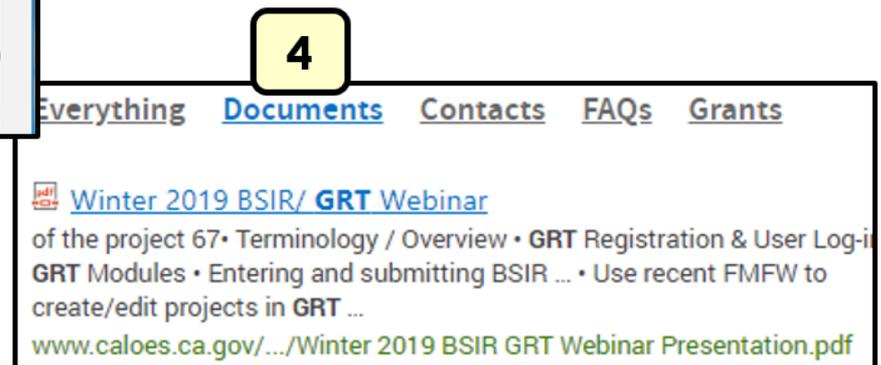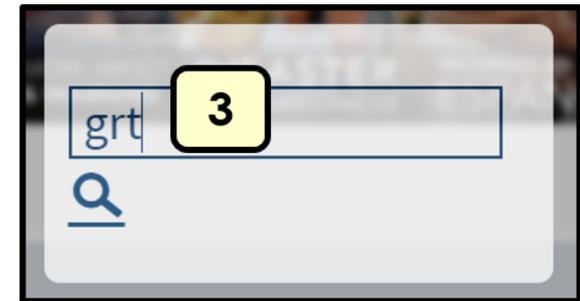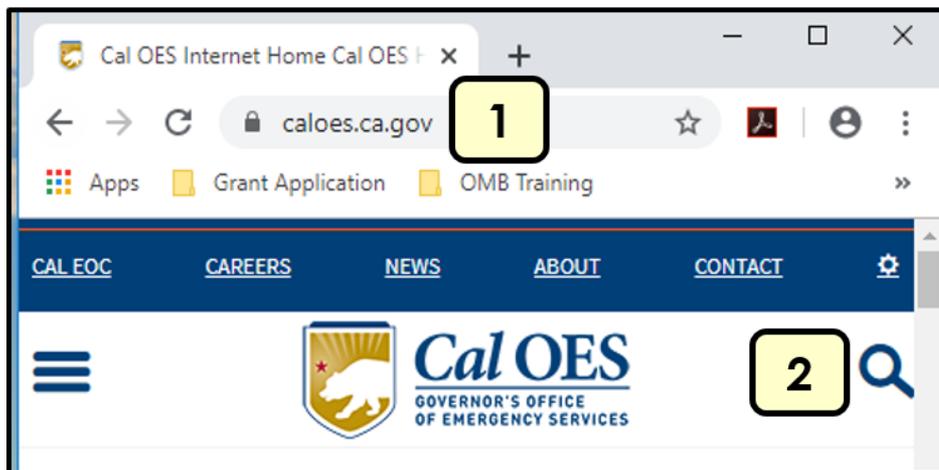# December 2021 BSIR Webinar

December 2021 BSIR Training Material

Homeland Security Grants Processing Link

1. Go to **CalOES.ca.gov**
2. Click the Search icon
3. Search for **"GRT"**
4. Click on the "**Documents**" link

December 2021 Biannual Strategy Implementation Report (BSIR)

Webinar - General	Webinar - Nonprofit Specific
Webinar #1 **Thursday, December 9, 2021** **9:00 AM – 11:00 AM** Click here to join the meeting Call in: 415-906-4037 Conference ID: 893 082 398#	**Webinar #2 – Nonprofit Specific** **Thursday, December 9, 2021** **1:30 PM – 3:30 PM** Click here to join the meeting Call in: 415-906-4037 Conference ID: 887 365 270#
Webinar #3 – Nonprofit Specific **Tuesday, December 14, 2021** **9:00 AM – 11:00 AM** Click here to join the meeting Call in: 415-906-4037 Conference ID: 213 806 713#	**Webinar #4** **Tuesday, December 14, 2021** **1:30 PM – 3:30 PM** Click here to join the meeting Call in: 415-906-4037 Conference ID: 201 978 399#

Changes & Updates

- Nonprofit Subrecipients will report on Grants Awarded for FY 2018, FY 2019, FY 2020 and FY 2021

- Cal OES will submit FY 2017 Grant on the behalf of the Subrecipient unless the Organization received a Funding Increase or Time Extension

- Cal OES is working with FEMA to closeout FY 2015 and FY 2016 Grants

BSIR IS OPEN!   **DON'T WAIT!**   **SUBMIT NOW!**

Changes & Updates

- Subrecipients that have <u>not</u> submitted and/or received approval for their FY 2021 Applications need to work with their program representatives and enter information based on their FY 2021 IJ submittal

- Due to Cal OES: **COB Friday, January 7, 2022**

BSIR IS OPEN!   **DON'T WAIT!**   **SUBMIT NOW!**

GRT is Available on All Browsers

If you are having trouble connecting to the GRT try using a different browsers.

