



FY 2025 State and Local Cybersecurity Grant Program (SLCGP)

Application Workshop

DPS/OHS SLCGP Notice of Funding Opportunity (NOFO)

- The Missouri Department of Public Safety (DPS)/Office of Homeland Security (OHS) is pleased to announce the funding opportunity for the FY 2025 State and Local Cybersecurity Grant Program (SLCGP) is open **April 13, 2026 – May 20, 2026 5:00 pm CST**
- This funding opportunity is made available through the Missouri Department of Public Safety's, electronic WebGrants System, accessible online: <https://dpsgrants.dps.mo.gov>
- The Notice of Funding Opportunity (NOFO) can be accessed at the following link under Grant Applications and Forms:
<https://dps.mo.gov/dir/programs/ohs/grantstraining/>
 - The NOFO contains information regarding the purpose/objectives of the program, eligibility, application requirements, allowable/unallowable costs, etc.



State and Local Cybersecurity Grant Program (SLCGP)

- Our nation faces unprecedented threats to the homeland from increasingly sophisticated criminal groups and nation-state actors. State, local and territorial (SLT) entities stand at the forefront of cyber defense enforcing laws, assisting the federal government in securing borders, cyberspace, and dismantling transnational criminal organizations.
- Cybersecurity threats, including ransomware intrusions, and widespread software vulnerabilities affecting SLT systems and critical infrastructure, are increasingly exploited by malicious actors, operating both domestically and abroad.
- DHS is committed to supporting SLT efforts to combat cybersecurity threats and mitigate risks that endanger these vital functions.



State and Local Cybersecurity Grant Program (SLCGP)

- Considering the risk and potential consequences of cyber incidents, the focus of the SLCGP is strengthening the cybersecurity practices and resilience of SLT governments.
- Through funding from the Infrastructure Investment and Jobs Act, referred to as the Bipartisan Infrastructure Law (BIL), the SLCGP enables DHS to make targeted cybersecurity investments in SLT government agencies to strengthen the security of critical infrastructure and improve the resilience of services SLT governments provide their communities.



Missouri Cybersecurity Planning Committee

- Vision: To make Missouri safe, robust, and resilient, by strengthening Missouri's economic and public safety, while securing the confidentiality, integrity, and availability of Missouri's data.
- Mission: To secure Missouri networks and data by providing governance and a framework to reduce cybersecurity risk by implementing national cybersecurity best practices.



Key Dates

April 13, 2026:

SLCGP funding opportunity opens
in WebGrants: <https://dpsgrants/dps/mo/gov/>

May 20, 2026:

SLCGP applications due in WebGrants **5:00 pm CST**
**WebGrants will not accept any applications
after this time**

May/June 2026:

DPS/OHS administrative reviews
and Cybersecurity Planning Committee application
review/scoring

September 1, 2025:

Projected Project Start Date
*Aligns with Federal period of performance start
date

May 31, 2029:

Projected Project End Date



Funding Sources & Available Funds

- The Federal award for the FY 2025 SLCGP for Missouri is **\$1,925,751.00**
- Two funding sources available for FY 2025
 1. Rural – SLCGP Rural funds are dedicated for entities encompassing a population of less than 50,000 people that has not been designated in the most recent decennial census as an “urbanized area” by the Secretary of Commerce
 - a. 25% of SLCGP funds must be provided to rural areas
 2. Non-Rural – SLCGP Non-Rural funds are dedicated for entities encompassing a population of greater than 50,000 people and/or have been designated in the most recent decennial census as an “urbanized area” by the Secretary of Commerce



Goal & Objectives

- Goal: The goal of the SLCGP is to assist SLT governments with managing and reducing systemic cyber risk
- Four Objectives
 1. Objective 1: Develop and establish appropriate governance structures, including developing, implementing, or revising cybersecurity plans, to improve capabilities to respond to cybersecurity incidents and ensure continuity of operations
 2. Objective 2: Understand their current cybersecurity posture and areas for improvement based on continuous testing, evaluation, and structured assessments
 3. Objective 3: Implement security protections commensurate with risk
 4. Objective 4: Ensure organization personnel are appropriately trained in cybersecurity, commensurate with responsibility

Requested projects must align to at least one of the four objectives

***More information on objectives, sub-objectives, and desired outcomes is located in Appendix A of the NOFO**



State Priorities

- Missouri has established 8 priority areas for FY 2025 that are cybersecurity best practices
 1. Implement multi-factor authentication
 2. Implement enhanced logging
 3. Data encryption for data at rest and in transit
 4. End use of unsupported/end of life software and hardware that are accessible from the internet
 5. Prohibit use of known/fixed/default passwords and credentials
 6. Ensure the ability to reconstitute systems (backups)
 7. Actively engage in bidirectional sharing between CISA and SLT entities in cyber relevant time frames to drive down cyber risk
 8. Migration to the .gov internet domain

Projects that align to State Priorities will receive additional points during the application scoring process



Maximum Award

- The maximum award available is \$200,000 Federal share per applicant agency
- Applicant agencies are only allowed to submit **one project and objective per application**
 - A maximum of four applications, not to exceed \$200,000 cumulatively, will be allowed per applicant agency



Cost Share/Match Requirement

- 40% Cost Share Requirement
 - Hard (Cash)
 - Soft (In-Kind)
 - If awarded, supporting documentation must be submitted to document match expenses
- Subrecipient contributions must be verifiable, reasonable, allocable, and necessary, and otherwise allowable under the grant program, and in compliance with all applicable federal requirements and regulations



Cost Share/Match Requirement

- Cost share can be calculated using the formula below
- Step 1: Calculating Total Project Costs based on Federal Costs and Federal Share Percentage

$$\frac{\text{Federal Award Amount}}{\text{Federal Share Percentage}} = \text{Total Project Costs}$$

- Step 2: Calculating Subrecipient's Share Percentage
Subrecipient's Share Percentage x Project Costs = Required Match

- Example 1: $\frac{\$100,000}{60\%} = \$166,666.67$ Total Project Costs

$$40\% \times \$166,666.67 = \$66,666.67 \text{ Subrecipient Cost Share}$$

- Example 2: $\frac{\$200,000}{60\%} = \$333,333.33$ Total Project Costs

$$40\% \times \$333,333.33 = \$133,333.33 \text{ Subrecipient Cost Share}$$



Eligible Applicants

- Local governments as defined in section 6 U.S.C. 101(11)
 - A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments, regional or interstate government entity, or agency, or instrumentality of a local government
 - A rural community, unincorporated town or village, or other public entity



CISA Cybersecurity Performance Goals (CPG) Assessment

- To be eligible to receive SLCGP funding, the applicant agency must have completed the CISA Cybersecurity Performance Goals (CPG) Assessment
 - **The CISA CPG Assessment must be completed at the time of application submission**
 - **The CPG Report must be uploaded in the Named Attachments Form of the application**
- The CISA's Cybersecurity Performance Goals (CPGs) are a set of voluntary, high-impact security practices designed to help organizations, particularly those in critical infrastructure, improve their cybersecurity posture. The CPG's are not a checklist, but rather a framework for prioritizing and implementing security measures to mitigate the most common and impactful cyber threats.
- CISA also provides tools and resources, like the Cybersecurity Evaluation Tool (CSET), to help organizations assess their progress and identify areas for improvement
- The CISA CPG Assessment will be completed through the CSET
 - CSET can be accessed at the following link: <https://www.cisa.gov/downloading-and-installing-cset>
 - See the CISA CPG Assessment PowerPoint for step-by-step instructions to download the CSET and complete the CPG Assessment
- **Requested project MUST align to closing gaps and/or strengthening capabilities identified in the agency's CISA CPG Assessment**
- If the applicant agency is selected to receive FY 2025 SLCGP funds, the CISA CPG Assessment must be completed annually throughout the grant period of performance, to measure progress on the agency's cybersecurity posture



DPS/OHS Cybersecurity Program

- Applicant agencies **MUST** subscribe to the DPS/OHS Cybersecurity Program at the time of application submission to be eligible for funding
 - Subscribe by emailing securityintel@mshp.dps.mo.gov with your name, agency/entity, title, desk phone, work phone, and email address
- Must participate in information sharing with federal, state, and local agencies (i.e., DPS/OHS, Missouri Information Analysis Center (MIAC), St. Louis Fusion Center, and Kansas City Regional Fusion Center)



DPS Grants – State Requirements

- To be eligible for SLCGP funding, the applicant agency must be compliant with the following statutes, as applicable and must maintain compliance throughout the grant period of performance.

Requirements below apply only to law enforcement agencies:

- **Section 590.650 RSMo – Vehicle Stops Report:** Pursuant to Section 590.650.3 RSMo, each law enforcement agency shall compile the data described in subsection 2 for the calendar year into a report to the attorney general and each law enforcement agency shall submit the report to the attorney general no later than March first of the following calendar year.
 - *Faliure to submit the Vehicle Stops (Racial Profiling) Report will result in the automatic denial of the application.*
- **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.



DPS Grants – State Requirements

- To be eligible for SLCGP funding, the applicant agency must be compliant with the following statutes, as applicable and must maintain compliance throughout the grant period of performance.

Requirements below apply only to law enforcement agencies:

- **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.
- **Section 590.1265 RSMo** – **Police Use of Force Transparency Act of 2021:** Pursuant to Section 590.1265 RSMo, each law enforcement agency shall report data submitted under subsection 3 of this section to 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 more months in the previous 12 months.*
 - ***Agencies not compliant at the time of application will be ineligible for funding***



DPS Grants – State Requirements

- To be eligible for SLCGP funding, the applicant agency must be compliant with the following statutes, as applicable and must maintain compliance throughout the grant period of performance.

Requirements below apply only to law enforcement agencies:

- **Section 43.505 RSMo – Uniform Crime Reporting (UCR):** Pursuant to Section 43.505.3 RSMo, each law enforcement agency in the state shall: (1) Submit crime incident reports to the department of public safety on forms or in the format prescribed by the department; and (2) Submit any other crime incident information which may be required by the department of public safety.
 - *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 previous 12 months.*
 - *Applicants not compliant at the time of application will be ineligible for funding.*
- **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.



DPS Grants – State Requirements

- To be eligible for SLCGP funding, the applicant agency must be compliant with the following statutes, as applicable and must maintain compliance throughout the grant period of performance.

Requirements below apply only to fire agencies:

- **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.



DPS Grants – State Requirements

- To be eligible for SLCGP funding, the applicant agency must be compliant with the following statutes, as applicable and must maintain compliance throughout the grant period of performance.

Requirements below apply only to EMS agencies:

- **Section 190.105 RSMo – Ambulance License:** Pursuant to Section 190.105 RSMo, no person, either as owner, agency or otherwise, shall furnish, operate, conduct, maintain, advertise, or otherwise be engaged in or profess to be engaged in the business or service of the transportation of patients by ambulance in the air, upon the streets, alleys, or any public way or place of the state of Missouri unless such person holds a currently valid license from the department for an ambulance service pursuant to the provisions of sections 190.001 RSMo to 190.245.
 - *If the applicant agency is an ambulance service, a copy of the license certificate as required by section 190.105 RSMo MUST be submitted in the Named Attachments component of the application.*
- **Section 190.133 RSMo – Emergency Medical Response Agency License:** Pursuant to Section 190.133(4) RSMo, no person or entity shall hold itself out as an emergency medical response agency that provides advanced life support or provide the services of an emergency medical response agency that provides advanced life support unless such person or entity is licensed by the state of Missouri Department of Health and Senior Services.
 - *If the applicant agency is an emergency medical response agency, a copy of the license certificate as required by section 190.133(4) RSMo MUST be submitted in the Named Attachments component of the application.*



DPS Grants – State Requirements

- To be eligible for SLCGP funding, the applicant agency must be compliant with the following statutes, as applicable and must maintain compliance throughout the grant period of performance.

