

# 2023 Homeland Security Grant Program Application Announcement

County of Sacramento  
Office of Emergency Services



Adelina Ana- Grants Administrator

# State Homeland Security Grant Program (SHSGP)

- SHSGP assists state, tribal, and local preparedness activities that address high-priority preparedness gaps across all core capabilities where a nexus to terrorism exists.

# Narrative Application Additional Requirements

|                                     |   |
|-------------------------------------|---|
| Sustaining or Building Capabilities | Must Identify, on a project-by project basis, whether a project is sustaining capabilities (previously developed with or without homeland security grant funding) or building a new capability            |
| Deployable and/or Shareable         | Must identify, on a project-by-project basis, whether the core capability(ies) the project is supporting is deployable and/or shareable   |
| Project Milestones                  | Must identify, on a project-by-project basis, the milestones that are set to be achieved. Also, each reporting period subrecipients must submit the last completed milestone for the project.             |
| Terrorism Nexus                     | Must identify and explain, on a project-by-project basis, how the subrecipients project is used to prevent terrorism. More emphasis on <b>HOW</b> the project will address terrorism threat in the area . |

# Key Changes: FY2023

- **Build America, Buy America Act (BABAA):**  
<https://www.fema.gov/grants/policy-guidance/buy-america/programs-definitions#subject>
  - Effective January 2, 2023, all infrastructure projects funded with Federal Awards must be in compliance with BABAA
  - Construction material sources such as; iron, steel, lumber, concrete must be purchased/ manufactured in the United States
  - Examples of infrastructure projects; structures, facilities, roads, highways, dams, ports, harbors, rail roads, water and sewer systems
- **Law Enforcement Terrorism Prevention Activities:**
  - Increased from 30% to 35 %
- **Controlled Equipment:**
  - Updated controlled equipment list for FY23 forward.
- **National Priorities:**
  - New percentage requirements.
  - ALL modifications for National Priority projects which change the project scope and/or decrease the overall project budget require DHS/FEMA approval.

# Key Changes: FY2023 National Priorities

## New Requirement:

- Election Security now requires 3% minimum.
- Fifteen (15) percent is mandated in minimum spending across five of the six National Priorities Areas, but there is flexibility on the remaining 15% required to meet the overall 30% minimum spend requirement.

# Key Changes: FY2023 National Priorities

**Investment in 6 National Priorities should be addressed by allocating specific percentages of SHSGP funds for a total of 30%.**

1. Enhancing the protection of soft targets/crowded places (3%)
2. Enhancing information and intelligence sharing and cooperation with federal agencies (3%)
3. Combating domestic violent extremism (3%)
4. Enhancing Cybersecurity (no minimum)
5. Enhancing community preparedness and resilience- (3%)
6. Enhancing election security (**New-** 3%)

# 2023 State Investment Justification (IJ)

| IJ #  | Description   | Minimum Allocation |
|-------|---|--------------------|
| IJ.01 | Enhance Information and Intelligence Sharing and Cooperation with Federal Agencies, including DHS (National Priority)             | 3%                 |
| IJ.02 | Enhance the Protection of Soft Targets/Crowded Places (National Priority)   | 3%                 |
| IJ.03 | Enhance Cybersecurity (National Priority)   |                    |
| IJ.04 | Enhancing Community Preparedness and Resilience (National Priority)   | 3%                 |
| IJ.05 | Combatting Domestic Violence Extremism (National Priority)  | 3%                 |
| IJ.06 | Strengthen Emergency Communications Capabilities through Planning, Governance, Technology, and Equipment                          |                    |
| IJ.07 | Enhance Medical and Public Health Preparedness  |                    |
| IJ.08 | Strengthen Information Sharing and Collaboration  |                    |
| IJ.09 | Enhance Multi-Jurisdictional/Inter-Jurisdictional All-Hazards/Whole Community Incident Planning, Response & Recovery Capabilities |                    |
| IJ.10 | Protect Critical Infrastructure and Key Resources (including Food & Agriculture)  |                    |
| IJ.11 | Enhance Election Security (National Priority)   | 3%                 |

# Homeland Security Grant Program (HSGP) Purpose

Equipment

Training

Organization

Planning

Exercises

Supports the mission areas of National Preparedness to

Prevent

Protect

Respond

Recover

from acts of terrorism.



