



FY 2024 EMPG and HSGP Application Webinar



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES



Coming Soon!

Cal OES Grants Central System



THE CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES

is modernizing and simplifying the grant process with a streamlined, efficient, and automated system that will transform every phase of the grant life cycle.

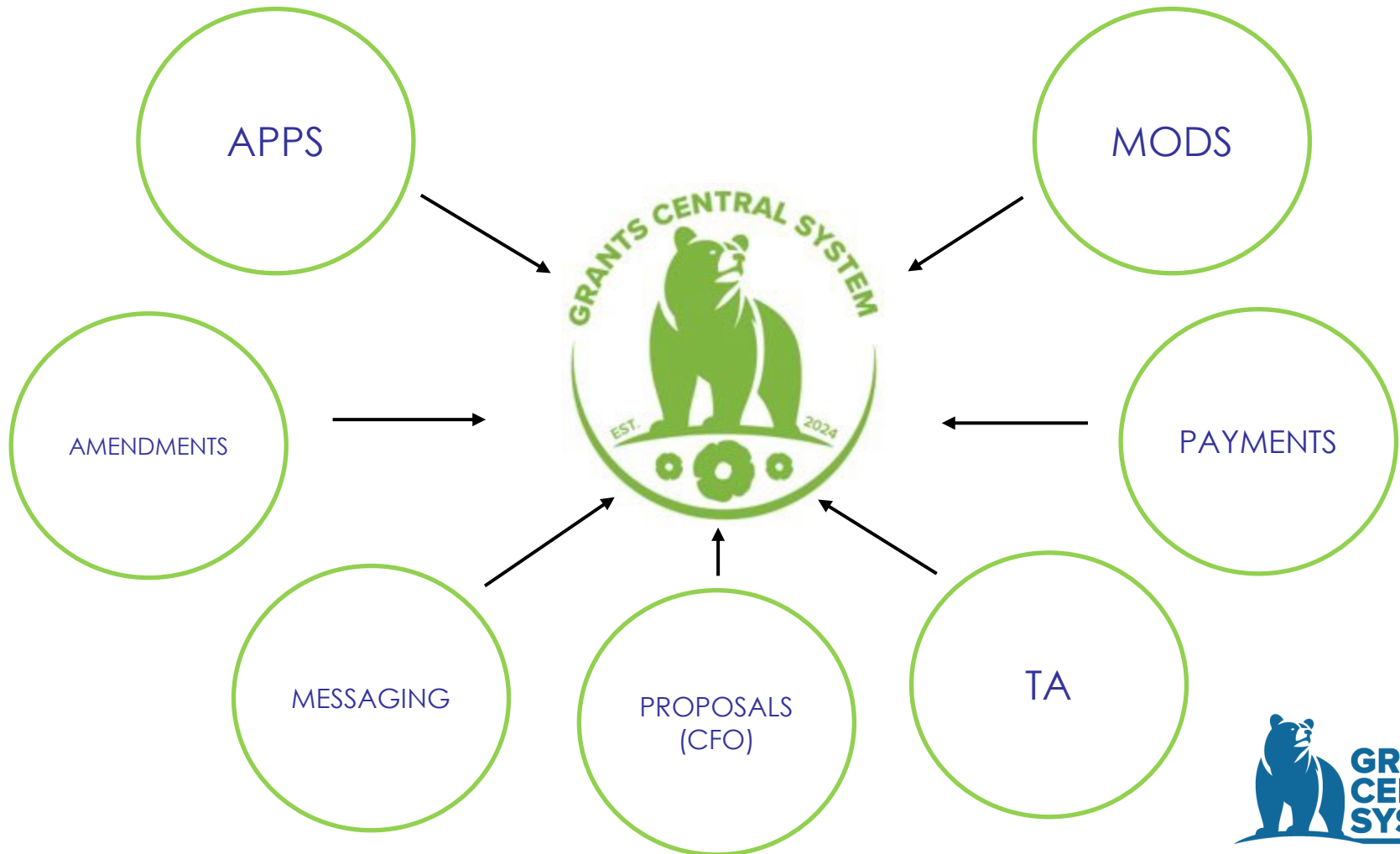


KEY FEATURES AND BENEFITS

- ✓ **Eliminate paper-driven processes**
- ✓ **Automate notifications**
- ✓ **Simplify the application process**
- ✓ **Improve subrecipient experience**



One centralized location for:





Next Steps:

Grants Management Memo going out late October will address:

- Information/link to how to register in GCS
- Training on GCS coming in November - dates forthcoming.
- Technical support contacts for GCS
- Anticipated availability for HSGP & EMPG applications in GCS approx. mid-January
 - NOTE: applications will not be due until February 2025





Questions?



FY 24 Emergency Management Performance Grant (EMPG)

October 2024





Topics

- EMPG Priorities
- Key Changes
- National Qualification System
- Allowable Costs
- Training & Exercise
- Match
- Reporting
- EMPG Application Components



EMPG Priorities

FY 2024 EMPG National Priorities:

- Equity
- Climate Resilience
- Readiness

FY 2024 EMPG State/Regional Priorities:

- Planning
- Operational Coordination
- Community Resilience



Key Changes

Public Alert and Warning Preparedness

When applying FY24 EMPG funds to Exercises, subrecipients shall include exercise objectives centered on practicing and validating their plans and procedures for sending emergency alerts to the public through the FEMA Integrated Public Alert and Warning System (IPAWS).



National Qualification System

- The National Qualifications System (NQS) is a requirement under the EMPG.
- NQS has phased objectives, that began in 2022 with expected implementation by 2025.

*NQS helps bring organizational and jurisdictional qualification procedures, certification programs and credentialing standards.



