

# STATE HOMELAND SECURITY PROGRAM (SHSP)

FY 2023 PROTECTION OF SOFT TARGETS/CROWDED  
PLACES (PSTCP) 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) Protection of Soft Targets/Crowded Places (PSTCP) is open **June 20, 2023 – July 18, 2023 at 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 at <https://dpsgrants.dps.mo.gov>

# SHSP PSTCP GRANT KEY DATES

<b>June 20, 2023:</b>	SHSP PSTCP Grant funding opportunity open in WebGrants
<b>July 18, 2023:</b>	SHSP PSTCP Grant applications due in WebGrants by <b>5:00 pm CST</b>
<b>July-August 2023:</b>	SHSP PSTCP Grant scoring funding determinations
<b>September 1, 2023:</b>	Project Start Date
<b>August 31, 2024:</b>	Project End Date

# STATE HOMELAND SECURITY PROGRAM (SHSP) PROTECTION OF SOFT TARGETS/ CROWDED PLACES (PSTCP)

SHSP PSTCP 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 in soft targets and crowded places through the use of **mobile crowd control equipment**.

The objective of the FY 2023 SHSP is to fund state and local efforts to prevent terrorism and prepare the Nation for threats and hazards that pose the greatest risk to the security of the United States.

# NATIONAL PRIORITIES

Six priority areas for FY 2023

- 1. Enhancing the protection of soft targets/crowded places;**
2. Enhancing information and intelligence sharing;
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

This funding opportunity focuses only on the National Priority of Enhancing the Protection of Soft Targets/Crowded Places

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

## Core Capabilities

### ■ Projects **MUST** align to one of the **Core Capabilities** listed below

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

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

## Example Project Types

- Physical Security Enhancements – **Must be mobile**
  - Closed-circuit television (CCTV) security cameras
  - Security screening equipment for people and baggage
  - Lighting
  - Access Controls
  - Fencing, gates, barriers, etc.
- Unmanned aircraft system detection technologies



# ELIGIBLE APPLICANTS

- Local units of government
- Nongovernmental organizations, quasi-governmental organizations, nonprofit organizations

# ELIGIBLE APPLICANTS

To be eligible for PSTCP 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 PSTCP 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 PSTCP 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 PSTCP 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

Agencies that are within the Kansas City or St. Louis UASIs are **NOT** eligible applicants

## St. Louis UASI

- Franklin County
- Jefferson County
- St. Charles County
- St. Louis City
- St. Louis County

## Kansas City UASI

- Jackson County
- Cass County
- Platte County
- Ray County
- Clay County

■ State Agencies also are **NOT** eligible applicants

# MAXIMUM AWARD

The SHSP PSTCP grant has a maximum award amount of **\$15,000.00**

# 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 \(CPG\) 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

Subrecipients must use standardized resource management concepts such as:

- Resource typing, inventorying, organizing, and tracking resources to facilitate the dispatch, deployment and recovery of resources before, during and after an incident

Subrecipients must coordinate with their stakeholders to examine how they integrate preparedness activities across disciplines, agencies, and levels of government

## 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

## 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 Using 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
- 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 [FY 2023 Preparedness Grants Manual](#)



# FUNDING RESTRICTIONS AND ALLOWABLE COSTS

## 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](#)

# EQUIPMENT

**This grant ONLY allows for the purchase of mobile crowd control equipment**

Examples include, but are not limited to:

- Mobile security cameras
- Mobile security screening equipment
- Mobile lighting
- Mobile access controls
- Mobile fencing, gates, and barriers

# 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

Equipment purchases must be in compliance with the following:

- Equipment acquisition requirements of the FY 2023 Homeland Security Grant NOFO
- Must be on the [Authorized Equipment List](#)
- [FEMA Policy: Prohibited or Controlled Equipment Under FEMA Awards \(FEMA Policy 207-22-0002\)](#) gives direction on what items are unallowable, and what items require a waiver

# 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](mailto: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](mailto: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




## ■ Encryption Requirements

### ■ Radios must meet one of the following encryption requirements to be P25 CAP Compliant and be eligible for funding:

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

**P25 CAP ENCRYPTION REQUIREMENTS**

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

		
Have no encryption	Have AES 256 algorithm (for U.S. agencies only)	Have AES 256 algorithm along with any other non-standard encryption algorithms

# EQUIPMENT

## ■ Mobile Radios

- The following mobile radios are eligible:
  - 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

## ■ 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 an in-car repeater

## ■ The applicant **MUST** indicate that they have a MOSWIN mobile radio and in-car repeater in their application if not being requested in the application

- 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
- 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 |
| • | Harris   | XL-200   | P25 VHF/700/800 MHz (dual-band), digital trunking enabled |

# EQUIPMENT

## ■ 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

# EQUIPMENT

## ■ 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



# 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 FEMA Policy 207-22-0002 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

