

## REQUEST FOR PROPOSAL

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The California Governor's Office of Emergency Services (Cal OES), Homeland Security & Emergency Management Branch (HSEM), is soliciting proposals for the following program:

### **HOMELAND SECURITY GRANT PROGRAM (HSGP) FOR FEDERALLY-RECOGNIZED TRIBES IN CALIFORNIA**

Release Date: May 5, 2025

This Request for Proposal (RFP) provides detailed information and forms necessary to prepare a proposal for Cal OES grant funds.

### **PROGRAM SYNOPSIS**

#### **Program Description:**

The purpose of fiscal year 2024 HSGP Tribal RFP, for Federally-Recognized Tribes in California, is to support building or sustaining security enhancement projects that fall within the parameters of the Cal OES HSGP. Funds awarded under HSGP must be used to support statewide preparedness activities. The enhancement project must address high-priority preparedness gaps, and contribute to the tribe's capability to prevent, protect, mitigate against, respond to, or recover from acts of terrorism.

#### **Eligibility:**

Restricted to federally-recognized tribes in California.

#### **Grant Subaward Period of Performance (POP):**

July 1, 2025 – May 31, 2027

#### **Total Available Funding:**

Individual tribes may request up to \$130,000.

#### **Maximum Award Available per Tribe:**

One - Tribes may submit more than one proposal, however, only the highest scoring proposal will be eligible to receive funding.

#### **Submission Deadline:**

The proposal package must be received electronically, no later than 11:59 PM (PST) on June 20, 2025.



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# HOMELAND SECURITY GRANT PROGRAM FOR FEDERALLY-RECOGNIZED TRIBES IN CALIFORNIA

## PART I - OVERVIEW

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- A. PROGRAM OVERVIEW**
  - B. PROJECT OBJECTIVES**
  - C. AWARD & ELIGIBILITY INFORMATION**
  - D. CONTACT INFORMATION**
  - E. PROJECT ACTIVITY GUIDELINES**
  - F. SPECIAL CONSIDERATIONS**
- 

### A. PROGRAM OVERVIEW

Each year, the U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) announces a Notice of Funding Opportunity (NOFO) for the Homeland Security Grant Program (HSGP). The intent of the Program is to support state, local, and tribal efforts to prevent acts of terrorism and other catastrophic events and to prepare the nation for the threats and hazards that pose the greatest risk to the security of the United States.

HSGP provides funding to implement investments that enhance terrorism preparedness and serve to build, sustain, and deliver the [32 core capabilities](#) across the five [Mission Areas](#) of Prevention, Protection, Mitigation, Response, and Recovery essential to achieving the [National Preparedness Goal](#) of a secure and resilient nation. The building, sustainment, and delivery of these core capabilities require the combined effort of the whole community, inclusive of children, individuals with disabilities and others with access and functional needs, diverse communities, and people with limited English proficiency. A list of the Mission Areas and Core Capabilities may be found [here](#).

### B. PROJECT OBJECTIVES

The purpose of this funding opportunity is to support building or sustaining security enhancement projects for federally-recognized tribes that fall within one of the Cal OES HSGP Investment Justifications (IJs). The whole community approach is inclusive of local units of government, tribes, and nonprofit organizations, including partners at the state level. Preparedness activities must address high-priority preparedness gaps across one or more of the 32 core capabilities. All proposed activities **MUST** have a direct nexus to the Prevention, Protection, Mitigation, Response, or Recovery from acts of terrorism. Based on the NOFO for FY 2024, FEMA has prioritized grant funding to support closing capability gaps or sustaining capabilities that address National Priority Areas. Projects that align with the National Priorities are strongly encouraged. Proposed projects should be shovel-ready and must support one of the IJs listed below:

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- IJ #1: Enhance Information and Intelligence Sharing and Cooperation with Federal Agencies, including DHS **(National Priority)**;
- IJ #2: Enhance the Protection of Soft Targets/Crowded Places **(National Priority)**;
- IJ #3: Enhance Cybersecurity **(National Priority)**;
- IJ #4: Enhance Community Preparedness and Resilience **(National Priority)**;
- IJ #5: Combat Domestic Violent Extremism **(National Priority)**;
- IJ #6: Strengthen Emergency Communications Capabilities through Planning, Governance, Technology, and Equipment;
- IJ #7: Enhance Medical and Public Health Preparedness;
- IJ #8: Strengthen Information Sharing and Collaboration (non-Fusion Center);
- IJ #9: Enhance Multi-Jurisdictional/Inter-Jurisdictional All-Hazards/Whole Community Incident Planning, Response & Recovery Capabilities;
- IJ#10: Protect Critical Infrastructure and Key Resources (includes Food and Agriculture); and
- IJ #11: Enhance Election Security **(National Priority)**.

