



REQUEST FOR PROPOSAL

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

FISCAL YEAR (FY) 2024-25 PHYSICAL AND DIGITAL INFRASTRUCTURE SECURITY GRANT (DP) PROGRAM FOR HEALTH CARE PRACTITIONERS

Release Date: April 2, 2024

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

PROGRAM SYNOPSIS

Description:

The purpose of the DP Program is to provide funding for physical facility and digital security enhancements to health care practitioners providing abortion-related services and reproductive health care services throughout California that may be the target of violence and vandalism.

Eligibility:

To be eligible, Applicants must be: 1) a currently licensed health care practitioner who provides abortion-related services (or referrals to abortion-related services) **and** reproductive health care services in California; and 2) is located in California. Applicants also must meet all the requirements in the Eligibility Section on page 2.

Grant Subaward Performance Period:

September 1, 2024 through December 31, 2026

Available Funding:

There is approximately \$3 million in State General Funds available for the Program. Applicants may request up to \$150,000.

Submission Deadline:

Tuesday, June 04, 2024



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(916) 845-8107 TELEPHONE

[CalOES Website](#)

**PHYSICAL AND DIGITAL INFRASTRUCTURE SECURITY GRANT (DP) PROGRAM FOR
HEALTH CARE PRACTITIONERS**

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PHYSICAL AND DIGITAL INFRASTRUCTURE SECURITY GRANT (DP) PROGRAM FOR HEALTH CARE PRACTITIONERS

PART I – OVERVIEW

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 - D. ELIGIBILITY
 - E. GRANT SUBAWARD PERFORMANCE PERIOD
 - F. FUNDING INFORMATION
 - G. PROGRAMMATIC INFORMATION
-

A. PROGRAM OVERVIEW

1. Background Information

The 2022-23 California State Budget appropriated \$20 million to the Department of Health Care Access and Information (HCAI) “to deliver capital infrastructure support for securing physical and digital infrastructure to facilities providing reproductive health care.” Of those funds, \$19 million is available for grants to facilities in California that provide abortion and reproductive health care services. HCAI has contracted with the California Governor’s Office of Emergency Services (Cal OES) to administer the grant program.

2. Program Description

The purpose of the DP Program is to provide funding for physical facility and digital security enhancements to health care practitioners that provide abortion-related services and reproductive health care services throughout California that may be the target of violence and vandalism.

B. CONTACT INFORMATION

Questions concerning this RFP, the proposal process, or programmatic issues must be submitted in writing by email to PDIS@caloes.ca.gov:

Cal OES staff cannot assist the Applicant with the actual preparation of their proposal. Cal OES can respond only to technical questions about the RFP during the period of time between the publication date and completion of the RFP process.

C. SUBMISSION DEADLINE AND REQUIREMENTS

Proposals must be emailed to PDIS@caloes.ca.gov and received by **5:00 PST, on Tuesday, June 04, 2024**. If you have not received a confirmation your proposal was received within two business days of the date it was submitted, please send an email to PDIS@caloes.ca.gov.

D. ELIGIBILITY

1. Eligibility to Compete for Funding

Health Care Practitioners who received an award from the FY 2022-23 DP Program are eligible to apply for the FY 2024-25 DP Program.

For a proposal to be eligible to compete for funding (i.e., read and rated) all the following conditions must be met:

- The Applicant must be a currently licensed health care practitioner, located in California who provides abortion-related services (or referrals to abortion-related services) **and** reproductive health care services in California.

A health care practitioner is defined as a medical doctor, osteopathic doctor, licensed midwife, certified nurse-midwife, nurse practitioner, registered nurse, licensed vocational nurse, or physician assistant.
- Applicants applying as a health care practitioner must include with their proposal a current, valid, unrestricted license to practice in the State of California.
- Applicants must include with their proposal an attestation that they 1) provides abortion-related services (or referrals to abortion-related services) **and** reproductive health care services in California; and 2) located in California.
- The proposal must be submitted per the instructions in Part I, C. SUBMISSION DEADLINE AND REQUIREMENTS.