# 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](mailto: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

1

0

0

0

ACTIVE

DRAFT

WORK IN PROGRESS

SUBMITTED

PHRR

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

Unique Entity ID

0

0

0

0

ACTIVE

DRAFT

WORK IN PROGRESS

SUBMITTED

# UNIQUE ENTITY IDENTIFIER

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

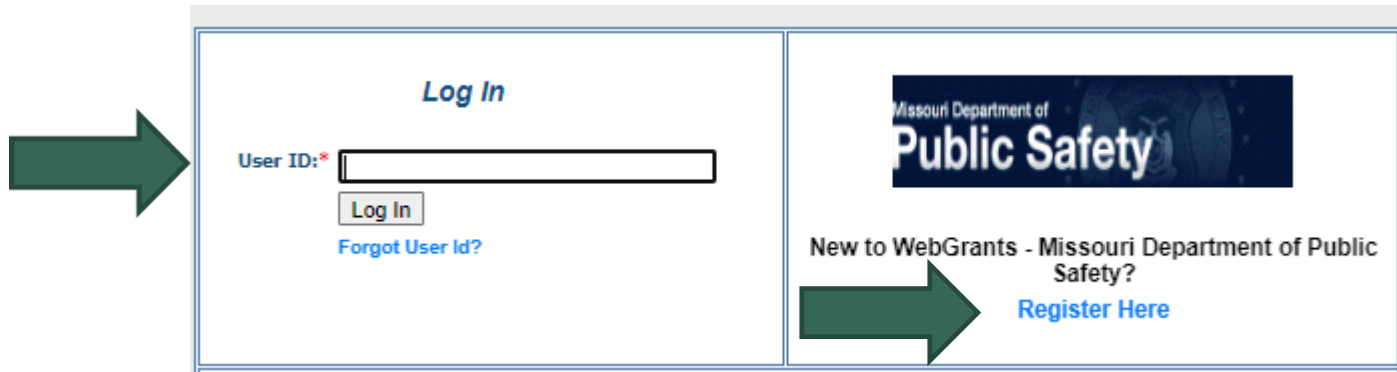
- Sign in to your SAM.gov account and the system will navigate you to your Workspace
- Under Entity Management, select Get Started



# WEBGRANTS APPLICATION

Log in or register at [dpsgrants.dps.mo.gov](https://dpsgrants.dps.mo.gov) as a new agency

- If your agency is already registered in the system, someone with access will need to add new users



**Log In**

User ID:\*

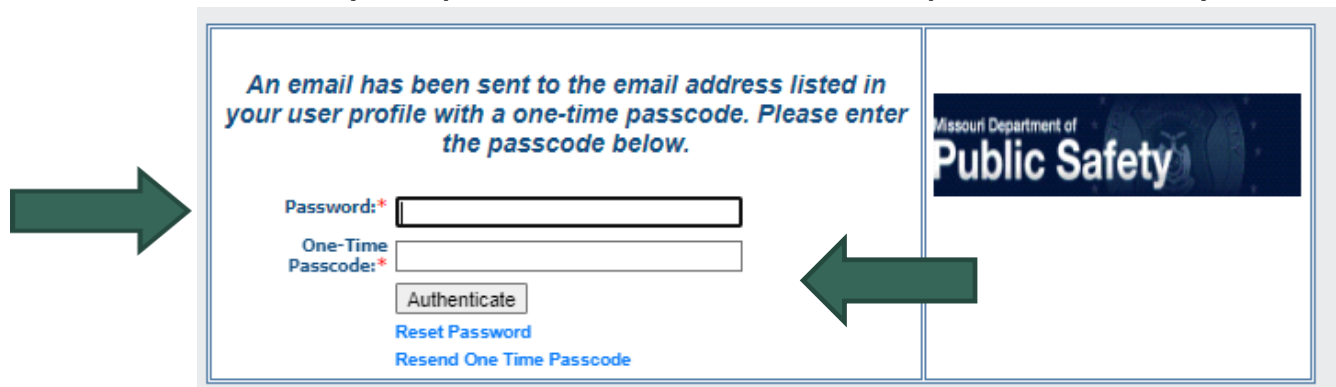
[Forgot User Id?](#)

Missouri Department of  
**Public Safety**

New to WebGrants - Missouri Department of Public Safety?

[Register Here](#)

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



*An email has been sent to the email address listed in your user profile with a one-time passcode. Please enter the passcode below.*

Password:\*

One-Time Passcode:\*









[Reset Password](#)

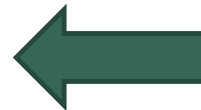
[Resend One Time Passcode](#)

Missouri Department of  
**Public Safety**

# APPLICATION INSTRUCTIONS

Select “Funding Opportunities” and select the FY 2023 SHSP Protection of Soft Targets/Crowded Places (PSTCP) funding opportunity

-  Instructions
-  Reviewer Instructions
-  My Profile
-  Funding Opportunities
-  My Applications
-  My Grants
-  Conflicts of Interests
-  My Reviews



# 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

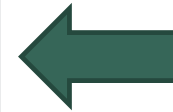
**Information provided in the application will determine the score, be sure all requested information is provided and accurate**



