# June 2025
# BSIR Webinar

# June 2025 BSIR Training Material

- **Go to the Homeland Security Grants Processing webpage**

- **Alternatively, search Cal OES website:**
  1. Go to **https://caloes.ca.gov**
  2. Search for "**BSIR**"
  3. Click on the first result.
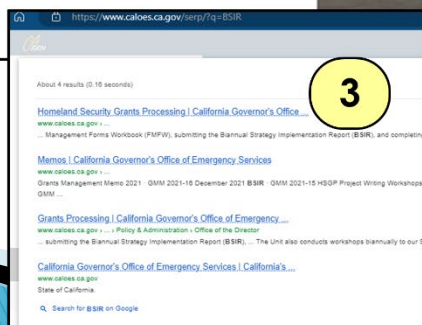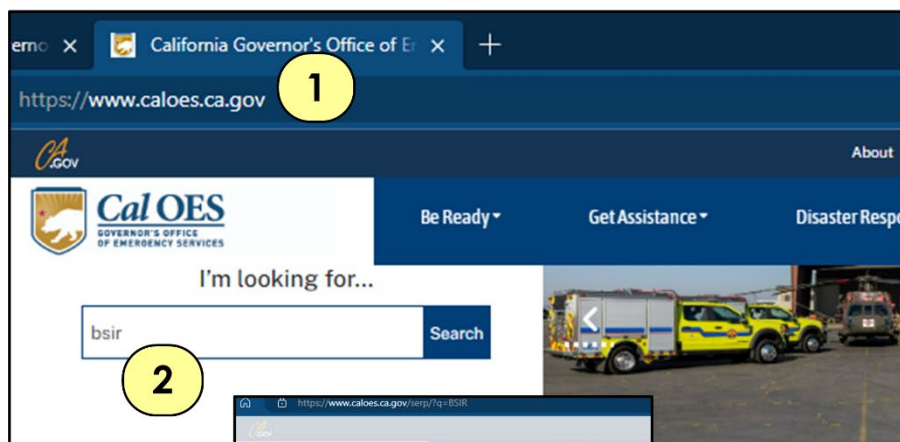
# June 2025 Biannual Strategy Implementation Report (BSIR)

| Webinar | Webinar |
|---|---|
| **Webinar #1 - Nonprofit Specific**<br>**Tuesday, July 22, 2025**<br>**9:30 AM – 11:30 AM** | **Webinar #2**<br>**Tuesday, July 22, 2025**<br>**1:30 PM – 3:30 PM** |
| **Webinar #3**<br>**Thursday, July 24, 2025**<br>**9:30 AM – 11:30 AM** | **Webinar #4 - Nonprofit Specific**<br>**Thursday, July 24, 2025**<br>**1:30 PM – 3:30 PM** |

# Updates: All Grants (1 of 2)

- Grant Years you are responsible for:

| | FY 2021 | FY 2022 | FY 2023 |
|------|:---:|:---:|:---:|
| **EMPG** | | | ✓ |
| **HSGP** | ✓ | ✓ | ✓ |
| **NSGP** | ✓ | ✓ | ✓ |

- EMPG Subrecipients will report on Grants Awarded for FY 2023 funding.

- HSGP & NSGP Subrecipients will report on Grants Awarded for FY 2021, FY 2022, and FY 2023 funding.

- FY 2024 will be reported and submitted into FEMA GO by Cal OES.

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

# Updates: All Grants (2 of 2)

- Due to Cal OES:

## COB Friday, August 15, 2025

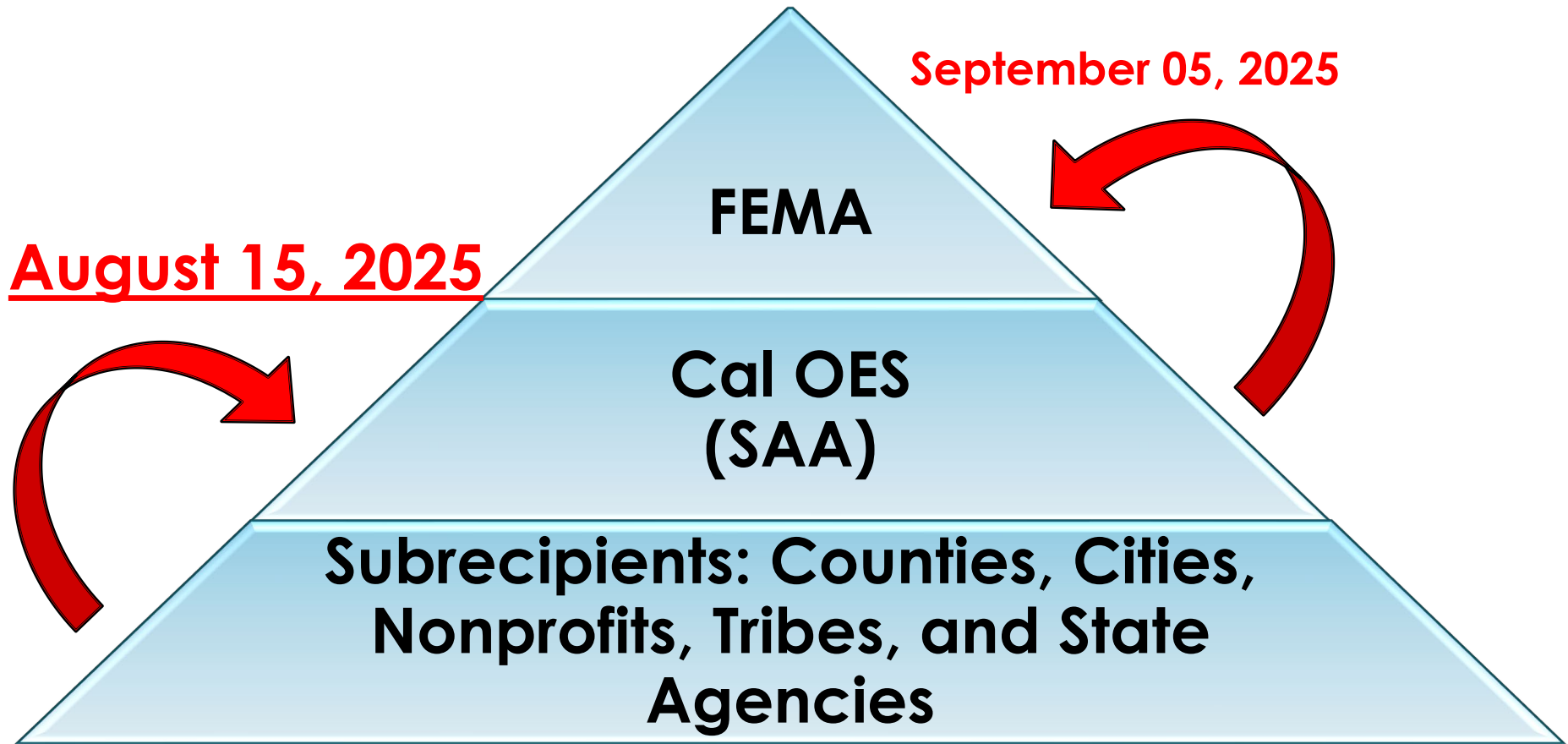**BSIR IS OPEN!**  **DON'T WAIT!**  **SUBMIT NOW!**

# Updates: HSGP National Priorities

- **Approved** National Priority projects should be submitted as is

- **Not approved** National Priority projects need to be updated according to FEMA Effectiveness review feedback

- All National Priority projects must be linked to the correct National Priority

- All projects must be linked to the correct IJ

# BSIR Deadlines: June 2025 BSIR

**September 05, 2025**

**FEMA**

**August 15, 2025**

**Cal OES
(SAA)**

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

# **[Questions?](#)**

# **Webinar Content**

- Terminology

- BSIR Overview

- GRT Registration & User Log-in

- GRT Modules

- Entering and submitting BSIR Information (Funding Module)