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### C. AWARD & ELIGIBILITY INFORMATION

Eligible Tribe (Subrecipients):	Federally-Recognized Tribes in California
Total Amount Available for Solicitation:	\$650,000
Maximum Allowed per Tribe:	\$130,000
Maximum Award Available per Tribe:	One - Tribes may submit more than one proposal, however, only the highest scoring proposal will be eligible to receive funding.
Period of Performance:	July 1, 2025 – May 31, 2027
Cost Share or Match Requirement:	Cost Share or Match NOT Required

#### 1. Eligibility for Funding Consideration

**If selected**, all of the following must be completed within 60 days of receiving the Intent to Fund letter to be eligible to receive funding, Applicants:

- Must have a Unique Entity Identifier (Unique Entity ID) registered in the federal System for Award Management (SAM). Applicants who do not currently have a Unique Entity ID will need to register at SAM.gov to obtain one. Applicants should start this process immediately to ensure they are able to comply with the requirement to have this completed within the 60-days.
- Must not have an exclusion record in the SAM by the beginning of the Program Grant Subaward performance period. An exclusion record in the SAM indicates that a contractor (agency) is listed in the (federal) government-wide system for debarment and suspension. An agency that is debarred or suspended is excluded from activities involving federal financial and nonfinancial assistance and benefits. [Check SAM status.](#)

#### Public Records Act Notice

Proposals are subject to the 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, 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.

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### **D. CONTACT INFORMATION**

Questions concerning this RFP, the proposal process, or programmatic issues must be submitted via e-mail to:

State and Local Projects Unit  
[StateLocalProjects@caloes.ca.gov](mailto:StateLocalProjects@caloes.ca.gov)

Cal OES staff cannot assist the Applicant with the actual preparation of their proposal. During the period of time between the publication date of the RFP and the deadline for proposal submissions, Cal OES can only respond to technical questions about the RFP.

### **E. PROJECT ACTIVITY GUIDELINES**

Proposals will be considered by Cal OES for eligibility based on the scoring criteria identified in Part III. All projects must have a clear and direct nexus to the Prevention, Protection, Mitigation, Response, or Recovery of a terrorism event and meet the criteria listed in the California Supplement to the federal NOFO. Projects ineligible under HSGP guidelines will not be funded. Additional information on allowable activities may be found on FEMA's [Homeland Security Grant Program](#) web page.

FEMA has identified the allowable categories of cost under the HSGP as Planning, Organization, Equipment, Training, and Exercise. The following are brief descriptions of examples of cost associated with each of these categories:

#### **Planning**

HSGP funds may be used for a range of preparedness and planning activities, provided a direct nexus to terrorism exists. Allowable planning activities are associated with the development, review, and revision of a Threat and Hazard Identification and Risk Assessment, continuity of operations plan, and other planning activities that support the National Preparedness Goal, placing an emphasis on updating and maintaining a current Emergency Operations Plan that conforms to the guidelines outlined in Comprehensive Preparedness Guide (CPG) 101 v2.0. Planning activities generally result in a final, tangible end product.

#### **Organization**

Organizational activities are generally associated with specific personnel, groups or teams, or an overall organizational structure necessary to perform assigned missions and tasks to build or sustain capabilities, provide operational support, or to implement programs with a nexus to terrorism.

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### **Equipment**

Unless otherwise stated, equipment must meet all mandatory regulatory and/or DHS-adopted standards to be eligible for purchase using these funds. Equipment being purchased must be found in the [Authorized Equipment List](#) (AEL). Cal OES will require a performance bond for equipment over \$250,000. Additional approvals may be required for specific allowable equipment items prior to procurement. In addition, Applicants must obtain and maintain all necessary certifications and licenses for the requested equipment. All equipment must be received no later than the end of the Grant Subaward POP.