Requirements below apply only to EMS agencies:

- **Section 190.105 RSMo – Ambulance License:** Pursuant to Section 190.105 RSMo, no person, either as owner, agency or otherwise, shall furnish, operate, conduct, maintain, advertise, or otherwise be engaged in or profess to be engaged in the business or service of the transportation of patients by ambulance in the air, upon the streets, alleys, or any public way or place of the state of Missouri unless such person holds a currently valid license from the department for an ambulance service pursuant to the provisions of sections 190.001 RSMo to 190.245.
 - *If the applicant agency is an ambulance service, a copy of the license certificate as required by section 190.105 RSMo MUST be submitted in the Named Attachments component of the application.*
- **Section 190.133 RSMo – Emergency Medical Response Agency License:** Pursuant to Section 190.133(4) RSMo, no person or entity shall hold itself out as an emergency medical response agency that provides advanced life support or provide the services of an emergency medical response agency that provides advanced life support unless such person or entity is licensed by the state of Missouri Department of Health and Senior Services.
 - *If the applicant agency is an emergency medical response agency, a copy of the license certificate as required by section 190.133(4) RSMo MUST be submitted in the Named Attachments component of the application.*



General Funding Requirements

- All costs must comply with:
 - Applicable statutes, rules, regulations, and policies
 - Notice of Funding Opportunity (NOFO)
 - Terms and conditions of the federal award
 - Costs must be incurred and products and services must be delivered within the budget period [2 C.F.R. § 200.403\(h\)](#)



Minor Modifications

- Subrecipients may use SLCGP funding to perform minor modifications that do not substantially affect a building's structure, layout, or systems, affect critical aspects of a building's safety, or otherwise materially increase the value or useful life of the building.
- Examples of the types of minor modifications that could be allowable with SLCGP funding include:
 - Fastening equipment to walls where it does not become a permanent fixture (such as hanging a server rack with servers on a wall)
 - Replacing an outdated existing electrical or internet outlet into which the equipment will connect
 - For example, replacing an electrical or internet outlet would involve turning off power, unscrewing a cover plate and outlet itself, pulling the outlet from the electrical box, disconnecting wires from the old outlet, connecting the wires to the new outlet, placing the new outlet in the electrical box, securing it with screws, reattaching the cover plate, and turning the power back on. This work very clearly does not involve substantial change to the building and does not comprise an alteration.
 - Installing new cabling
 - Replacing existing cabling
 - Moving cabling
 - Installing and connecting information system equipment to the building's network and power supply and internet
 - Making a hold in the wall to attach the equipment to the building's network, power, or internet
- **Minor modifications may be permitted under the SLCGP subject to Environmental and Historic Preservation (EHP) review**



Allowable Costs

- Five allowable expense categories:
 - Planning
 - Organization
 - Equipment
 - Training
 - Exercise
- Requested projects **MUST**:
 - Strengthen state and local cybersecurity preparedness by focusing on cybersecurity measures to help manage state and local risk and enhance Missouri's cybersecurity posture
 - Close gaps and strengthen capabilities identified in the agencies' CISA CPG Assessment
 - Align with the Missouri Comprehensive Cybersecurity Plan (CCP)
 - Can be accessed as an attachment in the WebGrants application
 - Align with at least one of the FY 2025 SLCGP Objectives
 - Can be found in Appendix A of the NOFO



Allowable Costs Examples

- Examples of allowable costs include but are not limited to planning, organization, equipment, training, and exercise costs for local end-user cybersecurity training and awareness campaigns, cybersecurity planning, monitoring, scanning, and protection solutions for equipment and networks, cybersecurity protection for critical infrastructure, and upgrading legacy technology



Allowable Costs – Planning

- SLCGP funds may be used for planning activities that support the FY 2025 SLCGP objectives, Missouri Comprehensive Cybersecurity Plan (CCP), and closing gaps and strengthening capabilities in the applicant's CISA CPG Assessment



Allowable Costs – Organization

- Allowable organizational activities include:
 - Program management
 - Development of whole community partnerships
 - Structures and mechanisms for information sharing between the public and private sector
 - Operational support
- Personnel hiring, overtime, and backfill expenses are permitted under this grant to perform allowable SLCGP planning, organization, equipment, training, and exercise (POETE) activities
 - Personnel expenses may include but are not limited to:
 - Training and exercise coordinators
 - Program managers and planners
 - Cybersecurity navigators

***Grant subrecipient must demonstrate that the personnel will be sustainable once the program ends or funds are no longer available**



Allowable Costs – Equipment

- SLCGP equipment is intended to be used to address cybersecurity risks and cybersecurity threats to information systems owned or operated by, or on behalf of, state and local governments
- Equipment must meet all applicable statutory, regulatory, and DHS/FEMA/DPS/OHS standards to be eligible
- Refer to FEMA’s Authorized Equipment List for allowable equipment items
- Subrecipients are responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment
- Emergency communications systems and equipment must meet applicable SAFECOM Guidance
- Funds may be used to purchase maintenance contracts or agreements, warranty coverage, licenses, and user fees in support of a system or equipment
 - Contracts, warranties, licenses, etc. may exceed the period of performance if purchased incidental to the original purchase of the system or equipment
 - Stand-alone warranty or extending existing contracts on an already-owned piece of equipment or system, may not exceed the period of performance



Allowable Costs – Training

- Allowable training-related costs include the establishment, support, conduct, and attendance of training and/or conjunction with training by other federal agencies
- Training conducted using SLCGP funds should align to the Missouri's Comprehensive Cybersecurity Plan (CCP), address a performance gap identified through the CISA CPG Assessment and contribute to building a capability that will be evaluated through a formal exercise



Allowable Costs – Exercise

- Exercises conducted with grant funding should be managed and conducted consistent with Homeland Security Exercise and Evaluation Program (HSEEP)
- HSEEP guidance for exercise, design, development, conduct, evaluation, and improvement training is located at: <https://www.fema.gov/emergency-managers/national-preparedness/exercises/hseep>



Prohibitions on Covered Equipment or Services

- Subrecipients, their contractors, and subcontractors must comply with the prohibitions set forth in Section 889 of the [John S. McCain National Defense Authorization Act for Fiscal Year 2019](#), which restricts the purchase of covered telecommunications and surveillance equipment and services.
- See 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200, and [FEMA Policy #405-143-1 – Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services](#) for more information.



Unallowable Costs

- For FY 2025 SLCGP grant funds may not be used for the following:
 - Spyware
 - Construction
 - Renovation
 - To pay a ransom
 - For recreational or social purposes
 - To pay for cybersecurity insurance premiums
 - Costs associated with the Center for Internet Security (e.g., Multi-State Information Sharing and Analysis Center (MS-ISAC) and Election Infrastructure Information Sharing and Analysis (EI-ISAC)), including but not limited to membership fees and services
 - For any purpose that does not address cybersecurity risks or cybersecurity threats on information systems owned or operated by, or on behalf of, the eligible entity that receives the grant or a local government within the jurisdiction of the eligible entity
 - To supplant state or local funds; however this shall not be construed to prohibit the use of funds from a grant under this NOFO for otherwise permissible uses on the basis that the SLT has previously used SLT funds to support the same or similar uses
 - For any subrecipient cost-sharing contribution
 - To acquire land or to construct, remodel, or perform alterations of buildings or other physical facilities. This prohibition does not include minor building modifications. Unallowed alterations include permanent modifications that substantially affect the building's structure, layout, or systems, affect critical aspects of a building's safety, or other modifications that materially increase the value or useful life of the building



Required Cybersecurity Posture

- If the applicant's cybersecurity posture does not contain the below benchmarks, the applicant **MUST** achieve these benchmarks during the grant period of performance, if selected to receive an award:
 - Cybersecurity and/or data security policies
 - Cybersecurity training awareness program
 - Cybersecurity incident response plan
 - Receive cybersecurity threat intelligence
- The DPS/OHS has resources available to assist with these benchmarks
 - Contact DPS/OHS Cybersecurity Team for assistance:
 - Phone: 573-526-0153
 - Email: securityintel@mshp.dps.mo.gov



Required Services and Memberships

- If awarded funding, all SLCGP subrecipients are required to participate in a limited number of free services by CISA/DPS/OHS
- Cyber Hygiene Services
 - Vulnerability Scanning – evaluates external network presence by executing continuous scans of public, static IPs for accessible services and vulnerabilities
 - Provides weekly vulnerability reports and ad-hoc alerts
 - To register, email vulnerability@cisa.dhs.gov with the subject line “Requesting Cyber Hygiene Services – SLCGP” to get started.
 - Indicate in the body of your email that you are requesting this service as part of the SLCGP

Participation is not required for submission and approval of a grant but IS a post-award requirement



Unique Entity Identifier (UEI)

- Effective April 4, 2022, the federal government transitioned from using the Data Universal Numbering System (DUNS) Number to the Unique Entity Identifier (UEI)
- **Agencies MUST have a UEI to be awarded funding**
- **Agencies WILL NOT be disqualified for not having a UEI at the time of application submission**
- If your agency does not have a UEI at the time of application, update your organization's UEI to all zeros in the WebGrants System
- Visit <https://sam.gov/entity-registration> to register and obtain a UEI for your agency



WebGrants Application

- Login or register as a new agency at:
<https://dpsgrants.dps.mo.gov>
 - If your agency is already registered in the system, someone with access will need to add new users

- Two-factor authentication: Enter the one-time passcode sent to your email by WebGrants and select, “Submit”

Enter your user id and password

User ID 

Password 

SIGN IN


[Forgot User ID?](#) [Reset Password?](#)

Click here to Register 

Verify Email Address

Please check the email account for the email address provided in your registration.

You should receive an email with a temporary passcode. Please enter that passcode below

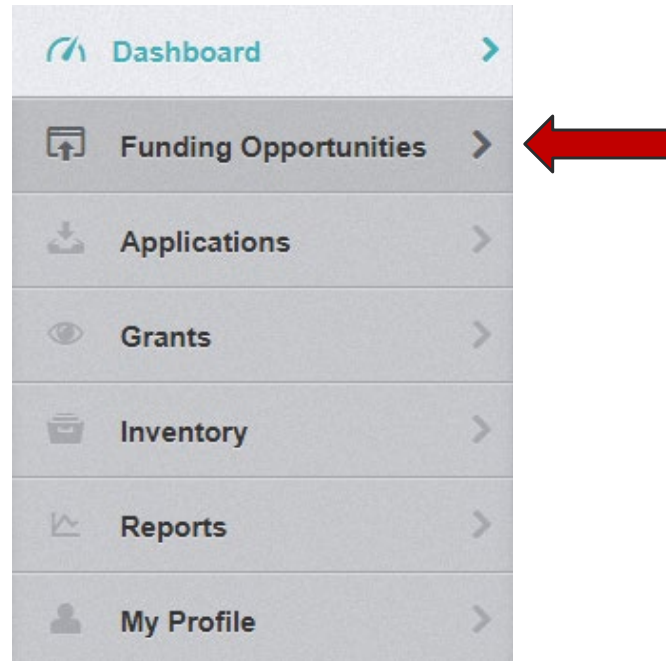
Enter your Passcode 

Submit



FY 2025 SLCGP Funding Opportunity

- Select “Funding Opportunities” and then select the “FY 2025 State and Local Cybersecurity Grant Program (SLCGP) funding opportunity



ID	Status	Agency	Program Area	Title	Posted Date	Final-Application Due Date
51671	Test	Missouri Office of Homeland Security Grants	State and Local Cybersecurity Grant Program	FY 2025 State and Local Cybersecurity Grant Program (SLCGP) TEST		May 20, 2026 5:00 PM



Funding Opportunity Details

- The Funding Opportunity Details contains the following information to assist in the application process:
 - Description
 - Attachments
 - FY 2025 SLCGP Notice of Funding Opportunity (NOFO)
 - FY 2025 SLCGP Certified Assurances
 - FY 2025 SLCGP Application Workshop
 - Missouri Comprehensive Cybersecurity Plan
 - CISA CPG Assessment Instructions
 - Website Links
 - [DPS Homeland Security Grants Website](#)

 **Funding Opportunity Details**

 **Copy Existing Application**

 **Start New Application**



Start New Application

- Select “Start a New Application”



- “Copy Existing Application” will not work as application forms from previous years have changed



General Information

- Complete the General Information Component
 - Application Title: Enter FY 2025 SLCGP and name of the agency
 - Primary Contact: Select the primary contact for the application
- Select “Save Form Information”

Application - General Information Save Form Information

The Primary Contact is the individual in your organization who will be designated as the primary person responsible for this application from your organization. This individual will receive automated email notifications when your attention is needed on this application.
Select the organization, if you belong to more than one, for which you will be submitting this application.