Chrome   **Firefox**   **Edge**   **Safari**

NSGP Only: Contractual Security

FY19 and Forward: NSGP allows Contractual Security

- Solution Area: **Organization**
- Sub-Category: **Contracted Security Personnel**

Questions?

Webinar Content

- Terminology

- BSIR Overview

- GRT Registration & User Log-in

- GRT Tabs & Modules

- Entering and submitting BSIR Information (Funding Module)

- Submission Process

Terminology

- **BSIR** – Biannual Strategy Implementation Report
  - Progress report to account for grant funding

- **GRT** – Grants Reporting Tool
  - Website used to report project information to FEMA

Terminology

- **Award**: 2 meanings depending on the tab
  - Award Tab: total amount of the grant funding
  - Project ($) Tab: amount budgeted for that specific project

Recipients | Award | Project | Project ($) | Project Detail | Allocations **Tabs**
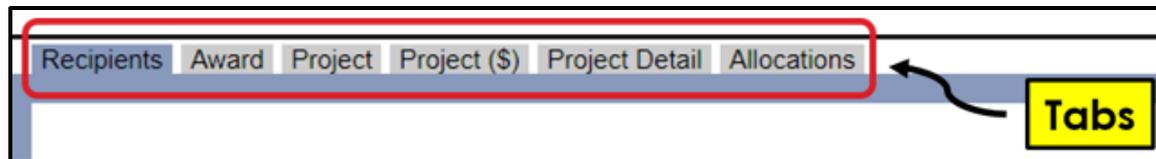
- **Obligated**: funds owed to a vendor for a good/service already provided, but not yet paid

- **Expended**: funds that have been paid to a vendor to fulfill an obligation

- **Rule of thumb**: Obligated + Expended ≤ Award Amount

BSIR Overview

- Purpose of the BSIR:

  o Show the cumulative progress of the Organization's projects

  o Info collected is used by the Governor's office, DHS and Congress

- Most Importantly, BSIR is **<u>MANDATORY</u>** per federal regulations, which require performance measurement
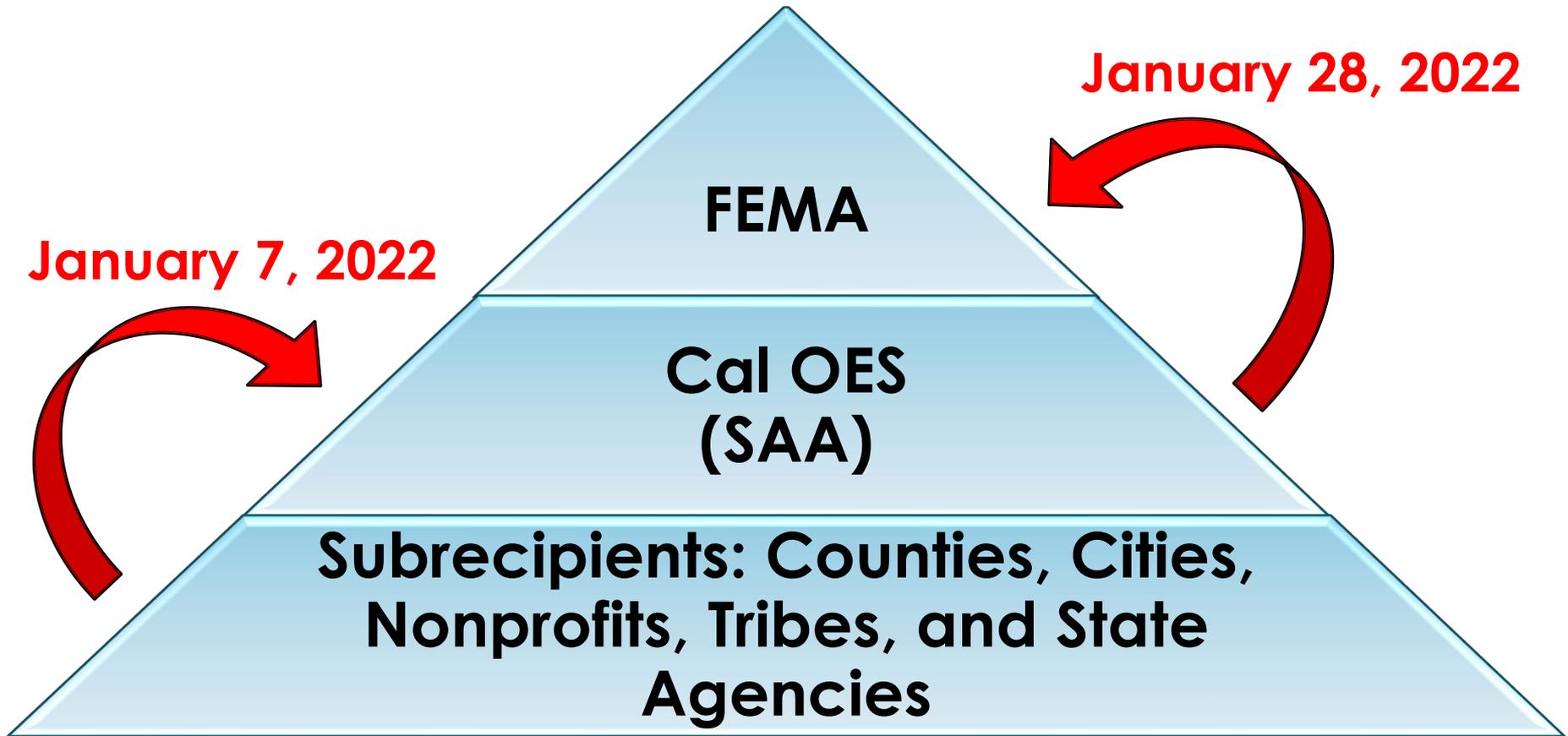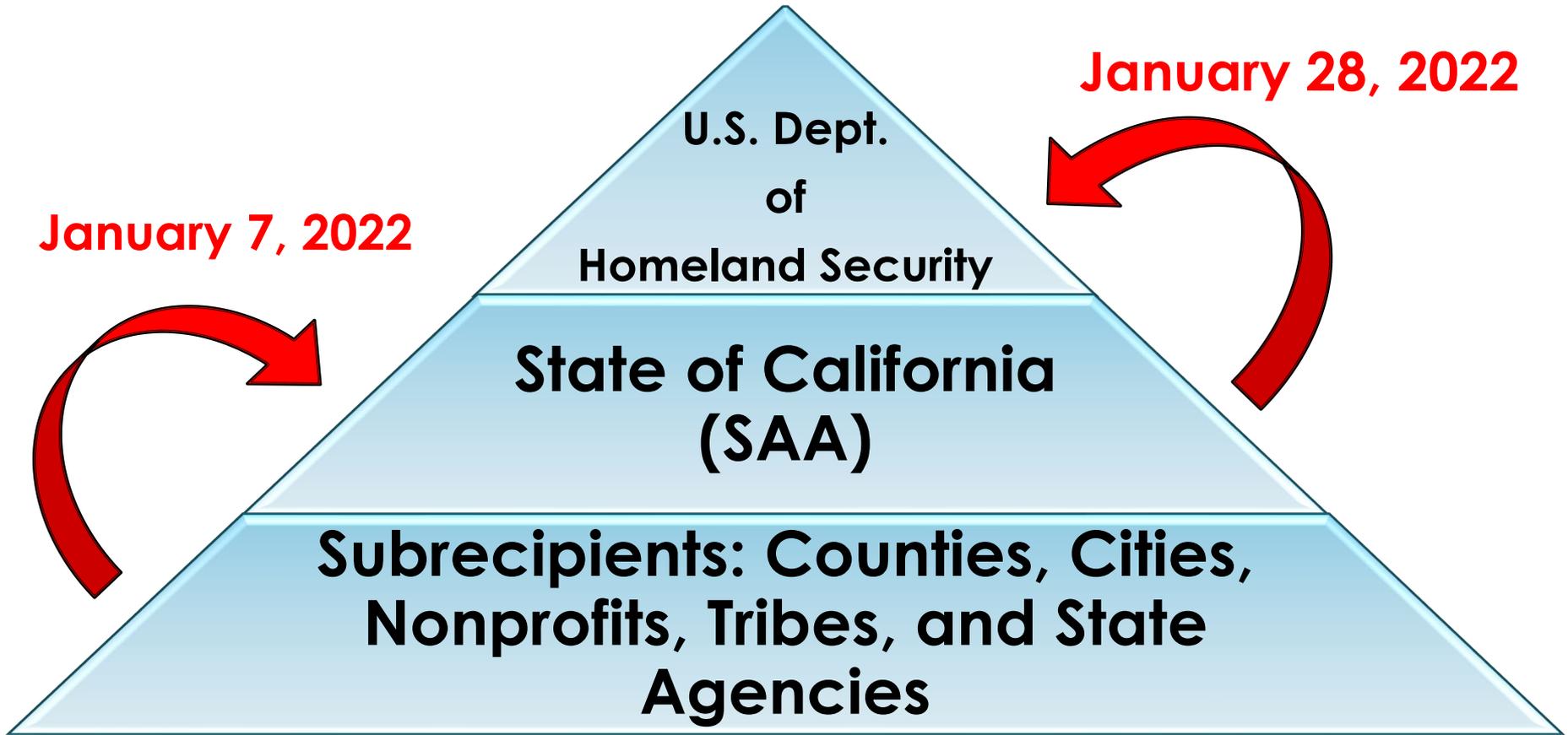
BSIR Overview