# APPLICATION INSTRUCTIONS

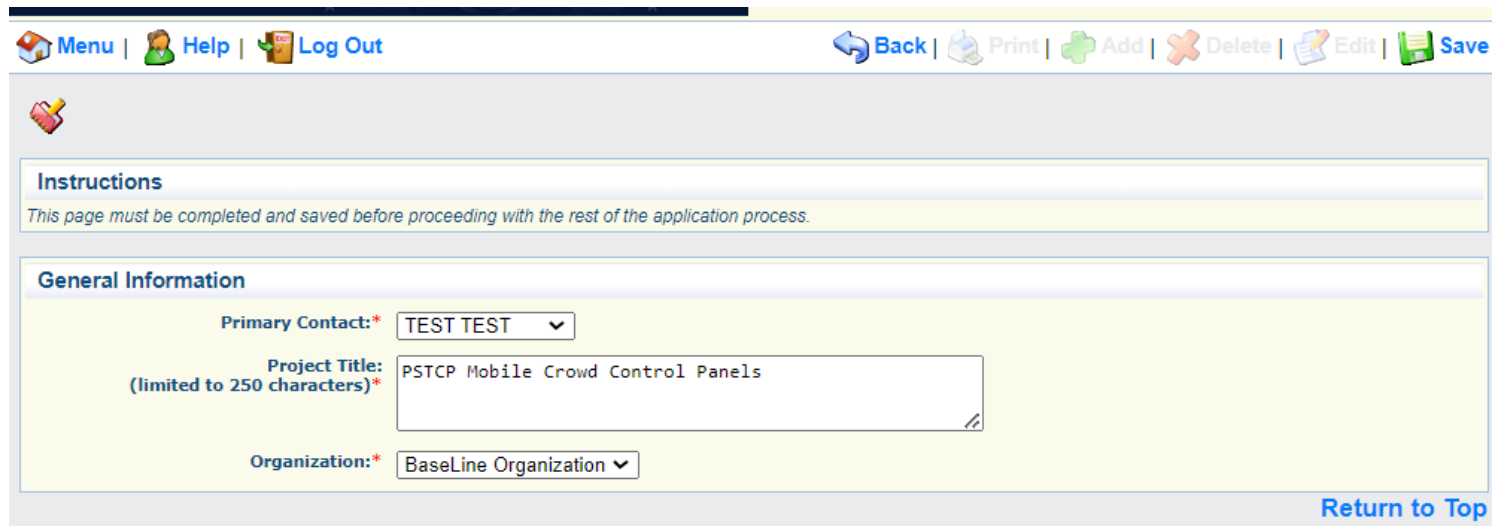
Select “Start New Application”

[Copy Existing Application](#) | [Start a New Application](#)



# APPLICATION INSTRUCTIONS

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



The screenshot displays 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 note: 'This page must be completed and saved before proceeding with the rest of the application process.' The main section is 'General Information', which contains three fields: 'Primary Contact' (a dropdown menu with 'TEST TEST' selected), 'Project Title' (a text input field with 'PSTCP Mobile Crowd Control Panels' entered, and a note '(limited to 250 characters)'), and 'Organization' (a dropdown menu with 'BaseLine Organization' selected). A 'Return to Top' link is located at the bottom right. A large green arrow points to the 'Save' button in the top right corner.

Menu | Help | Log Out | Back | Print | Add | Delete | Edit | Save

**Instructions**  
This page must be completed and saved before proceeding with the rest of the application process.

**General Information**

Primary Contact:\* TEST TEST

Project Title:  
(limited to 250 characters)\* PSTCP Mobile Crowd Control Panels

Organization:\* BaseLine Organization

Return to Top

# APPLICATION INSTRUCTIONS

1. Select “Go to Application Forms”

General Information	<a href="#">Go to Application Forms</a>
System ID: 157466	
Project Title: PSTCP Mobile Crowd Control Panels	
Primary Contact: TEST TEST	
Organization: BaseLine Organization	

2. Complete each of the five “Application Forms” with all required information then “Save” and “Mark Complete”
3. All forms must be marked complete in order to “Submit”

Application Forms		Application Details	Submit	Withdraw
Form Name	Complete?	Last Edited		
General Information	✓	06/16/2023		
Contact Information				
SHSP Project Package				
Interoperable Communications				
Budget				
Named Attachments				

# CONTACT INFORMATION

**Authorized Official:** This is the person 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:

- For a **city**, the Mayor or City Administrator is the Authorized Official
- For a **county**, the Presiding County Commissioner or County Executive is the Authorized Official (e.g.; the Sheriff is not the Authorized Official)
- For a **State Department**, the Director is the Authorized Official
- For a **college/university**, the President is the Authorized Official
- For a **nonprofit**, the Board Chair is the Authorized Official (This includes Fire Protection District's)
- For a **Regional Planning Commission (RPC) or Council of Government (COG)**, the Executive Director is the Authorized Official.
- For a **special district, such as a Fire Protection District or Ambulance District**, the Board Chair/President shall be the Authorized Official