Application Title*:

Primary Contact*:

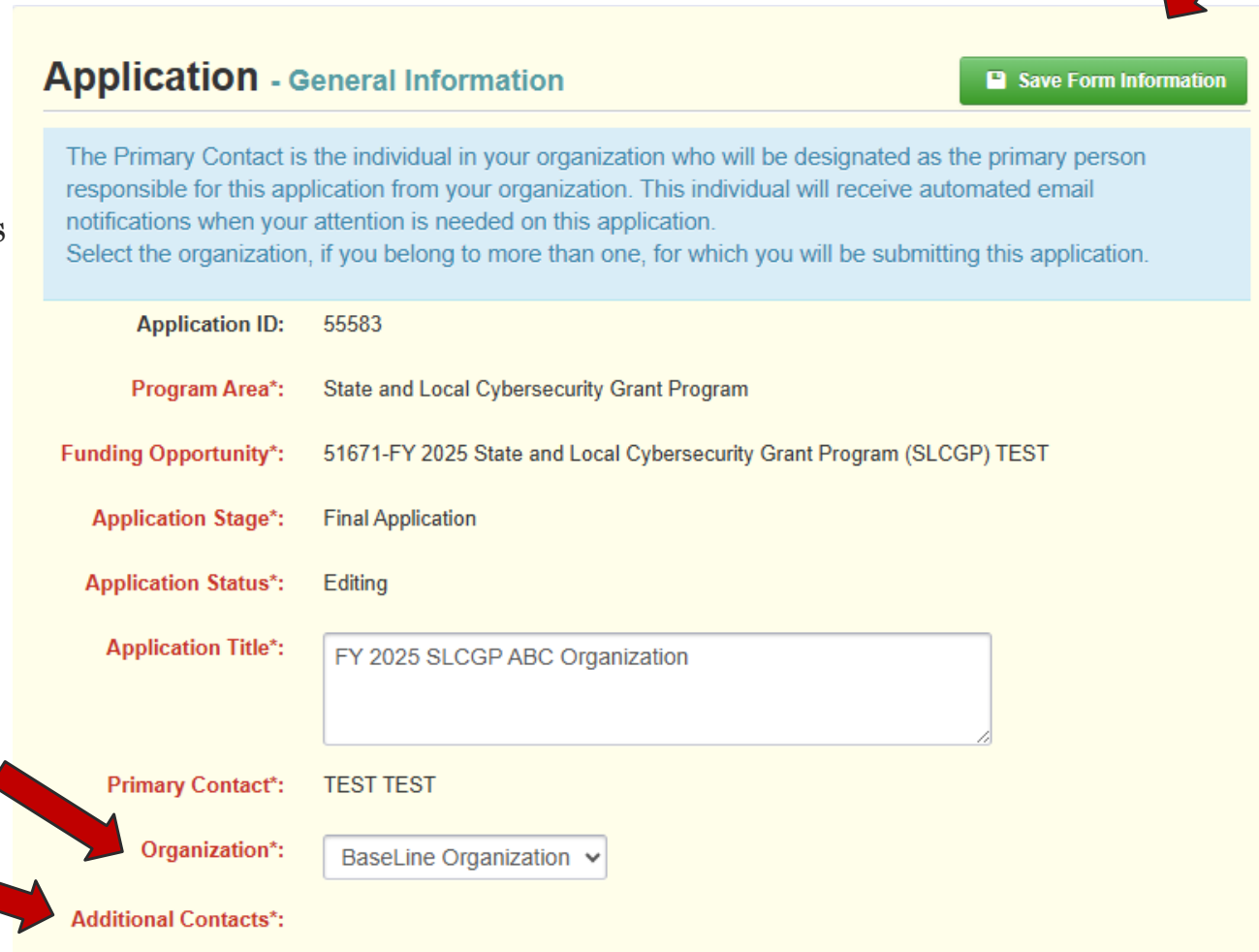
Organization*:

Additional Contacts*:



General Information

- Complete the General Information Component
 - Organization: Select the organization the application is being submitted for
 - Additional Contacts: Select additional contacts on the application
- Select “Save Form Information”



Application - General Information Save Form Information

The Primary Contact is the individual in your organization who will be designated as the primary person responsible for this application from your organization. This individual will receive automated email notifications when your attention is needed on this application. Select the organization, if you belong to more than one, for which you will be submitting this application.

Application ID: 55583

Program Area*: State and Local Cybersecurity Grant Program

Funding Opportunity*: 51671-FY 2025 State and Local Cybersecurity Grant Program (SLCGP) TEST

Application Stage*: Final Application

Application Status*: Editing

Application Title*:

Primary Contact*: TEST TEST

Organization*:

Additional Contacts*:



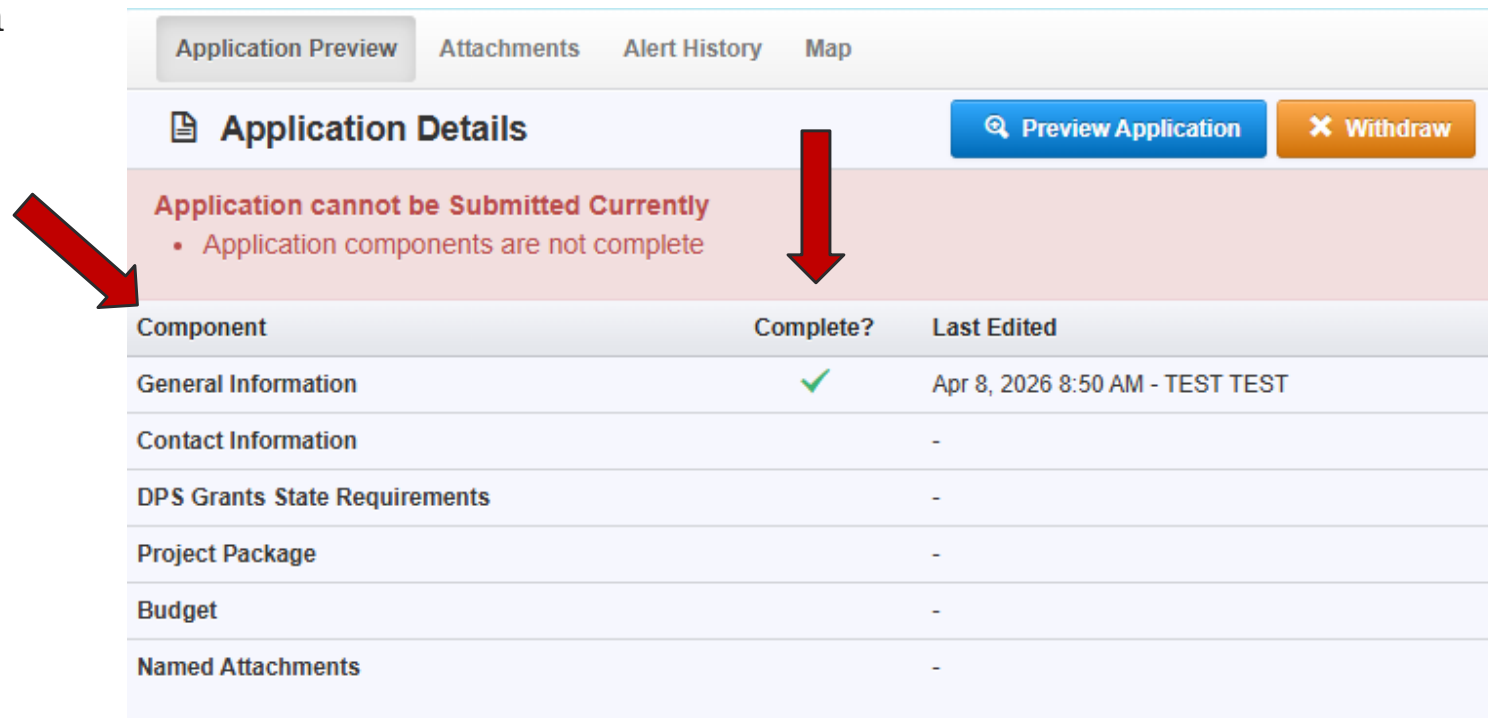
Application Forms

- The FY 2025 SLCGP Application will include 6 forms:
 - General Information
 - Contact Information
 - DPS Grants State Requirements
 - Project Package
 - Budget
 - Named Attachments



Application Forms

- After the “General Information” Component has been completed, the application forms will appear
 - Complete each of the application forms and select “Save” and “Mark as Complete”
 - **All forms MUST be marked complete to in order to “Submit” your application**



The screenshot displays an application management interface with the following elements:

- Navigation tabs: Application Preview (selected), Attachments, Alert History, Map.
- Section: Application Details
- Buttons: Preview Application (blue), Withdraw (orange).
- Message: Application cannot be Submitted Currently
 - Application components are not complete
- Table of components:

Component	Complete?	Last Edited
General Information	✓	Apr 8, 2026 8:50 AM - TEST TEST
Contact Information	-	-
DPS Grants State Requirements	-	-
Project Package	-	-
Budget	-	-
Named Attachments	-	-



Contact Information

- Select “Contact Information”
- Complete all contact information for:
 - Authorized Official
 - Project Director
 - Fiscal Officer
 - Project Contact Person – if different than the Project Director
- Required fields are in **red**

Authorized Official*:

Job Title*:

Agency*:

Mailing Address*:

Street Address 1:

Street Address 2:



Component	Complete?	Last Edited
General Information	✓	Apr 8, 2026 8:50 AM - TEST TEST
Contact Information	-	-
DPS Grants State Requirements	-	-
Project Package	-	-
Budget	-	-
Named Attachments	-	-



Contact Information

- 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 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 is a college/university, the President shall be the Authorized Official
 - If the applicant agency is a Regional Planning Commission or Council of Government, the Executive Director shall be the Authorized Official
 - If the applicant agency is a special district, such as a Fire Protection District or Ambulance District, the Board Chair/President shall be the Authorized Official
 - If the applicant agency is a school district, the Superintendent or School Board President shall be the Authorized Official

The agency's correct Authorized Official must be designated in the "Contact Information" form and the "Certified Assurances" form to be eligible for funding

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

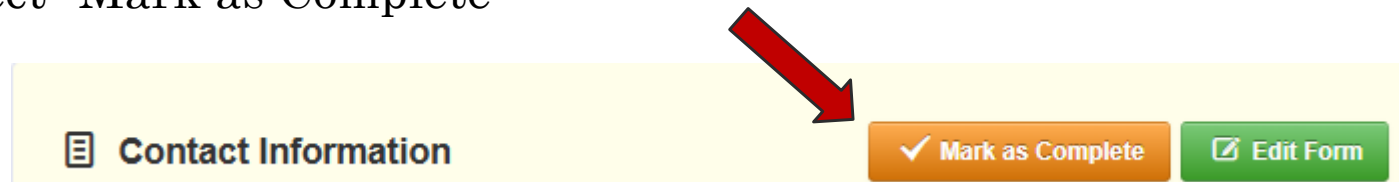


Contact Information

- When you have completed all contact information, select “Save Form”



- Select “Mark as Complete”



DPS Grants State Requirements

- Select “DPS Grants State Requirements

Application Preview Attachments Alert History Map

Application Details [Preview Application](#) [Withdraw](#)

Application cannot be Submitted Currently

- Application components are not complete

Component	Complete?	Last Edited
General Information	✓	Apr 8, 2026 8:50 AM - TEST TEST
Contact Information	✓	Apr 8, 2026 9:00 AM - TEST TEST
DPS Grants State Requirements	-	-
Project Package	-	-
Budget	-	-
Named Attachments	-	-



DPS Grants State Requirements

- To be eligible for grant funding through the Missouri Department of Public Safety, agencies **must** be compliant with the requirements listed below (as applicable) at the time of application and if awarded funding, must maintain compliance throughout the grant period of performance
- Select “Yes” to Question 1 if your agency is a law enforcement agency
- Select “Yes” to Question 2 if your agency is a fire agency
- Select “Yes” to Question 3 if your agency is an EMS agency
- Select “No” to any that do not apply to your agency

1. Is the applicant a law enforcement agency?*	Yes	No
2. Is the applicant a fire agency?*	Yes	No
3. Is the applicant an EMS agency?*	Yes	No



DPS Grants State Requirements

- If you select “Yes” to Question 1 that the applicant is a law enforcement agency, complete Questions 1a. – 1h.

1. Is the applicant a law enforcement agency?*: Yes No

1a. Please provide the Originating Agency Identification Number (ORI):

1b. Is your agency in compliance with Section 590.650 RSMo - Vehicle Stops Report?: Yes No

1c. Is your agency in compliance with Section 590.700 RSMo - Written Policy on Recording of Custodial Interrogations? : Yes No

1d. Is your agency in compliance with Section 43.544 RSMo - Written Policy on Forwarding Intoxication-Related Traffic Offenses? : Yes No

1e. Is your agency in compliance with Section 590.1265 RSMo - Police Use of Force Transparency Act of 2021? : Yes No

1f. Is your agency in compliance with Section 43.505 RSMo - Uniform Crime Reporting?: Yes No




DPS Grants State Requirements

- If you select “Yes” to Question 1 that the applicant is a law enforcement agency, complete Questions 1a. – 1h.
 - Select “No” to 1h. as the application is not for Department of Justice Funds


1g. Is your agency in compliance with [Section 590.030 RSMo - Rap Back Program Participation?](#) :

1h. Is this grant application for Department of Justice Funds?:

- Select “Save Form”

 **DPS Grants State Requirements**

- Select “Mark as Complete”

 **DPS Grants State Requirements**



DPS Grants State Requirements

- If you select “Yes” to Question 2 that the applicant is a fire agency, complete Questions 2a. – 2b.

2. Is the applicant a fire agency?*: Yes No

2a. Please provide the Fire Department Identification Number (FDID):

2b. Is your agency in compliance with Section 320.271 RSMo - Fire Department Registration? : Yes No

Saved to K: Drive

- Select “Save Form”
- Select “Mark as Complete”

DPS Grants State Requirements

DPS Grants State Requirements



DPS Grants State Requirements

- If you select “Yes” to Question 3 that the applicant is an EMS agency, complete Questions 3a. – 3b.