- BSIR Reporting cycle is every 6 months:

    o <u>Winter BSIR</u>:   July 1 - Dec 31

    o <u>Summer BSIR</u>:   January 1 - Jun 30

- Cal OES uses BSIR to meet reporting requirements identified by the DHS/FEMA

- Cal OES and FEMA uses the BSIR to determine feasibility and effectiveness of grant projects

BSIR Deadlines: December 2021

January 28, 2022

January 7, 2022

FEMA

Cal OES (SAA)

Subrecipients: Counties, Cities, Nonprofits, Tribes, and State Agencies

BSIR Deadlines: December 2021

January 28, 2022

January 7, 2022

U.S. Dept.
of
Homeland Security

State of California
(SAA)

Subrecipients: Counties, Cities, Nonprofits, Tribes, and State Agencies

GRT REGISTRATION

GRT Homepage – www.reporting.odp.dhs.gov

- New users must register and be approved by program representative

- 45 days of inactivity locks out user

- Contact your program representative if your account is inactive or needs password reset

Registration Form – Step 1

Registration Form – Step 2

Registration – Step 3

Password Criteria

- 8 to 15 characters & contain at least one:
  - Uppercase letter (A-Z)
  - Lowercase letter (a-z)
  - Numeric character (0-9)
  - **Only Special Characters Allowed: #, $, _**
- No character repeats, sequences, key patterns
- Cannot start with number or special character
- 3 failed log-in attempts in 24 hours locks account
- Must change password every 90 days
- Password must be different from the last password

Things to Remember

- When to call your program representative
  - o After registration
  - o To unlock your account
  - o Forgot or need to reset password

- All Subrecipients are "**Local Users**"

- Each User should have their own account

- Password must be changed every 90 days

- If website isn't responding, try alternate browser

- Double-check profile information for accuracy

GRT Introduction: Welcome Page and Users Module

GRT Modules

1. **Welcome**
2. **Funding**
3. **Organization**
4. **Users**
5. **Logout**

Users with Admin rights have access to the **Organization** module

GRT Modules

1. **Welcome***
2. IJ Submission
3. Investment
4. **Funding***
5. Approval
6. **Organization***
7. **Users***
8. Reporting
9. **Logout***

Subrecipient view of GRT Modules are in **red** with an asterisk (*****).

Welcome Page - Help References

Users Module - User Detail Tab

Users Module - User Detail Tab

- Do <u>NOT</u> add role assignments
    - Account will need re-approval and you'll be locked out

Organization Module - Subgrantees Tab

- This tab only exists for Administrator accounts.

- Cal OES enters contact info for your organization when you are awarded for the first time; may be incomplete.

- Please verify information for your organization's main Point of Contact

Organization Module - Subgrantee Detail Tab

Subgrantee Detail Tab

Subgrantees | Subgrantee Detail | Subgrantee UA/RTA

Current User:
Jane Doe

Welcome!

Funding

Organization

Users

Logout

Grantee/Subgrantee Detail

Required fields are marked with a red asterik *

Legal Agency Name	OA-Happy County
Legal Grantee/Subgrantee Name	Happy County
Grantee Type	Local Jurisdiction / Entity
DUNS	
Contact Name	Jane Doe *
Contact Email	Jane.Doe@happy.gov *
Contact Phone Number	916-999-99999 × *
Mailing Zip Code	95655 *
Reporting Period	☐ 2007 Close-Out

(2) Verify information, click 'Update'

Revert to Saved · Update

FUNDING MODULE:
CREATING & UPDATING PROJECTS

Funding Module - Recipients Tab

Funding Module - Award Tab

Funding Module - Project Tab

- Use recent FMFW to create/edit projects in GRT

- Project Ledger will have almost all the info needed

- SAA will adjust the award amount due to increased funding or disencumbered funds

- **Report FY 2018, 2019, 2020 and 2021 activities for this reporting period.(FY 2017 if Time Extension approved)**

- *Save frequently*: 20 minute GRT time out

Funding Module - Project Tab

(1) Click 'Project' Tab to enter/edit projects

Self Check

Recipients | Award | **Project** | Project ($) | Project Detail | Allocations

Current User:
Jane Doe

Welcome!