Please Note: proposals that do not meet the above requirements will be disqualified and not read and rated.

2. Eligibility for Funding Consideration

For a proposal to be considered it must receive a minimum score of 50% of available points on the Rating Sheet (Part IV).

Only one proposal per Applicant will be eligible to receive funding. If an Applicant submits more than one proposal, only the highest scoring proposal, meeting the criteria above, will be considered for funding.

An Applicant may apply on behalf of multiple practitioners within an office/facility or on behalf of multiple offices within the same professional corporation. If multiple health care practitioners work in the same facility building, only one proposal is eligible to receive an award.

E. GRANT SUBAWARD PERFORMANCE PERIOD

The Grant Subaward performance period is September 1, 2024 through December 31, 2026.

F. FUNDING INFORMATION

There is \$3 million available for the DP Program for the Grant Subaward performance period.

1. Funding Amount

Applicants may apply for up to \$150,000, for the 28-month Grant Subaward performance period.

Subrecipients may request an advance of up to 25 percent of their awarded funds by completing the Advance of Grant Subaward Funds Request ([Cal OES Form 2-202](#)) and submitting it after a Grant Subaward is approved.

2. Funding Source(s)

Cal OES's four-character code for this State General Fund is PDIS. This code will be in the drop-down on the Grant Subaward Face Sheet (Cal OES Form 2-101).

There is no match required for the DP Program.

G. PROGRAMMATIC INFORMATION

The DP Program is to support health care practitioners throughout California that offer abortion-related services and reproductive health care services and serve populations with key social vulnerability factors.

Social vulnerability refers to the potential negative effects on communities caused by external stresses on human health.

Socially vulnerable populations include rural areas, or areas where there is a lack of access to abortion-related services and reproductive health care services **and/or** persons who are low income (defined as household income at or below 400% of the Federal Poverty Level, Limited-English Proficiency (LEP), immigrants, LGBTQ+ and/or who have disabilities.

1. Project Activity Guidelines

Allowable Activities

Allowable categories of cost/activities under the DP Grant Program are Planning, Contracted Security Personnel, Cybersecurity, Equipment, Training, and Management and Administration (M&A). The following is a brief description of costs associated with each of these categories:

- a. Planning – Funding may be used for security or emergency planning expenses and other planning activities, including but not limited to, the materials required to conduct planning activities. Planning must be related to the protection of the physical facility, the data contained within, and the people within its immediate vicinity.

Examples of planning activities allowable under this Program include:

- Development and enhancement of security plans and protocols;
 - Emergency contingency plans;
 - Evacuation/Shelter-in-place plans; and
 - Continuity of Operations plans.
- b. Contracted Security Personnel – Costs for contracted security personnel are allowed under the Program.
 - c. Cybersecurity – Allowable costs are focused on digital security enhancements and protections. For example, funding can be

used for consultants, cloud services, firewalls, intrusion detection systems, website hardening and other similar protective devices.

- d. Equipment – Allowable costs are focused on physical security enhancements. Funding can be used for the acquisition and installation of security equipment on real property (including buildings and improvements) owned or leased by the Grant Subrecipient, specifically to prevent and/or protect against the risk of violence or vandalism.

Examples of allowable equipment under this Program include:

- Physical security enhancement equipment, such as surveillance, reinforced doors and gates, bullet-proof windows, and high-intensity lighting and alarms;
- Integration of alarm systems with data systems to protect patient records in the event of fire, flood or vandalism;
- Enclosed or covered walkways, entry canopies, or other enhancements that ensure patient privacy; and
- Inspection and screening systems, and access control.

- e. Training – Funding may be used for security-related training costs. Training activities must address a specific threat and/or vulnerability, and be identified in the proposal.

Examples of training costs allowable under this Program include:

- Attendance fees for security training;
- In-state travel expenses to attend training; and
- Related expenses such as materials, supplies, and/or equipment necessary for conducting the security training.

- f. Management & Administration (M&A) – Up to five (5) percent of Grant Subaward funds may be used for M&A.