3. Is the applicant an EMS agency?: Yes No

3a. Does your agency have an ambulance service?: Yes No

3a(1). Is your agency in compliance with Section 190.105 RSMo - Ambulance License?: Yes No

3a(2). By checking this box, the applicant agency understands they are required to upload a copy of the license certificate in the Named Attachments component of the application. :

3b. Is your agency an Emergency Medical Response Agency as defined by Section 190.133 RSMo? : Yes No

3b(1). Is your agency in compliance with Section 190.133 RSMo - Emergency Medical Response Agency License?: Yes No

3b(2). By checking this box, the applicant agency understands they are required to upload a copy of the license certificate in the Named Attachments component of the application.:

- Select “Save Form”
- Select “Mark as Complete”

DPS Grants State Requirements

DPS Grants State Requirements



Project Package

- Select “Project Package”

Application Preview Attachments Alert History Map

Application Details [Preview Application](#) [Withdraw](#)

Application cannot be Submitted Currently

- Application components are not complete

Component	Complete?	Last Edited
General Information	✓	Apr 8, 2026 8:50 AM - TEST TEST
Contact Information	✓	Apr 8, 2026 9:00 AM - TEST TEST
DPS Grants State Requirements	✓	Apr 8, 2026 9:13 AM - TEST TEST
Project Package	-	-
Budget	-	-
Named Attachments	-	-



Project Package

- The “Project Package” form contains 9 sections
 - A. Applicant Funding Stream Information
 - B. Current Cybersecurity Posture
 - C. CISA Cybersecurity Performance Goals (CPG) Assessment
 - D. Project Details
 - E. DHS Performance Metrics
 - F. Cost Share/Match Requirement
 - G. Audit
 - H. Risk Assessment
 - I. Certified Assurances



Project Package

- A. Applicant Funding Stream Information
 - A1. Select the funding source from the dropdown that best represents your agency
 - **Rural** funds are dedicated for entities encompassing a population of less than 50,000 people that has NOT been designated in the most recent decennial census as an “urbanized” area by the Secretary of Commerce
 - **Non-Rural** funds are dedicated for entities encompassing a population of greater than 50,000 people and/or have been designated in the most recent decennial census as an “urbanized” area by the Secretary of Commerce

A. Applicant Funding Stream Information

A1. Please select the funding source from the dropdown that best represents the applicant agency. *:

Rural

Rural

Non-Rural

indicated for entities encompassing a population of less than 50,000
NOT been designated in the most recent decennial census as an “urbanized” area
by the Secretary of Commerce.

Non-Rural funds are dedicated for entities encompassing a population
of greater than 50,000 people and/or have been designated in the most recent decennial census as an
“urbanized” area by the Secretary of Commerce.



Project Package

- B. Current Cybersecurity Posture
 - B1. Does your agency have cybersecurity and/or data security policies? **Yes/No**
 - B2. Does your agency have a cybersecurity training awareness program? **Yes/No**
 - B3. Does your agency have a cybersecurity incident response plan? **Yes/No**

B. Current Cybersecurity Posture

B1. Does your agency have cybersecurity and/or data security policies? *: Yes No

B2. Does your agency have a cybersecurity training awareness program? *: Yes No

B3. Does your agency have a cybersecurity incident response plan? *: Yes No



Project Package

- B. Current Cybersecurity Posture
 - B4. Does your agency receive cybersecurity threat intelligence? **Yes/No**
 - If **YES**:
 - B4.a Describe the sources of threat intelligence (i.e., federal, state, local, private sector/vendor)

B4. Does your agency receive cybersecurity threat intelligence?* Yes No

B4.a Please describe the sources of threat intelligence (i.e., federal, state, local, private sector/vendor) :

Describe sources of threat intelligence

461 character(s) left



Project Package

- B. Current Cybersecurity Posture
 - B5. Does your agency participate in information sharing with federal, state, and local agencies? (i.e. Missouri Department of Public Safety (DPS)/Office of Homeland Security (OHS), Missouri Information Analysis Center (MIAC), St. Louis Fusion Center, Kansas City Regional Fusion Center) **Yes/No**
 - If **NO**:
 - B5.a Explain why your agency does not participate in information sharing with federal, state, and local agencies

B5. Does your agency participate in information sharing with federal, state, and local agencies?
(i.e., Missouri Department of Public Safety (DPS)/Office of Homeland Security (OHS), Missouri Information Analysis Center (MIAC), St. Louis Fusion Center, Kansas City Regional Fusion Center) *:

Yes No

B5.a Please explain why your agency does not participate in information sharing with federal, state, and local agencies. :

Explain why your agency does not participate in information sharing.

431 character(s) left



Project Package

- B. Current Cybersecurity Posture
 - B6. Does your agency subscribe to the Missouri Department of Public Safety (DPS)/Office of Homeland Security (OHS) Cybersecurity Program? **Yes/No**
 - If NO:
 - B6.a Check the box to certify your understanding that applicants **MUST** subscribe to the DPS/OHS Cybersecurity Program and participate in information sharing with federal, state, and local agencies at the time of application submission to be eligible for funding

B6. Does your agency subscribe to the Missouri Department of Public Safety (DPS)/Office of Homeland Security (OHS) Cybersecurity Program?*

Yes No

Applicants **MUST** subscribe to the Missouri Department of Public Safety (DPS)/Office of Homeland Security (OHS) Cybersecurity Program and participate in information sharing with federal, state, and local agencies at the time of application submission to be eligible for funding. Entities can subscribe by emailing securityintel@mshp.dps.mo.gov with your name, agency/entity, title, desk phone, work phone, and email address.

B6.a Please check the box to certify understanding that the applicant agency must subscribe to the Missouri Office of Homeland Security (OHS) Cybersecurity Program at the time of application. To subscribe to the Missouri Department of Public Safety (DPS)/Office of Homeland Security (OHS) Cybersecurity Program, email securityintel@mshp.dps.mo.gov with your name, agency/entity, title, desk phone, work phone, and email address.:



Project Package

- C. CISA Cybersecurity Performance Goals (CPG) Assessment
 - **Completion of the CISA CPG Assessment and submission of the CISA CPG Report is required to be eligible for FY 2025 SLCGP funding**
 - Instructions to complete the CISA CPG Assessment are found in the instructions for Section C of the Project Package in WebGrants and in the attachments for the funding opportunity
 - **The CISA CPG Report must be uploaded in the Named Attachments Form**
 - **The CISA CPG Report contains sensitive cybersecurity information. The report is exempt from release under the Missouri Sunshine Law (Section 610.021 (19), RSMo)**

C. CISA Cybersecurity Performance Goals (CPG) Assessment

Completion of the CISA CPG Assessment and submission of the CISA CPG Report is required to be eligible for FY 2025 SLCGP funding.

The CISA's Cybersecurity Performance Goals (CPGs) are a set of voluntary, high-impact security practices designed to help organizations, particularly those in critical infrastructure, improve their cybersecurity posture. The CPGs are not a checklist, but rather a framework for prioritizing and implementing security measures to mitigate the most common and impactful cyber threats.

Step-by-step instructions for completing the CISA CPG Assessment can be found at the following link: [CISA CPG Assessment Instructions](#).

The CISA CPG Report must be uploaded in the Named Attachments Form.

Note: The CISA CPG Report contains sensitive cybersecurity information. This report is exempt from release under the Missouri Sunshine Law (Section 610.021 (19), RSMo).



Project Package

- C. CISA Cybersecurity Performance Goals (CPG) Assessment
 - C1. Has your agency completed the CISA CPG Assessment? **Yes/No**
 - Complete the section below using the distribution percentages for each NIST category from the completion of your CISA CPG Assessment

C1. Has your agency completed the CISA CPG Assessment?* Yes No

Please complete the below section using the distribution percentages for each NIST category from the completion of your CISA CPG Assessment.

Identity*:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Implemented	In Progress	Scoped	Not Implemented	Unanswered
Protect*:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Implemented	In Progress	Scoped	Not Implemented	Unanswered
Detect*:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Implemented	In Progress	Scoped	Not Implemented	Unanswered
Response*:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Implemented	In Progress	Scoped	Not Implemented	Unanswered
Recover*:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Implemented	In Progress	Scoped	Not Implemented	Unanswered



Project Package

- D. Project Details
 - D1. Please give a brief overall description of your requested project.
 - D2. Provide a summary of specific project actions/items that will be purchased with grant funds.

D. Project Details

D1. Please give a brief overall description of your requested project.*:

Give a brief overall description of your requested project.

941 character(s) left

D2. Provide a summary of specific project actions/items that will be purchased with grant funds. *:

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

407 character(s) left



Project Package

- D. Project Details
 - D3. Will the proposed project involve any changes to the natural or built environment to involve any building modification or ground disturbance. For example: drilling a hole in a wall of a building to mount equipment or run wire for new equipment. **Yes/No**
 - If **YES**:
 - D3.a Please explain how the requested project will involve changes to the built or natural environment

Please Note: Acquiring land or constructing, remodeling, or performing alterations of buildings or other physical facilities is not allowable. This prohibition does not include minor building modifications necessary to install and connect grant-purchased equipment that do not substantially affect a building's structure, layout, systems, or critical aspects of a building's safety, or otherwise materially increase the value or useful life of a building.

D.3 Will the proposed project involve any changes to the natural or built environment to involve any building modification or ground disturbance. For Example: drilling a hole in a wall of a building to mount equipment or run wire for new equipment.*:

Yes

No

D3.a Please explain how the requested project will involve changes to the built or natural environment.:

Explain how the requested project will involve changes to the built or natural environment. EXAMPLE: Holes will be drilled in walls to place new cameras that are NDAA compliant.



Project Package

- D. Project Details
 - D4. Provide an estimated duration of the project (how long will it take to complete the project).
 - Project activities must be completed during the grant period of performance
 - The grant period of performance for the FY 2025 SLCGP is **September 1, 2025 – May 31, 2029**

D4. Provide an estimated duration of the project (how long will it take to complete this project). *:

Provide estimated duration of project.

461 character(s) left

Project activities must be completed during the grant period of performance.

The grant period of performance for the FY 2025 SLCGP is September 1, 2025 – May 31, 2029.



Project Package

- D. Project Details

- D5. Explain why the project is necessary and how it will improve the cybersecurity posture of your agency and the state of Missouri.
- D6. Explain how the project will close gaps and strengthen capabilities identified in your agency's CISA CPG Assessment.

D5. Please explain why this project is necessary and how it will improve the cybersecurity posture of your agency and the state of Missouri. *:

Explain why the project is necessary and how it will improve the cybersecurity posture of your agency and the state of Missouri.

372 character(s) left

D6. Please explain how this project will close gaps and strengthen capabilities identified in your agency's CISA CPG Assessment. *:

Explain how the project will close gaps and strengthen capabilities identified in your agency's CISA CPG Assessment. |

383 character(s) left



Project Package

- D. Project Details
 - D7. Check the box to attest the requested project works to close gaps and strengthen capabilities identified in the CISA CPG Assessment.
 - D8. Select from the list which NIST functions your project will address.
 - D8.a Explain how your project will address the above selected NIST functions.

D7. By checking this box the applicant agency attests the requested project works to close gaps and strengthen capabilities identified in their agency's CISA CPG Assessment.*:

D8. Please select from the list which NIST functions your project will address.*:

D8.a Please explain how your project will address the above selected NIST functions.*:

Explain how your project will address the selected NIST functions.



Project Package

- D. Project Details

- D9. Does the requested project align to any of the state of Missouri established priorities for the FY 2025 SLCGP? The priorities are listed in the FY 2025 SLCGP Notice of Funding Opportunity. Yes/No

- If YES:

- D9.a Select the priority(s) your project aligns with.

- D9.b Explain how your project aligns to the priority(s) selected in D9.a.

D9. Does the requested project align to any of the state of Missouri established priorities for the FY 2025 SLCGP? The priorities are listed in the FY 2025 SLCGP Notice of Funding Opportunity. *:

Yes No

D9.a Please select which priority(s) your project aligns with. :

Implement multi-factor authentication Implement enhanced logging

D9.b Please explain how your project aligns to the priorities selected in question D9.a. :

Explain how the project aligns to the priorities selected in D9.a.



Project Package

- D. Project Details
 - D10. Select the SLCGP Objective and associated project activity(ies) that your project best aligns with. Select all that apply.
 - FY 2025 SLCGP Objectives are discussed in detail in Appendix A of the NOFO
 - Only one Objective can be submitted per application
 - Maximum of our applications (one for each Objective), not to exceed \$200,000, cumulatively, will be allowed per applicant agency

D10. Please select the SLCGP Objective and associated project activity(ies) that your project best aligns with. The Objectives of the FY 2025 SLCGP are discussed in detail in Appendix A of the NOFO.