- Submission/Workflow 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
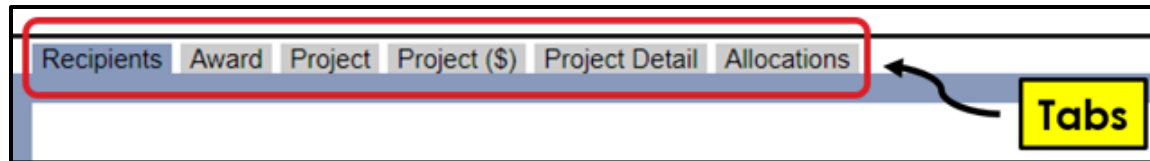


- **Obligated**:  funds that have to be paid to a vendor for a good/service already provided, but have yet to be paid

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

# BSIR Overview

- Purpose of the BSIR:
  - Show the cumulative progress of your projects
  - Info collected is used by the Governor's office

- Most Importantly, BSIR is **<span style="color:red">MANDATORY</span>** per federal regulations, which require performance measurement

# BSIR Overview

- BSIR Reporting cycle is every 6 months:

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

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

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

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

# <u>**Questions?**</u>

# GRT REGISTRATION

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



- New users must register and be approved by Grant Analyst

- 45 days of inactivity locks out user

- Contact your Grant Analyst 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)
  - Special Character: **#**, **$**, _

- 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 Grant Analyst:
  - 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 <u>own</u> account

- Password must be changed every 90 days

- 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

# 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

# **Questions?**

# 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 increase funding or disencumbered funds.

- *Save frequently*:  20-minute GRT time out.

- **Report FY 2021, 2022, 2023 this reporting period.**

# Funding Module - Project Tab

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

Self Check

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

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

Current User: Jane Doe

**Welcome!**

**Funding**

Organization

**Users**

Logout

**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

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# Funding Module – Project Tab (Create Project)



Recipients | Award | **Project** | Project ($) | Project Detail | Allocati...

**Current User:**
Jane Doe

**Welcome!**

**Funding**

**Organization**

**Users**

**Logout**

**Local Jurisdic...** ati... CA-nap...

-- Select Project List --
**Create Project**
Project List
Project History

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

**(1)** Select 'Create Project' from drop down

**Project Title**

☐  001- Sustainment of Fusion Center Network System Manager & Intel Analysts

☐  003- Community Emergency Response Teams Training

☐  003- Responder Rescue Training

☐  004- Updating of pre-incident mapping for Cities of XX, YY and ZZ and surrounding areas

☐  005- Mass Fatality Incident Exercise 2019

**Comments**

Check All   Clear All

[ Submit ]   [ Change Status ]   [ Delete ]

# Funding Module: Project Tab (Create Project)

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



| Project Number | Project Title | Project Description | |
|---|---|---|---|
| 001 | Sustainment of Fusion Center Network System Manager & Intel Analysts | Funding to support (3) contractor and (4) XXPD Intel Analysts and (1) Network Program Manager | HS |
| 002 | ICS Training | Deliver two each ICS 300 and ICS 400 trainings throughout region reaching anticipated 90 participants | HS |
| 003 | Community Emergency Response Teams Training | Provide participating Community Emergency Response Teams (C.E.R.T.) in the Operational Area the means to conduct training and purchase equipment. The goal is to expand the training capabilities for the existing teams and to ensure that the teams have the equipment necessary to help assist the community in the event of a large disaster. | HS |

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

Current User: Jane Doe

**Local Jurisdiction / Entity Award Information - OA-Happy Coun**

Welcome!

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

**Funding**

**Create Project**

Organization

Required fields are marked with an asterisk *

Users

Logout

Project Title:* | Insert Project Title

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

Project Location:*

Project Description:*

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# 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

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

Project Title:*    Insert

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

Project Location:*

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

Project Description:*

**(4)** Click on 'Create Project'

Create Project

# Funding Module: Project Tab (Create Project)

# Funding Module: Project Tab (Update Project)

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

Recipients  Award  Project  Project ($)  Project Detail  Allocations

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

**Project Funding Summary**

**Project Title:**  010- COOP/COG Planning City, County, and Special Districts

**Project Type:**  Develop/enhance plans, procedures, and protocols

**Project Location:**  95655

**Funding Type:**  Passthrough to Local

**Project Description:**  Hiring of consultant to help write a COOP/COG plan for city, County and special districts.

**Project Notes:**

**(2)** Add or make edits to title, type, location, description, if necessary

**(3) Project Notes -** Brief Description on status of project during this reporting period. Date & Initial.

**(4) Scroll down**

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



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

**Current User: Jane Doe**

- Welcome!
- **Funding**
- Organiz...
- Users
- Logout

**FY 2019 Grant Programs**

| | Award | Expended |
|---|---|---|
| SHSP | | |
| **2019 BSIR (June 20)** | $20,000 | |
| NSGP HA | | |