Unallowable Activities

Funds may not be used for the following:

- Purchase of equipment, tools, or personal protective equipment for contracted security personnel;
- Weapons, weapon parts and accessories, and ammunition;

- Travel costs, except for in-state travel to security-related training; and
- Costs for salaries, employee benefits and operating costs.

Note: This list is illustrative and not exhaustive.

2. Special Conditions

a. Changes to Scope of Work

Due to the competitive process, changes to the scope of work may not be permitted. The expectation is that each Applicant will ensure that the projects being proposed are well planned and detailed. Thus, each Applicant will thoroughly plan out the entire process of each proposed project, from project conception to completion. Any funds remaining at the end of the performance period will be disencumbered and must be returned to Cal OES.

In the event the Applicant finds the cost of goods or services has changed due to supply chain or other factors beyond its control, Cal OES will allow up to a 20% differential in line-item pricing without requiring prior approval, as long as the budget category total does not change.

b. Environmental Standards

Subrecipients of the Program must comply with state environmental standards, pursuant to the California Environmental Quality Act, as applicable.

3. Reporting Requirements

Progress Reports serve as a record for the implementation of the Grant Subaward. Statistics for Progress Reports must be collected semi-annually, even when reporting occurs less frequently. There are five Progress Reports required for the Program. See the chart below for report periods and due dates.

| Report | Report Period | Due Date |
|------------------------|---------------------------------------|------------------|
| 1 st Report | September 1, 2024 – December 31, 2024 | January 30, 2025 |
| 2 nd Report | January 1, 2025 – June 30, 2025 | July 30, 2025 |
| 3 rd Report | July 1, 2025 – December 31, 2025 | January 30, 2026 |
| 4 th Report | January 1, 2026 – June 30, 2026 | July 30, 2026 |
| Final Report | July 1, 2026 – December 31, 2026 | January 30, 2027 |

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HEALTH CARE PRACTITIONERS**

PART II – RFP INSTRUCTIONS

- A. SUBRECIPIENT HANDBOOK
 - B. PROPOSAL FORMS
 - C. ADMINISTRATIVE REQUIREMENTS
-

A. SUBRECIPIENT HANDBOOK ([SRH](#))

The SRH outlines the terms and conditions that apply to Cal OES Grant Subawards and provides helpful information for developing a proposal, including a Glossary of Terms. Applicants are encouraged to use the SRH to answer questions about any of the forms or requirements of the Grant Subaward.

B. PROPOSAL FORMS

Applicants must use the forms provided on the Cal OES website. **Applicants may not alter the formatting of any forms, including the Grant Subaward Programmatic Narrative and the Grant Subaward Budget Narrative. No tables, charts, or changes to the margins are allowed.**

If a space limitation is specified under the Programmatic Narrative section, strict adherence to the space limitation is required. **Information included beyond the space limitation and/or unrequested attachments will not be considered in the rating process.**

Applicants must complete and submit all required forms. Required forms for this Program are identified on the Checklist in Part V. 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 Cover Letter

A signed cover letter on organizational letterhead that includes the following:

- A description of the services provided by the Applicant.
- Whether the Applicant is incorporated as a not-for-profit or a professional corporation.

- The name of the Applicant's licensing board and the Applicant's valid license number, with expiration date.
- The total amount of funding the Applicant is requesting.

2. 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).

3. 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.

4. 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.

5. 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; and
- Debarment and Suspension requirements.

6. Grant Subaward Attestation of Services Provided

This form is a binding attestation that the Subrecipient provides abortion-related services (or referrals to abortion-related services) **and** reproductive health care services in the State of California and is located in California.

7. Grant Subaward Programmatic Narrative

This 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 (Maximum 3600 characters for each question)

In narrative form, address the following:

- 1) Thoroughly describe vulnerabilities which necessitate funding for the proposed project(s). Explain how the funding would be utilized to minimize these risks.