Only one objective can be submitted per application.

A maximum of four applications (one for each objective), not to exceed \$200,000 cumulatively, will be allowed per applicant agency.

Objective*:

Objective 3 – Implement security protections commensurate with risk.

Please select the project activity(ies) your project best aligns with.

Project Activity(ies)*:

- Replacement of End-of-Life Hardware/Software
- Multi-Factor Authentication (MFA)
- Other



Project Package

- D. Project Details
 - D10.a If you selected “Other” as a project activity, please provide a brief explanation of the project activity that will be completed.

Objective*:

Objective 3 – Implement security protections commensurate with risk.

Please select the project activity(ies) your project best aligns with.

Project Activity(ies)*:

Replacement of End-of-Life Hardware/Software Multi-Factor Authentication (MFA)

Other

D10.a If you selected "Other" as a project activity, please provide a brief explanation of the project activity that will be completed. :

Provide a brief explanation of the project activity you selected "Other" as your Project Activity above. |



Project Package

- D. Project Details
 - D11. Explain how the requested project aligns with the Missouri Comprehensive Cybersecurity Plan.
 - Blue font indicates a link to the Missouri Comprehensive Cybersecurity Plan

D11. Please explain how the requested project aligns with the [Missouri Comprehensive Cybersecurity Plan](#).*:



Explain how the requested project aligns with the Missouri Comprehensive Cybersecurity Plan.

407 character(s) left



Project Package

- D. Project Details

- D12. Check the box to attest your agency does not have funds that are budgeted for the requested project as supplanting is not allowed for the FY 2025 SLCGP
- D13. Check the box to certify understanding that project activities must be completed within the period of performance (September 1, 2025 – May 31, 2029) and work on the project cannot begin until a grant award (Subaward Agreement) has been received and fully executed. If project activities are started prior to the completion of the above listed activities, costs will be deemed ineligible.

D12. By checking this box, the applicant agency attests they do not have funds that are budgeted for the requested project as supplanting is not allowed for the FY 2025 SLCGP. *:

D13. By checking this box, the applicant agency certifies understanding that project activities must be completed within the period of performance (September 1, 2025 – May 31, 2029) and work on the project cannot begin until a grant award (Subaward Agreement) has been received and fully executed. If project activities are started prior to the completion of the above listed activities, costs will be deemed ineligible.

*:



Project Package

- D. Project Details
 - D14. How does the agency plan to financially sustain the requested items in the future without grant funding?

D14. How does your agency plan to financially sustain the requested items in the future without grant funding? *:

Explain how the agency plans to financially sustain the requested items in the future without grant funding.

142 character(s) left



Project Package

- E. DHS Performance Metrics
 - E1. Select from the dropdown if the requested project will result in the fulfillment of any of the activities.
 - If the requested project will not fulfill any of the activities, select N/A.
 - E1.a If your project will achieve one or more of the activities selected in E.1, please describe how your project will accomplish these activities.

E. DHS Performance Metrics

E1. Please select from the “dropdown” if the requested project will result in the fulfillment of any of the activities. If the requested project will not fulfill any of the activities, select N/A. *:

Perform phishing training Conducting cybersecurity awareness campaigns

E1.a If your project will achieve one or more of the activities selected in E1, please describe how your project will accomplish these activities. :

Describe how your project will accomplish these activities.

440 character(s) left



Project Package

- F. Cost Share/Match Requirement
 - F1. Will your agency be utilizing cash (hard) match to meet the 40% match requirement? **Yes/No**
 - If **YES**:
 - F1.a Please describe the source of the cash.
- **Funds from other Federal grants cannot be utilized to fulfill the match requirement on the FY 2025 SLCGP, unless specifically authorized****

F. Cost Share/Match Requirement

F1. Will your agency be utilizing cash (hard) match to meet the 40% match requirement? *:

Yes

No

F1.a Please describe the source of the cash :

Describe the source of the cash. |

Funds from other Federal grants cannot be utilized to fulfill the match requirement on the FY 2025 SLCGP, unless specifically authorized.



Project Package

- F. Cost Share/Match Requirement
 - F2. Will your agency be utilizing in-kind (soft) match to meet the 40% match requirement? **Yes/No**
 - If **YES**:
 - F2.a Please describe the in-kind match that will be utilized.

F2. Will your agency be utilizing in-kind (soft) match to meet the 40% match requirement?*:

Yes

No

Only property or services that comply with program guidance and/or program regulations, are allowable. A subrecipient cannot use a source for the soft match that is completely unrelated to the SLCGP program's goals, objectives, NOFO, etc. The same contribution cannot be used if it is already used as match for another Federal grant program or paid from other grant funds, unless specifically authorized.

F2.a Please describe the in-kind match that will be utilized.:

Describe the in-kind match that will be utilized.

The same contribution cannot be used if it is already used as match for another Federal grant program or paid from other grant funds, unless specifically authorized.



Project Package

- F. Cost Share/Match Requirement

- F2. Will your agency be utilizing in-kind (soft) match to meet the 40% match requirement? **Yes/No**

- If **YES**:

- F2.b Describe how the in-kind match relates to the project.

- F2.c Will the agency be able to provide supporting documentation for the in-kind match?

- F2.d Check the box to attest the in-kind match has not and/or will not be utilized to fulfill a match requirement on any other Federal grant.

F2.b Please describe how the in-kind match relates to the project :

Describe how the in-kind match relates to the project.

F2.c Will the agency be able to provide supporting documentation for the in-kind match? :

Yes No

F2.d By checking this box the applicant agency attests the in-kind match has not and/or will not be utilized to fulfill a match requirement on any other Federal grant. :



Project Package

- G. Audit

- Utilize your agency's most recent audit to complete the questions in the "Audit" section
 - If your agency does not have any audit, complete the section utilizing the most recent annual financial statements and attach the statements in the Named Attachments form in lieu of the audit
- G1. Has the applicant agency exceeded the federal expenditure threshold of \$1,000,000 in federal funds during the agency's last fiscal year? **Yes/No**
 - The \$1,000,000 federal expenditure threshold is met when an agency has expended \$1,000,000 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 Schedule of Expenditure of Federal Awards (SEFA)

G. Audit

G1. Has the Applicant Agency exceeded the federal expenditure threshold of \$1,000,000 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 DPS/OHS within nine (9) months after the end of the audited fiscal year.



Project Package

- H. Risk Assessment
 - The “Risk Assessment” section is used to gather information DPS/OHS will utilize to conduct a risk assessment of your agency, as required by 2 CFR 200.332
 - H1. 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
 - If **YES**:
 - H1.a. List the name(s) of the new personnel and their title(s)

H. Risk Assessment

H1. 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.

H1.a. Please list the name(s) of new personnel and their title(s) :

List name(s) of new personnel and their title(s)



Project Package

- H. Risk Assessment

- H2. 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
 - If **YES**:
 - H2.a. List the name(s) of the new personnel and their title(s)

H2. 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.

H2.a. Please describe the new fiscal or time accounting system that will be used on this award. :

Describe the new fiscal or time accounting system that will be used on this award.



Project Package

- H. Risk Assessment

- H3. 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 DPS/OHS.

- If **YES**:

- H3.a. List the direct Federal awards the agency receives.
 - H3.b. Did the applicant agency receive any Federal monitoring on a direct federal award in their last fiscal year? **Yes/No**

- If **YES**:

- H3.b.1. List the direct awards that were monitored and indicate if there were any findings or recommendations.

H3. 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.

H3.a. Please list the direct Federal awards the agency receives.:

List the direct Federal awards the agency receives.

H3.b. Did the applicant agency receive any Federal monitoring on a direct federal award in their last fiscal year? :

Yes No

H3.b.1. Please list the direct awards that were monitored and indicate if there were any findings or recommendations. :

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



Project Package

- I. Certified Assurances
 - The Certified Assurances section certifies:
 - Data in the application is true and correct
 - Document has been duly authorized by the governing body
 - Applicant attests to and/or will comply with the Certified Assurances if assistance is awarded
 - Must be certified by the Authorized Official
 - 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 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 is a college/university, the President shall be the Authorized Official
 - If the applicant agency is a Regional Planning Commission or Council of Government, the Executive Director shall be the Authorized Official
 - If the applicant agency is a special district, such as a Fire Protection District or Ambulance District, the Board Chair/President shall be the Authorized Official
 - If the applicant agency is a school district, the Superintendent or School Board President shall be the Authorized Official

The agency's correct Authorized Official must be designated in the "Contact Information" form and the "Certified Assurances" form to be eligible for funding

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



Project Package

- I. Certified Assurances
- Select the “blue link” to review the Certified Assurances for FY 2025 SLCGP
- I1. Check the box to certify the Authorized Official has read and agrees to the terms and conditions of the grant

I. 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:

SLCGP Certified Assurances

I1. By checking this box, I have read and agree to the terms and conditions of this grant.*:



Project Package

- I. Certified Assurances
 - I2. Complete the certification with the Authorized Official's name and title
 - I3. Complete with the name and title of the person completing the application
 - I4. Check the box to certify understanding the correct Authorized Official MUST be designated on the form to be eligible for funding
 - I5. Enter the date the application is being complete and submitted

If the incorrect Authorized Official is listed in I2. of the application, the application will be deemed ineligible for funding!

The image shows a screenshot of a certification form with four red arrows pointing to specific fields. The form is on a light yellow background. The fields are:

- I2. Authorized Official Name and Title *:** A text input field containing the placeholder text "Authorized Official's Name & Title". A red arrow points to this field from the top left.
- I3. Name and Title of person completing this application *:** A text input field containing the placeholder text "Person Completing the Application Name & Title". A red arrow points to this field from the left.
- I4. By checking this box, I certify I have read and understand that the correct Authorized Official MUST be designated on this form in order to be eligible for funding.*:** A checkbox that is checked with a green checkmark. A red arrow points to the checkmark from the right.
- I5. Date*:** A text input field containing the date "04/09/2026". A red arrow points to this field from the bottom left.



Project Package

- Once the “Project Package” is complete, select “Save Form”
- Select, “Mark as Complete”

☰ SLCGP Project Package

Save Form

☰ SLCGP Project Package

✓ Mark as Complete

Edit Form



Budget

- Select “Budget”

Application Preview Attachments Alert History Map

Application Details [Preview Application](#) [Withdraw](#)

Application cannot be Submitted Currently

- Application components are not complete

Component	Complete?	Last Edited
General Information	✓	Apr 8, 2026 8:50 AM - TEST TEST
Contact Information	✓	Apr 8, 2026 9:00 AM - TEST TEST
DPS Grants State Requirements	✓	Apr 8, 2026 9:13 AM - TEST TEST
Project Package	✓	Apr 9, 2026 12:24 PM - TEST TEST
Budget	-	-
Named Attachments	-	-



Budget

- Select “Budget”

Application Preview Attachments Alert History Map

Application Details [Preview Application](#) [Withdraw](#)

Application cannot be Submitted Currently

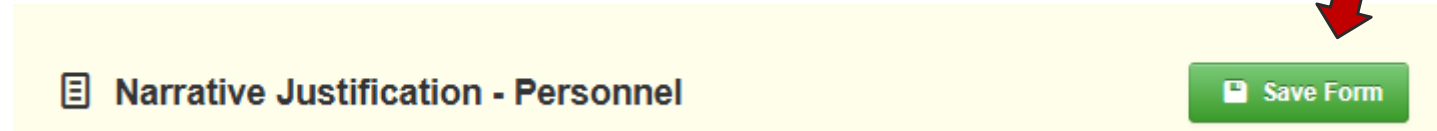
- Application components are not complete

Component	Complete?	Last Edited
General Information	✓	Apr 8, 2026 8:50 AM - TEST TEST
Contact Information	✓	Apr 8, 2026 9:00 AM - TEST TEST
DPS Grants State Requirements	✓	Apr 8, 2026 9:13 AM - TEST TEST
Project Package	✓	Apr 9, 2026 12:24 PM - TEST TEST
Budget	-	-
Named Attachments	-	-