**(5)** Enter **Budgeted Cost of Project** from FMFW into the **AWARD** field.

**(6)** Enter Total Approved amount in **EXPENDED** field.

| Project Number | Project Title | Project Description | Total Budgeted Cost | Total Approved |
|---|---|---|---|---|
| | | | **115,000** | - |
| **002** | ICS Training | Deliver two each ICS 300 and ICS 400 trainings throughout region reaching anticipated 90 participants | 20,000 | |

**(7)** Save

Revert to Saved | Save | Save and Continue

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# Funding Module: Project Detail Tab



**(1)** Select 'Investment Supported' that matches IJ in Project Ledger.

| IJ | State Goals | Direct / Subaward | Project Number | Project Title |
|---|---|---|---|---|
| IJ #1 | Goal #1 | Direct | 001 | Sustainment of Fusion Center System Manager & Intel An |
| IJ #2 | Goal #6 | Direct | 002 | ICS Training |

Recipients   Award   Project   Project ($)   Project Detail   Allocations

Current User:
Jane Doe

Welcome!

**Funding**

Organization

Users

Logout

**Local Jurisdiction / Entity Award Info**

Required fields are marked with an asteri

**Project Detail**

**Project Title:** 004- Updating of pre-incident map

**Project Description:** Updating and converting pre-incid schools and hospital(s) in the Citi used by both Police and Fire Depa

**Self-Check:** OK

**2019 Investment Alignment and Fusion Center**

**Submission Type:*** 

**Investment Supported:***

Does this project support a Previously Awarded Investment? *

**2019 BSIR (December 19) (**

Primary Core Capability:*

- SELECT -
IJ 1: Strengthen Capabilities of the State Threat Assessment System
IJ 2: Protect Critical Infrastructure and Key Resources (includes Food and Agriculture)
IJ 3: Enhance Cybersecurity
IJ 4: Strengthen Emergency Communications Capabilities Through Planning, Governance, Tech
IJ 5: Enhance Medical and Public Health Preparedness
IJ 6: Preventing Violent Extremism Through Multi-Jurisdictional/Inter-Jurisdictional Collaboration
IJ 7: Enhance Community Resilience, Including Partnerships With Volunteers &amp; Communit
IJ 8: Strengthen Information Sharing and Collaboration
IJ 9: Enhance Multi-Jurisdictional/Inter-Jurisdictional All-Hazards Incident Planning, Recovery C
IJ 10: Homeland Security Exercise, Evaluation, and Training Programs

**NOTE:** This page only applies to HSGP.

# Funding Module: Project Detail Tab

**Project Detail**

| | |
|---|---|
| **Project Title:** | 001- Sustainment of Fusion Center Network System Manager & Intel Ar |
| **Project Description:** | Funding to support (3) contractor and (4) XXPD Intel Analysts and (1) N |

**Self-Check:** `OK`

**2019 Investment Alignment and Fusion Center**

| | |
|---|---|
| **Submission Type:*** | State Submission |
| **Investment Supported:*** | IJ 2: Protect Critical Infrastructure and Key Resources (includes |

Does this project support a Previously Awarded Investment? * `Yes`

| Prior Year | Investment Name | Last Completed Milestone | Remove |
|---|---|---|---|
| 2018 | IJ#1 Strengthen Capabi | Developed Job Descript | Remove |

Add Prior Investment

**2019 BSIR (December 19) Core Capability and Project Details**

| | |
|---|---|
| Primary Core Capability:* | Intelligence and Information Sharing |
| Capabilities Building:* | Sustain |
| Deployable:* | Yes |
| Shareable:* | No |
| Project Status:* | On Schedule |
| Project Management Step:* | Initiate |
| Start Date (mm/yyyy):* | 09/2019 |
| End Date (mm/yyyy):* | 05/2022 |
| Does this project require new construction, renovation, retrofitting or modifications of existing structure? * | No |