### **Several categories of equipment continue to be prohibited under HSGP:**

- Weapons and weapons accessories, including ammunition
- Weaponized aircraft, vessels, and vehicles of any kind
- Grenade launchers
- Bayonets
- Riot Suppression Equipment

### **Training**

Allowable training-related costs under HSGP include the establishment, support, conduct, and attendance of training specifically identified under HSGP and/or in conjunction with emergency preparedness training. Training conducted using HSGP funds should address a performance gap identified in a Training and Exercise Plan or other assessment and contribute to building a capability. All training courses must receive a Training Feedback number from Cal OES Training & Exercise prior to the start of the course. To request a Training Feedback number, please download and complete the [Training Request Form](#) and forward the completed request to [training@caloes.ca.gov](mailto:training@caloes.ca.gov).

### **Exercise**

Exercises conducted with HSGP funding should be managed and conducted consistent with the [Homeland Security Exercise and Evaluation Program](#) (HSEEP). HSEEP provides guidance for exercise design, development, conduct, evaluation, and improvement planning. Exercises are generally discussion-based, or operations-based, depending on complexity. The chart below will help provide context for each type of exercise. Due to the deployment of resources or personnel, all field-based (also known as operations-based) exercises that will be performed outside a classroom setting involving “boots on the ground” must be approved by FEMA and Cal OES through the Environmental Planning and Historic Preservation (EHP) process, prior to the start of the exercise.

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<b>Discussion-Based Exercise</b>	<b>Operations-Based Exercise</b>
Seminar   Workshop   Tabletop   Game <ul style="list-style-type: none"><li>• Led by facilitator/presenter</li><li>• Familiarizes participants with plans, policies, agreements, and procedures</li></ul>	Drill   Functional   Full-Scale <ul style="list-style-type: none"><li>• Involves deployment of resources/personnel</li><li>• Validates plans, policies, agreements, and procedures</li><li>• Focuses on action-oriented activities</li></ul>

**Unauthorized exercise-related costs include:**

- Reimbursement for the maintenance and/or wear and tear costs of general use vehicles (e.g., construction vehicles), medical supplies, and emergency response apparatus (e.g., fire trucks, ambulances).
- Equipment that is purchased for permanent installation and/or use, beyond the scope of the conclusion of the exercise (e.g., electronic messaging signs).

**F. SPECIAL CONSIDERATIONS**

**Environmental Planning and Historic Preservation (EHP)**

DHS/FEMA is required to consider the effects of its actions on environmental, historic, or cultural resources to ensure all activities and programs funded by the agency, including grant-funded projects, comply with federal EHP regulations, laws, and Executive Orders, as applicable. As a recipient of DHS/FEMA funding, these requirements are assumed by Cal OES and Subrecipients of Cal OES. Proposed projects that have the potential to impact the environment, including, but not limited to, the construction of communication towers, modification or renovation of existing buildings, structures and facilities, or new construction, including replacement of facilities, must participate in the DHS/FEMA EHP review process.

The EHP review process involves the submission of a detailed project description along with supporting documentation, so that DHS/FEMA may determine whether the proposed project has the potential to impact environmental resources or historic or cultural properties. In some cases, DHS/FEMA is also required to consult with other regulatory agencies and the public in order to complete the review process. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, DHS/FEMA and Cal OES may not be able to fund the



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project due to non-compliance with EHP laws, Executive Orders, regulations and policies.

Examples of activities requiring EHP review include field-based training, full-scale exercises, and installation of select equipment, such as communications towers and physical security enhancement equipment. If the project could result in adverse impacts to those resources, it may be necessary to change the scope of the project to avoid those impacts or to incorporate mitigation measures to minimize the impacts to those resources. The EHP Screening Form may be found [here](#).

### **Emergency Communications Project Requirements**

HSGP funds used to support IJ #6 – Strengthen Emergency Communications Capabilities through Planning, Governance, Technology, and Equipment must comply with the [SAFECOM Guidance on Emergency Communications Grants](#), as well as the [John S. McCain National Defense Authorization Act for FY2019 \(NDAA\)](#). Additional guidance may be found in [2 C.F.R. § 200.216](#) and [FEMA Policy #405-143-1](#).

Projects supporting this IJ must also align with the [California Statewide Communication Interoperability Plan](#) (CalSCIP). Alignment to the CalSCIP may be accomplished by identifying the project's link to a CalSCIP Goal, found in the *Goals, Initiatives & Benefits* Section of the CalSCIP.