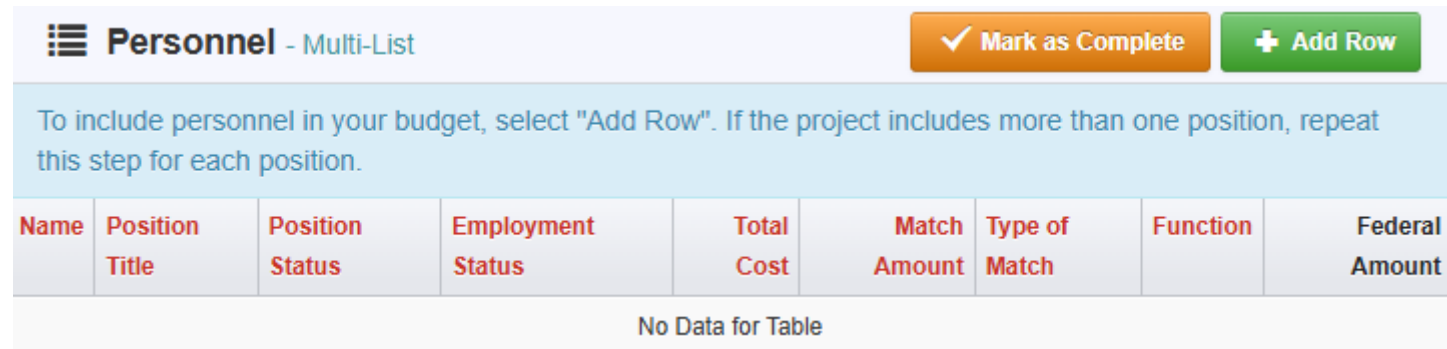
Budget

- Select “Save Form”



- Select “Add Row” under the budget section(s) you wish to add a budget line(s) for

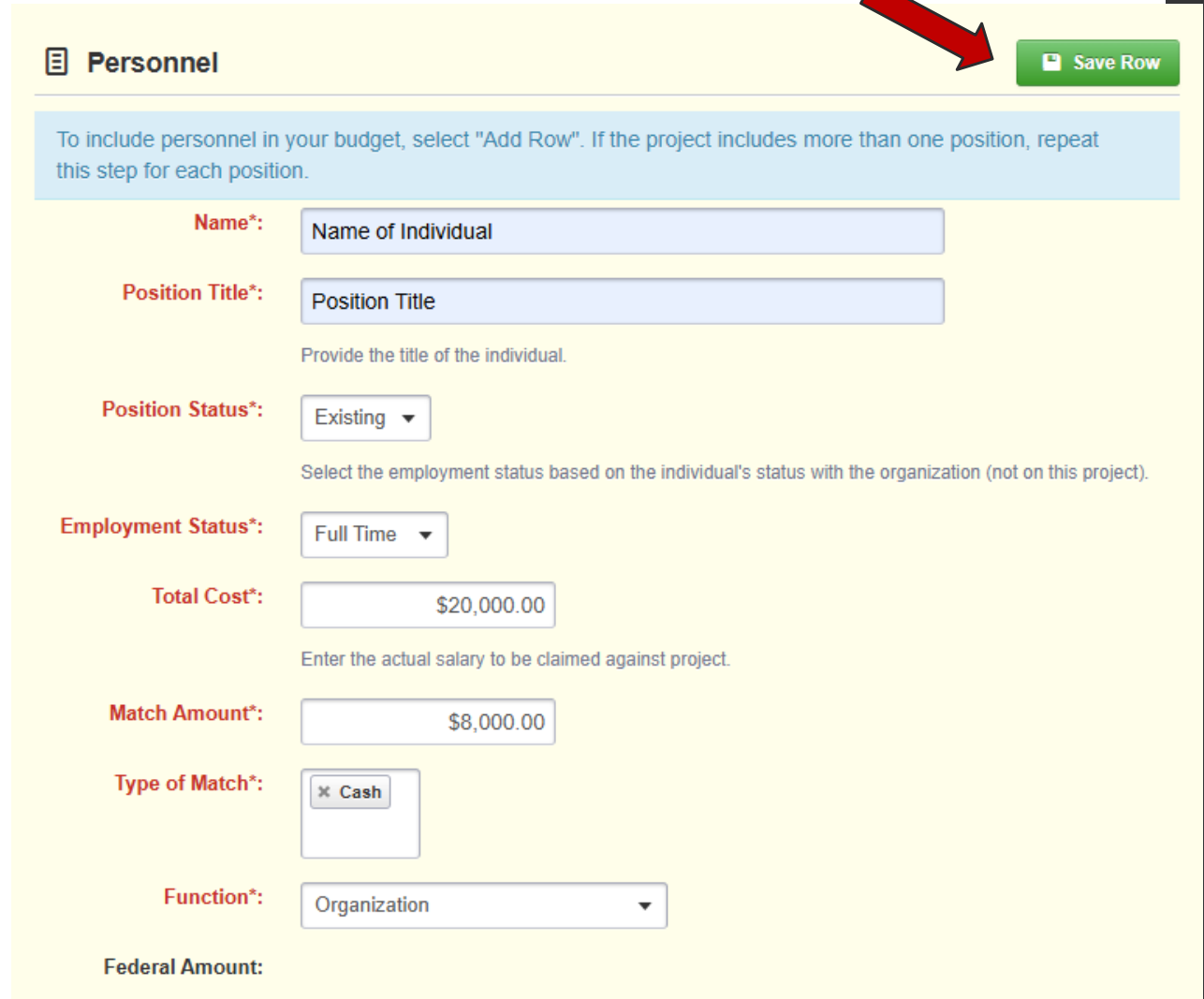
- Personnel
- Personnel Benefits
- Travel/Training
- Equipment
- Supplies/Operations
- Contractual



Budget

• Personnel Budget Lines

- To include personnel in your budget, select “Add Row” in the “Personnel” budget section
 - If the project includes more than one individual, repeat this step for each person
 - Name: Provide the name of the individual grant funding is requested for. If unknown, put TBD
 - Position Title: Provide the title of the individual
 - Position Status: Select “New” or “Existing”
 - Employment Status: Select “Full” or “Part-Time”
 - Total Cost: Enter the total amount of salary costs
 - **See slides #97-101 for detailed instructions and examples on entering costs**
 - Match Amount: Enter the amount of match
 - **See slides #97-101 for detailed instructions and examples on entering costs**
 - Type of Match: Select “Cash” or “In-Kind” for the type of match that will be used
 - Function: Select the function that best aligns with the requested budget line (Planning, Organization, Equipment, Training, or Exercise)
- Select “Save Row”



Personnel Save Row

To include personnel in your budget, select "Add Row". If the project includes more than one position, repeat this step for each position.

Name*:

Position Title*:
Provide the title of the individual.

Position Status*:
Select the employment status based on the individual's status with the organization (not on this project).

Employment Status*:

Total Cost*:
Enter the actual salary to be claimed against project.

Match Amount*:

Type of Match*:

Function*:

Federal Amount:



Budget

• Personnel Benefits Budget Lines

- To include fringe benefits in your budget, select “Add Row” in the “Personnel Benefits” budget section
 - If the project includes more than one individual, repeat this step for each person
 - Name: The name should match the individual listed in the personnel budget section
 - Position Title: Provide the title of the individual
 - Benefits % of Salary: Indicate the percentage of total benefits
 - Example: If benefits are 42% of the employee’s salary, enter 42
 - Total Cost: Enter the total amount of benefit costs
 - **See slides #97-101 for detailed instruction and examples on entering costs**
 - Match Amount: Enter the amount of match
 - **See slides #97-101 for detailed instruction and examples on entering costs**
 - Type of Match: Select “Cash” or “In-Kind” for the type of match that will be used
 - Function: Select the function that best aligns with the requested budget line (Planning, Organization, Equipment, Training, or Exercise)
- Select “Save Row”

Personnel Benefits Save Row

To include a fringe benefit in your budget, select "Add Row". If multiple positions are requested, repeat this step for each position.

Name*:

Position Title*:
Provide the title of the individual.

Benefits % of Salary*:
Indicate the percentage of total benefits for which funding is being requested. For example, if an individual benefits are at 42% of their salary, enter 42.

Total Cost*:
Enter the actual benefit to be claimed against project.

Match Amount*:

Type of Match*:

Function*:

Federal Amount:



Budget

- **Travel Budget Lines**

- To include travel in your budget, select “Add Row” in the Travel budget section
 - Enter the total cost for each item
 - Cost includes all categories for the expense item (i.e. Conferences may include registration, lodging, mileage, per diem, etc.)
 - Per diem is only allowed when in 12 hour travel status
 - Travel must be by the most direct, practical route
 - Mileage should not exceed state rates approved by Missouri Office of Administration (OA) found at: [Mileage Rates](#)
 - Lodging and meal expenses shall adhere to the state per diem rates which can be found at: [Per Diem Rates](#)
 - Incidentals are not allowed
 - Agency travel policy will apply if such is more restrictive than those mentioned herein
 - Item Name: Identify name of travel
 - Category: Select applicable travel-related costs
 - Ensure you select all that apply
 - Explanation of Other Travel: If you select “Other” in the “Category” field, provide a brief explanation of the “Other” Costs
 - Total Cost: Enter the total amount of travel costs
 - **See slides #97-101 for detailed instructions and examples on entering costs**
 - Match Amount: Enter the amount of match
 - **See slides #97-101 for detailed instructions and examples on entering costs**
 - Type of Match: Select “Cash” or “In-Kind” for the type of match that will be used
 - Function: Select the function that best aligns with the requested budget line (Planning, Organization, Equipment, Training, or Exercise)
- Select “Save Row”



Budget

• Travel Budget Lines

1. To include travel related costs in the budget, select "Add Row". Repeat this step to include each expense.
2. Enter total cost for each item. Cost includes all categories for the expense item. (ie. Conferences may include hotel, mileage, per diem, etc.)
3. Per diem is only allowed when persons are on 12 hour travel status.
4. Travel must be by the most direct, practical route. The amount of mileage allowance shall not exceed the state rates approved by the Missouri Office of Administration.
5. Lodging and meal expenses shall adhere to the state of Missouri per diem rates established by the Missouri Office of Administration, which can be found at Per Diem Rates. Incidentals will not be allowed.
6. Agency travel policy will apply if such is more restrictive than those mentioned herein.



Item Name*:

Identify the type of expense. For conferences, list conference name and dates.

Category*: Lodging Mileage
 Per Diem/Meals Vehicle Rental
 Other (Parking, taxi, airfare, etc.)

Select the applicable travel-related cost(s) to include in the budget. **TO SELECT MULTIPLE CATEGORIES, HOLD CONTROL DOWN WHILE SELECTING THEM.**

Explanation of Other Travel:

Total Cost*:

Enter the amount requested for this travel budget line.

Match Amount*:

Type of Match*: Cash

Function*:

Federal Amount:



Budget

• Equipment Budget Lines

- To include equipment in your budget, select “Add Row” in the “Equipment” budget section
 - Repeat this step for each equipment item requested
 - **Equipment items are defined as tangible property having an acquisition cost of \$5,000 or more and a useful life or more than one year**
 - Item Name: List the name of the equipment that is requested
 - AEL #: Use the [Authorized Equipment List \(AEL\)](#) to locate the AEL# that aligns with the requested equipment
 - Quantity: Indicate the quantity of the equipment requested
 - Unit Cost: Enter the unit cost (cost per individual item)
 - Total Cost: Enter the total amount of equipment costs
 - **See slide #97-101 for detailed instructions and examples on entering costs**
 - Match Amount: Enter the amount of match
 - **See slide #97-101 for detailed instructions and examples on entering costs**
 - Type of Match: Select “Cash” or “In-Kind” for the type of match that will be used
 - Function: Select the function of “Equipment”
- Select “Save Row”

Equipment

Save Row

All equipment items are defined as tangible property having an acquisition cost of \$5,000 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 Named Attachment component of the application.

To include an equipment item in the budget, select "Add Row". To include more than one equipment expense, repeat this step for each budget item.

Item Name*:	<input type="text" value="List equipment requested"/>
AEL #*:	<input type="text" value="04HW-01-INHW"/>
Quantity*:	<input type="text" value="2"/>
Unit Cost*:	<input type="text" value="\$6,000.00"/>
Total Cost*:	<input type="text" value="\$12,000.00"/>
Match Amount*:	<input type="text" value="\$4,800.00"/>
Type of Match*:	<input type="button" value="x Cash"/>
Function*:	<input type="text" value="Equipment"/>
Federal Amount:	



Budget

You have two options to find the equipment you need:

Browse

Click to open accordions and drill down to the specific equipment.

Browse the List

Advanced Search

Enter keywords, filter by category, or sort.

Advanced Search

- **Equipment Budget Lines**

- [Authorized Equipment List](#) – utilize the link to locate the AEL # for the requested equipment
- Select “Browse the List”
- Utilize the “+” to expand the options in each category
 - Most items requested for SLCGP will be located in one of the following categories:
 - 04 – Information Technology
 - 05 – Cyber Security Enhancement Equipment
- The AEL # number will be listed in front of the AEL Name (Ex: 04HW-01-INHW)

Expand the tree below to select the Authorized Equipment List item of your choosing.

