPITAL PROJECTS

Core Capabilities

- Long-term vulnerability reduction
- Infrastructure systems
- Operational communications
- Interdiction and disruption
- Screening, search, and detection
- Access control and identity verification
- Physical protective measures

Example Project Types

- Protection of high-risk, high consequence areas or systems that have been identified through risk assessments
- Physical security enhancements
 - Security Cameras (CCTV)
 - Security screening equipment for people and baggage
 - Lighting
 - Access Controls
 - Fencing, gates, barriers, etc.
- Enhancing Weapons of Mass Destruction and/or improvised explosive device prevention, detection, and response capabilities
 - Chemical/Biological/Radiological/Nuclear/Explosive detection, prevention, and response equipment

ENDURING SECURITY NEEDS: EXERCISES

Core Capabilities

- Long-term vulnerability reduction
- Operational coordination
- Operational communications
- Community resilience

Example Project Types

- Response exercises, including exercise planning with community-based organizations



ELIGIBLE APPLICANTS

- State units of government
- Local units of government
- Nongovernmental organizations, quasi-governmental organizations (e.g.; RPC's & COG's), nonprofit organizations (e.g.; Red Cross)

ELIGIBLE APPLICANTS

- **Applicants applying for LETPA funding must have applied for the requested project through their respective Regional Homeland Security Oversight Committee (RHSOC) to be eligible for LETPA funding.**
- **State units of government are exempt from this requirement.**

ELIGIBLE APPLICANTS

To be eligible for SHSP Regionalization funding, applicant agencies must be compliant with the following statutes, as applicable:

- **Section 320.271 RSMo– Fire Department Registration**
 - Pursuant to section 320.271 RSMo, All fire protection districts, fire departments, and all volunteer fire protection associations as defined in section 320.300 shall complete and file with the state fire marshal within sixty days after January 1, 2008, and annually thereafter, a fire department registration form provided by the state fire marshal.
- **Section 590.650 RSMo– Vehicle Stops Report**
 - Pursuant to section 590.650.3 RSMo, (1) every law enforcement agency shall compile the data described in subsection 2 for the calendar year into a report to the attorney general and (2) each law enforcement agency shall submit the report to the attorney general no later than March first of the following calendar year.
 - **NOTE: It is the responsibility of the applicant to verify the submission of this report with the Attorney General's Office prior to submitting an application. Failure to submit the Racial Profiling Report will result in the automatic denial of the application. A copy of such report does not need to be submitted with the application.**

ELIGIBLE APPLICANTS

To be eligible for SHSP Regionalization funding, applicant agencies must be compliant with the following statutes, as applicable:

- **Section 590.700 RSMo – Written Policy on Recording of Custodial Interrogations**
 - Pursuant to section 590.700.4 RSMo, each law enforcement agency shall adopt a written policy to record custodial interrogations of persons suspected of committing or attempting to commit felony crimes as outlined in subsection 2 of this section and shall certify adoption of such policy when applying for any grants administered by the Department of Public Safety.
 - **NOTE: It is the responsibility of the applicant to ensure the prescribed written policy is in place prior to submitting an application.**
- **Section 43.544 RSMo – Written Policy on Forwarding Intoxication-Related Traffic Offenses**
 - Pursuant to section 43.544.1 RSMo, each law enforcement agency shall adopt a policy requiring arrest information for all intoxication-related traffic offenses be forwarded to the central repository as required by section 43.503 RSMo and shall certify adoption of such policy when applying for any grants administered by the Department of Public Safety.
 - **NOTE: It is the responsibility of the applicant to ensure the prescribed written policy is in place prior to submitting an application.**

ELIGIBLE APPLICANTS

To be eligible for SHSP Regionalization funding, applicant agencies must be compliant with the following statutes, as applicable:

- **Section 590.1265 RSMo – Police Use of Force Transparency Act of 2021**
 - Use of force incidents reporting standards and procedures, publication of report data, analysis report. Each law enforcement agency shall certify compliance with section 590.1265 RSMo when applying for any grants administered by the Department of Public Safety. *For purposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted Use of Force reports for three or months in the prior twelve month period.*
- **Section 43.505 RSMo – National Incident-Based Reporting System (NIBRS) *formerly Uniform Crime reporting (UCR)***
 - Pursuant to section 43.505 RSMo Uniform Crime Reporting system – duties of department – violations, penalty: Each law enforcement agency is required to submit crime incident reports to the department of public safety on forms or in the format prescribed by the department and submit any other crime incident information which may be required by the Department of Public Safety. ***Agencies that are not compliant at the time of application will only be eligible for grant funds to assist the agency to become compliant.*** *For purposes of grant eligibility, law enforcement agencies will be considered non-compliant if they have not submitted MIBRS reports for three or more months in the prior twelve month period..*
 - **NOTE: Show Me Crime Reporting provides a no cost option for agencies to comply with Section 43.505 RSMo. Agencies that are not currently compliant with Section 43.505 RSMo will not be eligible to apply until they have registered with Show Me Crime Reporting and have begun submitting MIBRS reports.**
<https://showmecrime.mo.gov/CrimeReporting/MIBRSRegistration.html>

ELIGIBLE APPLICANTS

To be eligible for SHSP Regionalization funding, applicant agencies must be compliant with the following statutes, as applicable:

- **Section 590.030 RSMo – Rap Back Program Participation**
 - Pursuant to section 590.030 RSMo, all law enforcement agencies shall enroll in the state and federal Rap Back programs on or before January 1, 2022 and continue to remain enrolled. The law enforcement agency shall take all necessary steps to maintain officer enrollment for all officers commissioned with that agency in the Rap Back programs. An officer shall submit to being fingerprinted at any law enforcement agency upon commissioning and for as long as the officer is commissioned with that agency. Each law enforcement agency shall certify compliance with section 590.030 RSMo when accepting any grants administered by the Department of Public Safety.

INELIGIBLE APPLICANTS

- Entities located within the geographical boundaries of the St. Louis Urban Area Security Initiative (UASI), which includes the Missouri Counties of Franklin, Jefferson, St. Charles, St. Louis and St. Louis City are **NOT** eligible applicants
- Entities located within the geographical boundaries of the Kansas City Urban Area Security Initiative (UASI), which includes the Missouri counties of Jackson, Cass, Platte, Clay, and Ray are **NOT** eligible applicants

OTHER ELIGIBILITY CRITERIA

- National Incident Management System (NIMS) Implementation
 - Subrecipients must ensure and maintain adoption and implementation of NIMS. The list of objectives used for progress and achievement reporting is on FEMA's website at [NIMS Implementation and Training](#)
 - See the [FY 2023 Preparedness Grants Manual](#) for more information on NIMS
- Emergency Management Assistance Compact (EMAC) Membership
 - SHSP subrecipients must belong to, be in, or act as a temporary member of EMAC
 - All assets supported in part or entirely with SHSP funds must be readily deployable and NIMS-typed when possible to support emergency or disaster operations per existing EMAC agreements
- Emergency Operations Plan (EOP)
 - Update at least once every two years for every agency that currently has one
 - Plans should be consistent with the [Comprehensive Preparedness Guide 101 Version 2.0 \(CPG 101 v2\)](#)

OTHER ELIGIBILITY CRITERIA

- Threat and Hazard Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Review (SPR) updates
 - SPR update required annually at the State level
 - Subrecipients must assist in the State's annual update by providing information on the Whole Community Worksheet
 - THIRA update required every three years at the State level
 - For more information on THIRA, see [National Risk and Capability Assessment](#)

OTHER ELIGIBILITY CRITERIA

- FEMA funds must be used to supplement (add to) not supplant (take the place of) existing funds that have been appropriated for the same purpose
- Supplanting is NOT allowed for this grant

SHSP FUNDING GUIDELINES

- SHSP funding guidelines support the five mission areas
 - Prevention
 - Protection
 - Mitigation
 - Response
- Allowable projects must have a nexus to terrorism preparedness, aligned to building capability, closing capability gaps, and/or sustaining capabilities in the State THIRA/SPR and fall into the following categories:
 - Planning
 - Organization
 - Equipment
 - Training
 - Exercises

SHSP FUNDING GUIDELINES

Dual-Use

- Under SHSP, many activities that support the achievement of core capabilities related to the national priorities and terrorism preparedness may simultaneously support enhanced preparedness for other hazards unrelated to acts of terrorism

FUNDING RESTRICTIONS AND ALLOWABLE COSTS

- All costs must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements at 2 C.F.R. Part 200, the terms and conditions of the award, or the FY 2023 Preparedness Grants Manual
- Award funds may not be used for matching funds for any other federal awards, lobbying, or intervention in federal regulatory or adjudicatory proceedings

FUNDING RESTRICTIONS AND ALLOWABLE COSTS

Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services

- Recipients and subrecipients of FEMA federal financial assistance are subject to the prohibitions described in section 889 of the [John S. McCain National Defense Authorization Act for Fiscal Year 2019 \(FY 2019 NDAA\)](#) , Pub. L. No. 115-232 (2018) and 2 C.F.R. §§ 200.216, 200.3267, 200.471, and Appendix II to 2 C.F.R. Part 200. Beginning August 13, 2020, the statute – as it applies to FEMA recipients, subrecipients, and their contractors and subcontractors – prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons.
- Guidance is available at [Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services #405-143-1](#)
- Additional guidance is available at [Contract Provisions Guide: Navigating Appendix II to Part 200 – Contract Provisions for Non-Federal Entity Contracts Under Federal Awards \(fema.gov\)](#)

FUNDING RESTRICTIONS AND ALLOWABLE COSTS

- Effective August 13, 2020, FEMA recipients and subrecipients may not use any FEMA funds under open or new awards to:
 - Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;
 - Enter into, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system; or
 - Enter into, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

FUNDING RESTRICTIONS AND ALLOWABLE COSTS

- Replacement Equipment and Services
 - FEMA grant funding may be permitted to procure replacement equipment and services impacted by this prohibition, provided the costs are otherwise consistent with the requirements of the NOFO and the Preparedness Grants Manual.
- Definitions
 - Per section 889(f)(2)-(3) of the FY 2019 NDAA and 2 C.F.R. § 200.216, covered telecommunications equipment or services means:
 - Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation, (or any subsidiary or affiliate of such entities);
 - For the purpose of public safety, security of Government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);
 - Telecommunications or video surveillance services provided by such entities or using such equipment; or
 - Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the People's Republic of China.

