



## REQUEST FOR APPLICATION

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The California Governor's Office of Emergency Services (Cal OES), Grants Management Branch, is soliciting applications for the following program:

### **EARTHQUAKE EARLY WARNING DATACASTING (ED) PROGRAM**

Release Date: April 19, 2023

This Request for Application (RFA) provides detailed information and forms necessary to prepare a proposal for Cal OES grant funds. The terms and conditions of this RFA supersede previous RFAs and conflicting provisions stated in the [Subrecipient Handbook \(SRH\)](#).

### **PROGRAM SYNOPSIS**

#### **Description:**

The purpose of the Earthquake Early Warning Datacasting (ED) Program is to develop a robust high-speed, high-capacity data delivery system via datacasting, for time sensitive earthquake early warning in California's most populous areas. The Program will build upon an established network of existing high-power, over-the-air, data-capable transmitters currently serving the metropolitan areas of Sacramento, San Francisco, Fresno, Los Angeles, and San Diego. Program funds will be used to equip an additional six public television stations in California for the insertion of alert messages into their digital over-the-air signals.

#### **Eligibility:**

America's Public Television Stations (APTS) is the only eligible Applicant.

#### **Grant Subaward Performance Period:**

June 1, 2023 – December 31, 2024

#### **Available Funding:**

Individual Applicant may request up to \$500,000.

#### **Submission Deadline:**

Wednesday, May 3, 2023



# EARTHQUAKE EARLY WARNING DATACASTING (ED) PROGRAM RFA

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# EARTHQUAKE EARLY WARNING DATACASTING (ED) PROGRAM RFA

## PART I – OVERVIEW

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- A. PUBLIC RECORDS ACT NOTICE
  - B. CONTACT INFORMATION
  - C. SUBMISSION DEADLINE AND OPTIONS
  - D. ELIGIBILITY
  - E. GRANT SUBAWARD PERFORMANCE PERIOD
  - F. FUNDS
  - G. PROGRAM INFORMATION
- 

### A. PUBLIC RECORDS ACT NOTICE

Proposals are subject to the California Public Records Act, Government Code Section 6250, *et seq.* Do not put any personally identifiable information or private information on this proposal. If you believe that any of the information you are putting on this proposal is exempt from the Public Records Act, please indicate what portions of the proposal and the basis for the exemption. Your statement that the information is not subject to the Public Records Act will not guarantee that the information will not be disclosed.

### B. CONTACT INFORMATION

Questions concerning this RFA, the application process, or programmatic issues must be submitted in writing by email to:

Christian Condos, Program Specialist  
[Christian.Condos@CalOES.ca.gov](mailto:Christian.Condos@CalOES.ca.gov)

Contact your Program Specialist concerning this RFA, the application process, or programmatic issues.

### C. SUBMISSION DEADLINE AND REQUIREMENTS

Applications must be emailed to [Christian.Condos@caloes.ca.gov](mailto:Christian.Condos@caloes.ca.gov) by **5:00 pm on Wednesday, May 3, 2023.**

### D. ELIGIBILITY

America's Public Television Stations (APTS) is the only eligible Applicant.

### E. GRANT SUBAWARD PERFORMANCE PERIOD

The Grant Subaward performance period is June 1, 2023 – December 31, 2024.

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### **F. FUNDING INFORMATION**

There is \$500,000 of State General Fund available for the Subrecipient.

#### **1. Funding Amount**

Applicant may apply for up to \$500,000, for the 19-month Grant Subaward performance period.

#### **2. Funding Source**

The ED Program is supported through the State General Fund. Cal OES's four-character code for this grant fund is CEEW. This code will be in the drop-down menu on the Grant Subaward Face Sheet (Cal OES Form 2-101).

### **G. PROGRAMMATIC INFORMATION**

#### **1. Program Background**

Section 8587.8 of the California Government Code requires Cal OES to develop in collaboration with specified entities a comprehensive statewide earthquake early warning system in California. The California Earthquake Early Warning System (CEEWS) is comprised of seismic sensors, data processing centers, and end-user distribution mechanisms to warn individuals, institutions, and infrastructure operators of impending shaking once an earthquake is detected. The California Earthquake Early Warning Program establishes Cal OES as the lead for implementing the CEEWS and ensuring its continued long-term success.

#### **2. Program Description**

The purpose of the ED Program is to develop a robust high-speed, high-capacity data delivery system utilizing datacasting technology, for time sensitive earthquake early warning in California's most populous areas. The Program will build upon an established network of existing high-power, over-the-air, data-capable transmitters currently serving the metropolitan areas of Sacramento, San Francisco, Fresno, Los Angeles, and San Diego. Program funds will be used to equip an additional six public television stations in California for the insertion of alert messages into their digital over-the-air signals.