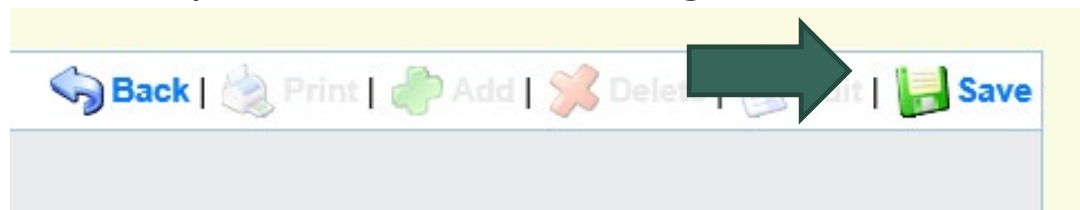
**In order for an application to be considered eligible for funding, the agency's correct Authorized Official MUST be designated in the "Contact Information" form and the "Certified Assurances" form**

**\*\*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\*\***

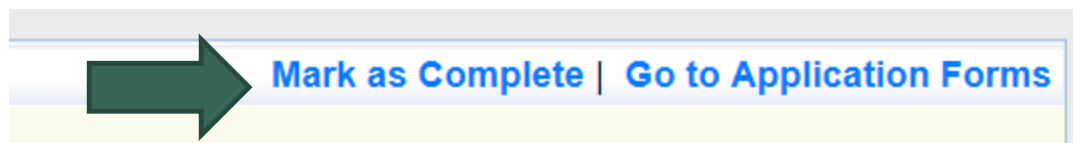
**If you are unsure who your Authorized Official should be for your agency, please contact the Missouri Office of Homeland Security at 573-522-6125**

# 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 \*
- Click “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 – Indicate if this project was previously funded with SHSP funds

A.7.a – If yes to A.7, provide a brief description and year of the original project

A.7.b – If yes to A.7, indicate if assets from your projects have been deployed/shared in the past 12 month

A.8 – Indicate if the project is increasing capabilities (build/enhance) or sustaining capabilities (sustain) at the current level

A.8.a – If build/enhance to A.8, answer Yes/No if your agency reached out to the RHSOC, local, or state agencies to see if the requested items are available

A.8.b. – If yes to A.8.a, list the agencies that were contacted and their response

**All SHSP projects should be shareable/deployable  
so coordination is important to determine the necessity**

# A. PROJECT WORKSHEET

## Section A.1 through B.4

### A. Project Worksheet

A.1 Project Title:\* Mobile Crowd Control Barriers

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:\* Assess vulnerability of and/or harden/protect critical infrastructure and key assets

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.

Provide a brief description and year of the original project.

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.

Yes/No assets were deployed/shared.

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.

List agencies that were contacted and their response.



# A. PROJECT WORKSHEET

A.9 – Provide a brief overall description of the project

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

A.11 – Indicate how long you anticipate it will take to complete the project, including an estimated start and end date

A.12 - Provide a summary of what the project is designed to accomplish

# A. PROJECT WORKSHEET

## A.9 Project Description\*

Provide a summary of what the project is designed to accomplish.

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

Summarize what will be purchased with the grant funds.

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

When will project activities start and end?

## 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 - its purpose.

# A. PROJECT WORKSHEET

A.13 – Explain how this project aligns with/increases terrorism preparedness for your agency/region/state

A.14 – Describe how your requested project aligns to the PSTCP purpose

A.15 – Describe how/why this project is necessary for your agency/region/state

A.16 – Describe how your agency will financially sustain the project when grant funding ends

# A. PROJECT WORKSHEET

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

Explain how this project aligns/increases terrorism preparedness for your agency/region/state.

**A.14 How does your project align to the protection of soft targets/crowded places through mobile crowd control equipment?\***

Describe how the mobile crowd control equipment fits into the PSTCP purposes to build, sustain, and deliver the capabilities necessary to prevent, prepare for, protect against, and respond to acts of terrorism in soft targets and crowded places.

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

Explain 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 for this project will be sustained WITHOUT grant funding. (i.e. Funding maintenance or replacement or repair of item(s), as needed.)

## B. PROJECT CAPABILITY, THIRA AND DUAL USE

Review the FY 2022 State THIRA and FY 2022 SPR to answer Section B.

B.1 – **Yes/No**. Indicate if your agency participated in the development of your region's Threat and Hazard Identification and Risk Assessment (THIRA)

- B.1a – If yes, describe how your agency participated

- B.1a – If no, explain why your agency did not participate

B.2 – Identify the Primary Core Capability that best aligns to your project

B.3 – Identify which Planning, Organization, Equipment, Training, Exercise (POETE) category is addressed by your project

B.4 – Explain how the project impacts the Capability Target identified in B.2 and the POETE category identified in B.3

## 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: Screening, Search, and Detection

#### Functional Area(s) – Screening; Wide-Area Search

##### Capability Target

Within **4 hour(s)** of notice of a credible threat, conduct screening, search, and detection operations for **2750** people requiring screening, including **283** people with access and functional needs (requiring screening).