Examples of the types of products covered by this prohibition include phones, internet, video surveillance, and cloud servers when produced, provided, or used by the entities listed in the definition of “covered telecommunications equipment or services.” See [2 C.F.R. § 200.471](#)

FUNDING RESTRICTIONS AND ALLOWABLE COSTS

- Allowable projects must have a nexus to terrorism preparedness, aligned to closing capability gaps or sustaining capabilities in the State THIRA/SPR and fall into the following categories:
 - Planning
 - Organization
 - Equipment
 - Training
 - Exercises
- Detailed information and allowable activities of each POETE function are located in the FY 2023 SHSP LETPA Notice of Funding Opportunity (NOFO)

FUNDING RESTRICTIONS AND ALLOWABLE COSTS

Requested items **MUST** be deployable,
shareable, or a regional asset
to be eligible for funding

LETPA ALLOWABLE COSTS

- Allowable LETPA expenditures are discussed in the following documents:
 - Grant Programs Directorate Information Bulletin (IB) No. 485 Fiscal Year 2023 Law Enforcement Terrorism Prevention Activity Supplemental Guidance to the Homeland Security Grant Program Notice of Funding Opportunity
 - Grant Programs Directorate Information Bulletin (IB) No. 473 Supplemental Guidance for Law Enforcement Terrorism Prevention Activity Expenditures
 - FY 2023 Preparedness Grants Manual (Appendix A)
 - National Prevention Framework
 - National Protection Framework where capabilities are shared with the protection mission area

LETPA ALLOWABLE COSTS

- Applicants should consider investing in projects such as:
 - Maturation, and enhancement of designated state and major urban area fusion centers, including information sharing and analysis, threat recognition, terrorist interdiction, and intelligence analyst training and salaries (subject to certain conditions)
 - Regional counterterrorism training programs for small, medium, and large jurisdictions to exchange information and discuss the current threat environment, lessons learned, and best practices to help prevent, protect against, and mitigate acts of terrorism
 - Support for coordination of regional full-scale training exercises (federal, state, and local law enforcement participation) focused on terrorism-related events
 - Law enforcement Chemical, Biological, Radiological, Nuclear, and high yield Explosives detection and response capabilities, such as bomb detection/disposal capability deployment, sustainment, or enhancement, including canine teams, robotics platforms, and x-ray technology

LETPA ALLOWABLE COSTS

- Additional examples of allowable LETPA projects include but are not limited to:
 - Coordination between fusion centers and other intelligence, operational, analytic, or investigative efforts including, but not limited to JTTFs, Field Intelligence Groups (FIGs), High Intensity Drug Trafficking Areas (HIDTA), Regional Information Sharing Systems (RISS) Centers, criminal intelligence units, real-time crime analysis centers and DHS intelligence, operational, analytic, and investigative entities
 - Implementation and maintenance of the Nationwide Suspicious Activity Reporting (SAR) Initiative (NSI), including training for front-line personnel on identifying and reporting suspicious activities, tips/leads, and online/social media-based threats, as well as the execution and management of threat assessment programs to identify, evaluate, and analyze indicators and behaviors indicative of terrorism, targeted violence, threats to life, and other criminal activity
 - Management and operation of activities that support the execution of the intelligence process and fusion centers, including but not limited to: Fusion Liaison Officer (FLO) programs, security programs to protect the facility, personnel, and information, and the protection of privacy, civil rights, and civil liberties

LETPA ALLOWABLE COSTS

- Implementation of the “If You See Something, Say Something®” campaign to raise public awareness of indicators of terrorism and terrorism-related crime and associated efforts to increase the sharing of information with public and private sector partners, including nonprofit organizations. Note: DHS requires that all public and private sector partners wanting to implement and/or expand the DHS “If You See Something, Say Something®” campaign using grant funds work directly with the DHS Office of Partnership and Engagement (OPE) to ensure all public awareness materials (e.g., videos, posters, tri-folds, etc.) are consistent with DHS’s messaging and strategy for the campaign and compliant with the initiative’s trademark, which is licensed to DHS by the New York Metropolitan Transportation Authority. Coordination with OPE, through the Campaign’s Office (seesay@hq.dhs.gov), must be facilitated by the FEMA HQ Preparedness Officer
- Increase physical security, through law enforcement personnel and other protective measures, by implementing preventive and protective measures at critical infrastructure sites or at-risk nonprofit organizations
- Building and sustaining preventive radiological and nuclear detection capabilities, including those developed through the Securing the Cities initiative

LETPA ALLOWABLE COSTS

- Integration and interoperability of systems and data, such as computer aided dispatch (CAD) and record management systems (RMS), to facilitate the collection, evaluation, and assessment of suspicious activity reports, tips/leads, and online/social media-based threats
- Development of countering violent extremism programs, projects, and initiatives, addressing prevention, intervention, and diversion efforts, including training on roles of law enforcement and how to effectively partner with law enforcement; developing and promoting training specifically for law enforcement executives and frontline officers on potential behaviors and indicators of violent extremism and how to appropriately analyze and report them; supporting community and law enforcement engagement strategies such as table top exercises, roundtable events, town hall meetings, and peer to peer activities; funding for existing and/or expansion of law enforcement community relations efforts, support for the development of community engagement plans, and joint projects to increase the awareness of violent extremist threats and community mitigation solutions

FUNDING RESTRICTIONS AND ALLOWABLE COSTS

- Please see the FY 2023 SHSP LETPA Notice of Funding Opportunity for details regarding planning, organization, personnel, training, travel, and exercise costs

EQUIPMENT

The 21 allowable prevention, protection, mitigation, response, and recovery equipment categories for SHSP are listed on the [Authorized Equipment List](#) (AEL)

Some equipment items require prior approval from DHS/FEMA/OHS before obligation or purchase of the items. Please reference the grant notes for each equipment item to ensure prior approval is not required or to ensure prior approval is obtained if necessary

EQUIPMENT

Some allowable equipment items have specific requirements to be eligible for funding –
NOTE: the items listed below are not the only eligible equipment items

- Mobile Data Terminals (MDTs) / Mobile Data Computers (MDCs) Requirements
 - Agencies seeking funding for mobile data terminals should research the type of computer being requested. The Missouri Department of Public Safety is aware that non-ruggedized laptops and tablets are typically not durable enough for road patrol purposes and therefore not the best use of funds
- Body-Worn Cameras
 - Agencies seeking funding for Body-Worn Cameras (BWCs) must have policies and procedures in place related to equipment usage, data storage and access, privacy considerations, and training. Subrecipients of funding for Body-Worn Cameras must supply the Missouri Department of Public Safety with a copy of such policy(s) and procedure(s) at the time of claim submission

EQUIPMENT

Some allowable equipment items have specific requirements to be eligible for funding – NOTE: the items listed below are not the only eligible equipment items

- Body Armor
 - Funds may be used to purchase body armor at any threat level designation, make, or model from any distributor or manufacturer, as long as the body armor has been tested and found to comply with the latest applicable National Institute of Justice (NIJ) ballistic or stab standards, which can be found online at <https://www.nij.gov/topics/technology/body-armor/Pages/standards.aspx>
 - Body armor or armor vests must also be “uniquely fitted vests” which means protective (ballistic or stab-resistant) armor vests that conform to the individual wearer to provide the best possible fit and coverage, through a combination of:
 - Correctly sized panels and carrier, determined through appropriate measurement
 - Properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features
 - The requirement that body armor be “uniquely fitted” does not require body armor that is individually manufactured based on the measurements of an individual wearer
 - In addition, body armor purchased must be made in the United States
 - Agencies seeking funding for body armor are required to have a written “mandatory wear” policy in effect. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty. Subrecipients of funding for body armor must supply the Missouri Department of Public Safety with a copy of such policy at the time of claim submission

EQUIPMENT

Some allowable equipment items have specific requirements to be eligible for funding – NOTE: the items listed below are not the only eligible equipment items

- License Plate Readers
 - Agencies purchasing license plate reader (LPR) equipment and technology with grant funds administered by the Missouri Department of Public Safety, must adhere to the following requirements:
 - LPR vendors chosen by an agency must have an MOU on file with the MSHP Central Vendor File as developed and prescribed by the Missouri Department of Public Safety pursuant to 11 CSR 30-17.
 - Prior to purchasing LPR services, the agency should verify the vendor's MOU status with the MSHP CJIS Division by emailing mshphelpdesk@mshp.dps.mo.gov.
 - Share LPR data through the MoDEx process with statewide sharing platforms (i.e., MULES).
 - Enable LPR data sharing with other Missouri Law Enforcement agencies and enforcement support entities within the selected vendor's software. Examples include, but are not limited to fusion centers, drug task forces, special investigations units, etc.
 - Connect to the Missouri State Highway Patrol's Automated License Plate Reader (ALPR) File Transfer Protocol Access Program. This program provides the information necessary to provide a NCIC and/or MULES hit when used in conjunction with a License Plate Reader (LPR) device. An MOU must be on file with the Access Integrity Unit (AIU) for the vendor and the law enforcement agency and a registration process must be completed.
 - Agency shall have a license plate reader policy and operation guideline prior to the implementation of LPRs. Reimbursements will not be made on the project until the policy has been provided to the Missouri Department of Public Safety.
 - If LPR will be installed on Missouri Department of Transportation right-of-way(s) agency must request installation through the Missouri Department of Public Safety. Once approved, agency must adhere to the Missouri Department of Transportation's guidelines regarding installation of LPR's on Missouri Department of Transportation right-of-way(s).

EQUIPMENT

Some allowable equipment items have specific requirements to be eligible for funding – NOTE: the items listed below are not the only eligible equipment items

- Turnout Gear
 - Agencies seeking funding for turnout gear must have a policy to document cleaning and maintenance processes and procedures for turnout gear. Subrecipients of funding for turnout gear must supply the Missouri Department of Public Safety with a copy of such policy(s) and procedure(s) at the time of claim submission

EQUIPMENT

Some allowable equipment items have specific requirements to be eligible for funding – NOTE: the items listed below are not the only eligible equipment items

- Interoperability Equipment (Portables/Handhelds, Mobiles, Repeaters, Base Stations, etc.)
 - All interoperable communications equipment must meet the Missouri Department of Public Safety, Office of the Director Criminal Justice/Law Enforcement (CJ/LE) Unit, Office of Homeland Security (OHS) [Radio Interoperability Guidelines](#). The Missouri Interoperability Center (MIC) will review all communications equipment applications to ensure they comply with the [Radio Interoperability Guidelines](#). Applications that do not meet these guidelines will not be eligible for funding
 - NOTE: Agencies seeking any type of radio or radio-related accessory are encouraged to contact the Missouri Interoperability Center by phone at (573) 522-1714, (855) 466-7946 or by email at moswin.sysadmin@dps.mo.gov to ensure compliance with the Radio Interoperability Guidelines and the appropriate communication devices are purchased for the department's needs. The Missouri Interoperability Center staff can also provide helpful information regarding the department's ability to access the MOSWIN and how to articulate such within the grant application
 - ****All applications requesting Interoperability Equipment MUST supply a quote that is in compliance with the Radio Interoperability Guidelines to be eligible for funding****

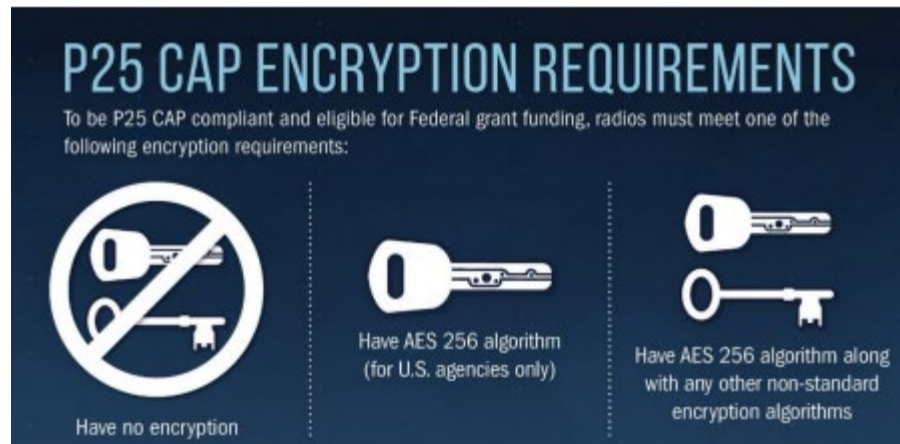
EQUIPMENT

Radio Interoperability Guidelines – Updated in July 2023!