01 - Personal Protective Equipment	+
02 - Explosive Device Mitigation and Remediation Equipment	+
03 - CBRNE Operational and Search and Rescue Equipment	+
04 - Information Technology	+
05 - Cyber Security Enhancement Equipment	+
04 - Information Technology	–
AI - Artificial Intelligence	+
AP - Application Systems and Software	+
HW - Hardware	–
01 - Computers	–
• 04HW-01-INHW - Hardware, Computer, Integrated	
• 04HW-01-MOBL - Computer, Mobile Data	



Budget

• Supplies/Operations Budget Lines

- To include supplies/operations in your budget, select “Add Row” in the “Supplies/Operations” budget section
 - Repeat this step for each supply/operation item that is requested
 - **Supplies and operations are defined as property with an acquisition cost of less than \$5,000 or a useful life of less than one year**
 - Supply/Operation Type: Select the supply/operation type that best aligns with the requested items
 - Item Name: List the name of the supplies/operations that are requested
 - Quantity: Indicate the quantity of the supplies/operations requested
 - Unit Cost: Enter the unit cost (cost per individual item)
 - Total Cost: Enter the total amount for the supply/operation item
 - **See slide #97-101 for detailed instructions and examples on entering costs**
 - Match Amount: Enter the amount of match
 - **See slide #97-101 for detailed instructions and examples on entering costs**
 - Type of Match: Select “Cash” or “In-Kind” for the type of match that will be used
 - Function: Select the function that best aligns with the requested budget line (Planning, Organization, Equipment, Training, or Exercise)
- Select “Save Row”

Supplies/Operations

[Save Row](#)

Supplies and Operations items are defined as property with acquisition cost less than \$5,000, or a useful life of less than one year.

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

Supply/Operation Type*: Other (computer, projector, chair, etc.)

List each supply/operational item by type.

Item Name*: List supply/operation item requested

Quantity*: 100

Enter the requested number of months, people, units, etc. If the expense is a one-time cost, enter 1.

Unit Cost*: \$500.00

Total Cost*: \$50,000.00

Match Amount*: \$20,000.00

Type of Match*: Cash

Function*: Equipment

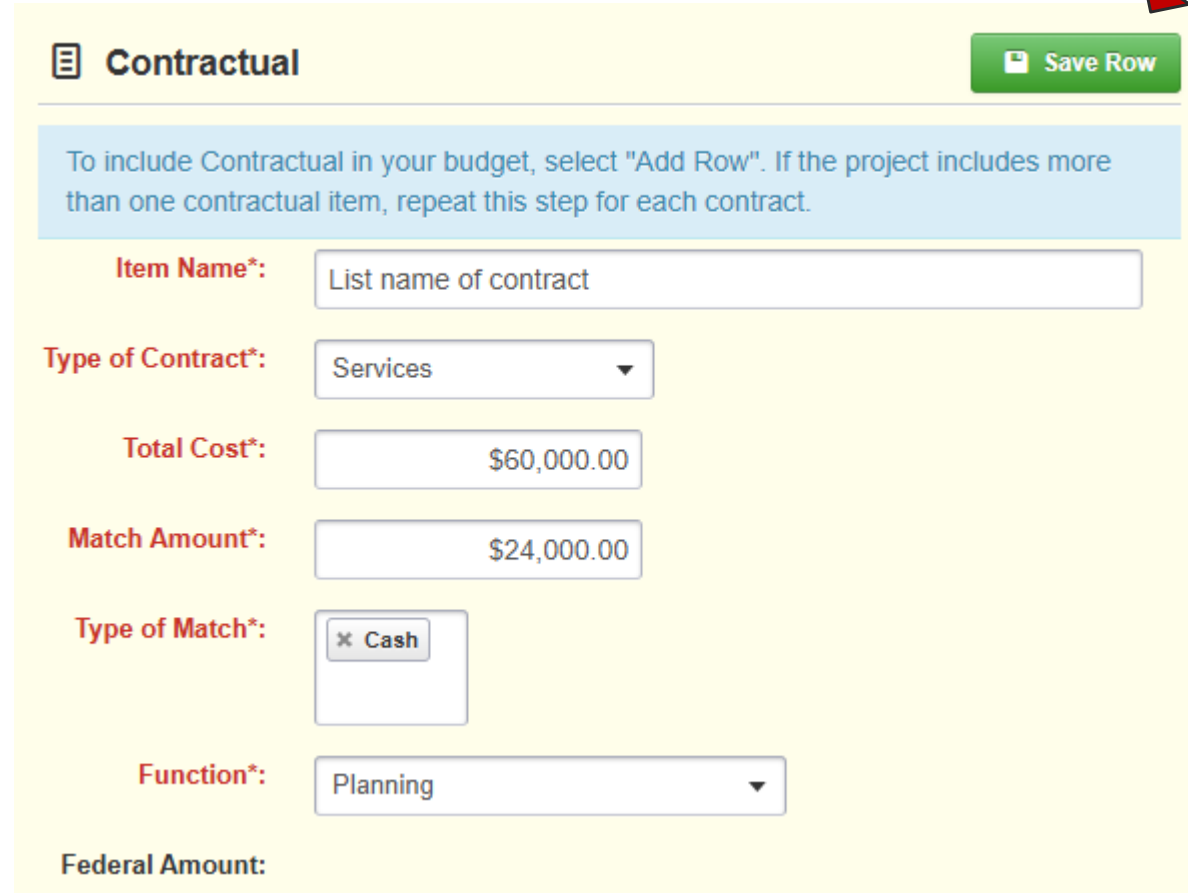
Federal Amount:



Budget

• Contractual Budget Lines

- To include contractual costs in your budget, select “Add Row” in the “Contractual” budget section
 - Repeat this step for each contract that is requested
 - Item Name: List the name of the contract that is requested
 - Type of Contract: Select the type of contract that is requested
 - Services
 - Maintenance
 - Item Acquisition
 - Contracted Personnel
 - Subscriber Fees
 - Total Cost: Enter the total amount for the contract
 - See slide # for detailed instructions and examples on entering costs
 - Match Amount: Enter the amount of match
 - See slide # for detailed instructions and examples on entering costs
 - Type of Match: Select “Cash” or “In-Kind” for the type of match that will be used
 - Function: Select the function that best aligns with the requested budget line (Planning, Organization, Equipment, Training, or Exercise)
- Select “Save Row”



Contractual Save Row

To include Contractual in your budget, select "Add Row". If the project includes more than one contractual item, repeat this step for each contract.

Item Name*: List name of contract

Type of Contract*: Services

Total Cost*: \$60,000.00

Match Amount*: \$24,000.00

Type of Match*: x Cash

Function*: Planning

Federal Amount:



Budget – Match Requirement

- FY 2025 SLCGP has a 40% cost share/match requirement
 - Hard (Cash) – Cash spent for project-related costs
 - Soft (In-Kind) – Contributions of the reasonable value of property or services in lieu of cash which benefit a federally assisted project or program
- Be sure the correct match amounts are included in the “Budget” of your application

If less than 40% match is included in your budget, your application will be deemed INELIGIBLE



Budget – Cash Match

- Entering costs in your budget if utilizing a **cash** match:
 - The federal amount of funds will automatically calculate based on the total cost and match amounts entered
 - Total Cost = Local Match Amount + Federal Amount Requested

Equipment Save Row

All equipment items are defined as tangible property having an acquisition cost of \$5,000 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 Named Attachment component of the application .

To include an equipment item in the budget, select "Add Row". To include more than one equipment expense, repeat this step for each budget item.

Item Name*:	<input type="text" value="Server"/>
AEL #*:	<input type="text" value="04HW-01-INHW"/>
Quantity*:	<input type="text" value="2"/>
Unit Cost*:	<input type="text" value="\$6,000.00"/>
Total Cost*:	<input type="text" value="\$12,000.00"/>
Match Amount*:	<input type="text" value="\$4,800.00"/>
Type of Match*:	<input checked="" type="radio"/> Cash
Function*:	<input type="text" value="Equipment"/>
Federal Amount:	

Note: The Match Amount is = to 40% of the Total Cost

The remaining 60% will display as the Federal Amount after saving



Budget – In-Kind Match

- Entering costs in your budget if utilizing an **in-kind** match:
 - 2 steps are required
 - Step 1: Enter the budget line for your in-kind match
 - Total Cost should = Local Match Amount
 - No Federal amount will be accounted for on this budget line!
 - Step 2: Enter the budget line for the items requested in the project (the items grant funds will be used for)
 - Total Cost = Full cost of the item you are requesting grant funds for
 - Match Amount should be entered as \$0.00
 - Match is accounted for in Step 1
 - Examples are shown on the next slides



Budget – In-Kind Match

- Step 1 Example

Supplies/Operations Save Row

Supplies and Operations items are defined as property with acquisition cost less than \$5,000, or a useful life of less than one year.

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

Supply/Operation Type*: Other (computer, projector, chair, etc.)

List each supply/operational item by type.

Item Name*: Laptops

Quantity*: 5

Enter the requested number of months, people, units, etc. If the expense is a one-time cost, enter 1.

Unit Cost*: \$2,000.00

Total Cost*: \$10,000.00

Match Amount*: \$10,000.00

Type of Match*: In-Kind

Function*: Equipment

Federal Amount:

Note: The Total Cost and Match Amounts are the same!

No Federal funds will be accounted for on this budget line



Budget – In-Kind Match

- Step 2 Example

Supplies/Operations Save Row

Supplies and Operations items are defined as property with acquisition cost less than \$5,000, or a useful life of less than one year.

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

Supply/Operation Type*: Other (computer, projector, chair, etc.)

List each supply/operational item by type.

Item Name*: Servers

Quantity*: 4

Enter the requested number of months, people, units, etc. If the expense is a one-time cost, enter 1.

Unit Cost*: \$3,750.00

Total Cost*: \$15,000.00

Match Amount*: \$0

Type of Match*: In-Kind

Function*: Equipment

Federal Amount:

Note: Match Amount is entered as \$0

Federal funds will account for the \$15,000 entered as the Total Cost on this budget line



Budget – In-Kind Match

- Example after both steps have been completed

☰ **Supplies/Operations - Multi-List** ✓ Mark as Complete + Add Row

Supplies and Operations items are defined as property with acquisition cost less than \$5,000, or a useful life of less than one year.

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

Supply/Operation Type	Item Name	Quantity	Unit Cost	Total Cost	Match Amount	Type of Match	Function	Federal Amount
Other (computer, projector, chair, etc.)	Laptops	5.00	\$2,000.00	\$10,000.00	\$10,000.00	In-Kind	Equipment	\$0.00
Other (computer, projector, chair, etc.)	Servers	4.00	\$3,750.00	\$15,000.00	\$0.00	In-Kind	Equipment	\$15,000.00
				\$25,000.00	\$10,000.00			\$15,000.00

$\$25,000 \text{ (Total Cost)} \times 40\% \text{ Match} = \$10,000$

$\$25,000 \text{ (Total Cost)} \times 60\% \text{ Federal} = \$15,000$



Budget

- After you have added budget lines, complete the narrative justification for each section costs are being requested in
- Select “Edit Form” in the “Narrative Justification” section for the budget category you wish to provide justification for
 - The “Narrative Justification” is located below each corresponding budget category

Personnel - Multi-List ✓ Mark as Complete + Add Row

To include personnel in your budget, select "Add Row". If the project includes more than one position, repeat this step for each position.

Name	Position Title	Position Status	Employment Status	Total Cost	Match Amount	Type of Match	Function	Federal Amount
Name of Individual	Position Title	Existing	Full Time	\$20,000.00	\$8,000.00	Cash	Organization	\$12,000.00
				\$20,000.00	\$8,000.00			\$12,000.00

Last Edited By: TEST TEST - Apr 13, 2026 9:50 AM + Add Row

Narrative Justification - Personnel ✓ Mark as Complete ✎ Edit Form

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), select "Edit Form" at top of page.

If you request a new position or an increase for a current position, please explain why it is being requested.

Include a separate justification for each position requested as well as the name of the staff member filling the position, job duties and annual salary.

Please provide justification for the match requirement. If utilizing cash match, provide the source of the cash. If utilizing in-kind match, describe the source and how it relates to the project.