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

Remember to use most recent **approved** FMFW

| Project Number | Project Title | Core Capability | Capability Building | Deployable / Shareable | Supports Prev Awarded Investment? |
|---|---|---|---|---|---|
| | | | | | |
| 001 | Sustainment of Fusion Center Network System Manager & Intel Analysts | Intelligence and Information Sharing | Sustain | Deployable | FY18; IJ#1 |
| 002 | ICS Training | Mass Search and Rescue Operations | Sustain | Shareable | FY18; IJ#9 |

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# 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'

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# 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?
  - Fusion Center, Emergency Operations Center, County Fire, 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** 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

### Exercise
- Design Exercise by MM/YY
- Conduct Exercise by MM/YY
- Hold Meeting for Hot Wash by MM/YY
- After Action Report 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**: LE Teams

  Not a clear project title

- **Project Description**: Statewide State LE Team

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

- **Milestones**:
  Increase response capability statewide

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

# Example of SUFFICIENT Project Title and Description

- **Project Title**: Active Shooter Full Scale Exercise

- **Project Description**: The County of Awesome [WHO] will conduct a multi-jurisdictional, full-scale active shooter exercise in [WHAT] Summer 2022 [WHEN] at Statelines H.S.; [WHERE] FY 20 funds for this exercise will be associated with backfill and overtime costs to test communications and mass care service capabilities. [WHY]

# Example of **SUFFICIENT** Milestones

**1.** Create Exercise Plan by October 2025

**2.** Complete EHP and submit to Cal OES by November 2025

**3.** Conduct exercise by January 2026

**4.** Prepare/submit After Action Report by March 2026
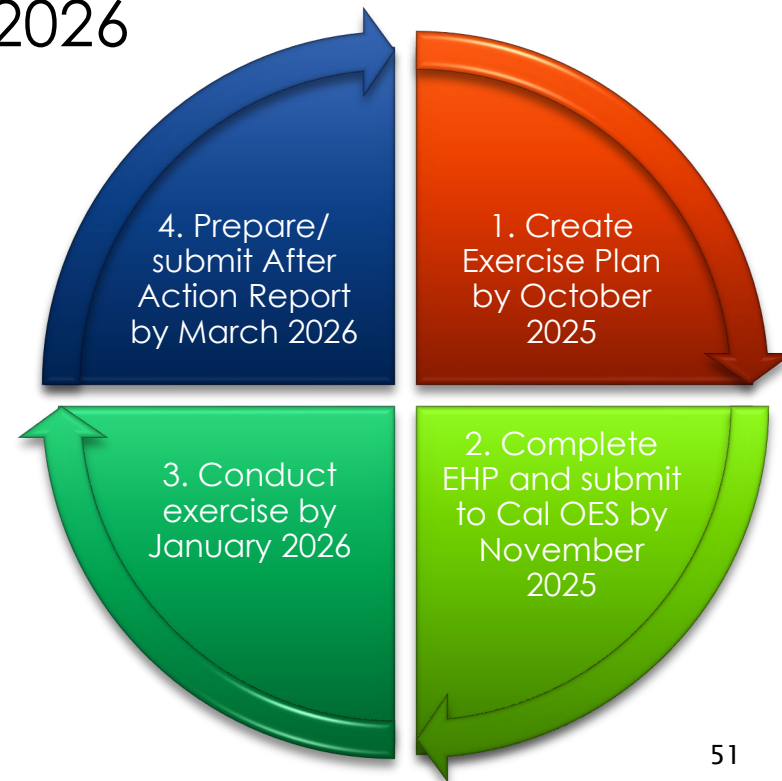


4. Prepare/submit After Action Report by March 2026

1. Create Exercise Plan by October 2025

3. Conduct exercise by January 2026

2. Complete EHP and submit to Cal OES by November 2025

# Funding Module: Allocation Tab



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

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

Solution Area: Planning

**Project Title:** 001- Sustainment of Fusion Center Network Analysts

**Project Description:** Funding to support (3) contractor and (4) XX Network Program Manager

**Total Project Funding:**

| | |
|---|---|
| SHSP | $50,000 |
| UASI | |
| EMPG | |
| NSGP-UA | |
| OPSG | |
| NSGP-S | |
| **Total** | $50,000 |
| | OK |