Encryption Requirements

To be P25 CAP Compliant and eligible for Federal or State of Missouri grant funding, radios must meet one of the following encryption requirements:

- Have no encryption
- Have AES 256 algorithm
- Have AES 256 algorithm along with any other non-standard encryption algorithms



EQUIPMENT

Radio Interoperability Guidelines

Mobile Radios

- The only approved mobile radios are listed below:
 - Motorola APX8500 P25 VHF/700/800 MHz (dual-band), digital trunking enabled
 - Harris XG/XM-100 P25 VHF/700/800 MHz (dual-band), digital trunking enabled
 - Harris XL-200 P25 VHF/700/800 MHz (dual-band), digital trunking enabled
 - Kenwood VM-7730 Dual-Deck 8.34.9 P25 VHF/700/800 MHz (dual-band), digital trunking enabled
 - Kenwood VM-7930 Dual-Deck 8.34.9 P25 VHF/700/800 MHz (dual-band), digital trunking enabled

The applicant **MUST** identify the vendor and model requested in the application

A quote from the vendor **MUST** be uploaded in the Named Attachments Form to be eligible for funding

EQUIPMENT

Radio Interoperability Guidelines

Portable Radios

- MOSWIN was designed to be a mobile radio system rather than a portable radio system
- For portable radios to be eligible, the applicant must already have or request in their application a mobile radio on the MOSWIN system **AND** a public safety grade in-car repeater
- Only the following portable radios are eligible
 - Motorola APX8000 P25 VHF/700/800 MHz (dual-band), digital trunking enabled
 - Motorola APX NEXT P25 VHF/700/800 MHz (dual-band), digital trunking enabled
 - Kenwood VP900 P25 VHF/700/800 MHz (dual-band), digital trunking enabled
 - Kenwood VP8000 P25 VHF/700/800 MHz (dual-band), digital trunking enabled
 - BK Tech BKR9000 P25 VHF/700/800 MHz (dual-band), digital trunking enabled
 - Harris XL-200 P25 VHF/700/800 MHz (dual-band), digital trunking enabled
- The applicant **MUST** identify the vendor and model requested in the application to be eligible for funding
- A quote from the vendor **MUST** be uploaded in the Named Attachments Form to be eligible for funding

EQUIPMENT

Radio Interoperability Guidelines

Repeaters

- Applicants **MUST** ensure the frequency band of the repeater is compatible with the band of the radio(s) with which it will operate
- Must identify how the agency will utilize the repeater
- Must identify how the repeater model is compatible with the radio(s) with which it will be paired
- The applicant **MUST** identify the vendor and model requested in the application to be eligible for funding
- A quote from the vendor **MUST** be uploaded in the Named Attachments Form to be eligible for funding

EQUIPMENT

Please contact the Missouri Interoperability Center at
573-522-1714 if you have questions regarding the
[Radio Interoperability Guidelines](#)

EQUIPMENT

- Some Equipment is Controlled
 - [FEMA Policy 207-22-22-0002, Prohibited or Controlled Equipment Under FEMA Awards](#)
 - Manned Aircraft, Fixed/Rotary Wing
 - Unmanned Aerial Vehicles (UAV), also referred to as Unmanned Aircraft Systems (UAS), and small Unmanned Aerial Systems (sUAS)
 - Breaching Apparatus
 - Riot/Crowd Control Shields
 - Riot/Crowd Control Batons
- Some Equipment is Prohibited
 - [FEMA Policy 207-22-22-0002, Prohibited or Controlled Equipment Under FEMA Awards](#)
 - Weapons of any kind (including firearms, grenade launchers, bayonets); ammunition; and weaponized aircraft, vessels, and vehicles of any kind
 - Vehicles without a commercial application, including all tracked and armored vehicles (there are exceptions)
 - Armored Vehicles
 - Tactical Vehicles
 - Weaponized drones and weapons systems
 - Non-commercial aircraft
 - Long-range acoustic devices that do not have a commercial application
 - Camouflage uniforms

MAINTENANCE AND SUSTAINMENT

- SHSP funding may be used to purchase maintenance contracts or agreements, warranty coverage, licenses, and user fees
 - Contracts may exceed the period of performance if they are purchased incidental to the original purchase of the system or equipment as long as the original purchase of the system or equipment is consistent with that which is typically provided for, or available through, these types of agreements, warranties, or contracts
 - Stand-alone warranty or extending an existing maintenance contract on an already-owned piece of equipment system, coverage purchased may not exceed the period of performance

Note: Eligible maintenance does not include routine upkeep (i.e., gasoline, tire replacement, routine oil changes, monthly inspections, grounds and facility maintenance, etc.) Please see [IB 336 Maintenance Costs](#)

MAINTENANCE AND SUSTAINMENT

- Must consider how to sustain current capability levels and address potential gaps

Note: New capabilities should not be built at the expense of maintaining current and critically needed core capabilities

UNALLOWABLE COSTS

- Per FEMA policy, the purchase of weapons and weapons accessories, including ammunition, is not allowed with SHSP funds
- Grant funds may not be used for the purchase of equipment not approved by DHS/FEMA/OHS. Grant funds must comply with Information Bulletin 426 and may not be used for the purchase of the following equipment: firearms; ammunition; grenade launchers; bayonets; or weaponized aircraft, vessels, or vehicles of any kind with weapons installed
- Unauthorized exercise-related costs include:
 - Reimbursement for the maintenance or wear and tear costs of general use vehicles (e.g., construction vehicles), medical supplies, and emergency response apparatus (e.g. fire trucks, ambulances)
 - Equipment that is purchased for permanent installation and/or use, beyond the scope of the conclusion of the exercise (e.g., electronic messaging sign)

ENVIRONMENTAL HISTORICAL PRESERVATION (EHP) REVIEW

- Environmental Historical Preservation (EHP) Review
 - Subrecipients proposing projects that have the potential to impact the environment must participate in the FEMA EHP review process
 - The review process must be completed before funds are released to carry out the proposed project
 - Any projects that make a change to a building or the grounds must complete an EHP Screening Form and submit it to OHS for review. This includes drilling holes into the walls or any ground disturbance

If an EHP is required for a project, but not completed prior to the project starting, the project will not be reimbursed

UNIQUE ENTITY IDENTIFIER

- Effective April 4, 2022, the Federal Government transitioned from using the Data Universal Numbering System (DUNS) Number to the Unique Entity Identifier (UEI)
- If your organization is already registered in the WebGrants System, you will need to email your UEI to Kelsey.Saunders@dps.mo.gov if you have not already done so
- If your organization is not yet registered in WebGrants, you will provide the UEI at the time of registration

UNIQUE ENTITY IDENTIFIER (UEI)

- Entities that had an active registration in the System for Award Management (SAM) prior to this date, the UEI has automatically been assigned and no action is necessary
- You can view the UEI in SAM.gov on your entity registration record
 - In your workspace, select the numbered bubble above Active in Entity Management
- Your records should then appear and the UEI number will be on the left side

● Active Registration

Unique Entity ID
E5MQRCL37HM5

CAGE Code
6QJV2

Physical Address

Entity Management
What do I need for registration?

Register Entity

Entity Registration

1

ACTIVE

1

DRAFT

0

WORK IN PROGRESS

0

0

Next Update Due: **Jun 10, 2022** | Due in Next 30 days: **0 Entity Registrations****Unique Entity ID**

0

ACTIVE

0

DRAFT

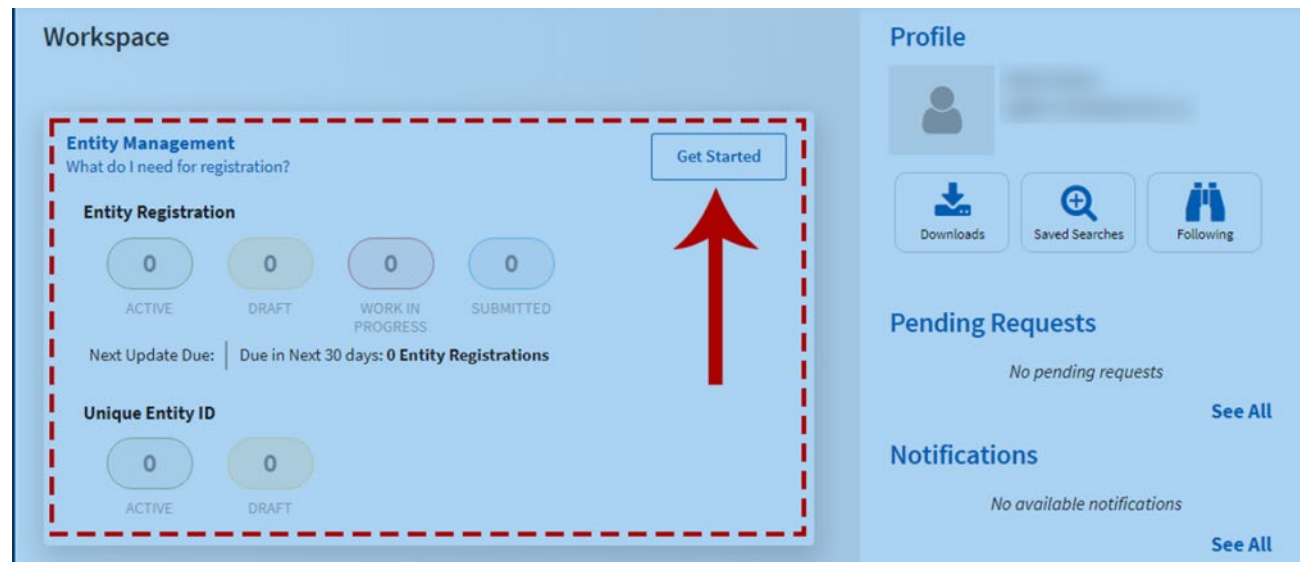
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UNIQUE ENTITY IDENTIFIER