# Core Capabilities

- Applicants are encouraged to also consider projects that meet the FEMA Core Capabilities within the National Preparedness goal.
- There are thirty-two (32) core capabilities that fit within the five (5) mission areas that help build, sustain and agencies capabilities, along with close identified gaps.

# FEMA Core Capabilities

- For more information on the core capabilities, please see the following link to FEMA Core Capability Development Sheets.

<https://www.fema.gov/emergency-managers/national-preparedness/mission-core-capabilities/development-sheets>

## Prevention

1. [Planning](#)
1. [Public Information and Warning](#)
2. [Operational Coordination](#)
3. [Intelligence and Information Sharing](#)
4. [Interdiction and Disruption](#)
5. [Screening, Search, and Detection](#)
6. [Forensics and Attribution](#)

## Protection

1. [Planning](#)
2. [Public Information and Warning](#)
3. [Operational Coordination](#)
4. [Intelligence and Information Sharing](#)
5. [Interdiction and Disruption](#)
6. [Screening, Search, and Detection](#)
7. [Access Control and Identity Verification](#)
8. [Cybersecurity](#)
9. [Physical Protective Measures](#)
10. [Risk Management for Protection Programs and Activities](#)
11. [Supply Chain Integrity and Security](#)

## Mitigation

1. [Planning](#)
2. [Public Information and Warning](#)
3. [Operational Coordination](#)
4. [Community Resilience](#)
5. [Long-Term Vulnerability Reduction](#)
6. [Risk and Disaster Resilience Assessment](#)
7. [Threats and Hazards Identification](#)

## Response

1. [Planning](#)
2. [Public Information and Warning](#)
3. [Operational Coordination](#)
4. [Infrastructure Systems](#)
5. [Critical Transportation](#)
6. [Environmental Response/ Health and Safety](#)
7. [Fatality Management Services](#)
8. [Fire Management and Suppression](#)
9. [Logistics and Supply Chain Management](#)
10. [Mass Care Services](#)
11. [Mass Search and Rescue Operations](#)
12. [On-Scene Security, Protection, and Law Enforcement](#)
13. [Operational Communications](#)
14. [Public Health, Healthcare, and Emergency Medical Services](#)
15. [Situational Assessment](#)

## Recovery

1. [Planning](#)
2. [Public Information and Warning](#)
3. [Operational Coordination](#)
4. [Infrastructure Systems](#)
5. [Economic Recovery](#)
6. [Health and Social Services](#)
7. [Housing](#)
8. [Natural and Cultural Resources](#)

# Allowed Activities

- Funds may be used under the following cost categories: planning, organization, equipment, training, and exercises.
- Funds may be used to enhance the local jurisdiction to prepare for and respond to terrorist acts, including events of terrorism involving weapons of mass destruction and biological, nuclear, radiological, incendiary, chemical, and explosive devices, and other catastrophic events.
- Allowable activities include management and administrative costs, the hiring of intelligence analysts, the purchase of needed equipment, the provision of training and technical assistance, and the conduction of exercises.