Funding

Organization

Users

Logout

Local Jurisdiction / Entity Award Information - OA-Happy County - 2019 BSIR (December 19)

Project View: Project List ∨   **Self-Check View:**
-- Select Self-Check View -- ∨

Grantee/Subgrantee Self-Check: ERROR

Project Title	Funding Type	Funding	Project Status	Project Self-Check
☐ 001- Sustainment of Fusion Center Network System Manager & Intel Analysts	Passthrough to Local	$50,000	Data Entry In Progress	OK
☐ 003- Community Emergency Response Teams Training	Passthrough to Local	$10,000	Data Entry In Progress	OK
☐ 003- Responder Rescue Training	Passthrough to Local	$7,500	Data Entry In Progress	OK
☐ 004- Updating of pre-incident mapping for Cities of XX, YY and ZZ and surrounding areas	Passthrough to Local	$15,000	Data Entry In Progress	OK
☐ 005- Mass Fatality Incident Exercise 2019	Passthrough to Local	$12,500	Data Entry In Progress	OK

Comments

Funding Module – Project Tab (Create Project)

Funding Module: Project Tab (Create Project)

(1) Use <u>Project Ledger</u> to copy/ paste Project Title & Project Description

Funding Module: Project Tab (Create Project)

Recipients Award **Project** Project ($) Project Detail Allocations

Current User:
Jane Doe

Welcome!

Funding

Organization

Users

Logout

Local Jurisdiction / Entity Award Information - OA-Happy County - 2019 BSIR (December 19)

Project View: Create Project ⌄   **Self-Check View:** -- Select Self-Check View -- ⌄

Create P

Required

Project
Title:*   Insert

(2) Select Project Type from the drop-down list

Project
Type:*   >>>>>>>>>>>>>>>SELECT<<<<<<<<<<<<<<<<

Project
Location:*

(3) Enter 5-digit Zip Code of the Project Location

Project
Description:*

(4) Click on 'Create Project'

Create Project

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Funding Module: Project Tab (Create Project)

(5) Select 'OK' when pop-up appears.

(6) Select 'Project List'

Funding Module: Project Tab (Update Project)

Funding Module: Project ($) Tab (Update Project)

Funding Module: Project ($) Tab (Update Project)

Funding Module: Project Detail Tab

(1) Open FMFW and go to the most recent **approved** Project Ledger tab.

(2) Use Project Ledger to answer questions. Complete all fields with a **red** asterisk (*****).

Funding Module: Project Detail Tab (Milestones)

(3) Provide a narrative description for each milestone (max 250 characters). Add 3-4 milestones, each with an expected date of completion.

Milestones and NIMS Typing

Milestone	Milestone Complete	Remove
Develop Training schedule and send out invi	☑	Remove
Select Venue to hold training	☑	Remove
Hold Training by 09/2021	☐	Remove
Submit Costs for reimbursement by 03/2022	☐	Remove
Add Milestone		

Does this project support a NIMS typed resource? * — No

Revert to Saved | Save | Save and Continue

(4) Check box when milestone is achieved.

(5) Select Yes or No if project supports NIMS typed resource (**If Yes, see next slide**)

(6) Click 'Save' or 'Save and Continue'

Funding Module: Project Detail Tab (NIMS Typing)

Milestones and NIMS Typing

Milestone	Milestone Complete	Remove
Develope Training schedule and send out in	☑	Remove
Select Venue to hold training		
Hold Training by 09/2021		
Submit Costs for reimbursement by 03		
Add Milestone		

Does this project support a NIMS typed resource? * — Yes

Enter the name of the typed resources from the Resource Typing Library Tool *

Enter the ID of the typed resources from the Resource Typing Library Tool *

Click to access the Resource Typing Library Tool

Revert to Saved — Save — Save and Continue

(1) Use Resource Library Tool to find ID.

(2) Enter Name and ID of the typed resource

(3) Select 'Save' or 'Save and Continue'

BSIR Best Practices: Project Descriptions

- Project name must reflect the nature of the work

- Project descriptions should be:

  - Short
  - Precise
  - Descriptive

BSIR Best Practices: Project Descriptions

Make sure to address each of the following:

- **Who** is the project for?
  - Community Center, Temple, Church, School, etc.

- **What** is the project doing?
  - Updating plans, purchasing equipment, conducting training, etc.

- **Where** is the project being performed?
  - City, county, etc.