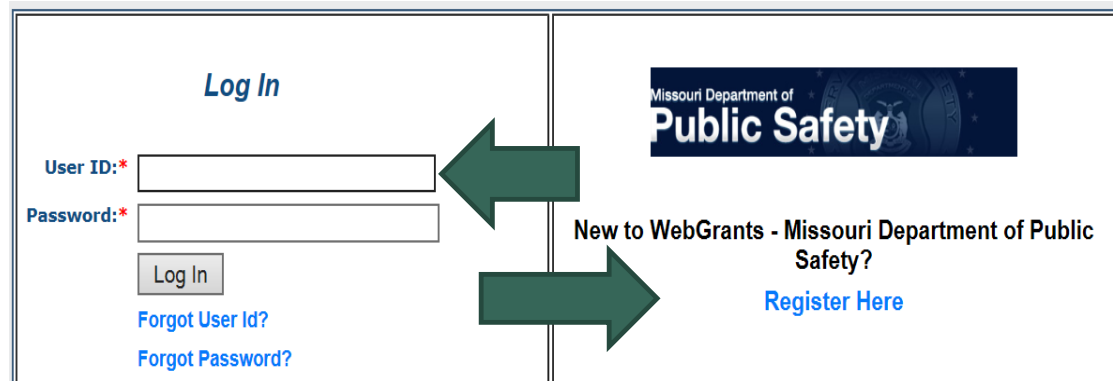
If your agency did not have a DUNS number, you will follow the steps below to obtain a UEI

- Sign in to your SAM.gov account and the system will navigate you to your Workspace
- Under Entity Management, select Get Started



WEBGRANTS APPLICATION

- [WebGrants System](https://dpsgrants.dps.mo.gov) (dpsgrants.dps.mo.gov)
- Log in or register as a new agency
 - If your agency is already registered in the system, someone with access will need to add new users



The image shows a web interface for the Missouri Department of Public Safety. It is split into two panels. The left panel is titled "Log In" and contains fields for "User ID:*" and "Password:*", a "Log In" button, and links for "Forgot User Id?" and "Forgot Password?". The right panel features the "Missouri Department of Public Safety" logo at the top, followed by the text "New to WebGrants - Missouri Department of Public Safety?" and a blue link "Register Here". Two large green arrows point from the right panel towards the left panel, indicating a flow from registration to login.

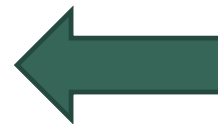
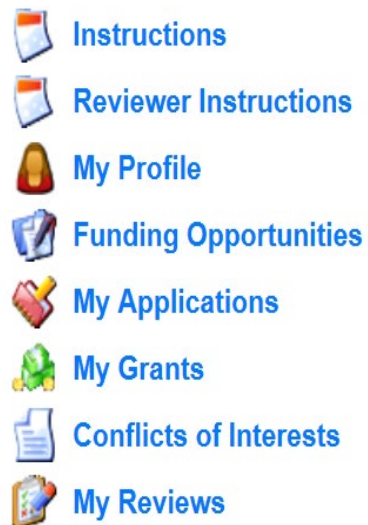
- Two-factor authentication: Enter your password and the one-time passcode sent by WebGrants



The image shows a two-factor authentication interface. It is split into two panels. The left panel contains the text "An email has been sent to the email address listed in your user profile with a one-time passcode. Please enter the passcode below." followed by fields for "Password:*" and "One-Time Passcode:*", an "Authenticate" button, and links for "Reset Password" and "Resend One Time Passcode". The right panel features the "Missouri Department of Public Safety" logo. Two large green arrows point from the left panel towards the right panel, indicating a flow from authentication to the department's main page.

APPLICATION INSTRUCTIONS

- Select “Funding Opportunities” and select the FY 2023 SHSP LETPA funding opportunity



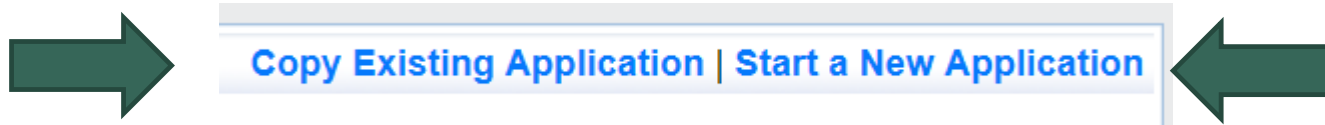
APPLICATION INSTRUCTIONS

- Each project will need its own application
- A project should *not* include both capability sustainment and building
 - Capability Sustainment – Projects that sustain capabilities at their current level
 - Capability Building – Projects that start a new capability, or increase a current capability level

**Information provided in the application will determine the score,
be sure requested information is provided and accurate**

APPLICATION INSTRUCTIONS

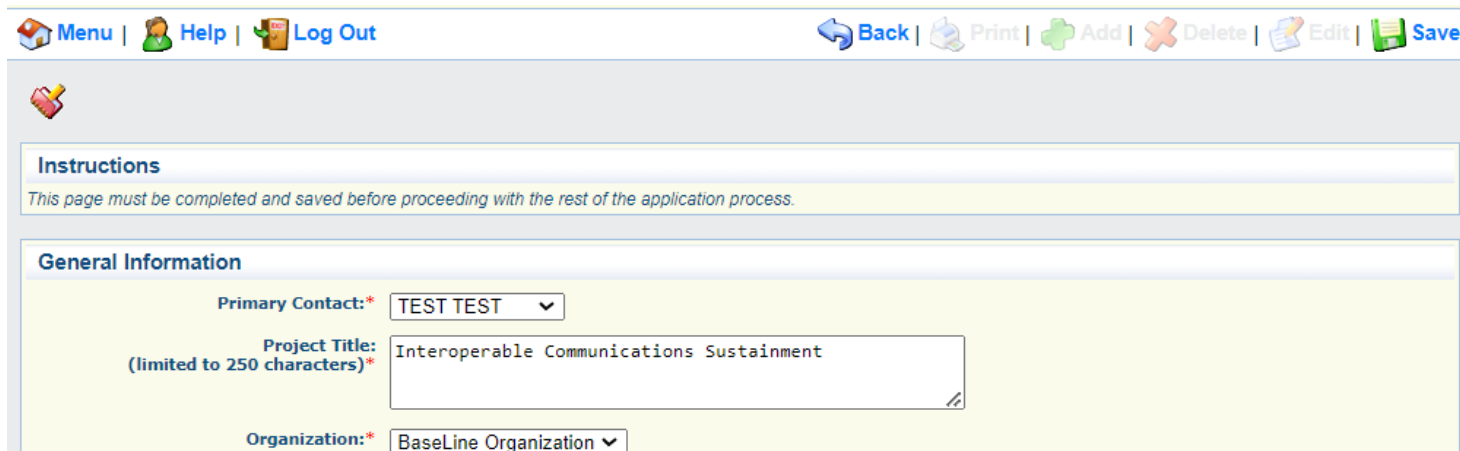
- Select “Start New Application”



- “Copy Existing Application” will not work as application forms have changed
- If applying for more than one project in FY 2023 you may select “Copy Existing Application” for the additional projects
 - If using “Copy Existing Application” be sure to update all relevant information
 - Note: “Copy Existing Application” will not work on prior year applications as the application forms have changed

APPLICATION INSTRUCTIONS

- After selecting “Start a New Application”, complete the “General Information” section
- “Project Title” should be short and specific to the project, see example below
- After completing the “General Information,” select “Save”



The screenshot shows a web application interface. At the top, there is a navigation bar with links: Menu, Help, Log Out, Back, Print, Add, Delete, Edit, and Save. Below this is a section titled "Instructions" with a message: "This page must be completed and saved before proceeding with the rest of the application process." The main section is titled "General Information" and contains three fields: "Primary Contact:" with a dropdown menu showing "TEST TEST", "Project Title:" with a text input field containing "Interoperable Communications Sustainment" (noted as limited to 250 characters), and "Organization:" with a dropdown menu showing "BaseLine Organization". A large green arrow points to the "Save" button in the top navigation bar.

APPLICATION INSTRUCTIONS

- Select “Go to Application Forms”



- | General Information | Go to Application Forms |
|--|---|
| System ID: 160647 | |
| Project Title: Interoperable Communications Sustainment | |
| Primary Contact: TEST TEST | |
| Organization: BaseLine Organization | |

- Complete each of the six “Application Forms” with all required information then “Save” and “Mark Complete”
- **All forms must be marked complete in order to “Submit”**



Application Forms		Application Details Submit Withdraw	
Form Name	Complete?	Last Edited	
General Information	✓	08/10/2023	
Contact Information	✓	08/10/2023	
SHSP Project Package	✓	08/10/2023	
Interoperable Communications	✓	08/10/2023	
Budget	✓	08/10/2023	
Named Attachments	✓	08/10/2023	



CONTACT INFORMATION

- Authorized Official
- The Authorized Official is the individual who has the authority to legally bind the applicant into a contract. Please refer to the list below to help determine the correct Authorized Official for the applicant agency:
 - If the applicant agency is a city, the Mayor or City Administrator shall be the Authorized Official
 - If the applicant agency is a county, the Presiding County Commissioner or County Executive shall be the Authorized Official (e.g.; the Sheriff is not the Authorized Official)
 - If the applicant agency is a State Department, the Director shall be the Authorized Official
 - If the applicant agency is a college/university, the President shall be the Authorized Official
 - If the applicant agency is a nonprofit, the Board Chair shall be the Authorized Official (This includes Fire Protection District's)
 - If the applicant agency is an RPC or COG, the Executive Director shall be the Authorized Official
 - If the applicant is a special district, such as a Fire Protection District or Ambulance District, the Board Chair/President shall be the Authorized Official

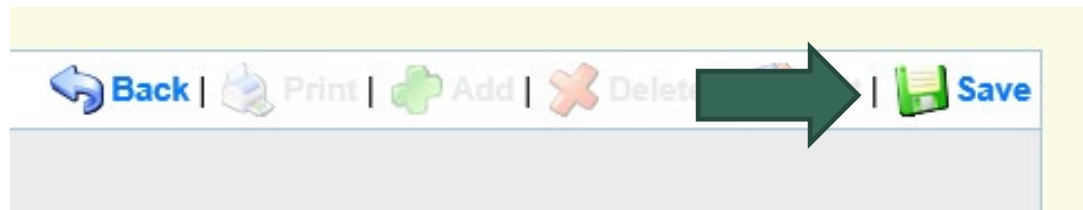
In order for an application to be considered eligible for funding, the agency's correct Authorized Official MUST be designated in the "Contact Information" form and the "Certified Assurances" form

****If the Authorized Official has a different title, than those listed above, official documentation naming that position as the Authorized Official for your agency MUST be included in the application attachments or your application will not be considered for funding****

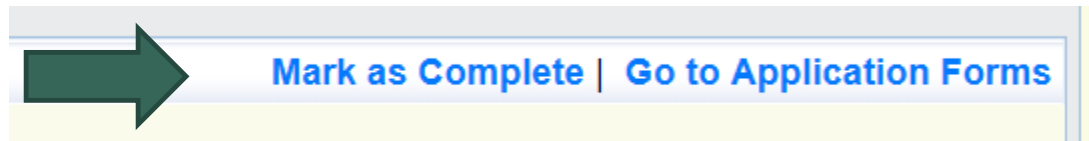
If you are unsure who your Authorized Official should be for your agency, please contact the Missouri Office of Homeland Security at 573-522-6125