EMPG Allowable Costs

POETE

- Planning
- Organization
- Equipment
- Training
- Exercise
- Maintenance & Sustainment
- Construction & Renovation
- Management & Administration



EMPG Allowable Costs

POETE Examples

Planning – Emergency Operations Plans

Organization – Staffing costs, Operational Costs

Equipment – Interoperable communications

Training – Travel and tuition expenses

Exercise – Critical Power Failure, Care & Shelter,
Chemical Accident



EMPG Allowable Costs

Maintenance & Sustainment

- Maintenance Contracts
- Warranties
- Repair/Replacement Costs
- User Fees
- Licenses



EMPG Allowable Costs

Construction & Renovation

Construction:

New building or expanding footprint of an existing primary EOC

Renovation:

Internal improvements to an existing primary EOC

- Both require written FEMA approval (up to 1 year)
- May consider projects outside of primary EOC with prior FEMA approval



EMPG Allowable Costs

Management & Administration (M&A)

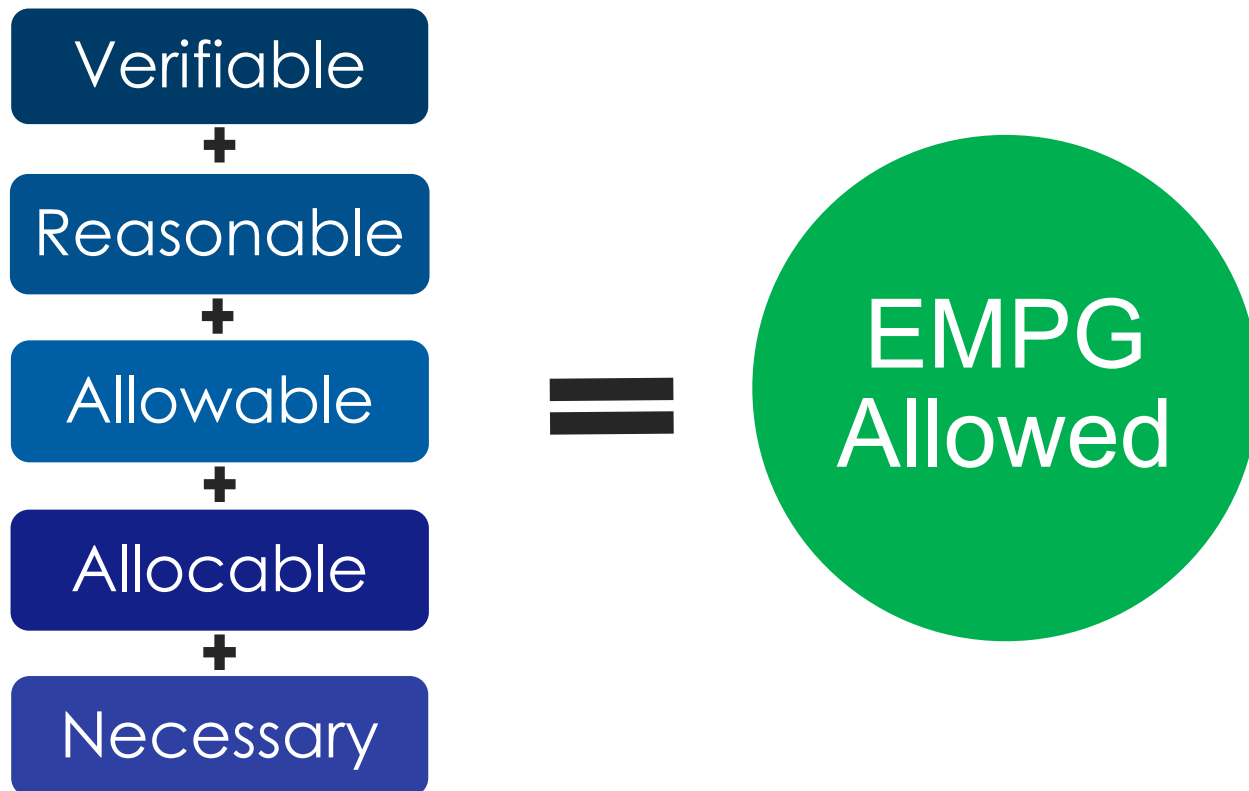
- Activities directly relating to the management and administration of the EMPG award
- Financial management and reporting
- May use up to 5% of the Subaward

*May only claim up to 5% of the total requested reimbursement amount



EMPG Allowable Costs

To meet federal requirements and regulations, EMPG expenditures must be:





EMPG Unallowable Costs

- Unallowable Equipment: Grant funds must comply with [FEMA Policy 207-22-0002](#)
 - Expenditures for firearms, ammunition, grenade launchers, bayonets, or weaponized aircraft, vessels, or vehicles of any kind with weapons installed
- Costs associated with sworn public safety officers fulfilling traditional public safety activities
- Positions or items purchased to supplant appropriated funds
- Activities and projects unrelated to the EMPG Program
- Clothing used for everyday wear by EM employees



Training & Exercise

Training

- Tuition & travel costs are allowable for EMPG and local (match) funded personnel, **and** non-EMPG funded personnel provided that the purpose is to accomplish the objectives of the grant.
- All training costs require a Cal OES Feedback Number for reimbursement:
 - Required at least 30 days prior to Training
 - Submit [Training Request Form](#) to Training@caloes.ca.gov



Training Requirements

NIMS Training:

- IS 100 Intro to ICS
- IS 200 Basic Incident Command System for Initial Response
- IS 700 Intro to NIMS (National Incident Management System)
- IS 800 Intro to NRF (National Response Framework)

FEMA Professional Development Series (PDS)*:

- IS 120.c Intro to Exercises
- IS 230.e Fundamentals of Emergency Management
- IS 235.c Emergency Planning
- IS 240.c Leadership and Influence
- IS 241.c Decision Making and Problem Solving
- IS 242.c Effective Communication
- IS 244.b Developing and Managing Volunteers

Basic Academy may be taken in lieu of the PDS



Exercise Requirements

All EMPG-funded personnel, including M&A staff and any staff being used for match, must:

- Participate in no less than two exercises in the 24-month period of performance
- Must link to one of the priorities
 - Performance Report: Drop-down on the Exercise table
- Any level of participation is acceptable
- Complete exercises by June 30, 2026



Training & Exercise

Exercise

An After Action Report/Improvement Plan (AAR/IP) must be completed by the host of any EMPG-funded exercise and:

- Submitted, no later than 90 days after completion of the exercise, to:
 - 1) The HSEEP email address: hseep@fema.dhs.gov
 - 2) Your EMPG Program Representative
- All AAR/IPs must be submitted by June 30, 2026



Match

- A dollar-for-dollar cost match is required
- These non-Federal contributions have the same eligibility requirements as the Federal share
- Types of Match:
 - **Cash Match** - Non-federal cash spent for EMPG-eligible activities/projects
 - **In-Kind Match** - The value of something received or provided by a third-party that does not have a cost associated with it. Contributions of the value of property or services in lieu of cash which benefit the EMPG Program



Match

Match Types:

- **100%** – Project is 100% federally funded through the EMPG subaward. Subrecipient must fund a different EMPG-eligible project of equal or greater value.
- **50%** – Project is 50% federally funded through the EMPG subaward. Subrecipient will share in the cost of the same project, paying for the other half.

Contribution Type:

- Cash Match
- In-Kind Match



Contribution Type:

- Cash Match



*All non-federal contributions have the same eligibility requirements as the federal share (T&E, EHP, Procurement, etc.).



Performance Reports

- Subrecipients must submit quarterly Performance Reports on EMPG project status, training and exercise data, and other metrics that are required by FEMA.
- Corresponding due dates are included in Attachment B of the FY24 State Supplement.

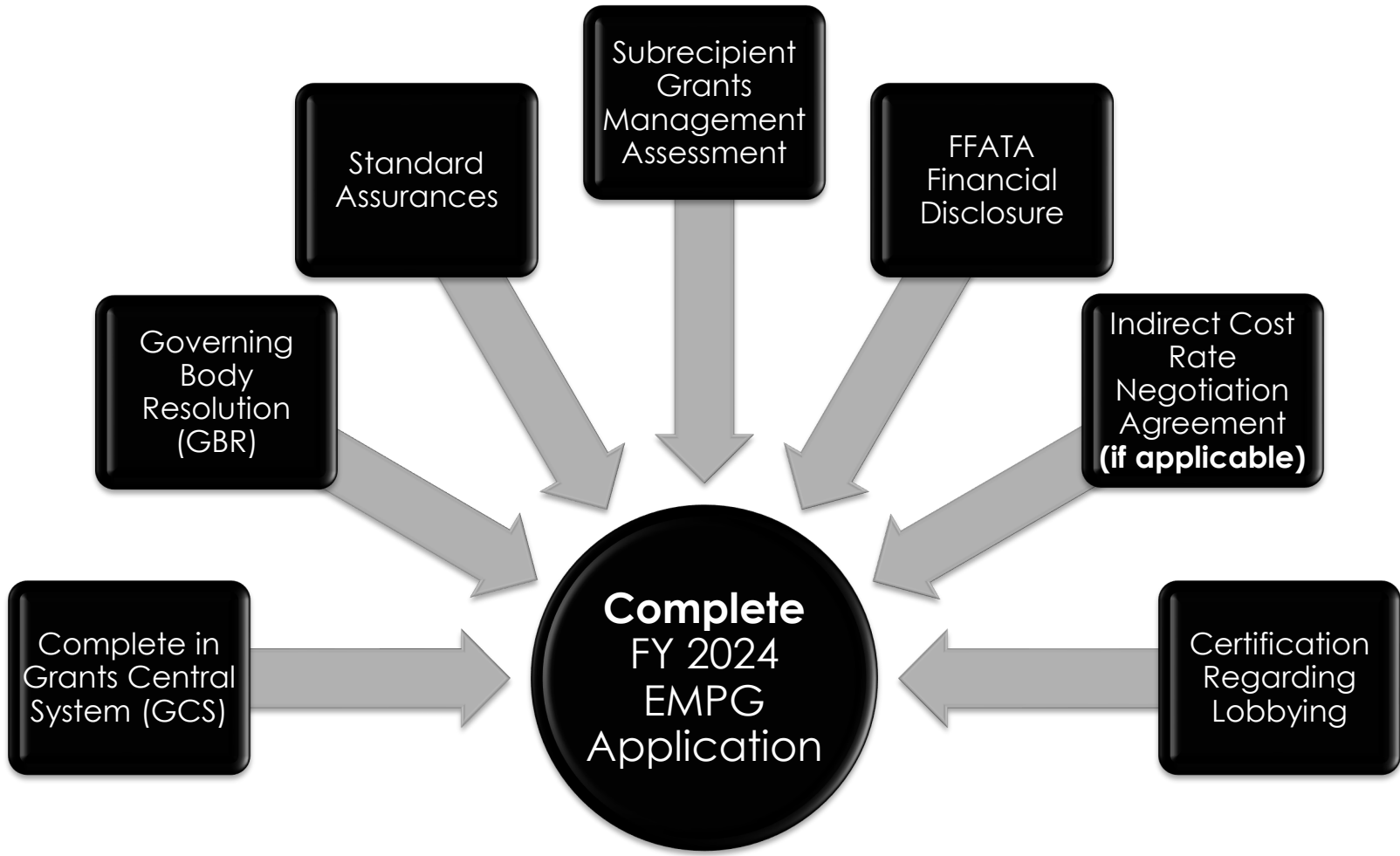


Integrated Preparedness Plan (IPP)

- Must be updated & submitted annually
- At a minimum, cover this two-year period:
January 1, 2025 – December 31, 2026
- Emailed by September 30 to:
 - EMPG Grant Analyst
 - Cal OES Exercise Division:
exercise@caloes.ca.gov



EMPG Application Components





FY24 EMPG Applications Due in GCS:

February 10, 2025



Brittany Estep
Southern Region
Brittany.Estep@CalOES.ca.gov
916-364-4622

Ronak Patel
Inland Region III
Ronak.Patel@CalOES.ca.gov
916-845-8124

Lauren Swearengin
Inland Region IV & V
Lauren.Swearengin@CalOES.ca.gov
916-845-8950

Vacant
Coastal Region



QUESTIONS?