- **When** will the project start and end?
  - Needs to be within the period of performance of the grant

- **Why** is the project necessary?
  - Include intended benefits

BSIR Best Practices: Milestones

Based on feedback from FEMA, the following criteria are required when developing project milestones:

- Minimum of 3 milestones per project

- Maximum of 4 milestones per project

- Provide anticipated dates for each milestone

- Milestones should cover the life of the project

Organization
◦ Receive bids for a security contractor by MM/YY
◦ Select a Contractor by MM/YY
◦ Finalize receipts by MM/YY
◦ Pay contractor by MM/YY

Equipment
◦ Identify specs by MM/YY
◦ Solicit bids/draft RFB by MM/YY
◦ Select vendor, execute contract by MM/YY
◦ Receive equipment by MM/YY

Planning
◦ Schedule & Conduct Planning Meetings by MM/YY
◦ Draft plan by MM/YY
◦ Schedule & Conduct Final Planning Meeting by MM/YY
◦ Finalize updates to the plan by MM/YY

Example of INSUFFICIENT Project Description and Milestone

- **Project Title**: Equipment

Not a clear project title

- **Project Description**: Security Equipment

Not a clear project description (Who, What, Where, When, Why)

- **Milestones**:
  1) Increase security capability of School

Need to show a "Project Life Cycle" and the estimate completion date

Example of SUFFICIENT Project Title and Description

- **Project Title**: Security Fence for Day School

- **Project Description**: The Church of Awesome will

  WHO

  install security fencing and equipment around the

  WHAT

  perimeter of the Day School in Summer 2023; FY 21

  WHERE   WHEN

  funds for this equipment will enhance the security

  WHY

  capability for students and staff.

Example of **SUFFICIENT** Milestones

1. Create Exercise Plan by October, 2022

2. Complete EHP and submit to Cal OES by November, 2022

3. Conduct Exercise by January, 2023

4. Prepare/submit After Action Report by March, 2023

4. Prepare/submit After Action Report by March, 2023

1. Create Exercise Plan by October, 2022

3. Conduct Exercise by January, 2023

2. Complete EHP and submit to Cal OES by November, 2022

Funding Module: Allocation Tab

Funding Module: Allocation Tab

Recipients | Award | Project | Project ($) | Project Detail | **Allocations**

Current User: Jane Doe

- Welcome!
- **Funding**
- Organization
- Users
- Logout

Solution Area Subcategories

	NSGP-UA	Total
Physical Security Enhancement Equipment		
2019 BSIR (December 19)	- - -	- - -
2019 BSIR (June 20)	$50,000	$50,000

↓↓ **Scroll down to get to Disciplines** ↓↓

Disciplines

	NSGP-UA	
Not for Profit/Non-Profit		
2019 BSIR (December 19)	- - -	- - -
2019 BSIR (June 20)	$50,000	$50,000

(3) Enter amount in both **Solution Area Subcategory** & **Discipline**

Revert to Saved | Save | Save and Continue

(4) Save

Modifying Projects

Funding Module – Modifying a Project

(1) Go to **Project** tab

(2) Select **Project List**

(3) Click project to be modified

Recipients	Award	Project	Project ($)	Project

Current User:
Jane Doe

Welcome!

Funding

Organization

Users

Logout

Local Jurisdiction / Entity Award Information - OA-Happy County - 2019 BSIR (June 20)

Project View: | Project List ⌄ | **Self-Check View:** | -- Select Self-Check View -- ⌄ | **Grantee/Su**

	Project Title	**Funding Type**	**Funding**	**Proj**
☐	001: Install security fencing around parking lot	Passthrough to Local	$50,000	Data En

Comments

Funding Module - Modifying a Project

Funding Module - Modifying Project Details

Recipients | Award | Project | Project ($) | Project Detail | Allocations

(1) Click **Project Detail** tab

Current User: Jane Doe

Welcome!
Funding
Organization
Users
Logout

Local Jurisdiction / Entity Award Information - OA-Happy County - 2019 BSIR

Required fields are marked with an asterisk *

Project Detail

Project Title:	001: Install security fencing around parking lot
Project Description:	Install steel-reinforced fencing around perimeter with
Self-Check:	OK

2019 Investment Alignment and Fusion Center

There is no investment information due to the funding of the project.

2019 BSIR (June 20) Core Capability and Project Details

(2) Edit Core Capability and details.

Primary Core Capability:*	Physical Protective Measures
Capabilities Building:*	Build
Deployable:*	No
Shareable:*	No
Project Status:*	On Schedule
Project Management Step:*	Execute
Start Date (mm/yyyy):*	11/2019
End Date (mm/yyyy):*	12/2020
Does this project require new construction, renovation, retrofitting or modifications of existing structure? *	Yes

(3) Edit milestones and mark completion.

Milestones and NIMS Typing

Milestone	Milestone Complete	Remove
Gather quotes and develop plans by 7/2020	☐	Remove

Add Milestone

Revert to Saved | Save | Save and Continue

(4) Save

57

Funding Module - Modifying Project Allocations

Funding Module - Modifying Project Allocations

Recipients | Award | Project | Project ($) | Project Detail | **Allocations**

Current User: Jane Doe

Welcome!