CONTACT INFORMATION

- Please complete all contact information for
 - Authorized Official
 - Project Director
 - Fiscal Officer
 - Project Contact Person (if different than the Project Director)
- Required fields are designated with a red asterisk *
- Select “Save” at the top of the screen after entering all of the information



- Then “Mark as Complete”



SHSP PROJECT PACKAGE

- All of the “SHSP Project Package” information has been combined into one form with eight sections
 - A. Project Worksheet
 - B. Project Capability, THIRA and Dual Use
 - C. Project Background
 - D. Deployable/Shareable Resources
 - E. Audit Details
 - F. Risk Assessment
 - G. National Incident Management System (NIMS)
 - H. Certified Assurances

A. PROJECT WORKSHEET

- A.6 – Select the Project Activity Type that best represents your project
- A.7 – Was this project previously funded with SHSP funds?
 - A.7.a – If you answered yes to Question # A.7, please give a brief description of the year and the project that was previously funded
 - A.7.b – If you answered yes to Question #A.7, indicate if the assets from your previous project were deployed/shared in the past 12 months.
- A.8 – Build/Enhance or Sustain, Is the project increasing capabilities (build/enhance) or sustaining capabilities (sustain) at the current level?
 - A.8.a/A.8.b - Attempts to coordinate, did your agency reach out to the RHSOC, local, or state agencies to see if the requested items are available?
 - All SHSP projects should be shareable/deployable so coordination is important to determine necessity

A. PROJECT WORKSHEET

Section A.1 through B.4

A. Project Worksheet

A.1 Project Title:* Interoperable Communications Sustainment

A.2 Agency Name:* Baseline Organization

A.3 Region:* F

A.4 County:* Cole

A.5 Project Location Zip Code:* 65555

A.6 Project Activity Type:* Develop/enhance interoperable communications systems

A.7 Was this project previously funded with State Homeland Security Program (SHSP) funds?*

☒ Yes ☐ No

A.7.a If you answered yes to Question A.7, please give a brief description and year of the original project.

Include a brief description of the year and item(s) that were previously funded through SHSP.

A.7.b If you answered yes to Question A.7, please indicate if assets from your project have been deployed/shared in the past 12 months.

Indicate if the assets from your previous project were deployed or shared in the past 12 months.

A.8 Does this project increase capabilities (build/enhance), or does this project sustain capabilities at the current level?*

Build/Enhance

A.8.a If you answered Build/Enhance to question A.8 provide an answer to the following question. Has your agency coordinated with other agencies to determine if the resources requested are currently available within the region/state?

☒ Yes ☐ No

Coordination example: contacted other agencies within your region to see if this capability/asset currently exists and is available.

A.8.b If answered yes to A.8.a, explain coordination efforts made by your agency, as well as the outcome of the coordination efforts.

Include what agencies were contacted and their response.

A. PROJECT WORKSHEET

- A.9 – Provide a brief overall description of the project
- A.10 – Describe what specific actions/items will be funded through the grant
- A.11 – Provide an estimated time of how long the project will take to complete (i.e. number of months, from start to finish)
- A.12 – Explain the purpose of the project, what you hope to accomplish
- A.13 – Describe how the project aligns with/increases terrorism preparedness for your agency/region/state

A. PROJECT WORKSHEET

A.9 Project Description*

Provide a brief overall description of the project.
(The agency will do what for what end goal.)

A.10 Provide a summary of specific project actions/items that will be purchased with grant funds:*

Identify the specific goods or services that will be purchased with grant funds.

A.11 Provide estimated duration of the project (how long will it take to complete this project):*

Indicate how long you anticipate it will take for your agency to complete the project.

A.12 What are the objectives this project is designed to accomplish? (the purpose of the project)*

Provide a summary of what the project is designed to accomplish. (What is its purpose?)

A.13 How does this project align with/increase terrorism preparedness for your agency/region/state?*

Provide a summary on how the project will increase terrorism preparedness for your agency/region/state.

A. PROJECT WORKSHEET

- A.14 – Explain how your project support Law Enforcement Terrorism Prevention Activities (LETPA)
- A.15 – Explain why the project is necessary for your agency/region/state
- A.16 – Describe how your agency will financially sustain the requested items in the future WITHOUT grant funding (i.e. Funding maintenance or replacement or repair of item(s), as needed.)

A. PROJECT WORKSHEET

A.14 How does your project support Law Enforcement Terrorism Prevention Activities (LETPA)?*

Provide a summary on how this project supports Law Enforcement and Terrorism Prevention Activities.

A.15 Why is this project necessary for your agency/region/state?*

Describe why this project is necessary for your agency/region/state.

A.16 How does your agency plan to financially sustain the requested items in the future without grant funding?*

Discuss how the costs of this project will be sustained WITHOUT grant funding. (i.e. Funding maintenance or replacement or repair of items or continued contractual services support)

B. PROJECT CAPABILITY, THIRA AND DUAL USE

- B.1 – Yes/No, did your agency participate in your region's Threat and Hazard Identification and Risk Assessment (THIRA)
 - B.1.a - If you answered YES, describe your agency's participation
 - B.1.a - If you answered NO, explain why your agency did not participate

Review the FY 2022 State THIRA and FY 2022 SPR to answer the following:

- B.2 – Choose the Primary Core Capability that best aligns to the project
- B.3 – Identify which POETE category(s) your project addresses
- B.4 – Explain how the project impacts the Capability Target on the THIRA/SPR for the Core Capability that you chose in B.2 and the POETE category(s) in B.3

B.2 Which Primary Core Capability best aligns to this project?*	<input type="text" value="Operational Coordination"/>
B.3 Which POETE (Planning, Organization, Equipment, Training, and Exercise) category(s) does your project address? *	<input type="text" value="Equipment"/> <small>1000 Character Limit</small>
B.4 How does this project impact the Capability Target listed on the State THIRA/SPR for the Core Capability chosen in B.2 and the POETE category(s) listed in B.3?*	<input type="text" value="Explain how the project impacts the Capability Target on the THIRA/SPR for the Core Capability that you chose in B.2 and the POETE category(s) in B.3."/> <small>1000 Character Limit</small>

B. PROJECT CAPABILITY, THIRA, AND DUAL USE

To find the Capability Target in the FY 2022 THIRA, search for the Core Capability you selected for B.2. The Capability Target will be listed underneath the Core Capability

Core Capability: Operational Communications

Functional Area(s) – Interoperable Communications Between Responders

Capability Target

Within **1 day(s)** of an incident, establish interoperable communications across **105** jurisdictions affected and with **143** partner organizations involved in incident management. Maintain for **1 year(s)**.

B. PROJECT CAPABILITY, THIRA, AND DUAL USE

To find the Capability Target in the FY 2022 SPR, search for the Core Capability you selected for B.2. The Capability Target will be listed underneath the Core Capability

Core Capability: Operational Communications

Functional Area(s) – Interoperable Communications Between Responders

SPR Step 1: Assess Capabilities -Completed

Capability Target

Within 1 day(s) of an incident, establish interoperable communications across 105 jurisdictions affected and with 143 partner organizations involved in incident management. Maintain for 1 year(s).

B. PROJECT CAPABILITY, THIRA, AND DUAL USE

B.5 – Describe how the project supports terrorism preparedness and increases/supports preparedness for other hazards unrelated to terrorism

B.5 If this project is dual use, please describe how this project supports terrorism preparedness, and how this project increases preparedness for other hazards unrelated to terrorism: (both terrorism preparedness, and other unrelated hazards)?

Describe how the project supports terrorism preparedness and ALSO how the project increases preparedness for other hazards UNRELATED to terrorism.

Dual use are activities, which support the achievement of target capabilities related to terrorism preparedness may simultaneously support enhanced preparedness for other hazards unrelated to acts of terrorism. Funding for activities not explicitly focused on terrorism preparedness must demonstrate Dual Use.
1000 Character Limit

B. PROJECT CAPABILITY, THIRA, AND DUAL USE

- B.6 – Review the National Priorities in the FY 2023 SHSP LETPA Notice of Funding Opportunity (NOFO). The document is linked in the instructions
 - If the project aligns to a National Priority, select the National Priority from the dropdown. Then choose the core capability the project aligns to from the drop down. **The core capability selected in B.6 must match the core capability previously selected in B.2**
 - If, it does not align to a National Priority, select Not Applicable in both drop down menus
- B.6.a – If the project fulfills a National Priority, describe how this project aligns with the National Priority selected in B.6

B. PROJECT CAPABILITY, THIRA, AND DUAL USE

B.6 Please review the National Priorities in the FY 2023 SHSP LETPA Notice of Funding Opportunity.

- 1. Enhancing the protection of soft targets/crowded places*
- 2. Enhancing information and intelligence sharing and analysis*
- 3. Combating domestic violent extremism*
- 4. Enhancing cybersecurity*
- 5. Enhancing community preparedness and resilience*
- 6. Enhancing election security*

If this project aligns to a National priority, please select the priority below. (If your project does not align to a National priority, please select Not Applicable.)

National Priority:*

Core Capability:*

B.6.a If your project fulfills a National Priority, please describe how this project aligns with the National Priority selected in question B.6.

If the project fulfills a National Priority, describe how this project aligns with the National Priority selected in B.6.

C. PROJECT BACKGROUND

- The purpose of this section is to identify if funding from SHSP has been provided for this project in the past

C. Project Background

Complete Project Background Investment Justification alignment and Prior Accomplishments for each year **ONLY** if proposed project was also funded with prior grant funds.

C.1 Was any portion of the proposed project funded with FY 2022 SHSP funds?:* ☐ Yes ☒ No

C.4 Was any portion of the proposed project funded with FY 2021 SHSP funds?:* ☐ Yes ☒ No

C.7 Was any portion of the proposed project funded with FY 2020 SHSP funds?:* ☐ Yes ☒ No

C. PROJECT BACKGROUND


- Additional information will need to be provided if you select yes to C.1, C.4, or C. 7

C. Project Background

Complete Project Background Investment Justification alignment and Prior Accomplishments for each year **ONLY** if proposed project was also funded with prior grant funds.

C.1 Was any portion of the proposed project funded with FY 2022 SHSP funds?:* ☐ Yes ☒ No

C.4 Was any portion of the proposed project funded with FY 2021 SHSP funds?:* ☒ Yes ☐ No

C.5 FY 2021 Investment Justification: Building and Sustaining Law Enforcement and Terrorism Prevention 

If funded with FY 2021 Federal Grant Award what was the last major accomplishment/milestone that was completed with FY 2021 funds?

C.6 FY 2021 Prior Accomplishments: Purchased two mobile radios.