# Factors Affecting Allowability of Cost

| Allowable   | Allocable  | Reasonable  | Necessary   |
|---|--|---|---|
| <ul style="list-style-type: none"><li>• AEL</li><li>• Authorized by law or regulation</li></ul> | <ul style="list-style-type: none"><li>• Falls into POETE-plans, organization, equipment, training &amp; exercises</li><li>• CFRs</li><li>• Within scope of the grant</li></ul> | <ul style="list-style-type: none"><li>• Does not exceed what a prudent person would incur in the circumstance</li></ul> | <ul style="list-style-type: none"><li>• A cost that is required for proper and efficient performance of the grant</li></ul> |

# Unallowable Activities

- Funds awarded for law enforcement terrorism prevention activities under SHSP cannot be used for construction of facilities, except for a minor perimeter security project, not to exceed the greater of \$1,000,000 or 15 percent of the grant award, as determined necessary by the secretary of homeland security.
- HSGP funds may not be used to support the hiring of sworn public safety officers for purposes of fulfilling traditional public safety duties or to supplant traditional public safety positions and responsibilities (6 USC609(b)(1)(A)).
- HSGP funds may not be used for the purchase of weapons and weapons accessories, including ammunition, firearms; grenade launchers; bayonets; or weaponized aircraft, vessels, or vehicles of any kind with weapons installed.
- HSGP funds may not be used for the reimbursement for the maintenance and/or wear and tear costs of general use vehicles (e.g., construction vehicles), medical supplies, and emergency response apparatus (e.g., fire trucks, ambulances).
- HSGP funds may not be used for equipment that is purchased for permanent installation and/or use, beyond the scope of the conclusion of any exercises.

# Key Changes: Prohibited and Controlled Equipment

## Updated FEMA Policy #207-22-0002, Prohibited and Controlled Equipment under FEMA awards

- For all awards issued on or after January 1, 2023, and implemented by Executive Order (EO) 14074, which applies to all FEMA grants.
- The policy spells out prohibited items, exceptions, controlled equipment, and requirements necessary for recipients and subrecipients wanting to purchase excepted or controlled items.
- Additional information regarding Prohibited and Controlled Equipment is available on [FEMA Policy 207-22-002](#).

# Prohibited and Controlled Equipment (FEMA Policy 2017-22-002)

**Controlled** = Not outright prohibited, will require DHS approval.

**Prohibited** = Identified categories of equipment prohibited from acquiring (NOT ALLOWABLE BY FEMA).

| Equipment  | EO Prohibited or Controlled | FY23 Changes for DHS Grants   |
|--|-----------------------------|---|
| Firearms of .50 or Greater Caliber   | Prohibited                  | None; Already Prohibited  |
| Ammunition of .50 or Greater Caliber   | Prohibited                  | None; Already Prohibited  |
| Firearm Silencers, as defined in 18 U.S.C. 921(a)(24)  | Prohibited                  | None; Already Prohibited  |
| Bayonets   | Prohibited                  | None; Already Prohibited  |
| Grenade Launchers  | Prohibited                  | None; Already Prohibited  |
| Grenades (including stun and flash bang)   | Prohibited                  | None; Already Prohibited  |
| Weaponized Vessels   | Prohibited                  | None; Already Prohibited  |
| Weaponized Drones and Weapons Systems Covered by DOD Directive 3000.09 of November 21, 2012, as amended (Autonomy in Weapon Systems) | Prohibited                  | None; Already Prohibited  |
| Riot/Crowd Control Batons  | Controlled                  | None; Already Prohibited  |
| Riot/Crowd Control Shields   | Controlled                  | None; Already Prohibited  |
| Specialized Firearms and Ammunition Under .50 Caliber and Less-Lethal Launchers  | Controlled                  | None; Already Prohibited  |
| Long-range Acoustic Devices That Do Not Have a Commercial Application  | Prohibited                  | Changes from Allowed to Prohibited  |
| Camouflage Uniforms  | Prohibited                  | Changes from Allowed to Prohibited with Exceptions <sup>1</sup>   |
| Explosives   | Prohibited                  | Changes from Allowed to Prohibited with Exceptions. Not prohibited for explosives and percussion actuated non-electric disruptors used for FBI- |