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The equipment will receive alerts from the United States Geological Survey (USGS) and Cal OES over secure network connections. Special receivers will be deployed at various locations in the participating stations' coverage areas to provide output, in various forms including control switch signals, text, audio, and video.

The identified public television stations include Eureka (KEET & KEET RT), Redding (KIXE-TV), Reno (KNPB), Rohnert Park (KRCB), San Bernardino (KVCR-DT), and a second station in Los Angeles (KCET).

### **3. Programmatic Components**

#### **a. Licensing**

The Subrecipient or their designee (as approved by Cal OES) must go through the USGS ShakeAlert Pilot License Agreement (PLA) and License to Operate process to acquire qualifications to develop, test, and implement innovative and creative ways to utilize USGS ShakeAlert data. This data will be able to generate an alert to prompt people to take protective actions in the event of an earthquake, and/or to trigger an automated action. Cal OES must be included by the subrecipient throughout the PLA/LTO process.

### **4. Subrecipient Responsibilities**

Subrecipient will be responsible for:

- 1) Engagement with eleven member stations serving the metropolitan areas of the project and negotiation of any necessary agreements with stations regarding their participation in the project, which will entail agreeing to equipment installation and broadcast bandwidth usage, up to an intermittent peak data rate of 200Kb/s for the Packet Identifier selected for this project.
- 2) Procurement of six sets of technical equipment and software for use at the stations, and, in consultation with the stations and Cal OES, receivers and antennas for testing and demonstration, as well as test and evaluation components as agreed with Cal OES.
- 3) Providing technical information to participating stations to facilitate installation and configuration of transmission equipment provided as part of the project.

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- 4) Tracking the delivery, installation, and operational status of project equipment at participating stations.
- 5) Delivery of the receivers and antennas to Cal OES for subsequent deployment.
- 6) Development of news releases and other publicity featuring this project as an APTS effort in support of state and federal initiatives, and prior coordination of such releases with Cal OES.
- 7) Participating in monthly meetings/conference calls to track progress and resolve any issues arising in the course of the grant lifespan.
- 8) Providing telephone and on-site support to participating stations, and arranging repair or replacement of equipment as needed and as funding permits.
- 9) Configuring and deploying datacast receivers and tracking them jointly with Cal OES.
- 10) Convening expert advisors to provide technical and procedural guidance as regards datacasting operations and effective warning systems practice.
- 11) On-site technical support, or for repairs to, or replacement of, the equipment provided by the Subrecipient under this Program.
- 12) Subrecipient shall participate in monthly check in meetings to brief on the status and progress on pre-identified deliverables to ensure the success of the Project.
- 13) If requested, the Subrecipient shall participate in periodic briefings for Executive Management, as specified by the Cal OES Project Manager. If requested, the Subrecipient shall provide the Cal OES Project Manager access to all work products for tracking purposes.

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### 5. Cal OES Responsibilities

Cal OES will be responsible for:

- 1) Providing liaison to the USGS and California's seismologic science community.
- 2) Providing procedural support and guidance through a qualified individual point of contact.
- 3) Reviewing and approving proposed equipment selections.
- 4) Coordinating public information releases regarding the project with California Earthquake Early Warning Program partners as appropriate.
- 5) Convening working groups and expert advisors to provide procedural guidance as regards to public education and outreach practice.
- 6) Tracking datacast receivers jointly with Subrecipient.

### 6. Deliverables and Due Dates

Under the direction of the Cal OES Project Manager, the Subrecipient shall complete the deliverables specified below, by the due dates identified in the below chart:

Deliverable	Description of Deliverable	Due Date
Project scope meeting	Subrecipient will confer with Cal OES staff to review project objectives, deliverables, opportunities, and any other matters regarding the completion of the deliverables.	June 1, 2023
Order and delivery of equipment and software	Place equipment orders with equipment and software suppliers for public TV stations, (including installed satellite cards) to be drop-	Orders placed by July 14, 2023