## B. PROJECT CAPABILITY, THIRA, AND DUAL USE

### B. Project Capability, THIRA and Dual Use

B.1 Did your agency participate in the development of your respective region's Threat and Hazard Identification and Risk Assessment (THIRA)?\*

☒ Yes ☐ No

B.1.a If you answered yes to Question B.1, please explain your agency's participation in the development of the THIRA.

If yes, describe how your agency participated in the development of the THIRA.

OR

B.1 Did your agency participate in the development of your respective region's Threat and Hazard Identification and Risk Assessment (THIRA)?\*

☐ Yes ☒ No

B.1.a If you answered no to Question B.1, please explain why your agency did not participate.

If no, describe why your agency did not participate in the development of the THIRA.

## B. PROJECT CAPABILITY, THIRA, AND DUAL USE

Please review the State [FY 2022 MO THIRA](#) and [FY 2022 MO SPR](#) to determine the following:

**B.2 Which Primary Core Capability best aligns to this project? Note: Your project must align to a Protection of Soft Targets/Crowded Places Primary Core Capability. A list of eligible Core Capabilities are included in the Notice of Funding Opportunity NOFO).**\*

Access control and identity verification



**B.3 Which POETE (Planning, Organization, Equipment, Training, and Exercise) category(s) does your project address? \***

Identify the POETE category that your project best addresses.



1000 Character Limit

**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?\***

Explain how the project impacts the Capability Target identified in B.2 and the POETE category identified in B.3.



1000 Character Limit



## 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 increases/supports 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 PSTC Notice of Funding Opportunity (NOFO)

- The project **MUST** align to the Enhancing the Protection of Soft Targets/Crowded Places National Priority

*B.6 Please review the National Priorities in the [FY 2022 SHSP PSTCP Notice of Funding Opportunity](#).*

- 1. Enhancing the protection of soft targets/crowded places*
- 2. Enhancing information and intelligence sharing and cooperation with federal agencies, including the Department of Homeland Security*
- 3. Combating domestic violent extremism*
- 4. Enhancing community preparedness and resilience*
- 5. Enhancing cybersecurity*
- 6. Enhancing election security*

*The project must align to the National Priority of Enhancing the Protection of Soft Targets/Crowded Places to be eligible for this funding opportunity. Please select the National Priority below.*

National Priority:\*

## B. PROJECT CAPABILITY, THIRA, AND DUAL USE

B.6.a. – Explain how your project addresses the National Priority of enhancing the protection of soft targets/crowded places.

**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.**

Explain how your project addresses the National Priority of Enhancing the Protection of Soft Targets/Crowded Places.

## 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.2 FY 2022 Investment Justification

Enhancing the Protection of Soft Targets/Crowded Places



If funded with FY 2022 Federal Grant Award what was the last major accomplishment/milestone that was completed with FY 2022 funds?

C.3 FY 2022 Prior Accomplishments:

Describe what was accomplished through your prior project.

250 Character Limit

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

D.4 Are there any special conditions/requirements on sharing the deployable/shareable resource(s) Yes/NO

- D.4.a If yes, please explain the special conditions/requirements on sharing the deployable/shareable resource

## D. DEPLOYABLE/SHAREABLE RESOURCES

If the project does not support an asset that is deployable or shareable answer N/A 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 must be completed

**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:**

Shareable Asset Name

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

Describe how this project sustains the asset at its 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.**

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

# D. DEPLOYABLE/SHAREABLE RESOURCES

If the asset is deployable,  
complete all of  
Section D

**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:** Mobile Crowd Control Panels

**D.3 If this is a sustainment project, describe how the project sustains the deployable/shareable resource?:** Describe how this project sustains the asset at its 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.** Explain what another agency needs to do to access the asset or its product listed in D.2.

FEMA Resource Typing Library Tool is located at <https://rntl.pretoolkit.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: Mass Casualty Support Vehicle  
250 Character Limit

**D.7 Deployable Resources Kind & Type ID(s):** Access this information from the blue link above.

(ID x-xxx-xxxx)

Example: ID 3-508-1032 Vehicle  
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

- D.5 Is the deployable resource kind and typed

Kind and Type Information

- D.6/D.7 Provide ID number from the [Resource Typing Library Tool](#) as well as the name
- D.8 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](#)

[Browse](#)

[Links & Tools](#)

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# NIMS KIND AND TYPING

## Mobile Communications Center (Also referred to as "Mobile EOC")

**ID:** 2-508-1053  
**Status:** Published  
**Updated:** 11/19/2019 11:23:41 AM  
**Released:** 07/12/2005  
**Resource Category:** Incident Management

### Core Capabilities

**Primary:** Operational Communications  
**Secondary:** Public and Private Services and Resources  
**Supporting:**

DESCRIPTION	
RESOURCE CATEGORY	Incident Management
RESOURCE KIND	Vehicle
OVERALL FUNCTION	
COMPOSITION AND ORDERING SPECIFICATIONS	

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 1 is the highest qualification level.