| Equipment  | EO Prohibited or Controlled | FY23 Changes for DHS Grants   |
|--|-----------------------------|---|
|  |                             | accredited bomb squads and explosive detection canine training.   |
| Breaching Apparatus  | Controlled                  | Changes from Allowed to Controlled.   |
| Vehicles that do not have a commercial application, including all tracked and armored vehicles.  | Prohibited                  | Changes from Allowed to Prohibited with Exceptions. Recipients can purchase non-commercial vehicles but must certify in writing that the vehicle will be used exclusively for disaster-related emergencies; active shooter scenarios; hostage or other search and rescue operations; or anti-terrorism preparedness, protection, response, recovery, or relief.   |
| Aircraft that are combat-configured or combat-coded, have no established commercial flight application, or have no application for disaster-related emergencies; active shooter scenarios; hostage or other search and rescue operations; or anti-terrorism preparedness, protection, prevention, response, recovery, or relief. | Prohibited                  | Aircraft with an established commercial flight application continue to be allowed. Combat-configured or combat-coded aircraft remain unallowable. Aircraft with no established commercial flight application changes to prohibited unless it has an application for disaster-related emergencies; active shooter scenarios; hostage or other search and rescue operations; or anti-terrorism preparedness, protection, prevention, response, recovery, or relief. |

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

- **Effective August 13, 2020**, section 889(f)(2)-(3) of the John S. McCain National Defense Authorization Act for FY 2019 (NDAA) and 2 C.F.R. § 200.216 prohibits DHS/FEMA Recipients and Subrecipients (including their contractors and subcontractors) from using any FEMA funds under open or new awards for the following telecommunications equipment or services:
  - Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;
  - Enter into, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system; or
  - Enter into, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.



## Per section 889(f)(2)-(3) of the FY 2019 NDAA, covered telecommunications equipment or services means:

- Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities);
- For the purpose of public safety, security of Government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);
- Telecommunications or video surveillance services provided by such entities or using such equipment; or
- Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the People's Republic of China.

# Debarred/Suspended Parties

- Subrecipients must not make or permit any award (subgrant or contract) at any tier to any party that is debarred, suspended, or otherwise excluded from, or ineligible for, participation in federal assistance programs.
- SacOES will require subrecipients to provide supporting documentation with reimbursement.
- Go to [www.Sam.gov](http://www.Sam.gov) to retrieve (print) the required supporting documentation prior to contracting or purchasing.

# Supplanting

Grant funds must be used to supplement existing funds, not replace (supplant) funds that have been appropriated for the same purpose.

Grant funds can not be used for services or equipment that are already purchased and replace agency funds (already in the budget).

# Commingling of Grant Funds

**According to US Dept. of Justice: Office of Justice Programs Part II-Chapter 3: Standards for Financial Management Systems-Commingling of Funds**

- **The accounting systems of all subrecipients must ensure that agency funds are not commingled with funds from other Federal agencies.**
- **Each award must be accounted for separately.**
- **Subrecipients are prohibited from commingling funds on either a program-by-program or project-by-project basis.**
- **Subrecipients are required to separate their grant funds.**
- **Methods of separating grant funds:**
  - **Cost Center**
  - **WBS Element**
  - **Order Number**
  - **Project Accounts**
  - **Sub Accounts**
  - **Project Code**

# Policies

- Subrecipients are required to have the following policies:
  - Records Retention (200.333)-the SHGP documents must be maintained for at least three years from the date of the Close Out letter.
  - Purchasing Policies
  - Cash Management Procedures (200.302)
  - Assets and Inventory Management (200.313(d))-Procedures for managing equipment (including replacement equipment), whether acquired in whole or in part under a Federal award, until disposition takes place.
  - Internal Controls (200.303)
  - Written Plan to charge costs to grant.
  - Conflict Of Interest (200.318)

# Internal Control

A system of internal control is expected to provide a non-federal entity with reasonable assurance that the entity's objectives relating to compliance with federal statutes, regulations, and the terms and conditions of federal awards will be achieved.