Budget

- **Personnel Narrative Justification**
 - Provide justification for each position requested to include the need of the position
 - Provide name of the employee filling the position, if unknown list TBD
 - Provide job duties
 - Provide annual salary
 - Provide justification for the match requirement
 - If utilizing cash match, provide the source of the cash
 - If utilizing in-kind match, describe the source and how it relates to the project
- **Personnel Benefits Narrative Justification**
 - Provide justification for each position requested
 - List all benefits that will be covered
 - Provide the cost of each benefit as a percentage of the employee's annual salary
 - Provide justification for the match requirement
 - If utilizing cash match, provide the source of the cash
 - If utilizing in-kind match, describe the source and how it relates to the project



Budget

- **Travel Narrative Justification**
 - Provide justification for each travel requested
 - Address why the travel is necessary
 - Provide a schedule of travel, duration, location, frequency, and cost basis
 - Example: Mileage to travel to X meetings, estimated 3 trips from Jefferson City to St. Louis, estimated 780 miles @ state rate per mile established by the MO Office of Administration
 - For conferences or trainings, provide the name of the conference/training, anticipated date and location, number of staff requested to attend, include why it is necessary, and provide a cost basis for the amount that is requested
 - Provide justification for the match requirement
 - If utilizing cash match, provide the source of the cash
 - If utilizing in-kind match, describe the source and how it relates to the project
- **Equipment Narrative Justification**
 - Provide justification for each equipment item requested
 - Address why the equipment item is necessary
 - Indicate who will use the item, how it will be used, and where it will be housed
 - Provide a cost basis for the amount that is requested
 - Provide justification for the match requirement
 - If utilizing cash match, provide the source of the cash
 - If utilizing in-kind match, describe the source and how it relates to the project




Budget

- **Supplies/Operations Narrative Justification**
 - Provide justification for each supply/operation requested
 - Address why the supply/operation is necessary
 - Provide a cost basis for the amount that is requested
 - Provide justification for the match requirement
 - If utilizing cash match, provide the source of the cash
 - If utilizing in-kind match, describe the source and how it relates to the project
- **Contractual Narrative Justification**
 - Provide justification for each contract requested
 - Address the need for the contract
 - Provide the dates covered by the contract
 - Provide a cost basis for the amount that is requested
 - Provide justification for the match requirement
 - If utilizing cash match, provide the source of the cash
 - If utilizing in-kind match, describe the source and how it relates to the project



Budget

- The screenshot demonstrates an example of a completed budget section for “Equipment”

 **Equipment** - Multi-List
✓ Mark as Complete
+ Add Row


All equipment items are defined as tangible property having an acquisition cost of \$5,000 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 Named Attachment component of the application. ,

To include an equipment item in the budget, select "Add Row". To include more than one equipment expense, repeat this step for each budget item.

Item Name	AEL #	Quantity	Unit Cost	Total Cost	Match Amount	Type of Match	Function	Federal Amount
List equipment requested	04HW-01-INHW	2.00	\$6,000.00	\$12,000.00	\$4,800.00	Cash	Equipment	\$7,200.00
				\$12,000.00	\$4,800.00			\$7,200.00

 **Narrative Justification - Equipment**
✓ Mark as Complete
✎ Edit Form

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), select "Edit Form" 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 servers @ \$5,500.00 each)

Please provide justification for the match requirement. If utilizing cash match, provide the source of the cash. If utilizing in-kind match, describe the source and how it relates to the project.

- Provide justification for each equipment item requested
- Address why the equipment item is necessary
- Indicate who will use the item, how it will be used, and where it will be housed
- Provide a cost basis for the amount that is requested
- Provide justification for the match requirement
 - If utilizing cash match, provide the source of the cash
 - If utilizing in-kind match, describe the source and how it relates to the project

5000 Character Limit



Budget


- The “Total Budget” will reflect all costs requested in each budget category

☰ Total Budget				✓ Mark as Complete
Personnel:	\$12,000.00	\$8,000.00	\$20,000.00	
	Federal	Match	Total	
Personnel Benefits:	\$5,040.00	\$3,360.00	\$8,400.00	
	Federal	Match	Total	
Travel:	\$6,000.00	\$4,000.00	\$10,000.00	
	Federal	Match	Total	
Equipment:	\$7,200.00	\$4,800.00	\$12,000.00	
	Federal	Match	Total	
Supplies:	\$30,000.00	\$20,000.00	\$50,000.00	
	Federal	Match	Total	
Contractual:	\$72,000.00	\$48,000.00	\$120,000.00	
	Federal	Match	Total	
Totals:	\$132,240.00	\$88,160.00	\$220,400.00	
	Federal	Match	Total	



Budget

- After you have entered all budget lines and narrative justifications, select “Mark as Complete”
 - All “Mark as Complete” options on form will work



The screenshot displays two sections of a budget form. The top section, titled "Personnel - Multi-List", has a light blue background and contains a red arrow pointing to an orange "Mark as Complete" button and a green "+ Add Row" button. The bottom section, titled "Total Budget", has a light yellow background and contains a red arrow pointing to an orange "Mark as Complete" button.



Named Attachments

- Select “Named Attachments”

Application Preview Attachments Alert History Map

Application Details [Preview Application](#) [Withdraw](#)

Application cannot be Submitted Currently


- Application components are not complete

Component	Complete?	Last Edited
General Information	✓	Apr 8, 2026 8:50 AM - TEST TEST
Contact Information	✓	Apr 8, 2026 9:00 AM - TEST TEST
DPS Grants State Requirements	✓	Apr 8, 2026 9:13 AM - TEST TEST
Project Package	✓	Apr 9, 2026 12:24 PM - TEST TEST
Budget	✓	Apr 13, 2026 11:04 AM - TEST TEST
Named Attachments	-	-



Named Attachments

- Attachments
 - Audit/Financial Statement (Required) – Submit most recent completed Audit or Financial Statement if agency does not have a completed audit
 - Quote/Cost Basis (Required) – Quotes/Cost Basis is required for all items
 - CISA CPG Report (Required) – CISA CPG Report as referenced in Section C of the “Project Package” is required to be submitted
 - Other Supporting Information – up to 5 attachments
- To add the attachment, select the name of the attachment



📎 - Named Attachments								✓ Mark as Complete
Named Attachment	Required	Description	File Name ↗	Type	Size	Upload Date	Delete?	
Audit/Financial Statement (REQUIRED)*	✓							
Quote/Cost Basis (REQUIRED)*	✓							
CISA CPG Report (REQUIRED)*	✓							
Other Supporting Information								
Other Supporting Information								
Other Supporting Information								
Other Supporting Information								
Other Supporting Information								



Named Attachments

- Browse your computer to select a document by selecting “Select file”
- Provide a brief description and select “Save File”

Attach File

Upload File*: Select file

Description*: Audit
495 character(s) left

Save File Cancel

- Select “Mark as Complete”

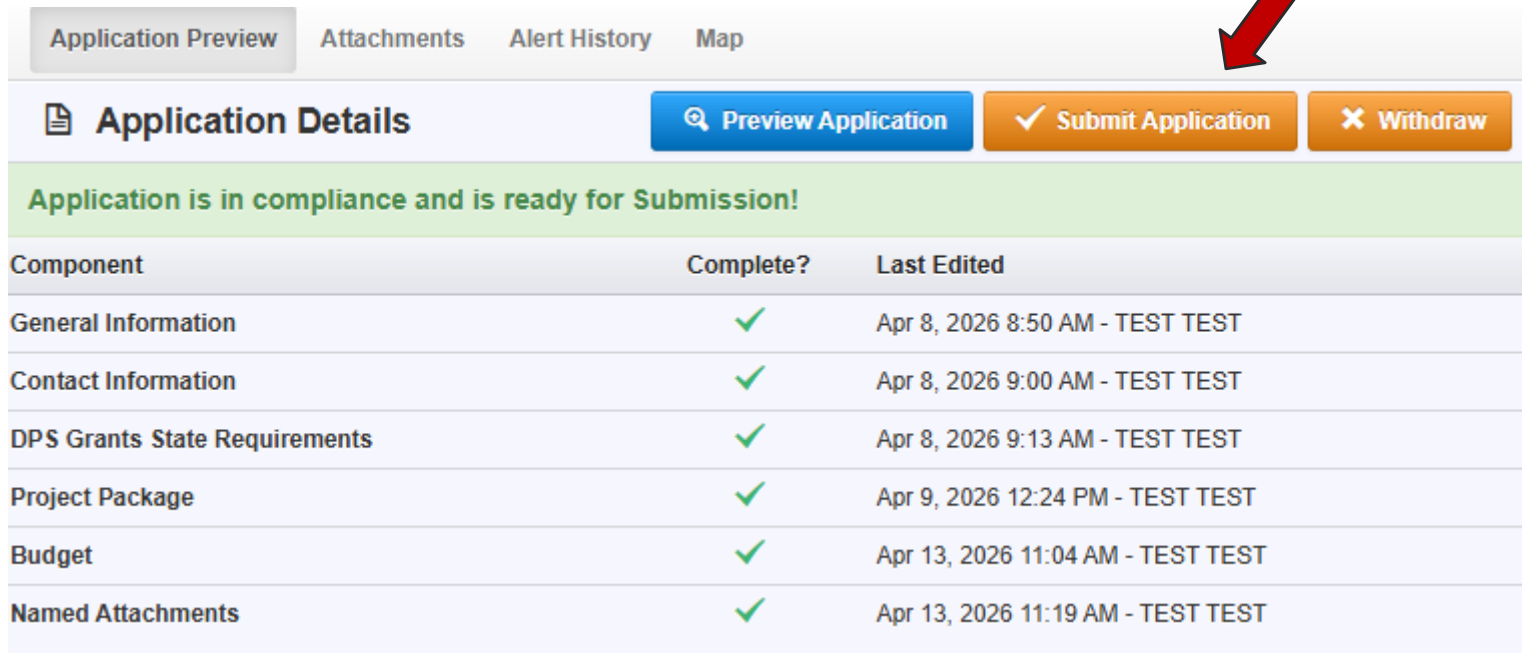
- Named Attachments Mark as Complete

Named Attachment	Required	Description	File Name	Type	Size	Upload Date	Delete?
Audit/Financial Statement (REQUIRED)*	✓	Audit	Test File.docx	docx	11 KB	04/13/2026 11:18 AM	Delete
Quote/Cost Basis (REQUIRED)*	✓	Quotes	Test File.docx	docx	11 KB	04/13/2026 11:18 AM	Delete
CISA CPG Report (REQUIRED)*	✓	CISA CPG Report	Test File.docx	docx	11 KB	04/13/2026 11:19 AM	Delete



Application Submission

- All forms **must be marked complete** in order to submit the application
- When all forms are complete, select “Submit Application”



Application Preview Attachments Alert History Map

Application Details Preview Application Submit Application Withdraw

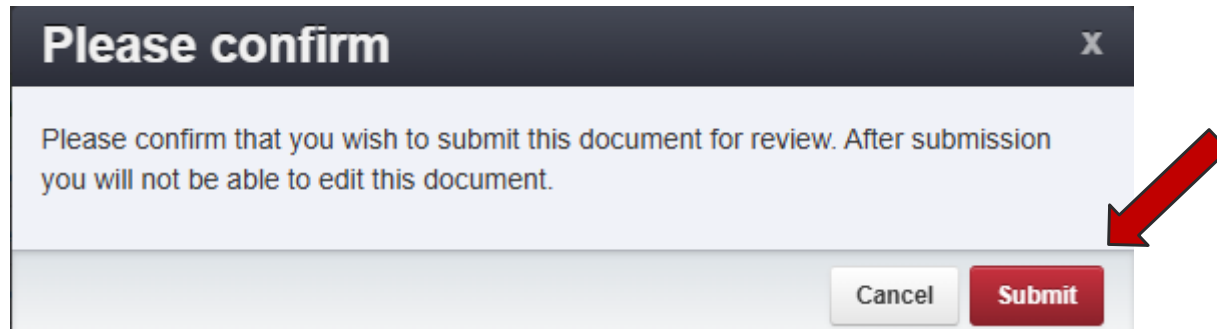
Application is in compliance and is ready for Submission!

Component	Complete?	Last Edited
General Information	✓	Apr 8, 2026 8:50 AM - TEST TEST
Contact Information	✓	Apr 8, 2026 9:00 AM - TEST TEST
DPS Grants State Requirements	✓	Apr 8, 2026 9:13 AM - TEST TEST
Project Package	✓	Apr 9, 2026 12:24 PM - TEST TEST
Budget	✓	Apr 13, 2026 11:04 AM - TEST TEST
Named Attachments	✓	Apr 13, 2026 11:19 AM - TEST TEST



Application Submission


- Select “Submit” to confirm the submission of your application

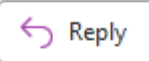
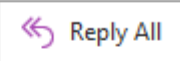
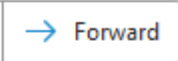




Application Submission

- The “Primary Contact” on the application will receive an email from WebGrants confirming the application submission

WebGrants - Missouri Department of Public Safety - Application - #55583 - Submitted

 dpswebgrants@dps.mo.gov
To dpswebgrants

 Reply  Reply All  Forward  

Mon 4/13/2026 11:21 AM

**** DO NOT RESPOND TO THIS EMAIL ****

The following Application has been submitted:

Application Number: 55583
Project Title: FY 2025 SLCGP ABC Organization
Program Area: State and Local Cybersecurity Grant Program
Applicant Agency: BaseLine Organization
Primary Contact: TEST TEST

If this email requires your attention, you may log into the WebGrants grants management system at <https://dpsgrants.dps.mo.gov>.
You can view or print a copy of the submitted application under the "My Applications" module.

You may now log into the WebGrants system at the following location:
<https://dpsgrants.dps.mo.gov/>



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