COMPONENT	TYPE 1	TYPE 2	TYPE 3	TYPE 4	NOTES
<b>VEHICLE CHASSIS</b>	48'-53' custom trailer, bus chassis, conventional cab/van chassis, or diesel motorhome chassis with or without slide-out room	35'-40' motorhome chassis with or without slide-out room	25'35' Gas or diesel motorhome chassis, or custom trailer (trailer does not require additional tow vehicle)	Converted SUV or Travel Trailer, or 25'-40' custom built trailer (trailer does not require additional tow vehicle)	Not Specified
<b>EQUIPMENT INTERIOR</b>	6-10 workstations, with private meeting area for Command personnel	4-6 workstations, with private meeting area for Command personnel	2-4 workstations	1-2 workstations	Not Specified
<b>EQUIPMENT RADIO FREQUENCY TRANSCEIVERS</b>	RF Communications with adjoining agencies, State agencies through mutual aid transceiver and any other frequencies	RF Communications with adjoining agencies, State agencies through mutual aid transceiver and any other frequencies	RF Communications with adjoining agencies, State agencies through mutual aid transceiver	RF Communications within jurisdiction and with adjoining agencies	Not Specified

## E.AUDIT CERTIFICATION

Using 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
- 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 Attachments" form on the application

## E.AUDIT CERTIFICATION

- Using the most recent audit, annual financial statement, and/or SEFA, complete the “Audit Certification” section and indicate whether the \$750,000 threshold for federal audits was met per Part 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:\***

12/31/2022

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) 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)**

Who is the person and what is the role he/she will do?

**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. Do NOT list federal awards you receive through the Missouri Department of Homeland Security or other State agency.

**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. National Incident Management System (NIMS)

- 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 planned activities you will undertake to become 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**

# H. CERTIFIED ASSURANCES

## 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 Name AND Title

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

Name AND Title of person completing application

H.4 Date:\*

07/07/2023



# INTEROPERABLE COMMUNICATIONS

- 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

4. Are you 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 inputting information about mobile radios. The first section has a question about applying for a mobile radio and radio type options. The second section asks for the current ratio of radios to vehicles, with a text input field. The third section has a question about eligible radios and a dropdown menu showing a list of models. The fourth section asks about portable radios, and the fifth asks about vendor quotes.

4. Are you applying for a mobile radio(s) (vehicle dash mounted, remote mount or base station)? ☒ Yes ☐ No

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

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

5. Are you applying for a portable radio(s) (handheld)?

6. Does the vendor quote for the requested radios include the

Motorola APX8500  
Harris XG/XM-100  
Harris XL-200  
Kenwood VM-7730  
Kenwood VM-7930 (Dual-Deck 8.34.9)

# INTEROPERABLE COMMUNICATIONS

5. Are you 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

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. Do 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) Is the application 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

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. Do 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)Are you 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

6. Does 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

- Equipment
- Supplies/Operations

# BUDGET FORM

## Equipment

[Mark as Complete](#) | [Go to Application Forms](#) | [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 \(AEL\)](#).

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

Line Item Name:	AEL #:	Qty:	Unit Cost:	Total Cost:	Sustainment:	Discipline:	Function:	Allowable Activity:
-----------------	--------	------	------------	-------------	--------------	-------------	-----------	---------------------

\$0.00

[Menu](#) | [Help](#) | [Log Out](#)

[Back](#) | [Print](#) | [Add](#) | [Delete](#)

## Application

Application: 157466 - PSTCP Mobile Crowd Control Panels

Program Area: State Homeland Security Program (SHSP)

Funding Opportunities: 157463 - FY 2023 SHSP Protection of Soft Targets/Crowded Places (PSTCP) TEST

Application Deadline: 07/18/2023 5:00 PM

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: 157466 - PSTCP Mobile Crowd Control Panels**

**Program Area:** State Homeland Security Program (SHSP)

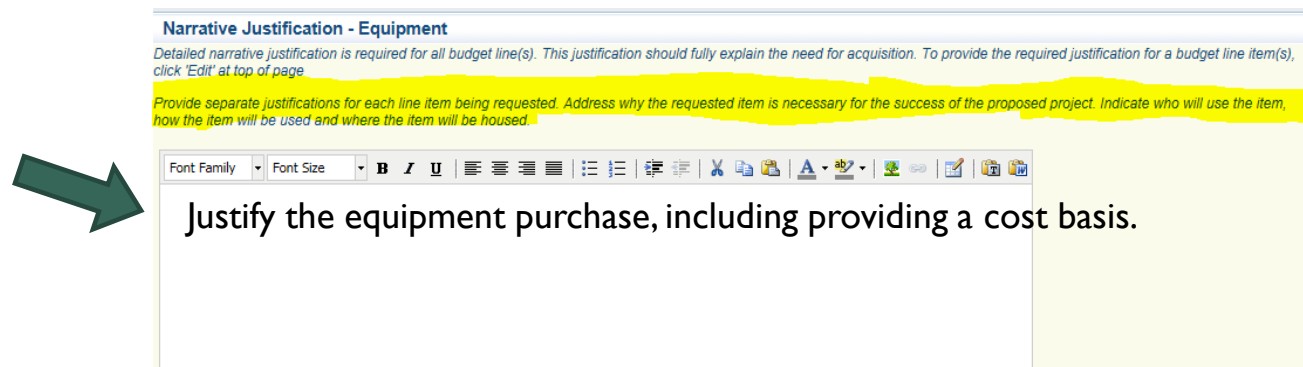
**Funding Opportunities:** 157463 - FY 2023 SHSP Protection of Soft Targets/Crowded Places (PSTCP) TEST

**Application Deadline:** 07/18/2023 5:00 PM

**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.*

Font Family Font Size **B** *I* U | [List Icons] | [Link Icon] [Image Icon] [Table Icon] [Quote Icon] [Code Icon] [Help Icon]

Justify the equipment purchase, including providing a cost basis.