### **Specialized Equipment - Small Unmanned Aircraft Systems, Aircraft, Watercraft**

While *Executive Order (EO) 13809 Restoring State, Tribal, and Local Law Enforcement's Access to Life-Saving Equipment and Resources* and the subsequent DHS/FEMA Information Bulletin (IB) #426 rescinded controlled equipment requirements implemented under *EO 13688 Federal Support for Local Law Enforcement Equipment Acquisition*, several controls continue to be in place for select equipment items, such as small, unmanned aircraft systems, manned aircraft, and watercraft.

These categories of equipment have significant utility for state, local, and tribal grant subrecipients. However, the nature of the equipment and the potential impact on communities will require additional justification and approvals before acquisition. Please refer to [FEMA Policy 207-22-0002](#) and the AEL for additional information regarding these items.

System, Small Unmanned Aircraft ([03OE-07-SUAS](#))  
Aircraft ([18AC-00-ACFT](#))  
Watercraft ([17WC-00-BOAT](#))

### **Reporting - Biannual Strategy Implementation Report (BSIR)**

Subrecipients of HSGP funding are responsible for completing and submitting BSIRs through the [Grants Reporting Tool](#) (GRT). The BSIR is generally due within 30 days after

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the end of the reporting period: July 30 for the reporting period of January 1 through June 30 (summer BSIR report); and January 30 for the reporting period of July 1 through December 31 (winter BSIR report). All required attributes of each project must be included. Updated obligations, expenditures, and significant developments must be provided within the BSIR to show progress of implementation for every project, as well as how expenditures support Planning, Organization, Equipment, Training, and Exercise.

### **Nationwide Cybersecurity Review (NCSR)**

Subrecipients at *all tiers* with FY24 State Homeland Security Program and Urban Area Security Initiative funding are required to complete the NCSR. This is a no cost, anonymous, annual self-assessment designed to measure gaps and capabilities of state, local, tribal, territorial, nonprofit, and private sector agencies' cybersecurity programs. The assessment takes approximately 2-3 hours to complete by the Chief Information Officer (CIO), Chief Information Security Officer (CISO), or if there is no CIO or CISO, the most senior Cybersecurity professional. The NCSR is generally open annually and requires a [registration process](#) prior to accessing the [portal](#) to complete the assessment.

Each entity is responsible for ensuring the completion of their own survey, including any surveys completed by any Subrecipients. There are several categories of questions to be answered. If there are different sources responsible for different categories, the survey questions should be answered by the responsible party. If it isn't possible for two or more entities to complete the assessment, it is recommended the assessment be completed at the higher jurisdictional level. Deadlines to submit the NCSR confirmation of completion to Cal OES will be provided at a future date, generally at the end of the calendar year. Technical questions regarding the NCSR may be directed to the NCSR team at [NCSR@cisecurity.org](mailto:NCSR@cisecurity.org).

### **Sustainability**

Grant funds are intended to supplement existing fiscal resources and are not guaranteed long-term sustainability solutions. Projects funded under this grant opportunity are expected to be reasonably sustained after the end of the POP without the expectation to receive future grant funds.

### **Changes to Scope of Work**

Subrecipients are selected through a competitive proposal process. Projects are rated and ranked based on the proposal submitted. Therefore, any changes to the scope of work are not permitted. Each Applicant is expected to thoroughly plan out the entire process of each proposed project, from project conception to completion, including potential reviews for EHP and equipment that need additional approvals. Please ensure the projects being proposed are well-planned and well-detailed. Funds remaining at the end of the POP will be disencumbered and returned to Cal OES.

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**Extension Requests**

Subrecipients are expected to complete all grant-funded activities by the end of the POP. Any costs incurred outside of the POP will be unallowable under the Grant Subaward. Extensions to the POP identified in the Grant Subaward will be extremely limited and will only be considered through formal, written requests with specific, reasonable, and compelling justifications that warrant an extension.