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	shipped directly to participating television stations: Eureka (KEET & KEET RT), Redding (KIXE-TV), Reno (KNPB), Rohnert Park (KRCB), San Bernardino (KVCR-DT), and Los Angeles (KCET).	Equipment at each television station by September 15, 2023
Identification and selection of equipment	In coordination with Cal OES:  Identify and select reception hardware for the initial receiver deployment group, including datacasting receivers. Technology selections may be updated for each set of procurements.	October 6, 2023
Select and procure receiver equipment	In coordination with Cal OES:  Final selection and procurement of receiver equipment as requirements are identified.	November 10, 2023
Deploy portable demo systems	Assemble and deploy self-contained travel boxes with all equipment needed for live demonstrations.	Before the performance period end date which is December 31, 2023
Schedule station installations and tests	Subrecipient will arrange a schedule of installation dates (maximum of 4 hours of station staff time required) and technical points of contact at participating stations and provide Cal OES with schedule.	January 12, 2024 (Draft)  February 16, 2024 (Feedback received from Cal OES)  March 15, 2024 (Final)



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Install and test equipment and software	<p>Part 1 – Subrecipient will travel to participating station facilities to support its integration into station signal chain, and Cal OES staff may accompany APTS staff.</p> <p>Part 2 – Subrecipient may send support personnel to provide expert assistance in equipment installation.</p> <p>Part 3 – Subrecipient will conduct initial exercise of installed equipment and network integration tests of system.</p>	May 31, 2024
Technical, management and public outreach	In consultation with Cal OES, schedule, prepare and perform outreach activities and demonstrations related to this project.	<p>June 12, 2024 (begin)</p> <p>September 27, 2024 (end)</p>
Broadcast live USGS earthquake early warning alerts	The USGS Earthquake Early Warning data stream will become available during the 19-month duration of this project, and the datacasting system will be ready to alert the public equipped with datacasting receivers.	December 31, 2024
Cal OES Executive Briefings	Present a status update and ongoing findings to Cal OES executive staff.	As determined by Cal OES executive staff (no more than three occasions throughout the period of performance)

### 7. Reporting Requirements

Progress Reports serve as a record for the implementation of the project. Statistics for Progress Reports must be collected on a quarterly

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basis, even when reporting occurs less frequently. The data should be submitted by the Subrecipient:

Information collected will include, but is not limited to:

- A summary of the work completed during the reporting period, showing actual vs. planned.
- Highlighted tasks that are behind schedule and adopted remediation plans.
- The status of the overall engagement and all phases, including discussion of risks, problems encountered, solutions, and proposed solutions.
- The tasks expected to be completed in the next reporting period.
- Ad hoc reporting as required.

There are six Progress Reports required for the Program. See the chart below for report periods and due dates.

Report	Report Period	Due Date
1 <sup>st</sup> Report	June 1, 2023 – September 30, 2023	October 31, 2023
2 <sup>nd</sup> Report	October 1, 2023 – December 31, 2023	January 31, 2024
3 <sup>rd</sup> Report	January 1, 2024 – March 31, 2024	April 30, 2024
4 <sup>th</sup> Report	April 1, 2024 – June 30, 2024	July 31, 2024
5 <sup>th</sup> Report	July 1, 2024 – September 30, 2024	October 31, 2024
Final Report	October 1, 2024 – December 31, 2024	January 31, 2025

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## PART II – RFA INSTRUCTIONS

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- A. SUBRECIPIENT HANDBOOK
  - B. APPLICATION FORMS
  - C. BUDGET POLICIES
  - D. ADMINISTRATIVE REQUIREMENTS
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### A. SUBRECIPIENT HANDBOOK

Applicants are strongly encouraged to review the [SRH](#). The SRH outlines the terms and conditions that apply to Cal OES VS Branch Grant Subawards and provides helpful information for developing a proposal, including a Glossary of Terms.

### B. APPLICATION FORMS

Applicants must use the forms provided on our website. The forms must be printed on plain white 8½" x 11" paper and single sided. Applicants may not alter the formatting of any forms, including the Grant Subaward Programmatic Narrative.

Applicants must complete and submit all required forms. **Required forms for this Program are identified on the Checklist in Part III.** All forms have written instructions. If a form requires a Grant Subaward number, leave this information blank. General information regarding each form is below.

#### 1. Grant Subaward Face Sheet (Cal OES Form 2-101)

This form is the title page of the Grant Subaward that is signed by the Official Designee (*SRH Section 3.030*) and the Cal OES Director (or designee).

#### 2. Grant Subaward Contact Information (Cal OES Form 2-102)

This form provides Cal OES with contact information for all relevant Subrecipient personnel. Information for each individual should be direct contact information.

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### **3. Grant Subaward Signature Authorization (Cal OES Form 2-103)**

This form provides Cal OES with signatures of authorized signers and who they authorize to sign on their behalf for all Grant Subaward-related matters.