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, select “Save” and “Mark as Complete” at the top of page

# 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 FORM – 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 FORM – EQUIPMENT

Justification needs to include a cost basis for the amount requested

- If available, please attach a quote or cost basis to the Named Attachments section of the application

# BUDGET – EQUIPMENT

## 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:\* Steel Barricades Pack with Pushcart

AEL #:\* 14SW-01-WALL

Qty:\* 1.0

Total Cost:\* \$4,500.00

Sustainment:\* No ▼

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

Discipline:\* Emergency Management ▼

Select primary discipline benefiting from equipment.

Function:\* Equipment ▼

Select the **EQUIPMENT** function area for this budget line.


Allowable Activity:\* Physical Security Enhancement Equipment ▼

Select one primary activity the budget line is benefiting.

## 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. Also provide a cost basis for the amount requested. For example: (3 mobile radios @ \$5,500.00 each)



Baseline organization will purchase one pack of heavy duty steel barricades with one storage pushcart at an estimated cost of \$4,500 per attached quote. This asset will be used at venues with large gatherings in managing people and traffic at major events. When not in use, it will be housed in the Baseline Organization's storage facility.

# BUDGET – SUPPLIES

Justification must be provided for each supply requested and include:

- Justification for how the item supports the project
- Why the amount requested is necessary
- Cost basis - **Please 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 – SUPPLIES

## Supplies/Operations

*Supplies and Operations items are defined as property with acquisition cost of \$1,000 or less, or a useful life of less than one year.*

*To include a supply or operational expense in the budget, click "Add". To include more than one supply or operational expense, repeat this step for each budget item.*


<b>Supply/Operation Type:*</b>	Other (computer, projector, chair, etc.)
	<small>List each supply/operational item by type.</small>
<b>Item Name:*</b>	Crowd Control Fencing
<b>Qty:*</b>	5.0
	<small>Enter the requested number of months, people, units, etc. If the expense is a one-time cost, enter 1.</small>
<b>Total Supply or Operation Expense Cost:*</b>	\$1,250.00
	<small>Enter the actual cost amount to be included in this budget line.</small>
<b>Discipline:*</b>	Law Enforcement
	<small>Select one primary discipline this budget line is benefiting.</small>
<b>Function:*</b>	Equipment
	<small>Select the appropriate function area for this budget line.</small>
<b>Allowable Activity:*</b>	Physical Security Enhancement Equipment
	<small>Select one primary activity the budget line is benefiting.</small>

## Narrative Justification - Supplies/Operations

*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. Justifications should include specific items and cost basis. For example: (Office Supplies: pens, paper, ink cartridges, \$100.00 based on prior year expenses.)*

*For training, provide the name of the training, the anticipated date and location, estimated number of attendees, a brief overview of what the training will cover and a cost basis for the amount being requested. For example: (CERT training, estimated date of training, June 2017, estimated number of attendees 30, items to be purchased include: 30 student manuals @ \$2.00 ea., 15 instructor manuals @ \$2.00 ea., 30 student backpacks @ \$10.00 ea.)*



Baseline organization will purchase five portable fencing units at an estimated per unit cost of \$250, for a total cost of \$1,250. This asset will be used at venues with large gatherings to assist with traffic control. When not in use, the portable fencing will be housed at the Baseline Organization's storage facility.