250 Character Limit

C.7 Was any portion of the proposed project funded with FY 2020 SHSP funds?:* ☐ Yes ☒ No

D. DEPLOYABLE/SHAREABLE RESOURCES

- A deployable resource is an asset that is physically mobile and can be used anywhere in the United States and territories via Emergency Management Assistance Compacts (EMAC) or other mutual aid/assistance agreements.
 - A deployable resource could be a communications vehicle, a generator, a CERT team, etc.
 - A mobile radio may also be a deployable resource if the radio is to be installed in a patrol car (patrol officer with radio are the deployable resource)
- A shareable resource is an asset that can be utilized as a local, state, regional or national capability, but is not physically deployable (i.e.; fusion center)

D. DEPLOYABLE/SHAREABLE RESOURCES

- D.1 – Choose whether project will be Deployable/Shareable/Not Applicable from dropdown
- D.2 Item Name – this refers to the Deployable/Shareable asset, this is not necessarily what is being purchased
 - An agency may be purchasing an item that is for sustainment or building of a larger asset, (i.e.; replacement SCBA tanks for a Homeland Security Response Team (HSRT)) the team is the deployable asset instead of the SCBA tank
 - An agency may be purchasing a mobile generator, the generator would be the item that is deployable
 - An agency may be purchasing a portable radio for a law enforcement officer. The law enforcement officer with portable radio would be the deployable item

D. DEPLOYABLE/SHAREABLE RESOURCES

If the project does not support an asset that is deployable or shareable answer NA and skip the remaining questions for Section D

Note: The information in Section D is used in the application scoring process

D. DEPLOYABLE/SHAREABLE RESOURCES

- If the item is shareable, Sections D.2 – D.4.a must be completed

D. Deployable/Shareable Resources

Deployable Resource: Identifies the availability and utility of an asset to multiple jurisdictions, regions, and the Nation; provides information on mobility of assets in an area. An asset that is physically mobile and can be used anywhere in the United States and territories via Emergency Management Assistance Compacts or other mutual aid/assistance agreements.

Shareable Resource: Provides information on the utility of a non-deployable shared asset in a region; identifies the asset's ability to augment and sustain a reinforced response within a region. An asset that can be utilized as a local, state, regional, or national capability, but is not physically deployable (i.e., fusion centers).

D.1 Does this project fund resources that are:*

Shareable Resource ▼

If answered Deployable in question D.1 complete questions D.2-D.8.

If answered Shareable in question D.1 complete questions D.2-D.4.

If answered NA in question D.1 skip to Section E.

D.2 Item Name:

WebEOC

D.3 If this is a sustainment project, describe how the project sustains the deployable/shareable resource?:

How does this project sustain the asset at the current capability level?

250 Character Limit

D.4 Are there any special conditions/requirements on sharing the deployable/shareable resource(s)?

☒ Yes ☐ No

Example: Specific requirements of equipment, operator, etc.

250 Character Limit

D.4.a Please explain the special conditions/requirements on sharing the deployable/shareable resource.

Provide what another agency needs to do to access the asset or its project listed in D.2.

D. DEPLOYABLE/SHAREABLE RESOURCES

- If the asset is deployable, complete all of Section D

D. Deployable/Shareable Resources

Deployable Resource: Identifies the availability and utility of an asset to multiple jurisdictions, regions, and the Nation; provides information on mobility of assets in an area. An asset that is physically mobile and can be used anywhere in the United States and territories via Emergency Management Assistance Compacts or other mutual aid/assistance agreements.

Shareable Resource: Provides information on the utility of a non-deployable shared asset in a region; identifies the asset's ability to augment and sustain a reinforced response within a region. An asset that can be utilized as a local, state, regional, or national capability, but is not physically deployable (i.e., fusion centers).

D.1 Does this project fund resources that are:*

Deployable Resource ▼

If answered Deployable in question D.1 complete questions D.2-D.8.

If answered Shareable in question D.1 complete questions D.2-D.4.

If answered NA in question D.1 skip to Section E.

D.2 Item Name:

Portable Radio

D.3 If this is a sustainment project, describe how the project sustains the deployable/shareable resource?:

If this is a sustainment project, explain how this project sustains the asset at the current capability level.

250 Character Limit

D.4 Are there any special conditions/requirements on sharing the deployable/shareable resource(s)?

☒ Yes ☐ No

Example: Specific requirements of equipment, operator, etc.

250 Character Limit

D.4.a Please explain the special conditions/requirements on sharing the deployable/shareable resource.

Provide what another agency needs to do to access the asset or its project listed in D.2.

FEMA Resource Typing Library Tool is located at <https://rttl.preptoolkit.org/Public>.

D.5 Is deployable resource NIMS Kind & Typed?:

☒ Yes ☐ No

D.6 Deployable Resources Kind & Type Name(s):

Access this information from the blue link above.

Example: Patrol Team Officer

250 Character Limit

D.7 Deployable Resources Kind & Type ID(s):
(ID x-xxx-xxxx)

Access this information from the blue link above.

Example: ID 6-509-1369

250 Character Limit

D.8 If not NIMS Kind & Typed, explain how the item further supports the Homeland Security Initiative:

If D.5 is no, please explain how this asset supports the Homeland Security initiative.

D. DEPLOYABLE RESOURCES

- Under the “NIMS Kind and Type” section of the form
 - Is the deployable resource kind and typed
- Kind and Type Information
 - Provide ID number and name from the [Resource Typing Library Tool](#)
 - If the deployable resource is not kind and typed, provide a description of why the resource is necessary to further homeland security initiative(s)

D. DEPLOYABLE RESOURCES



Resource Typing Library Tool

[Home](#)[Browse](#)[Links & Tools](#)[About](#)[Help](#)

Welcome to the Resource Typing Library Tool (RTLT), an online catalogue of national resource typing definitions, position qualifications and Position Task Books (PTBs) provided by the Federal Emergency Management Agency (FEMA) National Integration Center (NIC).



[Search](#)

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NIMS KIND AND TYPING

Patrol Team Officer

ID: 6-509-1369
Status: Published
Version: 1.6
Updated: 6/1/2020 2:34:51 PM
Original Release: 06/19/2018
Last Major Release: 06/01/2020
NQS Position: ☐
Resource Category: Law Enforcement Operations

Core Capabilities

Primary: On-scene Security, Protection and Law Enforcement
Secondary:
Supporting:

RESOURCE CATEGORY	Law Enforcement Operations
RESOURCE KIND	Personnel
OVERALL FUNCTION	The Patrol Team Officer is a certified law enforcement officer assigned to patrol functions to prevent, deter, and detect crime
COMPOSITION AND ORDERING SPECIFICATIONS	1. This position can be ordered in conjunction with a NIMS typed team (Patrol Team). 2. Discuss logistics for deploying this position, such as working conditions, length of deployment, security, communications, lodging, transportation, and meals, prior to deployment

Each type of resource builds on the qualifications of the type below it. For example, Type 1 qualifications include the qualifications in Type 2, plus an increase in capability. Type 3 is the highest qualification level.

Position Typing Calculator: To calculate a position's type, select the cells below that are applicable to the position. (Select the column header to choose an entire column.) The calculated position type is displayed at the bottom of the screen.

COMPONENT	SINGLE TYPE	NOTES
DESCRIPTION	A Patrol Team Officer is a trained, sworn, and certified law enforcement officer assigned to a specific agency or regional resource as a patrol officer and: 1. Reports to a Patrol Team Supervisor	Not Specified

E. AUDIT CERTIFICATION

- Utilizing your agency's most recent audit, please complete all required fields in the "Audit Details" section
 - If your agency does not have an audit, complete this section utilizing your most recent annual financial statement and attach the statement in lieu of the audit
 - *Note – If your audit covered a period that ended more than three years ago, please provide the most recent financial statement for your agency's last fiscal year, as well as a copy of the audit
- All attachments will be uploaded in the "Named Attachment" form on the application

E. AUDIT CERTIFICATION

- Utilizing the most recent audit, annual financial statement, and/or SEFA, complete the “Audit Certification” section indicating whether the \$750,000 threshold for federal audits was met per [2 CFR 200.501](#)
- The \$750,000 federal expenditure threshold is met when an agency has **expended** \$750,000 or more in federal funds during their last fiscal year. This information can be found on the agency’s most recent audit, annual financial statements, and/or SEFA. (The total amount of federal funds expended is derived from **all federal sources**, not just Department of Homeland Security funds)

E. AUDIT CERTIFICATION

E. Audit Details

E.1 Has the Applicant Agency exceeded the federal expenditure threshold of \$750,000 in federal funds during agency's last fiscal year?:*

☒ Yes ☐ No

If the applicant agency exceeded the federal expenditure threshold in their last fiscal year, they must have their Single Audit or Program Specific Audit completed and submitted to the OHS within nine (9) months after the end of the audited fiscal year.

**E.2 Date last audit/financial statement completed:
MM/DD/YYYY***

4/30/2023

If an agency has never had an audit, please enter the date of their last annual financial statement.

E.3 By checking this box the applicant agency understands they are required to upload a copy of the agency's most recent completed audit (or annual financial statement) in the Named Attachments section of this application:*



F. RISK ASSESSMENT

- The “Risk Assessment” section is to gather information the awarding agency (OHS or RPC/COG) will use to conduct a risk assessment, of your agency, as required by 2 CFR 200.332 (b)
- Depending on the responses to these questions, the awarding agency may contact you for additional information

F. Risk Assessment

F.1 Does the applicant agency have new personnel that will be working on this award?:*

☒ Yes ☐ No

New personnel is defined as working with this award type less than 12 months.

F.1.a If you answered yes to Question F.1, please list the name(s) of new personnel and their title(s)

List names of new personnel and their titles.

F.2 Does the applicant agency have a new fiscal or time accounting system that will be used on this award?:*

☐ Yes ☒ No

New fiscal or time accounting system is defined as a system being utilized less than 12 months within the applicant agency.

F.3 Does the applicant agency receive any direct Federal awards?:*

☒ Yes ☐ No

Direct grants are grants that you apply directly to the federal government for and there is no intermediary agency such as OHS.

F.3.a Please list the direct Federal awards the agency receives.

List direct Federal awards the agency receives.

F.4 Did the applicant agency receive any Federal monitoring on a direct federal award in their last fiscal year?:*

☒ Yes ☐ No

F.4.a Please list the direct awards that were monitored and indicate if there were any findings or recommendations.

List the direct Federal awards that were monitored and indicate if there were any findings or recommendations.