THE HOMELAND SECURITY GRANT PROGRAM

October 2024



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OF EMERGENCY SERVICES



Agenda

1. Key Changes
2. Continuing HSGP Requirements
3. Program Guidance



Key Changes

- **National Priorities**

- 3% Election Security requirement; 27% flexible requirement

- **Controlled Equipment:**

- Updated controlled equipment forms for FY 2024
- Aviation / Aviation Related / UAS / Certification

- **FEMA Grants Outcomes System (FEMA GO)**

- New system for SAA grant application submission

- **Changes to Federal Procurement Standards**

- Updates will apply to FEMA awards with a federal award date or disaster declaration date on or after October 1, 2024.



Key Changes: FY2024 National Priorities

- Only **one** of the six priority-aligned IJs must equal or exceed **3%** of the applicable State or Urban Area's target allocation – Enhancing Election Security.
- **Five** of the six priority-aligned IJs do not require a minimum spend of the applicable State, Territory, or Urban Area's target allocation.
- Subrecipients will have the flexibility to allocate the remaining **27%** across any of the six national priority areas.



Key Changes: FY2024 National Priorities

- IJ#1: Enhancing information and intelligence sharing and analysis (**no minimum**)
- IJ#2: Enhancing the protection of soft targets/crowded places (**no minimum**)
- IJ#3: Enhancing cybersecurity (**no minimum**)
- IJ#4: Enhancing community preparedness and resilience (**no minimum**)
- IJ#5: Combating domestic violence extremism (**no minimum**)
- IJ#11: Enhancing election security (**3%**)



Proposed FY24 Investment Justifications		State Homeland Security Strategy Goal	
1	Enhance Information and Intelligence Sharing and Cooperation with federal agencies, including DHS	1	Enhance Information Collection, Analysis, and Sharing, in Support of Public Safety Operations across California
2	Enhance the Protection of Soft Targets/Crowded Places	2	Protect Critical Infrastructure and Key Resources from All Threats and Hazards
3	Enhance Cybersecurity	3	Strengthen Security and Preparedness across Cyberspace
4	Enhancing Community Preparedness and Resilience	5	Enhance Community Preparedness
5	Combatting Domestic Violence Extremism	1	Enhance Information Collection, Analysis, and Sharing, in Support of Public Safety Operations across California
		5	Enhance Community Preparedness
		6	Enhance Multi-Jurisdictional/Inter-Jurisdictional All-Hazards Incident Catastrophic Planning, Response, and Recovery Capabilities
6	Strengthen Emergency Communications Capabilities Through Planning, Governance, Technology, And Equipment	10	Enhance Homeland Security Exercise, Evaluation, and Training Programs
		4	Strengthen Communications Capabilities through Planning, Governance, Technology, and Equipment
7	Enhance Medical and Public Health Preparedness	7	Improve Medical and Health Capabilities
8	Strengthen Information Sharing and Collaboration	1	Enhance Information Collection, Analysis, and Sharing, in Support of Public Safety Operations across California
9	Enhance Multi-Jurisdictional/Inter-Jurisdictional All-Hazards/Whole Community Incident Planning, Response & Recovery Capabilities	5	Enhance Community Preparedness
		6	Enhance Multi-Jurisdictional/Inter-Jurisdictional All-Hazards Incident Catastrophic Planning, Response, and Recovery Capabilities
		8	Enhance Incident Recovery Capabilities
		10	Enhance Homeland Security Exercise, Evaluation, and Training Programs
10	Protect Critical Infrastructure and Key Resources (including Food & Agriculture)	2	Protect Critical Infrastructure and Key Resources from All Threats and Hazards
		9	Strengthen Food and Agriculture Preparedness
11	Enhance Election Security	1	Enhance Information Collection, Analysis, and Sharing, in Support of Public Safety Operations across California
		2	Protect Critical Infrastructure and Key Resources from All Threats and Hazards
		3	Strengthen Security and Preparedness across Cyberspace



National Priority Examples

IJ #1: Enhancing information and intelligence sharing and analysis (National Priority)

Example Projects

- Risk and Disaster Resilience Assessment
- Terrorism Liason Officer training or Coordinator position
- Fusion Center Projects
- WebEOC Hosting
- OES Emergency Services Coordinator
- Homeland Security Information Network field access
- Everbridge with IPAWS
- Emergency Operations Plan
- Automatic License Plate Readers
- Emergency Management Training



National Priority Examples

IJ #2: Enhancing the Protection of Soft Targets/Crowded Places (National Priority)

Example Projects

- Operational Overtime
- Portable vehicle barrier system
- Security cameras
- CodeRED alerting system
- Bomb Robot
- CBRNE Detection/response equipment
- Evacuation management – Zonehaven
- Fencing, gates and access controls



National Priority Examples

IJ #3: Enhancing Cybersecurity (National Priority)

Example Projects

- Cybersecurity Network Vulnerability testing
- VPN expansion
- Enterprise Password Management Solution
- Cybersecurity training
- Cybersecurity tabletop exercise



National Priority Examples

IJ #4: Enhancing community preparedness and resilience (National Priority)

Example Projects

- CERT training, materials and supplies
- Stop the Bleed
- Community Preparedness training
- Community emergency planning
- COAD development
- VOAD training and certifications



National Priority Examples

IJ #5: Combating Domestic Violent Extremism (DVE) (National Priority)

Example Projects

- Domestic Violence Extremism Officer
- DVE Training
- DVE Community Education and campaign
- Violent Extremism training for first responders
- Intelligence training for Law Enforcement
- Inmate Radicalization Assessment Training
- Diversity, Inclusion, and Anti-hate trainings



National Priority Examples

IJ #11: Enhancing Election Security (National Priority)

Example Project

- Physical security planning support
- Physical/site security measures – locks, shatter proof glass, security cameras, alarms, etc.
- General election security navigator support
- Online harassment and targeting prevention
- Cybersecurity risk assessments/training/planning
- Portable barriers/bollards
- Information Systems Security Public awareness/preparedness campaigns on election security and integrity measures
electioncybersecurity@sos.ca.gov.