### **4. Grant Subaward Certification of Assurance of Compliance (Cal OES Form 2-104)**

This form is a binding affirmation that the Subrecipient will comply with the following regulations and restrictions:

- State and federal civil rights laws
- Drug Free Workplace
- California Environmental Quality Act
- Lobbying restrictions
- Debarment and Suspension requirements
- Proof of Authority documentation from the city council/governing board

### **5. Grant Subaward Budget Pages (Cal OES Form 2-106b)**

These forms demonstrate how the Applicant will implement the proposed plan with the funds available through this Program. This is the basis for management, fiscal review, and audit. Failure of the Applicant to include required items does not eliminate responsibility to comply with those requirements during the implementation of the Grant Subaward.

The Grant Subaward Budget Pages (Cal OES Form 2-106b) automatically calculate the subtotal at the end of each budget category and provide the total of the three spreadsheets at the bottom of the Equipment Costs page. Applicants may add additional columns to the Grant Subaward Budget Pages (Cal OES Form 2-106b) when necessary.

Cal OES requires the Applicant to develop a line-item budget that includes a calculation and justification in the left column for all costs.

The Grant Subaward Budget Pages (Cal OES Form 2-106b) must:

- Cover the entire Grant Subaward performance period.

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- Include costs related to the objectives and activities of the Grant Subaward.
- Strict adherence to required and prohibited expenses.
- Include costs in the correct category (i.e., Personnel Costs, Operating Costs, and Equipment Costs – see below).

a. Personnel Costs – Salaries/Employee Benefits

1) Salaries

Personnel includes Grant Subaward services performed by Grant Subaward staff **directly employed by the Applicant** (not a contract or Participating Agency) and must be identified by position, cost and time spent on allowable activities for the Grant Subaward (e.g., Clerical Staff @ \$20/hour x 980 hours). Personnel may be salaried or hourly, full-time or part-time positions. Sick leave, vacation, holidays, overtime, and shift differentials must also be allocated as a part of salaries. If the Applicant's personnel have accrued sick leave or vacation time prior to the approval of the Grant Subaward, they may not take time off using Grant Subaward funds.

2) Benefits

Employee benefits must be identified by type and include a calculation. The Applicant may use fixed percentages of salaries to calculate benefits. Allocated benefits cannot exceed those already established by the Applicant.

Employer contributions or expenses for social security, employee life and health insurance plans, unemployment insurance, and/or pension plans are allowable. Benefits, such as uniforms or California Bar Association dues, are allowable if negotiated as a part of an employee benefit package.

A line item is required for each different position/classification, but not for each individual employee. If several people will be employed full-time or part-time in the same position/classification, provide the number of full-time

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equivalents (e.g., three half-time clerical personnel should be itemized as 1.5 FTE clerical positions).

Additional information on Personnel Expenses can be found in *SRH Part 3*.

### b. Operating Costs

Operating costs are defined as necessary expenditures other than personnel salaries, benefits, and equipment. The costs must be Grant Subaward-related (i.e., to further the Program objectives as defined in the Grant Subaward) and be encumbered during the Grant Subaward performance period.

Examples of common operating costs include, but are not limited to:

- Audit costs (SRH Section 14.035)
- Computers with an acquisition cost of \$4,999 or less
- Computer equipment rentals
- Consultant services (SRH Section 6.050)
- Equipment service and maintenance agreements
- Financial Assistance for clients (SRH Section 4.040)
- Furniture and office equipment (\$4,999 or less)
- Indirect costs (SRH Section 4.045)
- Insurance (e.g., vehicle, fire, bonding, theft, and liability)
- Internet access
- Office supplies
- Office rental space (SRH Section 4.055)
- Postage
- Printing
- Second-Tier Subawards (SRH Section 7.010)
- Software
- Training materials
- Travel and per diem (SRH Section 4.065)
- Utilities
- Vehicle maintenance

Additional information on Operating Expenses can be found in *SRH Part 4*.

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### c. Equipment Costs

Equipment is defined as nonexpendable tangible personal property having a useful life of more than one year and a cost of \$5,000 or more per unit (excluding tax).

A line item is required for different types of equipment, but not for each specific piece of equipment (e.g., three copy machines must be one line item, not three).

Additional information on Equipment Costs can be found in *SRH Part 5*.

### 6. Grant Subaward Budget Narrative (Cal OES Form 2-107)

This form should describe the following:

- 1) How the line items on the Grant Subaward Budget Pages (Cal OES Form 2-106b) support the objectives and activities.
- 2) How funds are allocated to minimize administrative costs and support direct services.
- 3) How shared costs are allocated.
- 4) How Grant Subaward-funded staff duties and time commitments support the proposed objectives and activities.
- 5) The necessity for subcontracts and unusual costs.  
Need for mid-year salary range adjustments.