**Summary of Green Book and COSO Components and Principles of Internal Control**

| <b>Components of Internal Control</b> | <b>Principles</b>  |
|---------------------------------------|--|
| Control Environment                   | <ol style="list-style-type: none"> <li>1. Demonstrate Commitment to Integrity and Ethical Values</li> <li>2. Exercise Oversight Responsibility</li> <li>3. Establish Structure, Responsibility, and Authority</li> <li>4. Demonstrate Commitment to Competence</li> <li>5. Enforce Accountability</li> </ol> |
| Risk Assessment                       | <ol style="list-style-type: none"> <li>6. Define Objectives and Risk Tolerances</li> <li>7. Identify, Analyze, and Respond to Risks</li> <li>8. Assess Fraud Risk</li> <li>9. Identify, Analyze, and Respond to Change</li> </ol>  |
| Control Activities                    | <ol style="list-style-type: none"> <li>10. Design Control Activities</li> <li>11. Design Activities for the Information System</li> <li>12. Implement Control Activities</li> </ol>  |
| Information and Communication         | <ol style="list-style-type: none"> <li>13. Use Quality Information</li> <li>14. Communicate Internally</li> <li>15. Communicate Externally</li> </ol>  |
| Monitoring                            | <ol style="list-style-type: none"> <li>16. Perform Monitoring Activities</li> <li>17. Evaluate Issues and Remediate Deficiencies</li> </ol>  |