# 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
- Other supporting information (up to 5 attachments)

# NAMED ATTACHMENTS

To add each attachment select the name of the attachment

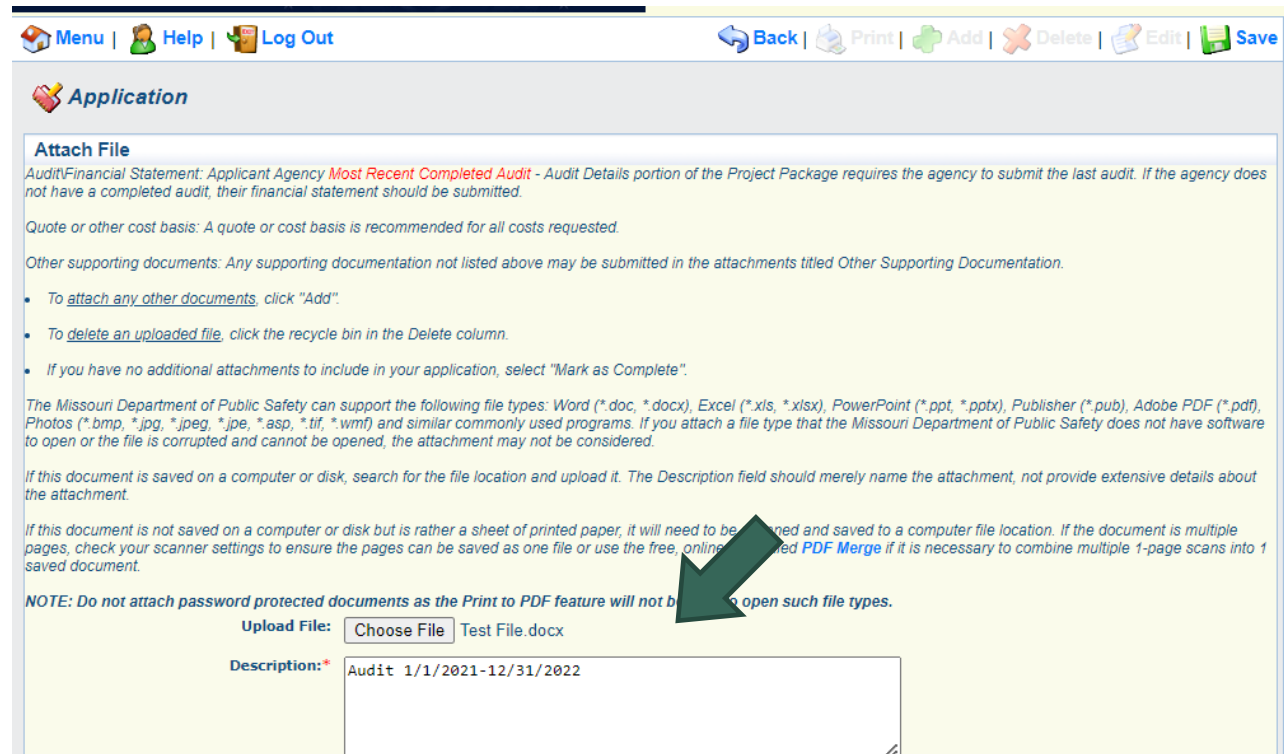
Named Attachments							<a href="#">Mark as Complete</a>   <a href="#">Go to Application Forms</a>
Attachment	Description	File Name	Type	File Size	Date Uploaded	Delete?	
 <a href="#">Audit/Financial Statement (REQUIRED)*</a>							
<a href="#">Quote or other costs basis</a>							
<a href="#">Other Supporting Information</a>							
<a href="#">Other Supporting Information</a>							
<a href="#">Other Supporting Information</a>							
<a href="#">Other Supporting Information</a>							
<a href="#">Other Supporting Information</a>							
							Last Edited By:

The applicant agency's most recent audit/financial statement is a required document 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”



The screenshot shows a web application titled "Application" with a sub-header "Attach File". The interface includes a navigation bar with "Menu", "Help", and "Log Out" links, and a toolbar with "Back", "Print", "Add", "Delete", "Edit", and "Save" buttons. The main content area contains instructions for attaching files, including a list of supported file types and a note about password-protected documents. At the bottom, there is a form with an "Upload File:" section containing a "Choose File" button and a "Test File.docx" label, and a "Description:" section with a text input field containing the text "Audit 1/1/2021-12/31/2022". A green arrow points to the "Save" button in the toolbar.

Menu | Help | Log Out

Back | Print | Add | Delete | Edit | Save

### Application

#### Attach File

AuditFinancial 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.

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

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 [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 before you can submit the application

When everything is complete select “Submit”



Application Forms			Application Details   <a href="#">Submit</a>   <a href="#">Withdraw</a>
Form Name	Complete?	Last Edited	
<a href="#">General Information</a>	✓	06/16/2023	
<a href="#">Contact Information</a>	✓	06/16/2023	
<a href="#">SHSP Project Package</a>	✓	06/16/2023	
<a href="#">Interoperable Communications</a>	✓	06/16/2023	
<a href="#">Budget - Soft Target</a>	✓	06/16/2023	
<a href="#">Named Attachments</a>	✓	06/16/2023	

# ADMINISTRATIVE REVIEW

During the 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

# OFFICE OF HOMELAND SECURITY CONTACTS

## Points of contact for WebGrants system issues:

### **Debbie Musselman**

Grants Specialist

(573) 751-5997

[Debbie.Musselman@dps.mo.gov](mailto:Debbie.Musselman@dps.mo.gov)

### **Chelsey Call**

Grants Supervisor

(573) 526-9203

[Chelsey.Call@dps.mo.gov](mailto:Chelsey.Call@dps.mo.gov)

### **Kelsey Saunders**

Grant Support Specialist

(573) 522-6125

[Kelsey.Saunders@dps.mo.gov](mailto:Kelsey.Saunders@dps.mo.gov)

### **Joni McCarter**

Program Manager

(573) 526-9020

[Joni.McCarter@dps.mo.gov](mailto:Joni.McCarter@dps.mo.gov)