### 7. Grant Subaward Programmatic Narrative (Cal OES Form 2-108)

This form is the main body of information describing the problem to be addressed, the plan to address the identified problem through appropriate and achievable objectives and activities, and the ability of the Applicant to implement the proposed plan.

#### a. Problem Statement

A Problem Statement is not required.

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### b. Plan

In narrative form, address the following:

- 1) Describe your organizations approach in accomplishing the scope of work described in the Program Components outlined in Part I, G, Section 3-6.
- 2) Explain any potential barriers in carrying out the proposed work plan and provide recommendations to address them.

### 8. Grant Subaward Service Area Information (Cal OES Form 2-154)

This form identifies the counties, cities, and congressional districts served by the Grant Subaward.

### 9. Subrecipient Grants Management Assessment

Per title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations, and terms and conditions posed by each Subrecipient of pass-through funding. The assessment is made in order to determine and provide an appropriate level of technical assistance, training, and oversight to Subrecipients.

## C. BUDGET POLICIES

The following sections of the [SRH](#) may be helpful in developing the Grant Subaward Budget Pages (Cal OES 2-106b) and Grant Subaward Budget Narrative (Cal OES 2-107):

- Additional Rental Space (*SRH Section 4.055*)
- Audit Costs (*SRH Section 14.055*)
- Automobiles (*SRH Section 5.020*)
- Contracting and Procurements Requirements (*SRH Part 6*)
- Equipment and Equipment Costs Requirements (*SRH Part 5*)
- Expert Witness Fees (*SRH Section 6.050*)
- Independent Contractor/Consultant (*SRH Section 6.050*)
- Indirect Cost or Facilities and Administration (*SRH Section 4.045*)
- Facility Rental (*SRH Section 4.055*)
- Prohibited Operating Costs (*SRH Section 4.070*)
- Grant Subaward and Other Income (*SRH Section 9.075*)
- Supplanting Prohibited (*SRH Section 1.065*)
- Travel (*SRH Section 4.065*)



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### D. ADMINISTRATIVE REQUIREMENTS

Subrecipients must administer their Grant Subawards in accordance with all [SRH](#) requirements. Failure to comply with these requirements can result in the withholding or termination of the Grant Subaward. The following section may be helpful for developing a proposal and for planning purposes:

- Audit Requirements (*SRH Part 14*)
- Communication and Internet Access (*SRH Section 1.070*)
- Intellectual Property, Copyright, and Patent Requirements (*SRH Part 8*)
- Fidelity Bond/Certificate of Insurance (*SRH Section 2.015*)
- Monitoring (*SRH Part 13*)
- Report of Expenditures and Request for Funds (*SRH Section 9.025*)
- Records Requirements (*SRH Part 12*)

## EARTHQUAKE EARLY WARNING DATACASTING (ED) PROGRAM RFA

### PART III – CHECKLIST

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This checklist is provided to ensure that a complete proposal is submitted to Cal OES. This also provides the order documents/forms should be organized.

**The following forms/documents are required for all Subrecipients.**

- ☐ GRANT SUBAWARD FACE SHEET ([Cal OES Form 2-101](#)) – Signed by the Official Designee authorized to enter into the Grant Subaward.
- ☐ GRANT SUBAWARD CONTACT INFORMATION ([Cal OES Form 2-102](#))
- ☐ GRANT SUBAWARD SIGNATURE AUTHORIZATION ([Cal OES Form 2-103](#))
- ☐ GRANT SUBAWARD CERTIFICATION OF ASSURANCE OF COMPLIANCE ([Cal OES Form 2-104](#)) – Signed by the Official Designee who signed the Grant Subaward Face Sheet and by the official delegating that authority
- ☐ GRANT SUBAWARD BUDGET PAGES (EXCEL SPREADSHEET FORMAT) ([Cal OES Form 2-106b](#))
- ☐ GRANT SUBAWARD BUDGET NARRATIVE ([Cal OES Form 2-107](#))
- ☐ GRANT SUBAWARD PROGRAMMATIC NARRATIVE ([Cal OES Form 2-108](#))
  - PLAN
- ☐ [SUBRECIPIENT GRANTS MANAGEMENT ASSESSMENT](#)
- ☐ GRANT SUBAWARD SERVICE AREA INFORMATION ([Cal OES Form 2-154](#))