Funding

Organization

Users

Logout

Solution Area Subcategories

	NSGP-UA	Total
Physical Security Enhancement Equipment		
2019 BSIR (December 19)	- - -	- - -
2019 BSIR (June 20)	$50,000	$50,000

↓↓ **Scroll down to get to Disciplines** ↓↓

Disciplines

	NSGP-UA	
Not for Profit/Non-Profit		
2019 BSIR (December 19)	- - -	- - -
2019 BSIR (June 20)	$50,000	$50,000

(4) Enter amount in both **Solution Area Subcategory** & **Discipline**

| Revert to Saved | Save | Save and Continue |

(5) Save

FOUR GRT SELF-CHECKS

Self-Check #1 - Project List View

Project Tab

(1) Self Check #1 Project List - check for green OK

Click this drop-down to go to next self-check.

Self-Check #2 - Grant Program View

Self-Check #3 – Solution Area View

Self-Check #4 – Project Validation View

BSIR (2-STEPS) SUBMITTAL FOR EACH GRANT AWARD YEAR

Funding Module - Submission

Project Tab

Project Status will be '**Data Entry in Progress**'

Grants Reporting
Federal Emergency Management

Recipients | Award | **Project** | Project ($) | Project Detail | Allocations

Current User:
Jane Doe

Welcome!

Funding

Organization

Users

Logout

Local Jurisdiction / Entity Award Information - OA-Happy County - 2016 BSIR (December 16)

Project View: Project List **Self-Check View:** -- Select Self-Check View --   Grantee/Subgrantee Self-Check: OK

	Project Title	Funding Type	Funding	Project Status	Project Self-Check
☐	001- Sustainment of Fusion Center Network System Manager & Intel Analysts	Passthrough to Local	$1,000,000.00	Data Entry In Progress	OK
☐	002- ICS Training	Passthrough to Local	$60,000.00	Data Entry In Progress	OK
☐	003- Responder Rescue Training	Passthrough to Local	$147,500.00	Data Entry In Progress	OK
☐	004- Strike Team/Task Force Leader Training	Passthrough to Local	$57,500.00	Data Entry In Progress	OK
☐	005- Mass Transportation & Evacuation Plans & Protocols	Passthrough to Local	$265,000.00	Data Entry In Progress	OK
☐	006- Updating of pre-incident mapping for Cities of XX, YY, ZZ and surrounding areas	Passthrough to Local	$57,000.00	Data Entry In Progress	OK
☐	007- Regional Fire/EMS Communications Center Security Enhancements	Passthrough to Local	$54,542.00	Data Entry In Progress	OK
☐	008- Catastrophic Incident Plans & Protocols	Passthrough to Local	$160,000.00	Data Entry In Progress	OK
☐	009- Mass Fatality Incident Exercise 2016	Passthrough to Local	$578,000.00	Data Entry In Progress	OK
☐	010- COOP/COG Planning City, County, and Special Districts	Passthrough to Local	$25,000.00	Data Entry In Progress	OK

Comments

(1) Click '**Check All**' (or check specific projects)

Check All   Clear All

Submit   Change Status   Delete

For Additional Detailed Information on the Project tab click here

Funding Module - Submission

Funding Module - Submission

Homeland Security
FOR OFFICIAL USE ONLY

Grants Reporting Tool
Federal Emergency Management Agency

(4) Status should say 'Project Submitted'

Recipients | Award | Project | Project ($) | Project Detail | Allocations

Current User:
Jane Doe

Welcome!

Funding

Organization

Users

Logout

Local Jurisdiction / Entity Award Information - OA-Happy County - 2016 BSIR (December 16)

Project View: Project List ▼   Self-Check View: -- Select Self-Check View -- ▼   Grantee/Sub____ee Self-Check: OK

	Project Title	Funding Type	Funding	Project Status	Project Self-Check
☐	001- Sustainment of Fusion Center Network System Manager & Intel Analysts	Passthrough to Local	$1,000,000.00	Project Submitted	OK
☐	002- ICS Training	Passthrough to Local	$60,000.00	Project Submitted	OK
☐	003- Responder Rescue Training	Passthrough to Local	$147,500.00	Project Submitted	OK
☐	004- Strike Team/Task Force Leader Training	Passthrough to Local	$57,500.00	Project Submitted	OK
☐	005- Mass Transportation & Evacuation Plans & Protocols	Passthrough to Local	$265,000.00	Project Submitted	OK
☐	006- Updating of pre-incident mapping for Cities of XX, YY, ZZ and surrounding areas	Passthrough to Local	$57,000.00	Project Submitted	OK
☐	007- Regional Fire/EMS Communications Center Security Enhancements	Passthrough to Local	$54,542.00	Project Submitted	OK
☐	008- Catastrophic Incident Plans & Protocols	Passthrough to Local	$160,000.00	Project Submitted	OK
☐	009- Mass Fatality Incident Exercise 2016	Passthrough to Local	$578,000.00	Project Submitted	OK
☐	010- COOP/COG Planning City, County, and Special Districts	Passthrough to Local	$25,000.00	Project Submitted	OK

Comments

(5) Click **'Check All'** again

Check All Clear All

[Submit]   [Change Status]   [Delete]

Funding Module - Submission

Grants Reporting Tool

Homeland Security
FOR OFFICIAL USE ONLY

Recipients Award Project Proje...