FY2024 National Priority Projects

- The National Priority Projects are reviewed for effectiveness by FEMA before funds are obligated or expended.
- The primary review is conducted by FEMA GPD Program Analyst with assistance from agency partners when necessary.



FY2024 Project Evaluations

- FEMA has already completed their effectiveness review for FY 2024 National Priority projects.
- Our goal has been for FEMA to complete its effectiveness review before funds are awarded to minimize the amount of funding on hold related to the National Priority Areas.
- Utilizing our advanced application process and project writing workshops California submitted over 600 National Priority Projects for FY 2024 and none were placed on hold!



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 207-22-0002](#).



Controlled Equipment Forms

- FEMA Controlled Equipment
- Cal OES Self-Certification
- Cal OES Aviation & Aviation Related Equipment
- Cal OES UAS (Drone)

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REQUEST FOR AVIATION OR AVIATION-RELATED EQUIPMENT

Subgrantee Name: _____

Homeland Security Grant Program FY _____ Grant Number _____ Cal OES ID# _____

Urban Area Security Initiative (UASI) FY _____ Grant Number _____ Cal OES ID# _____

Other Program FY _____ Grant Number _____ Cal OES ID# _____

Project Amount: UASI \$ _____ SHSP \$ _____

1. Indicate the type of aircraft/aviation equipment for this request (choose only one of the following).

Aircraft _____ Aviation-Related Equipment _____

2. Please provide a description of the area that will be served by the requested equipment.

Equipment & Description	Cost	AEL#



NEW FORMS

DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
CONTROLLED EQUIPMENT REQUEST

OMB Control No:1660-0156
Expiration: 08-31-2023

PAPERWORK BURDEN DISCLOSURE NOTICE
FEMA Form FF-207-FY-23-106 (formerly 087-0-0-1)

Public reporting burden for this data collection is estimated to average 45 minutes per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. This collection of information is required to obtain or retain benefits. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW., Washington, DC 20472-3100, Paperwork Reduction Project (1660-NEW) NOTE: Do not send your completed form to this address.

A. General Information

Name of Applicant or Recipient:		State or Tribe:
Program:	Program Fiscal Year:	Award or Application Number (if known):
Project Title:		Investment Justification Number:

Project Number:

Name:

Address:

Phone:

E-mail:

Name of Sub-recipient:

Controlled Equipment Self-Certification



Subrecipient / Award Information		
Grant Program:	Grant Award #:	Cal OES ID#:
Subrecipient (end user):		Project #:
Pass-through Entity:		
Controlled Equipment Information		
Item(s) to be procured:		
AEL #(s):		
Is this equipment to be used in a regional or multi-jurisdictional capacity? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please list all partner jurisdictions:		
<input type="checkbox"/> Copy of the Cal OES Controlled Equipment Self-Certification Form from each entity sharing the equipment. (This requirement is only applicable to each entity that will operate the equipment.)		
Certification		
The authorizing official listed below certifies the subrecipient above:		
<input type="checkbox"/> Has received Governing Body Approval as outlined in section D-2 of FEMA Policy 207-22-0002		
<input type="checkbox"/> Has adopted Policy and Protocol Requirements outlined in section D-3 of FEMA Policy 207-22-0002		



REQUEST FOR UAS OR DRONE EQUIPMENT

Subgrantee Name: _____
 Homeland Security Grant Program FY____ Grant Number____ Cal OES ID#____
 Urban Area Security Initiative (UASI) FY____ Grant Number____ Cal OES ID#____
 Other Program FY____ Grant Number____ Cal OES ID#____

Pr



REQUEST FOR AVIATION OR AVIATION-RELATED EQUIPMENT

1.

Subgrantee Name: _____
 Homeland Security Grant Program FY____ Grant Number____ Cal OES ID#____
 Urban Area Security Initiative (UASI) FY____ Grant Number____ Cal OES ID#____
 Other Program FY____ Grant Number____ Cal OES ID#____
 Project Amount: UASI \$____ SHSP \$____

2.

1. Indicate the type of aircraft/aviation equipment for this request (choose only one of the following).

Aircraft _____ Aviation-Related Equipment _____

3.

2. Please provide a description of the area that will be served by the requested equipment.

Equipment & Description	Cost	AEL#



FEMA Grants Outcomes System



Live 2024



Changes to Federal Procurement Standards

- Affects FEMA awards on or after October 1, 2024
- Adds requirements for States and Indian Tribes
- Removes Prohibition on Geographic Preference for bids/proposal
- Encourages Socioeconomic Affirmative steps to utilize Small Businesses
- Adds Veteran-Owned Businesses as Target Firms
- Encourages use of Recovered Materials





Continuing HSGP Requirements

- **Law Enforcement Terrorism Prevention Activity (LETPA)**
 - Requirement remains 35% of the total subaward.
- **Build America Buy America Act (BABAA)**
 - Applies to new awards made on or after January 2, 2023, for infrastructure and construction projects.
- **Nationwide Cybersecurity Review (NCSR)**
 - Open now to complete October 1, 2024-February 28, 2025. Certification is due to Cal OES once completed.