G. NIMS COMPLIANCE

- Answer yes or no to the fourteen questions in the “National Incident Management System (NIMS)” section

G.1 Has the jurisdiction formally adopted the National Incident Management System (NIMS) throughout the jurisdiction or organization to prevent, protect against, mitigate, respond to, and recover from incidents?:*	Yes ▼
G.2 Has the jurisdiction ensured training for the incident personnel incorporates NIMS training that is pertinent to each individual's incident responsibilities in alignment with the NIMS training program?:*	Yes ▼
G.3 Does the jurisdiction develop, maintain, and implement mutual aid agreements (to include agreements with the private sector and nongovernmental organizations)?:	Yes ▼
G.4 Does the jurisdiction apply ICS as the standard approach to the on-scene command, control, and coordination of incidents?:*	Yes ▼
G.5 Does the jurisdiction enable effective and secure communications within and across jurisdictions and organizations?:*	Yes ▼
G.6 Does the jurisdiction identify and inventory deployable incident resources consistently with national NIMS resource typing definitions and job titles/position qualifications, available through the Resource Typing Library Tool?:*	Yes ▼
G.7 Has your agency designated a point of contact to serve as the principal coordinator for the implementation of NIMS?:*	Yes ▼
G.8 Has your agency adopted NIMS terminology for the qualification, certification, and credentialing of incident personnel?:*	Yes ▼
G.9 Does your agency use the NIMS Resource Management Process during incidents? (identify requirements, order and acquire, mobilize, track and report, demobilize, reimburse and restock):*	Yes ▼
G.10 Does your agency implement JIS for the dissemination of incident information to the public, incident personnel, traditional and social media, and other stakeholders?:*	Yes ▼
G.11 Does your agency use MAC Groups/Policy Groups during incidents to enable decision making among elected and appointed officials and support resource prioritization and allocation?:*	Yes ▼
G.12 Does your agency organize and manage EOC's and EOC teams consistent with pertinent NIMS guidance?:*	Yes ▼
G.13 Does your agency apply plain language and clear text communications standards?:*	Yes ▼
G.14 Does your agency develop, maintain, and implement procedures for data collection, analysis, and dissemination to meet organizational needs for situational awareness?:*	Yes ▼

G. NIMS COMPLIANCE

- If you answer no to any questions G.1-G.14 please explain planned activities during the grant period to strive towards NIMS compliance in G.15

If answered No to any questions G. 1-G. 14, please explain planned activities during grant period to strive towards being NIMS compliant.

G.15 Planned Activities:

If you answered no to any question in G.1-G.14, explain what activities you plan to do to strive toward being NIMS compliant.

F. CERTIFIED ASSURANCES

The “Certified Assurances” section MUST be completed with the agency’s correct Authorized Official to be considered *eligible for funding*

If the Authorized Official has a different title, than those listed above, official documentation naming that position as the Authorized Official for your agency MUST be included in the application attachments or your application will not be considered for funding

If you are unsure who your Authorized Official should be for your agency, please contact the Missouri Office of Homeland Security at 573-522-6125

Applications can be saved without the Authorized Official’s information while they review, but MUST be completed before form can be marked complete and submitted

F. CERTIFIED ASSURANCES

- **The “Certified Assurances” section MUST be completed with the agency’s correct Authorized Official to be considered *eligible for funding***

H. Certified Assurances

To the best of my knowledge and belief, all data in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant attests to and/or will comply with the following Certified Assurances if the assistance is awarded:

SHSP Certified Assurances

H.1 By checking this box, I have read and agree to the terms and conditions of this grant:*



In order to be considered eligible for funding, the correct Authorized Official must be designated and have knowledge of the certified assurances associated with this funding opportunity. **If the incorrect Authorized Official is listed in H.2 of the application, the application will be deemed ineligible for funding.**

The Authorized Official is the individual who has the authority to legally bind the applicant into a contract and is generally the applicant's elected or appointed chief executive. For example:

- If the applicant agency is a city, the Mayor or City Administrator shall be the Authorized Official
- If the applicant agency is a county, the Presiding County Commissioner or County Executive shall be the Authorized Official
- If the applicant agency is a State Department, the Director shall be the Authorized Official
- If the applicant agency is a college/university, the President shall be the Authorized Official
- If the applicant agency is a nonprofit, the Board Chair/President shall be the Authorized Official, this includes Fire Protection Districts.
- If the applicant agency is an Regional Planning Commission (RPC) or Council of Government (COG), the Executive Director shall be the Authorized Official
- If the applicant agency is a special district, such as Fire Protection District or Ambulance District, the Board Chair/President shall be the Authorized Official

If a designee is being utilized to authorize the application, the Missouri Department of Public Safety (DPS) reserves the right to request documentation that indicates the designee has the authority to legally bind the applicant into a contract in lieu of the Authorized Official at the time of application submission.

****If the Authorized Official has a different title, than those listed above, official documentation naming that position as the Authorized Official for your agency must be included in the application attachments or your application will not be considered for funding****

****The above list is not an all-inclusive list. If you do not fall into the above listed categories, or if you are unsure of who the Authorized Official is for your agency, please contact the Missouri Office of Homeland Security at (573) 522-6125.****

H.2 Authorized Official Name and Title:*

Correct Authorized Official's Name and Title

H.3 Name and Title of person completing this proposed application:*

Name & Title of Person Completing the Application

H.4 Date:*

08/31/2023



- Applications can be saved without the Authorized Official’s information while they review, but **MUST** be completed before form can be marked complete and submitted

INTEROPERABLE COMMUNICATIONS/ RADIO INTEROPERABILITY

- Review the Radio Interoperability Guidelines to complete this form

1. Are you applying for interoperable communications equipment? **Yes/No**

If **YES**:

2. Does your agency currently utilize the Missouri Statewide Interoperability Network (MOSWIN) for interoperability ONLY (i.e., mutual aid/statewide communications only, not day-to-day operations)?

If **NO**:

2.a Describe your agency's internal use of the MOSWIN.

3. Does your agency have long term plans to fully integrate communications to the MOSWIN?

Radio Interoperability

Refer to the [Radio Interoperability Guidelines](#) for reference to a list of radios certified as meeting the P25 standard by the Missouri operate on the MOSWIN by the manufacturer.

1. Are you applying for interoperable communications equipment? ☒ Yes ☐ No

2. Does your agency currently utilize the Missouri Statewide Interoperability Network (MOSWIN) for interoperability ONLY (i.e., mutual aid/statewide communications only, not day-to-day operations)? ☐ Yes ☒ No

2.a If no, describe your agency's internal use of the MOSWIN.

Describe the agency's internal use of the MOSWIN.

3. Does your agency have long term plans to fully integrate communications to the MOSWIN?

Describe whether your agency has plans to fully integrate communications to the MOSWIN.

INTEROPERABLE COMMUNICATIONS/ RADIO INTEROPERABILITY

4. Indicate if you are applying for a mobile radio(s) (vehicle dash mounted, remote mount, or base station) **Yes/No**

If **YES**:

4.a Please provide the agency's current ratio of MOSWIN mobile radios to response vehicles

4.b Eligible mobile radios are listed in the dropdown menu. Select the model you are applying for

The screenshot shows a web form with a light yellow background. It contains several sections for data entry:

- Section 4:** "4. Are you applying for a mobile radio(s) (vehicle dash mounted, remote mount or base station)?" with radio buttons for "Yes" (selected) and "No".
- Section 4.a:** "4.a Please provide the agency's current ratio of MOSWIN mobile radios to response vehicles." followed by a text input field with the placeholder text "Provide agency's current ratio of MOSWIN mobile radios to number of response vehicles."
- Section 4.b:** "4.b Eligible mobile radios are listed in the dropdown menu. Please select the model you are applying for:" followed by a dropdown menu.
- Section 5:** "5. Are you applying for a portable radio(s) (handheld)?" with radio buttons for "Yes" and "No".
- Section 6:** "6. Does the vendor quote for the requested radios include the..." with radio buttons for "Yes" and "No".

The dropdown menu for section 4.b is open, showing a list of radio models: Motorola APX8500, Harris XG/XM-100, Harris XL-200, Kenwood VM-7730, and Kenwood VM-7930 (Dual-Deck 8.34.9).

INTEROPERABLE COMMUNICATIONS/ RADIO INTEROPERABILITY

5. Indicate if you are applying for a portable radio(s) (handheld) **Yes/No**

If **YES**:

5.a Please provide the agency's current ratio of MOSWIN portable radios to personnel

5.b Eligible portable radios are listed in the dropdown menu. Select the model you are applying for

5. Are you applying for a portable radio(s) (handheld)? ☒ Yes ☐ No

5.a Please provide the agency's current ratio of MOSWIN portable radios to personnel.

Provide agency's current ratio of MOSWIN portable radios to number of personnel.

5.b Eligible portable radios are listed in the dropdown menu. Please select the model you are applying for:

5.c As required by the MO DPS Radio Interoperability Guidelines, portable radios must be paired with an existing agency-owned and installed MOSWIN mobile radio via a public safety grade

☐ Yes ☐ No

Motorola APX8000
Motorola APXNEXT
Kenwood VP900
Harris XL-200

INTEROPERABLE COMMUNICATIONS/ RADIO INTEROPERABILITY

5.c Portable radios must be paired with an existing agency-owned and installed MOSWIN mobile radio via a public safety grade in-car repeater. Indicate if you currently have a MOSWIN mobile radio to pair with the portable radio(s) being requested **Yes/No**

If **YES**:

5. c(a) Provide the model and manufacturer of the mobile radio

If **NO**:

5.c(a) Indicate if the application is also requesting a MOSWIN mobile radio to pair with the portable radio(s) being requested **Yes/No**

If **NO**:

The application is not eligible for funding

5.c As required by the MO DPS Radio Interoperability Guidelines, portable radios must be paired with an existing agency-owned and installed MOSWIN mobile radio via a public safety grade in-car repeater. Do you currently have a MOSWIN mobile radio to pair with portable radio(s) being requested?

☒ Yes ☐ No

5.c (a) If yes, please provide the model and manufacturer of the mobile radio.

Provide the model and manufacturer of the mobile radio.

5.c As required by the MO DPS Radio Interoperability Guidelines, portable radios must be paired with an existing agency-owned and installed MOSWIN mobile radio via a public safety grade in-car repeater. Do you currently have a MOSWIN mobile radio to pair with portable radio(s) being requested?

☐ Yes ☒ No

5.c (a) Is this application also requesting a MOSWIN mobile radio to pair with the portable radio(s) being requested?

☒ Yes ☐ No

INTEROPERABLE COMMUNICATIONS/ RADIO INTEROPERABILITY

5.d Portable radios must be paired with an existing agency-owned and installed MOSWIN mobile radio via a public safety grade in-car repeater. Indicate if you currently have a public safety grade in-car repeater to pair with the portable radio(s) being requested **Yes/No**

If **YES:**

5. d(a)Provide the model and manufacturer of the in-car repeater

If **NO:**

5.d(a)Indicate if you are applying for a public safety grade in-car repeater or in the process of acquiring one through other funding sources **Yes/No**

If **YES:**

5.d(a)(1) Provide the agency's current ratio of in-car repeaters to response vehicles

5.d(a)(2) Provide the funding source, manufacturer, and model you are in process of acquiring

If **NO:**

The application is not eligible for funding

5.d As required by the MO DPS Radio Interoperability Guidelines, portable radios must be paired with an existing agency-owned and installed MOSWIN mobile radio via a public safety grade in-car repeater. Do you currently have a public safety grade in-car repeater?

☒ Yes ☐ No

5.d (a) If yes, please provide the model and manufacturer of the in-car repeater.

Provide the model and manufacturer of the in-car repeater.

5.d As required by the MO DPS Radio Interoperability Guidelines, portable radios must be paired with an existing agency-owned and installed MOSWIN mobile radio via a public safety grade in-car repeater. Do you currently have a public safety grade in-car repeater?