# Internal Control Most Reviewed

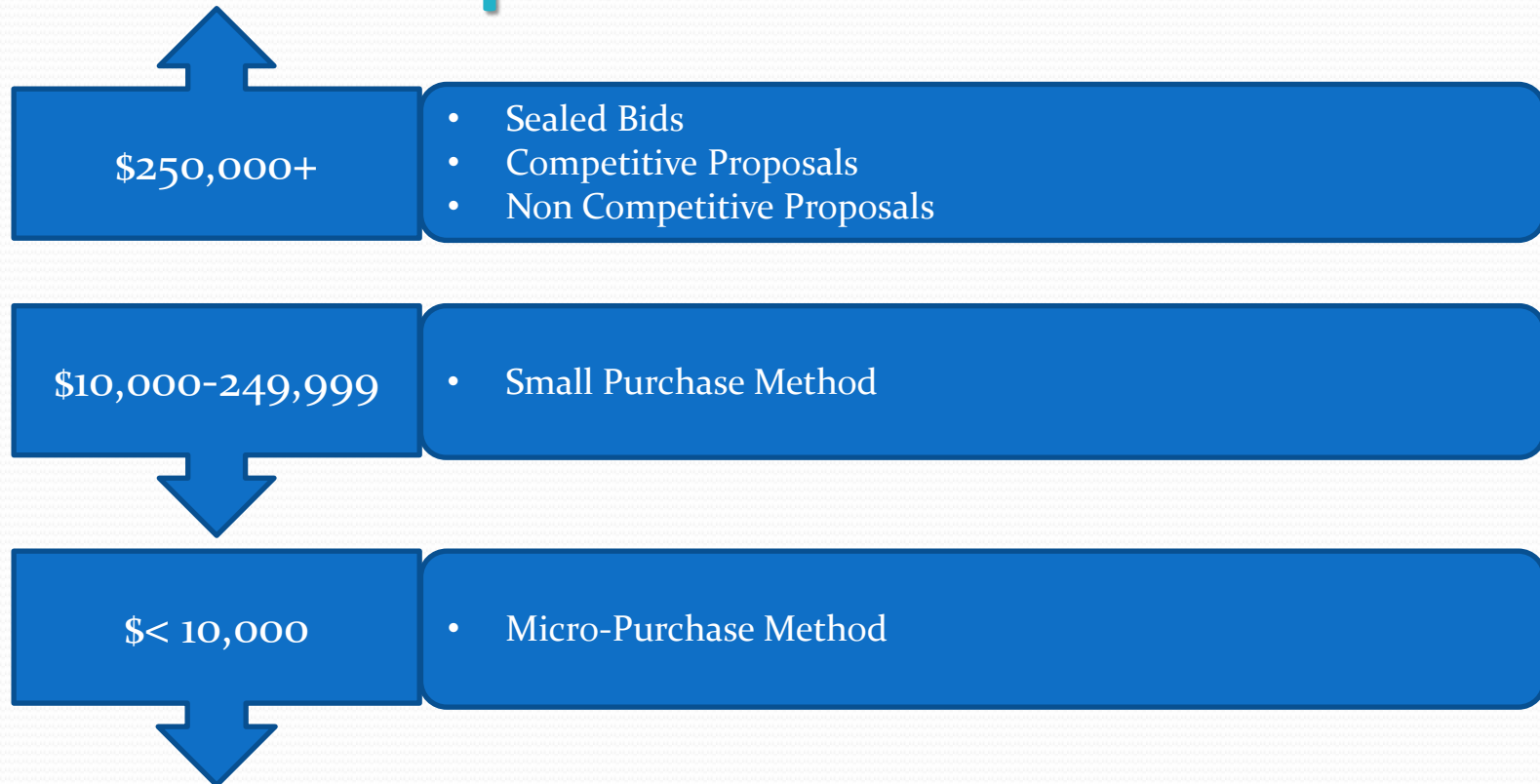
- Policies, procedures and organizational charts provide for segregation of duties within and among processes and controls.
- Policies and procedures are in place to ensure that compliance responsibilities are assigned to particular positions.
- Management should establish an organizational structure, assign responsibility, and delegate authority to achieve the entity's objectives.
- Management should demonstrate a commitment to recruit, develop, and retain competent individuals.
- A code of conduct is developed, documented, communicated and periodically updated.
- Management identifies key compliance objectives for types of compliance requirements.
- Relevant information is communicated to external parties including subrecipients, vendors, federal granting agencies, and third-party processors on a timely basis.
- Preparation of reliable financial statements and federal reports.
- Maintain accountability over equipment/assets.
- Funds, property, and other assets are safeguarded against loss from unauthorized use or disposition.
- Employees receive appropriate training to address identified risks.
- If an internal audit function exists, it reviews fraud risks and the internal control structure.
- Financial and programmatic systems capture, accurately process, and timely report pertinent information.
- The accounting system provides for separate identification of federal and non-federal transactions.
- Adequate source documentation exists to support amounts and items reported.
- Relevant internal and external information is communicated and delivered to employees responsible for federal award compliance on a timely basis.
- Findings, recommendations and other observations by independent auditors, internal auditors, and federal auditors are distributed and reviewed by those individuals responsible for compliance with federal requirements.

# Threshold Changes

- The Single Audit threshold is \$750,000 (200.501) as of 12/26/2014.
- Micro-Purchases up to \$10,000 (200.67).
- Small Purchases up to \$250,000 (200.88).
- State Sole Source Required on procurement over \$250,000.
- Performance Bond Required on expenses over \$250,000.



# Procurement Methods in the Simplified Acquisition Threshold



Subrecipients are required to follow the strictest policy. If the Federal Simplified Acquisition Threshold is stricter than your agency's procurement policies, you must apply the federal threshold.

# Full and Open Competition

- All procurement transactions for the acquisition of property or services must be fully and openly competed consistent with the standards of Part 200 of the C.F.R.
- Some common situations considered to be restrictive of competition are, but not limited to:
  - Placing unreasonable requirements for vendors to qualify
  - Specifying only a brand name product
  - Imposing a geographical preference

