



GRANT MANAGEMENT MEMORANDUM
GMM 2023-16

Date: November 21, 2023

To: All California Governor's Office of Emergency Services (Cal OES)
Homeland Security Grant Program

From: Cal OES Grants Management

Subject: Homeland Security Grant Program (HSGP) Project Writing Webinars

To enhance understanding of project development and expediate approval of proposed HSGP projects by the Federal Emergency Management Agency (FEMA), the California Governor's Office of Emergency Services, Grants Management, is pleased to announce targeted virtual training to help Subrecipients write effective project proposals and tie them to investment justifications. As outlined in more detail below, the training will be held virtually on December 12th and December 14th.

In preparation for submitting the State's FY 2024 HSGP application, Subrecipients were asked to begin project planning efforts in October. While the final FY 2024 award amounts cannot be established until the official Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) is released, California Subrecipients are to begin developing projects based on their FY 2023 allocations and the Cal OES FY 2023 Investment Justifications. To maximize the benefits of the training, HSGP Subrecipients are strongly encouraged to attend.

Each federal fiscal year (FY), the California Governor's Office of Emergency Services (Cal OES), acting as the State Administrative Agency (SAA), applies to the U.S. Department of Homeland Security (DHS), FEMA for Homeland Security Grant Program (HSGP) funds. In 2020, DHS/FEMA introduced the National Priority (NP) project investment areas. There are currently six NP areas. DHS/FEMA requires a minimum funding amount for each NP investment area as a percentage of each state or urban area's total grant award. NP projects undergo a unique and heightened review by DHS/FEMA before each project is approved and funding is released. The NP investment areas and their minimum

funding amounts as a percentage of each Subrecipient's total grant award are as follows for FY 2023:

1. Enhancing information and intelligence sharing and analysis, and cooperation with federal agencies, including DHS – 3%
2. Enhancing the protection of soft targets/crowded places – 3%
3. Enhancing cybersecurity – No minimum requirement
4. Enhancing community preparedness and resilience – 3%
5. Combating domestic violent extremism – 3%
6. Enhancing election security – NEW 3%

This training aims to enable HSGP Subrecipients to write HSGP-funded projects effectively and more accurately and consistently align HSGP-funded projects to California's and the NP investment areas and the Core Capabilities from the National Preparedness Goal. More accurate and consistent alignment of projects to investment areas and Core Capabilities will better enable the State and Subrecipients to:

1. Gain project approval from FEMA by reducing the number of projects on hold
2. Track their investments against the State's homeland security strategy, which mirrors, to the extent possible, the State's eleven investment areas
3. Understand and articulate the impacts and outcomes from those investments across the State in a consistent manner
4. Provide better data to Congress and the Administration in support of continuing the grant programs through a consistent understanding of what capabilities the grant funding is supporting

We look forward to your participation in one of the upcoming webinars.

Webinar Schedule

Tuesday, December 12, 2023

[Webinar](#) (9:30 A.M. – 11:00 A.M.)

Meeting ID: 242 862 615 925

Passcode: spy6Mo

Call In: (415) 906-4037

Conference ID: 671 976 27#

RSVP: Alissa Adams

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Thursday, December 14, 2023

[Webinar](#) (9:30 A.M. – 11:00 A.M.)

Meeting ID: 265 551 738 795

Passcode: o2TJCR

Call In: (415) 906-4037

Conference ID: 286 761 27#

RSVP: Alissa Adams

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