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**PART II – RFP INSTRUCTIONS**

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**A. PROPOSAL DUE DATE AND SUBMISSION INSTRUCTIONS**  
**B. PROPOSAL COMPONENTS**  
**C. RESOURCES (hyperlinks)**

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**A. PROPOSAL DUE DATE AND SUBMISSION INSTRUCTIONS**

The Notice of Interest (NOI), and Standard 204 form must be submitted to Cal OES no later than **11:59 PM (PST) Friday, June 20, 2025**. Only electronic submissions will be accepted. Proposals submitted after this time/date will **not** be considered. **Emails should identify the name of the RFP in the Subject line.** Applicants must e-mail their proposals to:

State and Projects Unit  
[StateLocalProjects@caloes.ca.gov](mailto:StateLocalProjects@caloes.ca.gov)

Please note: Applicants will receive verification that their proposal has been received. If a verification notice is not received within 48 hours of submission, it is the responsibility of the Applicant to reach out to Cal OES at [StateLocalProjects@caloes.ca.gov](mailto:StateLocalProjects@caloes.ca.gov) and show proof that their proposal was submitted prior to the deadline.

**B. PROPOSAL COMPONENTS**

Your proposal **MUST** include the following documents to be considered for funding:

**1. Notice of Interest (NOI)**

- Describe the proposed project(s).
- Identify and describe the capability gap(s) that determined the project needs.
- Identify the IJ (s) the project(s) links to and describe how the chosen IJ(s) supports the project(s).
- Describe how the project(s) builds or sustains one or more of the 32 core capabilities.
- Explain each project's nexus to terrorism.
- Describe how the project(s) will be completed within the period of performance. Provide a timeline with key milestones.
- Provide an itemized budget of all allowable costs. If the proposal includes equipment, please provide a list of equipment to be purchased, including quantities, costs, AEL numbers, and AEL titles.

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Applicants should check the box on the bottom of the last page of the NOI, if they are willing to accept less than the full amount requested based on scoring and fund availability. If the box is not checked, partial funding may not be given in the event that full funding is not available for the project. Applicants who are willing to accept less than the requested amount must also identify the minimum amount in grant funding they would be willing to accept.

### **Unique Entity Identifier (UEI)**

Applicants will need to provide a UEI. Applicants registered in the federal System for Award Management (SAM) have already been assigned a UEI and it can be found by logging into SAM.gov. Applicants who do not currently have a Data Universal Numbering System (DUNS) number will need to register at SAM.gov to obtain a UEI.

### **C. RESOURCES (hyperlinks)**

[Homeland Security Grant Program-Notice of Funding Opportunity](#)

[FEMA Preparedness Grants Manual](#)

[HSGP California Supplement to the Federal NOFO](#)

[Nationwide Cybersecurity Review \(Registration\)](#)

[Nationwide Cybersecurity Review \(Portal\)](#)

[Grants Reporting Tool](#) (to complete the BSIR)

[DHS/FEMA Information Bulletins](#)

[List of Mission Areas and Core Capabilities](#)

[SAFECOM](#)

[California Statewide Communications Interoperability Plan \(CalSCIP\)](#)

[SAM Registration](#)

[PAYDEE DATA RECORD \(STD 204\) Form](#)

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**PART III – PROPOSAL EVALUATION**

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**A. EVALUATION CRITERIA**

**B. EVALUATION CRITERIA DEFINED**

**C. FUNDING RECOMMENDATION**

**D. NOTIFICATION PROCESS**

**E. APPEAL OF DECISION**

**F. POST AWARD REQUIREMENTS**

**G. ALLOCATION CONTINGENT ON RECEIPT OF FEDERAL AWARD**

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**A. EVALUATION CRITERIA**

Funding will be awarded to the highest-ranked proposals. Evaluation of the proposals is based on seven scored criteria totaling 35 points. Projects that successfully tie to one of the National Priority Areas have an opportunity to earn up to five additional points. Projects submitted by eligible applicants that have not received HSGP funding within the last five (5) years will be given an additional five points. **Projects that do not have a clear, direct nexus to terrorism or cannot be completed within the POP will be disqualified.**

Proposals will be scored as follows:

<b>Evaluation Criteria</b>	<b>Maximum Value</b>
• Describe the proposed project(s).	<b>5 Points</b>
• Identify and describe the capability gap(s) that determined the project needs.	<b>5 Points</b>
• Identify and describe the IJ (s) the project(s) link to and describe how the chosen IJ(s) supports the project(s)	<b>5 Points</b>
• Describe how the project(s) builds or sustains one or more of the 32 Core Capabilities.	<b>5 Points</b>
• Explain each project's nexus to terrorism.	<b>5 Points</b>
• Describe how the project(s) will be completed within the period of performance. Provide a timeline with key milestones.	<b>5 Points</b>

