



**GRANTS MANAGEMENT MEMORANDUM
2013-06**

DATE: August 8, 2013
TO: All California Governor's Office of Emergency Services (Cal OES) Subgrantees & Interested Parties
FROM: Homeland Security Grants
RE: FY 2012 Tribal Equipment Assistance (TEA) Program

Program Background

In February 2012, the U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) released the Fiscal Year 2012 (FY 2012) Homeland Security Grant Program (HSGP) Funding Opportunity Announcement (FOA) and Application Kit. In that document, DHS/FEMA strongly urges states to work with Tribal Nations to achieve homeland security goals and objectives. To that end, the California Governor's Office of Emergency Services (Cal OES) is announcing the application process for the FY 2012 Tribal Equipment Assistance (TEA) Program. The TEA Program is a continuing initiative under the FY 2012 HSGP intended to build on the prevention, protection, response, and recovery capabilities within California Tribal Nations.

Program Details

The FY 2012 TEA Program will provide a total of \$100,000 for equipment to interested California Tribal Nations. Each applicant may request up to \$25,000. Applications will be considered by Cal OES for eligibility based on the DHS/FEMA Authorized Equipment List (AEL) and the scoring criteria identified below. The 21 allowable equipment categories and up-to-date equipment standards for the HSGP are listed on the web-based version of the AEL on the Responder Knowledge Base (RKB), at <http://www.rkb.us>. Unless otherwise stated, equipment must meet all mandatory regulatory and/or DHS-adopted standards to be eligible for purchase using these funds. In addition, California Tribal Nations will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment. HSGP funds used to purchase Interoperable Communications Equipment (Category 6) carry a requirement to consult SAFECOM's coordinated grant guidance, which can be found at <http://www.safecomprogram.gov>.

1. Application Rating

Eligible applications received by the deadline are generally rated by a three member team. The raters' scores are averaged and then ranked numerically.

Scoring Criteria: The grant is competitive. Therefore, scoring criteria have been established. Subgrants will be awarded to the top-scoring applications until all the allocated funding is awarded. Applications will be scored as follows:

- A description of your current homeland security operations. 5 points
- A description of how this equipment would improve your current homeland security operations. 5 points
- A description of how the equipment will be purchased within the performance period of the grant. 5 points
- A description of how the equipment will meet a Cal OES Goal and/or Objective. 5 points

2. Funding Recommendation

Final funding decisions are made by the Director of Cal OES. Funding recommendations are based on the following:

- The ranked score of the application.
- Consideration of funding priorities or geographical distribution specific to the TEA Program.
- Prior negative administrative and programmatic performance, if applicable.

Projects previously funded by Cal OES will be reviewed for past compliance, including fiscal management, progress and annual reports, audit reports, and other relevant documentation or information. This review may result in one or more of the following actions:

- The project may not be selected for funding.
- The amount of funding may be reduced.
- Grant award conditions may be placed in the Grant Award Agreement.

3. Notification Process

Applicants will be notified in writing of the results of the rating process. Applicants not selected for funding will receive a denial letter containing their average score and information on the appeal process.

Grant applications are to be submitted to Cal OES using the Financial Management Forms Workbook (FMFW) found at <http://www.calema.ca.gov/GrantsProcessing/Pages/Homeland-Security-Grants-Processing-Section.aspx> . A Project Narrative form describing how the project meets the aforementioned criteria, as well as the FMFW must be submitted to Cal OES by **September 18, 2013**. **Submittals postmarked after this date will not be considered.** Additional rules for this program can be found in the FY 2012 Homeland Security Program Supplemental Guidance at <http://www.calema.ca.gov/EMS-HS-HazMat/Pages/Homeland-Security-Grant-Program-Documents.aspx>

Cal OES will review and approve projects submitted which meet the criteria based on the AEL and the scoring system established for this program. All projects shall be completed within the federal performance period, ending May 31, 2014. All applicable FY 2012 HSGP rules remain in effect for this program. For further assistance, please contact Joseph Anderson, in Grants Management at Joseph.Anderson@calema.ca.gov or 916-845-8426.

Sincerely,



BRENDAN A. MURPHY
Deputy Director