LETPA

Law Enforcement Terrorism Prevention Activity (LETPA) Supplemental Guidance to the Homeland Security Grant Program Notice of Funding Opportunity (NOFO):

- IB 485 provides further direction on accounting for LETPA activities, best practices for submitting investment justifications for LETPA, and information on distinguishing LETPA from other activities.
- Provides additional clarity to the LETPA requirements in the FY24 HSGP NOFO.



BABAA

Build America, Buy America Act:

- States that all Federal Agencies including FEMA must ensure that no federal financial assistance for “**Infrastructure**” projects is provided unless all iron, steel, manufactured products, and construction materials used in the project are produced in the United States.
- Applies to new awards made on or after January 2, 2023.
- When necessary, subrecipients may apply for a waiver from these requirements. Additional information regarding the BABAA can be found on FEMA’s website under [Buy America Preference](#).



NCSR

National Cyber Security Review:

- All recipients and subrecipients of the FY 2024 HSGP award are required to complete the NCSR.
- The Nationwide Cybersecurity Review (NCSR) is a no cost, anonymous, annual self- assessment that is designed to measure gaps and capabilities of state, local, tribal, and territorial (SLTT) governments' cybersecurity programs.
- The 2024 NCSR is open to complete from October 1, 2024, to February 28, 2025.
- To register for the NCSR as a new user, please visit the following website: <https://www.cisecurity.org/ms-isac/services/ncsr/>.



HSGP Grant Guidance

- National Priority Modifications
- Personnel Cap
- Semi-Annual Drawdowns
- Emergency Communications Projects
- EHP
- Training and Exercise Requirements
- Extension Requests

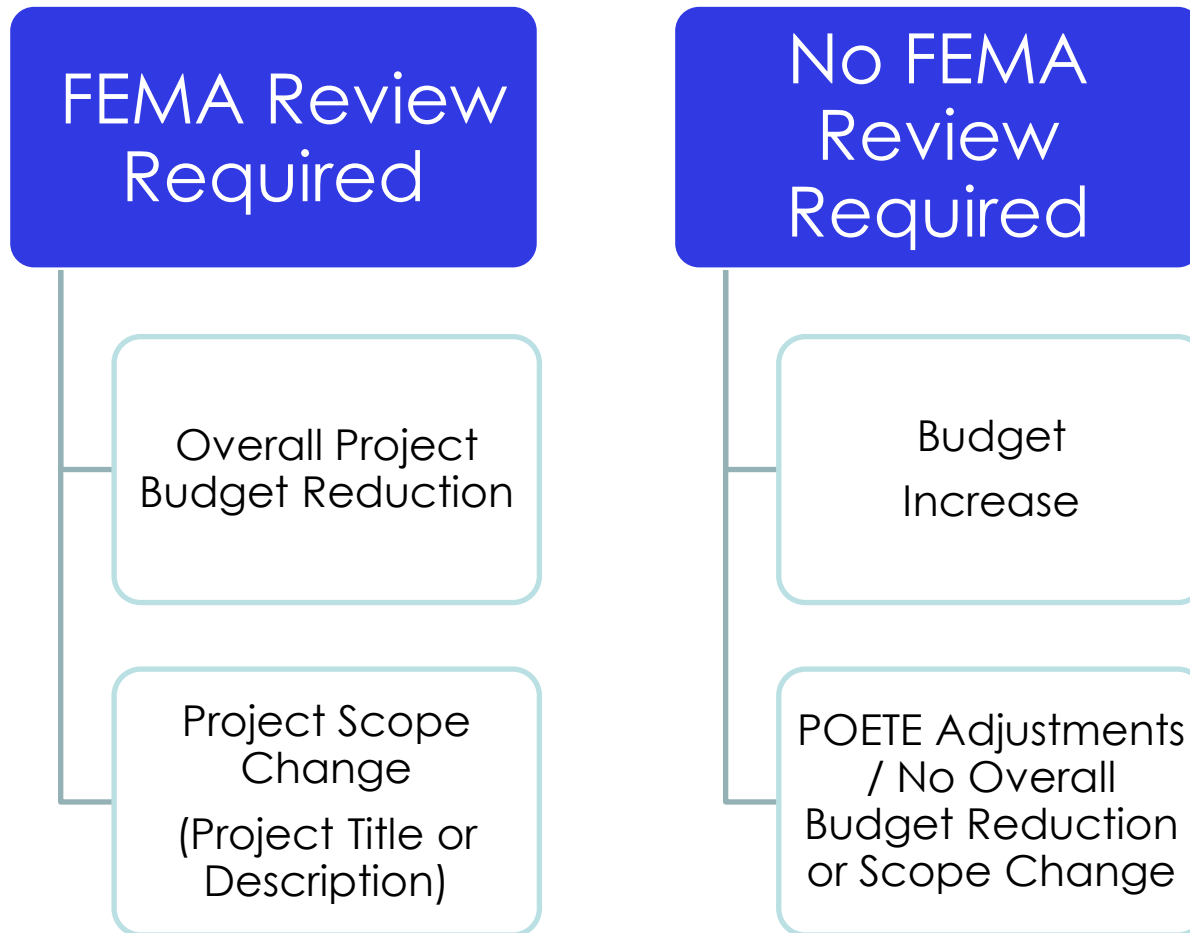


National Priority Area Modifications

- For FY 2024, National Priority Area (NPA) Modification process will remain the same, but forms will be submitted within GCS.
- Certain NPA modification requests **Do** require FEMA approval while others **Do Not**.