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| <ul style="list-style-type: none"> <li>• Provide an itemized budget of all allowable costs. If the proposal includes equipment, please provide a list of equipment to be purchased, including quantities, costs, AEL numbers, and AEL titles.</li> </ul> | <b>5 Points</b>             |
| <ul style="list-style-type: none"> <li>• Projects aligning to a National Priority Area ONLY: Describe how the project(s) are properly aligned to a National Priority Area.</li> </ul>  | <b>5 Points<br/>(Bonus)</b> |
| <ul style="list-style-type: none"> <li>• Federally-recognized tribes that have not received prior Homeland Security Grant Program (HSGP) funding from Cal OES in the past five years.</li> </ul>   | <b>5 Points<br/>(Bonus)</b> |

Points may be deducted during the rating process based on negative past performance under a prior HSGP award (i.e., extension requested, funds disencumbered, failure to submit required documents and reports).

Cal OES will review and approve projects which meet the criteria based in the program guidance and the scoring system established for this Program. All projects must be completed within the Subrecipient POP. All applicable HSGP guidelines and policies remain in effect for the Grant Subaward.

### B. EVALUATION CRITERIA DEFINED

#### **Describe the proposed project(s).**

The Applicant should thoroughly describe the project(s) being proposed, outlining the various elements or stages involved to implement and complete the project, including the end-goal of the project. If the proposed project is part of a multi-phased project, the totality of the multi-phased project should be described, along with how and where the proposed project fits into the grand scheme.

#### **Identify and describe the capability gap(s) that determined the project needs.**

The proposed project(s) must seek to address a capability gap in one or more of the 32 core capabilities. The Applicant should identify which capability gap their projects align to and how the capability gap(s) were identified (e.g., exercise after action report, risk assessment, etc.) and how that gap translates to increased vulnerability or greater consequence from a potential terrorist incident.

#### **Identify the IJ(s) the project(s) link to and describe how the IJ(s) chosen supports the project(s).**

The Applicant should identify which IJ the project supports (IJs are listed in Part I of this RFP and on the Notice of Interest). The Applicant should describe how the IJ(s) chosen specifically support the project.

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### **Describe how the project(s) builds or sustains one or more of the 32 Core Capabilities.**

Proposed projects must build new capabilities or help sustain existing capabilities. The Applicant should describe how the identified capability or capabilities are being improved or sustained to better prepare for an act of terrorism (a link to the Core Capabilities are listed in Part I of this RFP).

### **Explain each project's nexus to terrorism.**

The HSGP requires all projects to have a clear nexus to terrorism. Proposed projects MUST have a direct nexus to the prevention, protection, mitigation, response, or recovery from an act of terrorism. Weather-related emergency management projects without a clear nexus to terrorism will NOT be considered, such as projects that solely address climate change, earthquakes, tsunamis, and drought. Projects addressing general criminal activity without a direct nexus to terrorism, will also not be considered. General purpose equipment is allowed under HSGP if it aligns to and supports one or more Core Capabilities identified in the Goal and has a nexus to terrorism preparedness. Projects lacking a clear nexus to terrorism will be disqualified.

### **Describe how the project(s) will be completed within the POP. Please provide a timeline with key milestones.**

Proposed projects must be completed within the Grant Subaward POP. If equipment is being procured, all items must be received no later than the end of the Grant Subaward POP. A timeline with milestones should provide a clear outline of activities that lead up to the completion of the project.

Projects that have a potential to impact environmental, historic, or cultural resources must participate in the EHP review process, including projects involving ground disturbance, equipment installation, sonar, and communications towers. The EHP review process may take as little as one month to as much as one year to complete, depending on the location and complexity of the project, and should be incorporated into the timeline, where applicable.

Projects should also consider other processes that could directly affect the timeline of the project, including the ability to obtain all necessary approvals related to the project, procurement process, and availability of resources.

### **Provide an itemized budget of all allowable costs. If the proposal includes equipment, please provide a list of equipment to be purchased, including quantities, costs, AEL numbers, and AEL titles located on the [FEMA Authorized Equipment List](#).**



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Applicants should provide cost-effective solutions to a capability gap. Providing an analysis of alternatives for achieving the same results, and concluding the provided project is more cost-effective or if it is the only solution, is encouraged. Costs must be reasonable and/or be supported with price quotes, examples of similar projects from other agencies, hyperlinks to product sites, etc.