☐ Yes ☒ No

5.d (a) Are you applying for a public safety grade in-car repeater or in the process of acquiring one through other funding sources?

☒ Yes ☐ No

5.d (a)(1) Please provide the agency's current ratio of in-car repeaters to response vehicles.

Provide the agency's current ratio of in-car repeaters to response vehicles.

5.d (a)(2) If yes, please provide the funding source, manufacturer, and model you are in process of acquiring.

Provide the funding source, manufacturer, and model you are in the process of acquiring.

INTEROPERABLE COMMUNICATIONS/ RADIO INTEROPERABILITY

6. Indicate if the vendor quote for the requested radios include the encryption requirements as listed on the [Radio Interoperability Guidelines](#) Yes/No

6. Does the vendor quote for the requested radios include the encryption requirements as listed on the Radio Interoperability Guidelines? ☒ Yes ☐ No

“Save” and “Mark As Complete”

BUDGET FORM

- Enter each budget line by selecting “Add” and completing all required information, then “Save” and “Add” if additional budget lines are needed
 - Personnel
 - Benefits
 - Travel
 - Equipment
 - Supplies/Operations
 - Contractual

BUDGET FORM

Equipment

[Add](#)

All equipment items are defined as tangible property having an acquisition cost of \$1,000 or more, and a useful life of more than one year.

All Equipment purchased has to be an allowable item on the [Authorized Equipment List \(AEL\)](#).

Line Item Name:	AEL #:	Qty:	Unit Cost:	Total Cost:	Sustainment:	Is this a Controlled Equipment Item?:	Discipline:	Function:	Allowable Activity:
-----------------	--------	------	------------	-------------	--------------	---------------------------------------	-------------	-----------	---------------------

\$0.00

Menu | Help | Log Out

Back | Print | Add | Delete | Edit | Save

Application

Application: 160647 - Interoperable Communications Sustainment

Program Area: State Homeland Security Program (SHSP)

Funding Opportunities: 160643 - FY 2023 SHSP Law Enforcement Terrorism Prevention Activities (LETPA) TEST

Application Deadline: Final Application Deadline not Applicable

Organization: BaseLine Organization

Equipment

All equipment items are defined as tangible property having an acquisition cost of \$1,000 or more, and a useful life of more than one year.

All Equipment purchased has to be an allowable item on the [Authorized Equipment List \(AEL\)](#).

Equipment quotes may be uploaded in Names Attachment component of the application.

Line Item Name:*

AEL #:*

Qty:*

Total Cost:*

Sustainment:*

Sustainment is costs that are necessary to maintain a current, deployable homeland security asset.

Discipline:*

Select primary discipline benefiting from equipment.

Function:*

Select the EQUIPMENT function area for this budget line.




Allowable Activity:*







Select one primary activity the budget line is benefiting.


BUDGET FORM

- Provide required justification for all budget lines by clicking “Edit” at top of the page
- Justification for all sections can be completed at one time



 Menu |  Help |  Log Out

 Back |  Print |  Add |  Delete |  Edit |  Save

 **Application**

Application: 160647 - Interoperable Communications Sustainment

Program Area: State Homeland Security Program (SHSP)

Funding Opportunities: 160643 - FY 2023 SHSP Law Enforcement Terrorism Prevention Activities (LETPA) TEST

Application Deadline: Final Application Deadline not Applicable

Organization: BaseLine Organization

BUDGET FORM

- The instructions for each budget section provides a description of what information should be included in the budget narrative justifications

Narrative Justification - Equipment

Detailed narrative justification is required for all budget line(s). This justification should fully explain the need for acquisition. To provide the required justification for a budget line item(s), click 'Edit' at top of page.

Provide separate justifications for each line item being requested. Address why the requested item is necessary for the success of the proposed project. Indicate who will use the item, how the item will be used and where the item will be housed.



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**Justify the item to be purchased, explaining why is it necessary for the success of the project.
Provide a cost basis. (ie. cost per unit and number of units to be purchased = \$\$)
Indicate who will use the item, how it will be used, and where it will be housed.**

- DO NOT put “See attachment” in the narrative justifications! Each section must be completed. If you have information that will not fit in the justification, please enter a summary in the justification and then include the statement “Additional information can be located in the “Named Attachment” section
- When justifications for all sections have been completed, mark “Save” and “Mark as Complete” at the top of page

BUDGET – PERSONNEL/BENEFITS

- Personnel
 - In the justification provide each employee, what duties they will be required to complete for the project, their salary, and their estimated hours spent on the project as a cost basis

- Personnel Benefits
 - In the justification list each employee, what benefits they receive, the cost of each benefit and how it is determined (e.g.; monthly, or percentage based) and the rate

BUDGET - TRAVEL

- Each travel event should be listed in the justification and include a full cost basis for the amount requested, including:
 - Justification for the travel
 - Number of staff traveling
 - Estimated dates and location
 - What costs are being requested and the estimated rate (i.e. lodging, meals/per diem, conference fees)
- A training request must be approved for all training, this may be submitted at the time of application and attached in the Named Attachments form

BUDGET – TRAVEL

- Meal per diem rates cannot exceed the rates approved by the Missouri Office of Administration
 - <https://acct.oa.mo.gov/state-employees/travel-portal/meals-per-diem>
- Mileage rates cannot exceed the state rates approved by the Missouri Office of Administration
 - <https://acct.oa.mo.gov/state-employees/travel-portal/mileage>
- Lodging rates cannot exceed the established CONUS rates
 - <https://www.gsa.gov/travel/plan-book/per-diem-rates?gsaredirect=portalcategory>
- Each agency must follow their own travel policy

BUDGET – EQUIPMENT

- Equipment is defined as tangible, personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost of \$1,000.00 or more
- Authorized Equipment List (AEL) Number is required on the budget, link to site provided in instructions

Equipment

All equipment items are defined as tangible property having an acquisition cost of \$1,000 or more, and a useful life of more than one year.

All Equipment purchased has to be an allowable item on the [Authorized Equipment List \(AEL\)](#).

Equipment quotes may be uploaded in Names Attachment component of the application.



BUDGET – EQUIPMENT

- Search the site for the correct AEL number
- The section name will correspond to the allowable activity on the budget line

Authorized Equipment List

The Authorized Equipment List (AEL) is a list of approved equipment types allowed under FEMA's preparedness grant programs. The intended audience of this tool is emergency managers, first responders, and other homeland security professionals. The list consists of 21 equipment categories divided into categories, sub-categories and then individual equipment items. NOTE: There are no commercially available products listed; it only consists of equipment types.

Download CSV

Search

Search by item number, item title, keyword, or grant program and then click Apply. Search results display below.

Section

06 - Interoperable Communications Equipment



Category

- Please select -



- Please select -

Select a primary section, category and sub-category and then click Apply.

Apply

BUDGET – EQUIPMENT

- Justification should be provided for each equipment item requested to include
 - Who will use the item, how the item will be used, and where the item will be stored
 - Cost basis for the amount requested
- Please attach a quote or cost basis to the Named Attachments section of the application if available
 - **Note a quote is required for radio interoperability equipment to be eligible for funding**

BUDGET – SUPPLIES

- Justification should be provided for each supply requested to include
 - Justification for how the item supports the project
 - Why the amount requested is necessary
 - Cost basis - **attach a quote or cost basis to the Named Attachments section of the application if available**
 - For a service that fits the criteria for supplies, the dates covered must be provided (e.g.; annual software license, phone, or internet service)

BUDGET – CONTRACTUAL

- Justification should be provided for each contractual cost requested to include
 - What will be provided by the contract
 - Estimated dates of service or delivery
 - Why is this contract needed to support the project
 - Cost basis for amount requested – **attach a quote or cost basis to the Named Attachments section of the application if available**

NAMED ATTACHMENTS

- All attachments must be included in this section
- Required Attachments
 - Audit/Financial Statement
- Other Supporting Attachments (if applicable)
 - Quotes or other cost basis
 - Training Request Form(s)
 - Other supporting information (up to 5 attachments)

NAMED ATTACHMENTS

- To add each attachment select the name of the attachment

- The applicant agency's most recent audit/financial statement is required and must be uploaded before the form can be marked complete

NAMED ATTACHMENTS

- Browse to select document
- Add a description to identify the document in the application, and select “Save”



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Application

Attach File

Audit Financial Statement: Applicant Agency **Most Recent Completed Audit** - Audit Details portion of the Project Package requires the agency to submit the last audit. If the agency does not have a completed audit, their financial statement should be submitted.

Federal Fund Schedule is **REQUIRED** if not included in Audit.

Quote or other cost basis: A quote or cost basis is recommended for all costs requested.

Training Request Forms: Training request forms are not required at the time of application but may be submitted with the application.

Other supporting documents: Any supporting documentation not listed above may be submitted in the attachments titled Other Supporting Documentation.

- To [attach any other documents](#), click "Add".
- To [delete an uploaded file](#), click the recycle bin in the Delete column.
- If you have no additional attachments to include in your application, select "Mark as Complete".

The Missouri Department of Public Safety can support the following file types: Word (*.doc, *.docx), Excel (*.xls, *.xlsx), PowerPoint (*.ppt, *.pptx), Publisher (*.pub), Adobe PDF (*.pdf), Photos (*.bmp, *.jpg, *.jpeg, *.jpe, *.asp, *.tif, *.wmf) and similar commonly used programs. If you attach a file type that the Missouri Department of Public Safety does not have software to open or the file is corrupted and cannot be opened, the attachment may not be considered.

If this document is saved on a computer or disk, search for the file location and upload it. The Description field should merely name the attachment, not provide extensive details about the attachment.

If this document is not saved on a computer or disk but is rather a sheet of printed paper, it will need to be scanned and saved to a computer file location. If the document is multiple pages, check your scanner settings to ensure the pages can be saved as one file or use the free, [online tool called PDF Merge](#) if it is necessary to combine multiple 1-page scans into 1 saved document.

NOTE: Do not attach password protected documents as the Print to PDF feature will not be able to open such file types.

Upload File: Test File.docx

Description:*

SUBMISSION

- All forms **must be** marked complete in order to submit the application
- When everything is complete select “Submit”



Application Forms		Application Details Submit Withdraw	
Form Name	Complete?	Last Edited	
General Information	✓	08/10/2023	
Contact Information	✓	08/10/2023	
SHSP Project Package	✓	08/10/2023	
Interoperable Communications	✓	08/10/2023	
Budget	✓	08/10/2023	
Named Attachments	✓	08/10/2023	

ADMINISTRATIVE REVIEW

During the administrative review process the following will be considered:

- **Allowable**

- Authorized Equipment List (AEL)
- Authorized by law or regulation
- Allowable in the Notice of Funding Opportunity

- **Allocable**

- Falls into POETE (Planning/Organization/Equipment/Training/Exercise)
- Code of Federal Regulations (CFRs)
- Within scope of the grant

- **Reasonable**

- Does not exceed what a prudent person would incur in the circumstance

- **Necessary**

- A cost that is required for proper and efficient performance of the grant

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