National Priority Area Modification Chart





FEMA Approval Required

- Project budget decrease
- Changes to overall project description or project title
- **Any** project scope change



FEMA Approval is Required

- Happy County is requesting to move funds between Cyber Security Equipment Project #5 and Cyber Security Training Project #6

Project	Original - Allocation	Proposed
Cyber Security Equipment Project#5	\$ 10,000	\$ 11,000
Cyber Security Training Project #6	\$ 10,000	\$ 9,000



FEMA Approval is Required

Project	Original Allocation	Proposed
Cyber Security Equipment Project #5	\$ 10,000	\$ 11,000
Cyber Security Training Project #6	\$ 10,000	\$ 9,000



FEMA Approval Not Required

- Project budget increase, no scope change
- Shifting of funds within solution areas with no scope change and no overall budget reduction



NP Mod/No FEMA Approval

- Happy County is requesting to increase their project budget on their Cybersecurity Project

Project	Original Allocation	Proposed
Cyber Security Equipment Project#5	\$ 10,000	\$ 11,000



NP Mod/No FEMA Approval

Happy County is requesting to shift funding within Solution Areas of a single project with no scope changes or overall budget reductions

Project	Original Allocation	Proposed
Cyber Security Project#5	\$ 10,000	\$ 10,000
Training Solution Area	\$ 5,000	\$ 4,000
Equipment Solution Area	\$ 5,000	\$ 6,000



HSGP General Items

Personnel Cap Waiver (PCAP) Requests

- Required for personnel costs over 50% of each fund source.

Semiannual Drawdowns

- Must drawdown funds semi-annually.

Emergency Communications projects

- Projects that fall under IJ#6 still need to be SAFECOM compliant. Reminder to mention the SCIP goal and “emergency communications” in the project description.



HSGP General Items

EHP Requirements

- When is this needed?

Training and Exercise Requirements

- EHPs
- Training Feedback numbers
- After Action Reports (AARs)
- Noncompetitive Procurements

BSIR Reporting cycle is every 6 months

- Winter BSIR: July 1 - December 31
- Summer BSIR: January 1 - June 30



HSGP General Items

Extension Requests

- Must be received no later than 60 days prior to the end of the Subrecipient's period of performance.
- Must contain specific and compelling justifications as to why an extension is required.



Final Application Documents

- Final Applications for FY 2024 will be due **February 10, 2025, in GCS.**
- Final application documents i.e. GBR, Standard Grant Assurances, FFATA financial disclosure, signed award letters, certification regarding lobbying, and Subrecipient Grants Management Assessment.
- The California Supplement to the NOFO will be released in the coming weeks.



Advanced Applications

- Advanced Applications for FY 2025 will be due **February 28, 2025, in GCS.**
- Advanced applications consist of only project descriptions and project budgets.
- Mirror FY2024 funding levels and national priority areas as a baseline.



HSGP Contact Info

Maybel Garing-Espilla, Unit Chief
Homeland Security Grants Unit II

Vacant

vacant.vacant@caloes.ca.gov
(916) 845-8400

Darlene Arambula

darlene.arambula@caloes.ca.gov
(916) 845-8427

Tyrone Freeman

tyrone.freeman@caloes.ca.gov
(916) 328-7750

Olivia Rudolphy

olivia.rudolphy@caloes.ca.gov
(916) 845-8789

Vidal Lopez, Unit Chief
Homeland Security Grants Unit I

Jim Lane

Jim.lane@caloes.ca.gov
(916) 845-8428

Iris San

Iris.san@caloes.ca.gov
(916) 364-4681

Antoinette Johnson

antoinette.johnson@caloes.ca.gov
(916) 845-8260

Laura Halverstadt

laura.halverstadt@caloes.ca.gov
(916) 845-8899



★ = UASI



Questions?



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Procurement

October 2024



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Procurement Standards

- **Revised CFR procurement standards**, effective October 1, 2024
- All procurement activities must be conducted in accordance with **documented procurement procedures** provided that they comply with the federal procurement standards found at **2 C.F.R. § 200.318 – 200.327**
- If there is any conflict between the procurement procedures used and the Federal procurement standards, you must follow the more restrictive provision



Full and Open Competition

- All procurement transactions under a federal award **must be fully and openly competed** consistent with the standards in 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
 - Splitting purchases to bypass competitive procurements rules
- **Update:** Prohibition on geographic preferences has been removed



Methods of Procurement

Procurement Types Grouped into 3 Categories

Informal
CFR 200.320(a)

- Micro-Purchases
- **Simplified Acquisitions**
(formerly “Small Purchases”)

Formal
CFR 200.320(b)

- Sealed Bids
- Competitive Proposals

Non-Competitive
CFR 200.320(c)

- Non-Competitive Procurements



Informal Procurement Methods

Micro-Purchases

§ 200.320(a)(1)

- Purchases below the Micro-Purchase threshold **do not** require soliciting competitive price or rate quotations
 - Reasonableness of price/rate **must be documented**
- Federal Acquisition Regulations (FAR) has set the Federal micro- purchase threshold at **\$10,000**
 - If internal Micro-Purchase threshold is less, you must use that amount



Informal Procurement Methods

Micro-Purchase Threshold Increase

§ 200.320(a)(1)(iv) – (v)

- Subrecipients may **self-certify** a threshold of **up to** \$50,000

OR

- Obtain **Federal approval** for a threshold **higher than** \$50,000



Informal Procurement Methods

Simplified Acquisitions

§ 200.320(a)(2)

- **Greater than** Micro-Purchase threshold and **less than or equal to** the Simplified Acquisition Threshold (SAT)
- The SAT is currently set at \$250,000, per FAR
 - Internal threshold cannot exceed amount set by FAR
- Price/Rate quotations must be obtained from an adequate number of qualified sources



Formal Procurement Methods

Sealed Bids § 200.320(b)(1)

- Greater than SAT \$250,000
- Scope of Work is definite
- RFBs must be publicized
- Bids solicited from 2 or more bidders/offerors
- Public opening of bids at set date and time
- Fixed-Price contract awarded to lowest price bidder

Proposals § 200.320(b)(2)

- Greater than SAT \$250,000
- Scope of Work is less definitive
- RFPs must be publicized
- Proposals solicited from 2 or more proposers/offerors
- Proposals scored based on established evaluation criteria
- Fixed-Price or Cost-Reimbursement contract awarded to proposal that is most advantageous