**Total Solution Area Funding:**

| | |
|---|---|
| Planning | |
| Organization | $50,000 |
| Equipment | |
| Training | |
| Exercises | |
| Management & Administration | |
| **Total** | $50,000 |

**Solution Area Subcategories**

**SHSP**

Public education & outreach

**2019 BSIR**
(December 19)

Develop scenario plans that incorporate the range of prevention, protection, response and recovery activities

**(1)** Select Solution Area for this project. **NOTE**: Defaults to Planning

**(2)** Scroll Down to enter funding into the Solution Area Subcategories for this project

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# 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

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# How to Find Solution Area Sub-Category for a Project

1. Find project in Project Ledger and identify solution area
2. Go to the solution area worksheet in FMFW
3. Find project on this worksheet
4. Find Solution Area Sub-Category & Expenditure columns

# **Questions?**

# Modifying Projects

# Funding Module – Modifying a Project



**(1)** Go to **Project** tab

**(2)** Select **Project List**

**(3)** Click project to be modified to go to **Project ($)** tab

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

**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**

| | |
|---|---|
| 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 |

**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

**(1)** Click **Project Detail** tab

**(2)** Edit Core Capability and details.

**(3)** Edit milestones and mark completion.

**(4)** Save

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# Funding Module - Modifying Project Allocations



Recipients  Award  Project  Project ($)  Project Detail  Allocations

**(1)** Click **Allocations** Tab

Current User: Jane Doe

Welcome!

**Funding**

Organization

Users

Logout

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

Solution Area: Planning / Organization / Equipment / Training / Exercises / Management & Administration

Project Title:

Project Descri...

**(2)** Select Solution Area for this project

**Total Project Funding:**

SHSP

UASI

EMPG

NSGP-UA          $50

OPSG

NSGP-S

**Total**          $50

**(3)** Scroll Down to enter the **New** funding into the Solution Area Subcategories for this project.

**Solution Area Subcategories**

**NSGP-UA**

# Funding Module - Modifying Project Allocations

# **Questions?**

# 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

# Funding Module - Submission

# Funding Module - Submission



**Homeland Security**
FOR OFFICIAL USE ONLY

**Grants Reporting Tool**
Federal Emergency Management Agency

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

**(4)** Status should say 'Project Submitted'

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 ]

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# Funding Module - Submission



**Grants Reporting Tool**

**(6)** Make sure all projects have a check

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

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

# 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 |
| 005- Mass Transportation & Evacuation Plans & Protocols | Passthrough to Local | $265,000.00 | Submitted to SAA/DTG | OK |
| 006- Updating of pre-incident mapping for Cities of XX, YY, ZZ and surrounding areas | Passthrough to Local | $57,000.00 | Submitted to SAA/DTG | OK |
| 007- Regional Fire/EMS Communications Center Security Enhancements | Passthrough to Local | $54,542.00 | Submitted to SAA/DTG | OK |
| 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**'

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# 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 Grant Analyst

# **Questions?**

# BSIR is due to Cal OES by COB

# Friday, August 15, 2025

# Questions?

**Review June 2025 BSIR Training Material:**

- PowerPoints are posted on the Grants Processing page:
  https://www.caloes.ca.gov/office-of-the-director/policy-administration/finance-administration/grants-management/grants-processing/homeland-security-grants-processing/
- Webinar #1 (Nonprofit)        Tuesday, July 22, 2025; 9:30 AM-11:30 AM
- Webinar #2 (HSGP & EMPG)      Tuesday, July 22, 2025; 1:30 PM-3:30 PM
- Webinar #3 (HSGP & EMPG)      Thursday, July 24, 2025; 9:30 AM-11:30 AM
- Webinar #4 (Nonprofit)        Thursday, July 24, 2025; 1:30 PM-3:30 PM

**Contact your Grant Analyst**

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

**Contact Homeland Security & Emergency Management Grants Processing Unit**

- Shared E-mail        HSEM_GP@caloes.ca.gov