Current User:
Jane Doe

Welcome!

Funding

Organization

Users

Logout

Local Jurisdiction / Entity Aw...

Project View: Project List

Grantee/Subgrantee Self-Check: OK

	Project Title	Funding Type	Funding	Project Status	Project Self-Check
☑	001- ...stainment of Fusion Center Network System Manager & Intel Analysts	Passthrough to Local	$1,000,000.00	Project Submitted	OK
☑	002- ICS Training	Passthrough to Local	$60,000.00	Project Submitted	OK
☑	003- Responder Rescue Training	Passthrough to Local	$147,500.00	Project Submitted	OK
☑	004- Strike Team/Task Force Leader Training	Passthrough to Local	$57,500.00	Project Submitted	OK
☑	005- Mass Transportation & Evacuation Plans & Protocols	Passthrough to Local	$265,000.00	Project Submitted	OK
☑	006- Updating of pre-incident mapping for Cities of XX, YY, ZZ and surrounding areas				
☑	007- Regional Fire/EMS Communications Center Security Enhancements				
☑	008- Catastrophic Incident Plans & Protocols				
☑	009- Mass Fatality Incident Exercise 2016				
☑	010- COOP/COG Planning City, County, and Special Districts				

Comments

Projects have been updated. GA 12/13/16

Check All Clear All

[Submit] [Change Status] [Delete]

For Addi... Detailed Information on the Project tab click here
Steps f... Project to SAA/DTG:

(6) Make sure all projects have a check

(7) Make comment that projects have been updated, initial & Date

(8) Click on '**Submit**'

CAL OES

Funding Module - Submission

Grants Reporting Tool
Federal Emergency Management Agency

Homeland Security
FOR OFFICIAL USE ONLY

Recipients Award Project Project ($) Project Detail Allocations

Current User:
Jane Doe

Welcome!

Funding

Organization

Users

Logout

Local Jurisdiction / Entity Award Information - OA-Happy County - 2016 BSIR (December 16)

Project View: Project List ▼   Self-Check View: -- Select Self-Check View -- ▼   Grantee/Subgrantee Self-Check: OK

Project Title	Funding Type	Funding	Project Status	Project Self-Check
001- Sustainment of Fusion Center Network System Manager & Intel Analysts	Passthrough to Local	$1,000,000.00	Submitted to SAA/DTG	OK
002- ICS Training	Passthrough to Local	$60,000.00	Submitted to SAA/DTG	OK
003- Responder Rescue Training	Passthrough to Local	$147,500.00	Submitted to SAA/DTG	OK
004- Strike Team/Task Force Leader Training	Passthrough to Local	$57,500.00	Submitted to SAA/DTG	OK
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008- Catastrophic Incident Plans & Protocols	Passthrough to Local	$160,000.00	Submitted to SAA/DTG	OK
009- Mass Fatality Incident Exercise 2016	Passthrough to Local	$578,000.00	Submitted to SAA/DTG	OK
010- COOP/COG Planning City, County, and Special Districts	Passthrough to Local	$25,000.00	Submitted to SAA/DTG	OK

(9) Status should say '**Submitted to SAA/DTG**'

Completing BSIR (7 Steps)

Step 1
- Login to GRT website

Step 2
- Check/Update Users & Organization Module

Step 3
- Have your most recent approved FMFW ready

Step 4
- Complete Funding Module (each year)

Step 5
- Review 4 Self-Checks

Step 6
- Submit each project to SAA (2 steps submission)

Step 7
- Notify your Program Representative

BSIR is due to Cal OES by COB

Friday, January 7, 2022

Questions?

Review December 2021 BSIR Training Material:

- PowerPoints are posted on the Grants Processing page:

  https://www.caloes.ca.gov/cal-oes-divisions/grants-management/grants-processing/homeland-security-grants-processing

- Webinar #1 (HSGP & EMPG)   Thursday, December 9, 2021; 9:00 AM-11:00 AM
- Webinar #2 (Non-Profit)   Thursday, December 9, 2021; 1:30 PM-3:30 PM
- Webinar #3 (Non-Profit)   Tuesday, December 14, 2021; 9:00 AM-11:00 AM
- Webinar #4 (HSGP & EMPG)   Tuesday, December 14, 2021; 1:30 PM-3:30 PM

Contact your Program Representative

- Shared E-mail   Nonprofit.Security.Grant@caloes.ca.gov

Contact Homeland Security & Emergency Management Grants Processing Unit

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