Non-Competitive Procurements

§ 200.320(c)(1) – (5)

- Non-competitive procurements are only allowable under one or more of the following circumstances:
 1. Amount does not exceed the Micro-Purchase Threshold
 2. Single Source
 3. Public Exigency or Emergency
 4. Inadequate Competition
 5. With Federal Awarding Agency or Pass-Through entity Authorization

NOTE: Cal OES will only authorize if one of the first four circumstances apply



Non-Competitive Procurement Authorizations

- All noncompetitive procurements in **excess of \$250,000** require **prior approval** from Cal OES
 - No retroactive approvals will be granted
- Cal OES prior approval is also required for all HSGP-funded **non-competitive procurements of training, regardless of the dollar amount**
- For [CSTI/DHS Pre-Vetted Single Source Homeland Security Trainings](#), prior approval from Cal OES is still required



Non-Competitive Procurement Authorizations

- What must be submitted to Cal OES for non-competitive procurement approval?
 1. [Non-Competitive Procurement Authorization \(NCPA\) form](#)
 2. CSTI Tracking Number for training courses
 3. A Cost or Price Analysis
 4. Prior Approval documentation, if applicable
- **Update:** Profit negotiation is no longer mandatory



Cost or Price Analysis

§ 200.324(a)

- **Objective:** To ensure a fair and reasonable price
- Must perform a Cost or Price Analysis for **every procurement action exceeding** the Simplified Acquisition Threshold of **\$250,000**, including contract modifications



Cost or Price Analysis

- A Price Analysis is a method for evaluating similar products
- A Cost Analysis is a method to evaluate the fair market value of a product without comparing it to another
- **As a starting point**, it is **REQUIRED** that an independent price/cost estimate be made and documented before receiving any bids or proposals



Price Analysis

- Price Analysis is the most commonly used method to determine a fair and reasonable price
- Typically used when acquiring items or services that are **on the open market** and that have competing alternatives with **relatively similar benefits**
- A Price Analysis would include a detailed review of the benefits of each offering relative to the quoted prices



Price Analysis

- Techniques include, but are not limited to:
 - Comparing proposed prices with independently developed price estimates prepared prior to receiving bids/proposals
 - Comparing proposed prices received in response to a solicitation
 - Comparing prior (historical) proposed/contract prices with current proposed prices for the same or similar goods or services
 - Comparing offers with competitively published catalog prices, published market prices, or similar indices



Cost Analysis

- Typically used when there are **no comparable products or services**
- A Cost Analysis involves the review of separate cost elements or line items and proposed profit to determine a fair and reasonable price
- **Update:** Profit negotiation is no longer mandatory



Cost or Price Analysis

	Price Analysis	Cost Analysis
Level of Analysis	Simple	Detailed
Competition	Adequate	Inadequate
Method	Price Comparison	Cost Breakdown



Contract Provisions

§ 200.327

- All contracts must contain the applicable provisions described in Appendix II to Part 200
- [FEMA Contract Provisions Guide](#)



Procurement Records

- Maintain all procurement records
- Procurement records confirm compliance with the Federal standards at 2 C.F.R 200.318 – 200.327
- Lack of documentation is a common finding
- Records must be maintained for at least 3 years from date of grant closeout



Resources

- [Code of Federal Regulations | eCFR.gov](#)
- [PDAT Homepage & Training Schedule | FEMA](#)
- [2021 Contract Provisions Guide | FEMA](#)
- [California Specialized Training Institute \(CSTI\) | Cal OES](#)



State Training Operations

Tracy Stocks
Nina Brunner
Sandeep Singh

October 2024



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES



Training Request

Feedback Numbers

- Cal OES Grants Management is responsible for the administration and distribution of all funds to local and regional entities
 - These grant awards support the building, sustainment, and delivery of core capabilities essential to achieving the National Preparedness Goal of a secure and resilient Nation
- Cal OES State Training Operations (STOps) ensures the training being conducted throughout the state meets grant guidance and is eligible for reimbursement of these funds
 - To do this, the training being conducted by our sub-recipients must be approved by Cal OES STOps
 - Cal OES Grants Management oversees/distributes funding throughout the state, Cal OES STOps oversees/approves the training going on throughout the state.



Single Source

Single Source Documents

- The Single Source documents are used to support your request to use Homeland Security Grant Program (HSGP) funds, utilizing a single source provider.
- The courses listed in the two documents below have been identified and approved to be used as a single source provider. Please refer to the Grants Management Memo on this subject for detailed information.
 - [CSTI Single Source Provider Letter](#)
 - [DHS Approved Courses as Single Source](#)



NQS

NIMS Guideline for the National Qualification System (NQS):

Components of a qualification/certification system, defines a process for certifying the qualifications of incident personnel, describes how to stand up and implement a peer review process, and provides an introduction to the process of credentialing personnel.

- **Phase 2:** NQS Implementation Objectives for CY24
 - All jurisdictions shall have designed and approved organizational qualification system procedures, certification programs and credentialing standards for incident workforce personnel in alignment with the NIMS Guideline for the National Qualification System
 - Jurisdictions shall use a resource management or qualification tool system to track the qualification, certification, and credentialing of incident workforce personnel.

- **Phase 3:** NQS Implementation Objectives for CY25
 - All jurisdictions shall have issued PTBs to designated incident workforce personnel and ensure incident workforce personnel show progress in working toward task endorsements and minimum training requirements.



Questions

Tracy Stocks; Sr. EMC & State Training Officer (STO)

tracy.stocks@caloes.ca.gov

Nina Brunner; EMCI2 & Training Point of Contact (TPOC)

nina.brunner@caloes.ca.gov

Sandeep Singh; EMCI2 & Training Request POC

Sandeep.singh@caloes.ca.gov

State Training Operations (STOps)

training@caloes.ca.gov



Thank You



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