In considering vulnerabilities, the Applicant should discuss the organization's susceptibility to destruction, incapacitation, or exploitation resulting from an act of violence and/or vandalism.

- 2) Thoroughly describe potential consequences which necessitate funding for the proposed projects(s). Explain how the funding would be utilized to minimize these risks.

In considering potential consequences, the Applicant should discuss potential negative effects on the organization's assets, systems, and/or network if damaged, destroyed, or disrupted by an act of violence and/or vandalism.

- 3) Describe the underserved areas served, such as, rural areas, or other areas where there is a lack of access to abortion and reproductive health care. For areas with a lack of access, provide the driving distance to the nearest abortion facility.
- 4) Describe the vulnerable populations served such as persons who are low income (defined as household income at or below 400% of the Federal Poverty Level), Limited-English Proficiency (LEP), immigrants, LGBTQ+, and/or who have disabilities, as a percentage of your total patient population.

b. Plan (Maximum 3600 characters for each question)

In narrative form, address the following:

- 1) Describe the key activities, enhancements, and milestone events, including start and end dates, that lead to the accomplishment of the proposed project(s). Start dates should reflect the start of the associated key activities, and end dates should reflect when the milestone event will be completed.
- 2) Explain how the organization will be safer at the end of the Grant Subaward performance period.

8. Grant Subaward Budget Narrative (Maximum 3600 characters)

In narrative form describe the proposed physical and digital infrastructure security activity or enhancements, including the total State funds requested for each activity or enhancement, and how the activities or enhancements address the identified threat or vulnerability.

9. Grant Subaward Budget Pages ([Cal OES Form 2-106b](#))

This form demonstrates 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. Grant Subaward Budget Pages ([Cal OES Form 2-106b](#)) are subject to Cal OES modifications and approval. 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 must:

- Cover the entire Grant Subaward performance period;

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

Include **only** those items covered by Grant Subaward funds. Applicants may supplement Grant Subaward funds with funds from other sources.

a. Personnel Costs – Salaries/Employee Benefits

Direct personnel costs for salaries and employee benefits are not allowed under this Grant. Applicants should place the costs for Management and Administration in this section of the budget page.

b. Operating Costs

General business operating costs are not allowed. Applicants should place the costs for consultants/contractors, cybersecurity, training (including travel costs for in-state training) and equipment costs less than \$5,000 per unit in this section of the budget pages.

c. Equipment Costs

Place costs for equipment with a useful life of more than one year and a cost of \$5,000 or more in this section.

10. Payee Data Record ([STD 204](#))

This form is required when receiving payment from the State of California.

C. 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*);

- Certificate of Insurance (*SRH Section 2.015*);
- Monitoring (*SRH Part 13*);
- Report of Expenditures and Request for Funds (*SRH Section 9.025*); and
- Records Requirements (*SRH Part 12*).

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PART III – SELECTION AND FINALIZING THE GRANT SUBAWARD

- A. PUBLIC RECORDS ACT NOTICE
 - B. SELECTION OF PROPOSAL FOR FUNDING
 - C. FINALIZING THE GRANT SUBAWARD
-

A. PUBLIC RECORDS ACT NOTICE

Proposals are subject to the California Public Records Act, Government Code Section 7920.000, *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 (e.g., facility vulnerabilities, security enhancements, information that may provide a risk to the health and safety of patients), 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. Cal OES carefully reviews all records prior to any production for contact exempt from the Public Records Act.

B. SELECTION OF PROPOSAL FOR FUNDING

1. Proposal Rating

Eligible proposals received by the deadline will be evaluated by a four-member team. The rater scores are averaged and then ranked numerically. Proposals are evaluated numerically; no notes are taken during the evaluation. The Rating Sheet used for this process is included in Part IV of this RFP and is for informational purposes only.

2. Funding Decision

A proposal must receive a minimum score of 50% of available points on the Rating Sheet to be considered for funding.

Final funding recommendations are approved by the Chief Deputy Director of HCAI, and final funding decisions are made by the Director of Cal OES. Funding decisions are based on the following:

- The ranked score of the proposal;
- Consideration of priorities or geographical distribution specific to this RFP; and

- Any prior negative administrative or programmatic performance, if applicable.