# Procurement

- All procurement activity must be conducted in accordance with Federal Procurement Standards 2 CFR 200 §§ 200.318-200.327 and must adhere to applicable state and local laws.
- All procurement transactions must be conducted in a manner providing full and open competition (200.319).
- The Uniform Guidance identifies and explains five methods entities may use to procure property and services under federal awards (200.320) and the procurement methods for securing services, supplies or other property cannot be more than the Simplified Acquisition Threshold.
- Avoid acquisition of unnecessary or duplicative items.
- Entities are encouraged to use Federal excess and surplus property in lieu of purchasing new equipment if feasible.
- Must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement.
- Must maintain records sufficient to detail history of procurement. These records will include, but are not necessarily limited to the following : rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.
- Each contract must set a ceiling price that the contractor exceeds at its own risk.
- Must verify that a contractor is not debarred or suspended by checking the Exclusion Extract on SAM.gov website. A printout is required as proof in order to make a claim.

# PURCHASING: The Use of Pre-Qualified Lists

## § 200.319(e)

Tool to help streamline the solicitation process

1. List must be current
  2. List must include enough qualified sources
  3. Solicitor must not preclude potential bidders from qualifying during the solicitation period
- Must also **publicly issue** the solicitation

# Cooperative Purchasing

- Popular programs include CMAS, GSA, HGAC, OMNIA and WSCA/NASPO
- Must document and explain how agreement is in compliance with the Federal procurement standards found in 2 C.F.R. § 200.318- 200.327
  - Full and Open Competition per § 200.319
  - Allowable Procurement Method per § 200.320

# Records Retention

- All supporting documentation pertaining to the administrative, programmatic, procurement and financial management of the grant must be retained for at least **THREE YEARS** following:
  - Cal OES letter closing out the Federal/State Grant Award, and
  - Subrecipients resolution of any monitoring or audit findings.

# Environmental & Historical Preservation Screening Form (EHP)

An EHP is needed for:

- **Purchase of equipment** (Check to see if the AEL # triggers an EHP)  
*If the Equipment is MOBILE or PORTABLE you do **NOT** need an EHP.*
- **Training and Exercises**
- **Renovations/upgrades/modifications or physical security enhancements to existing structures**
- **Generator installation**
- **New construction/addition**
- **Communication towers, antennas, and related equipment**

*There is no need to complete and submit this form if the grant scope is limited to planning, management and administration, classroom-based training, tabletop exercises and functional exercises, or purchase of mobile and portable equipment where no installation is needed.*

# Sole Source Procurement

## Cal OES Sole Source Requests:

- Purchasing equipment from a vendor without procuring appropriate bids
- Any training that is deemed non-competitive- for any amount
- Exceeds **\$250,000**
- Requires Purchasing Agent's approval
- Provide cost analysis to determine costs are reasonable
- Explain why the item or service is only available from one source
- Describe how a public exigency or emergency will not permit a delay resulting from a competitive solicitation
- Describe your agency's solicitation process



# Performance Bond

- Performance Bond is Required of > \$250,000 for :
  - any equipment over \$250,000 threshold
  - any vehicle
  - any aircraft
  - any watercraft
- Please ensure that you add these costs into your total amount requested.
- Provide a copy of all performance bonds prior to reimbursement.

# TRAINING

- Subrecipients must explain in the narrative application the type of training, the capability, and the gap identified.
- All training classes must include a feedback number. Please send the request to Sac OES.
- Provide the total number of Trainee(s).
- Sole Source Procurement Information (if applicable).
- Field based trainings may require an EHP. Please check to see if your training class requires an EHP. If so, please prepare your EHP materials as soon as possible.

# PLANNING

- Any project under the Planning category *must* result in a tangible product – such as a written plan, assessment, a training course developed with curriculum, brochures developed, etc.
- Published materials require that you credit the awarding federal agency.
- Provide the final product for each planning activity and sole source procurement information (if applicable).