3. Notification Process

All Applicants will be notified in writing, via electronic communication, of the results of the rating process. The notification will be sent only to the Official Designee (the person authorized to sign the Grant Subaward Face Sheet).

Applicants will receive one of the following:

- Letter of Intent to Fund if selected for funding.
- Letter of Denial if not selected for funding, including the Applicant's scores and information regarding the appeal process.
- Letter of Ineligibility:
 - If the proposal did not meet Eligibility to Compete for Funding (Part 1,D.), including information regarding the appeal process; or
 - If the proposal scored less than the required 50% of points possible, including the Applicant's scores and information regarding the appeal process.

Cal OES can only respond to technical questions about the RFP during the period of time between the RFP release date and completion of the RFP process. Requests for records must be made through a Public Records Act request at PRA@caloes.ca.gov.

C. FINALIZING THE GRANT SUBAWARD

1. Grant Subaward Application

Once selected for funding, Cal OES may require revisions and/or additional documentation to finalize the Grant Subaward Application package. The Program Specialist identified in the Applicants Intent to Fund Letter can provide technical assistance in completing these components.

2. Grant Subaward

A copy of the executed Grant Subaward and pertinent attachments will be sent to the Grant Subaward Director. The Applicant is not authorized to incur costs against the grant until a copy of the fully

executed Grant Subaward is received. When the executed Grant Subaward is received, a Report of Expenditures and Request for Funds (Cal OES Form 2-201) may be submitted for reimbursement.

a. Grant Subaward Conditions

Cal OES may add conditions to the Grant Subaward in order to execute the Grant Subaward. If conditions are added, these will be discussed with the Subrecipient, and a copy of the conditions will be sent to the Subrecipient when the conditions are made part of the Grant Subaward.

b. Grant Subaward Amounts

When the amount of funds available is limited, Cal OES may reduce the amount of the Grant Subaward from the amount requested by the Applicant. In addition, Cal OES reserves the right to negotiate budgetary changes with the Applicant prior to executing the Grant Subaward. If either of these actions is necessary, Cal OES will notify the Applicant prior to executing the Grant Subaward.

3. Standard Grant Subaward Funding Authority

Cal OES does not have the authority to disburse funds until the Grant Subaward is fully executed. Expenditures incurred prior to authorization are made at the Subrecipient's own risk and may be disallowed. Cal OES employees are not able to authorize an Applicant to incur expenses or financial obligations prior to the execution of a Grant Subaward. However, once the Grant Subaward is finalized the Subrecipient may claim reimbursement for expenses incurred on, or subsequent to, the start of the Grant Subaward performance period.

If, during the term of the Grant Subaward, the state funds appropriated for the purposes of the Grant Subaward are reduced or eliminated by the California State Legislature, Cal OES may immediately terminate or reduce the Grant Subaward by written notice to the Subrecipient.

Cal OES Grant Subawards are subject to applicable restrictions, limitations, or conditions enacted by the California State Legislature, after the execution of the Grant Subaward.

**PHYSICAL AND DIGITAL INFRASTRUCTURE SECURITY GRANT (DP) PROGRAM FOR
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PART IV – RATING SHEET

Control # _____
 Rater # _____
 Applicant _____
 Funds Requested: _____

| <u>CATEGORY</u> | <u>TOTAL POINTS POSSIBLE</u> |
|-------------------------------|----------------------------------|
| A. PROBLEM STATEMENT | <u>60</u> |
| B. PLAN | <u>30</u> |
| C. BUDGET PAGES AND NARRATIVE | <u>20</u> |
| TOTAL | <u>110</u> |

Each of the above categories contain questions assigned a point value. The point scale is divided into five columns labeled **I, II, III, IV,** and **V**. The Applicant's response to each question is evaluated on the following criteria:

- I. ABSENT:** The response does not address the specific question, or a response was not provided.
- II. UNSATISFACTORY:** The response does not completely address the question. The information presented does not provide a good understanding of Applicant's intent, does not give the detailed information requested by the RFP, and/or does not adequately support the proposal or the intent of the Program.
- III. SATISFACTORY:** The response addresses the question and provides a good understanding of the Applicant's intent. The response adequately supports the proposal and the intent of the Program.
- IV. ABOVE AVERAGE:** The response provides a clear and detailed understanding of the Applicant's intent. The response presents a persuasive argument that supports the proposal and the intent of the Program.
- V. EXCELLENT:** The response contains clear, detailed, and relevant information. The response presents a compelling argument that supports the proposal and the intent of the Program.

| PROGRAMMATIC NARRATIVE | I | II | III | IV | V |
|--|----------|----------|----------|-----------|-----------|
| <p>A. Problem Statement (Maximum 3600 characters for each question) How well does the proposal:</p> | 0 | 3 | 7 | 11 | 15 |
| <p>1) Thoroughly describe vulnerabilities which necessitate funding for the proposed project(s)? Explain how the funding would be utilized to minimize these risks.</p> <p>In considering vulnerabilities, the Applicant should discuss the organization's susceptibility to destruction, incapacitation, or exploitation resulting from an act of violence and/or vandalism.</p> | | | | | |
| <p>2) Thoroughly describe potential consequences which necessitate funding for the proposed project(s)? Explain how the funding would be utilized to minimize these risks.</p> <p>In considering potential consequences, the Applicant should discuss potential negative effects on the organization's assets, systems, and/or network if damaged, destroyed, or disrupted by an act of violence and/or vandalism.</p> | | | | | |
| <p>3) Describe the underserved areas served, such as, rural areas, or other areas where there is a lack of access to abortion and reproductive health care. For areas with a lack of access, provide the driving distance to the nearest abortion facility.</p> | | | | | |
| <p>4) Describe the vulnerable populations served such as persons who are low income (defined as household income at or below 400% of the Federal Poverty Level), Limited-English Proficiency (LEP), immigrants, LGBTQ+, and/or who have disabilities, as a percentage of your total patient population?</p> | | | | | |

| PROGRAMMATIC NARRATIVE | I | II | III | IV | V |
|---|----------|----------|-----------|-----------|-----------|
| <p>B. Plan (Maximum 3600 characters for each question) How well does the proposal:</p> | 0 | 3 | 7 | 11 | 15 |
| 1) Describe the key activities, enhancements and milestone events, including start and end dates, that lead to the accomplishment of the proposed project(s)? Start dates should reflect the start of the associated key activities, and end dates should reflect when the milestone event will be completed. | | | | | |
| 2) Explain how the organization will be safer at the end of the performance period? | | | | | |
| <p>C. Budget Pages & Narrative (Maximum 3600 characters) How well does the proposed Budget Pages & Narrative:</p> | 0 | 5 | 10 | 15 | 20 |
| 1) Describe the proposed physical and digital infrastructure security activities or enhancements, including the total State funds requested for each activity or enhancement, and how the activities or enhancements address the identified threat or vulnerability? | | | | | |

**PHYSICAL AND DIGITAL INFRASTRUCTURE SECURITY GRANT (DP) PROGRAM FOR
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PART V – CHECKLIST

This checklist is provided to ensure that a complete proposal is submitted to Cal OES.

- GRANT SUBAWARD COVER LETTER – SEE PART II, SECTION B
- 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 ATTESTATION OF SERVICES PROVIDED ([FORM LINK](#))
- GRANT SUBAWARD BUDGET PAGES (EXCEL SPREADSHEET FORMAT) ([Cal OES FORM 2-106b](#) Pages with One Funding Source)
- PHYSICAL AND DIGITAL INFRASTRUCTURE SECURITY GRANT PROGRAM PROGRAMMATIC AND BUDGET NARRATIVE FORM **UNALTERED** ([FORM LINK](#))
- PAYEE DATA RECORD ([Std. 204](#)) – Required when receiving payment from the State of California.