# EXERCISES

- Must be conducted in accordance with Homeland Security Exercise and Evaluation Program (HSEEP) manuals.
- The After Action Report (AAR)/ Improvement Plan (IP) or Summary Report (for Seminars and Workshops) must be completed and submitted to Cal OES within 90 days after exercise/seminars/workshops are conducted.
- Exercise costs will not be considered for reimbursement until an AAR/IP is received by Cal OES.
- After Action Report (AAR) information:  
<https://www.fema.gov/emergency-managers/national-preparedness/exercises/tools>

# EQUIPMENT

- All equipment purchased with HSGP funds *must be* on the FEMA Authorized Equipment List (AEL).
- Subrecipients that wish to purchase equipment with FY2023 SHSGP funds are required to identify the capability associated with that equipment.
- Provide the (AEL) Number and Title on your application.
- You *must have* pre-approval before purchasing equipment.
- You should check your AEL's to determine whether you need an Environmental and Historical Preservation (EHP). If so, your EHP must be approved by FEMA before buying the equipment.
- Must check to ensure that the equipment is not considered a Controlled Equipment as stated in IB 407.
- Each agency must have an internal equipment tracking system that meets federal requirements.
- Equipment must be tagged with “2023 SHSGP” as well as the agency equipment ID number for tracking.

# Post-Award Requirements

- Nationwide Cyber Security Review (NCSR) – still applicable:
  - **Cybersecurity Assessment – ongoing requirement - FY 2023** recipients and subrecipients will be required to complete the NCSR, which is open annually from October to December, by the end of calendar year 2023 in order for agencies to benchmark and measure progress of improving their cybersecurity posture.
  - The Chief Information Officer (CIO), Chief Information Security Officer (CISO), or equivalent for each recipient and subrecipient should complete the NCSR. If there is no CIO or CISO, the most senior cybersecurity professional should complete the assessment.
- Quarterly reports must be submitted by the 15<sup>th</sup> of the month after the end of the quarter.
- Mandatory biennial equipment inventory.

# FY 2023 SHSGP Grant Information

- **Estimated Award Amount to Sacramento County**

\$1,578,910

- **Subrecipient Performance Period**

September 1, 2023- December 31, 2025

# Application Considerations

- Applications must have a terrorism nexus.
- Applications must align with a Core Capability.
- Applications are selected based on regional needs.
- Projects with timeframe that can be achieved within the performance period.
- Total funding requested for a project.



# Application Process

Applications are due by:  
December 15, 2023 by 5:00 p.m.

- Application must explain in details their need for the project and ensure to identify the terrorism nexus of the project.
- Narrative Applications must be submitted in PDF.
  - All fields need to be completed. No additional documents will be allowed as part of the application process.
- Notice of receipt will be sent within two business days.
- Email applications to [sacoa@saco.es.org](mailto:sacoa@saco.es.org).

# Application Review Process

- Initial review for compliance by SacOES.
- Screening Committee- tentative dates: early January 2024
  - This is an initial review for the Approval Authority.
- Approval Authority- tentative dates: mid January 2024
  - Approval Authority will review and make final allocation decisions.
- SacOES will send out final decision via email- tentative dates: early February 2024

# Websites

- **Sac OES** [www.sacoes.org](http://www.sacoes.org)
- **AEL** <http://www.fema.gov/authorized-equipment-list>
- **AAR Form** <https://www.fema.gov/emergency-managers/national-preparedness/exercises/tools>
- **Excluded Parties List** [www.SAM.gov](http://www.SAM.gov)
- **2 CFR 200** [http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)
- **Cal OES** <https://www.caloes.ca.gov/office-of-the-director/policy-administration/finance-administration/grants-management/homeland-security-emergency-management-programs/homeland-security-grants-program/>
- **FEMA** <https://www.fema.gov/grants/preparedness/homeland-security>
- **Simplified Acquisition Threshold** <https://www.acquisition.gov/content/part-13-simplified-acquisition-procedures>

# Questions?

**Contact: Adelina Ana**  
Homeland Security Grants Administrator  
916-874-2283  
[anaa@saco.es.org](mailto:anaa@saco.es.org)

For additional information, please visit our website: [www.saco.es.org](http://www.saco.es.org)