The budget should include detailed costs, outlined to provide line-item detail, and add up to the total amount of funding being requested in the proposal.

### **Describe how the project(s) are properly aligned to a National Priority Area.**

This section is only applicable to those projects in alignment with one of the six National Priority Areas, as listed on page 2. This question is not required, but proposals with successful alignment to a National Priority Area would receive up to five bonus points.

The Applicant should provide sufficient detail of the project to help determine alignment with a National Priority Area. To assist with the proper alignment to a National Priority Area, please consider the factors below:

#### **Enhance Information and Intelligence Sharing:**

- How will funding specifically improve information sharing capabilities?
- Does the proposed project provide enough detail regarding the depth and breadth of information sharing this project will support?
  - How many personnel will be funded?
  - What are their focus areas (ex: Analysts, Trainers, IT, etc.)?
  - What type of training?
  - What technology is being procured and what will it enable that could not otherwise be accomplished (ex: trend analysis, data linkages, connect systems across the state, geospatial mapping, etc.)?
  - What other agencies are you working with and how are you connected?

#### **Enhance the Protection of Soft Targets/Crowded Places:**

- Does the project support the National Priority Area?
- Is the cost of the project reasonable?
- Is the project feasible?
- Does the project help prepare for/protect against terrorism?
- Is the risk being mitigated in alignment with/relevant to the threat environment at the national or local level?
- Is the request in alignment with industry security standards?
- Is there coordination at the community or local level?
- What is the expected outcome of the project?
- Are there any supporting documents available?

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### **Enhance Cybersecurity:**

- Does the project articulate how funding will fill a cybersecurity gap?
- Does the project support the security and functioning of cyber critical infrastructure and Core Capabilities as they relate to the prevention, protection, mitigation, and response to acts of terrorism?

### **Enhancing Community Preparedness and Resilience:**

- Does the project establish, train, and maintain Community Emergency Response Teams (CERT) and Teen CERT, with a focus on historically underserved communities, including procurement of appropriate tools, equipment and training aides?
- Does the project identify community resources and characteristics in order to identify gaps in resources, identify hazards and vulnerabilities, and inform action to promote resilience?
- Does the project provide training and awareness programs with key stakeholders to educate the public on misinformation and disinformation campaigns to increase individual and community resilience?

### **Combat Domestic Violent Extremism:**

- Does the project support threat assessment programs to identify, evaluate, and analyze indicators and behaviors indicative of domestic violent extremists?
- Are there any trainings and awareness programs to help detect and prevent radicalization?
- Does the project include equipment for first responders to respond to domestic terrorist?

### **Enhance Election Security:**

- Does the project support physical security planning?
- Does the project enhance physical/site security measures?
- Does the project address vulnerabilities identified in cybersecurity risk assessment?
- Are there training and planning programs to help with cybersecurity risk?

### **Funding History.**

The applicant should indicate in this section whether they have received HSGP funding from Cal OES within the past five years, and if so, the funding year(s) and total amount of funding received. Applicants that have not received HSGP funding from Cal OES within the last five years will be awarded an additional five points.

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### **C. FUNDING RECOMMENDATION**

Final funding decisions are made by the Director of Cal OES. Funding recommendations are based on the following:

- The ranked score of the application.
- Consideration of funding priorities.
- Prior negative administrative and programmatic performance, if applicable.

Projects previously funded by Cal OES may be reviewed for past compliance, including fiscal management, progress and annual reports, audit reports, and other relevant documentation or information. This review may result in one or more of the following actions:

- The project may not be selected for funding.
- The amount of funding may be reduced.
- Grant Subaward Special Conditions may be included in the Grant Subaward.

### **D. NOTIFICATION PROCESS**

Applicants will be notified of the results of the rating process in writing. Applicants not selected for funding will receive a notification letter containing their average score and information on the appeal process.

### **E. APPEAL OF DECISION**

Applicants are entitled to appeal the denial of funding pursuant to the Cal OES Appeal Guidelines for Competitive Funding Decisions. A copy of these guidelines will be included with the denial of funding letter.

### **F. POST AWARD REQUIREMENTS**

Applicants identified for funding must submit all documentation listed in the FY 2024 HSGP Application Checklist provided in the [Fiscal Year 2024 Homeland Security Grant Program California Supplement to the Federal Notice of Funding Opportunity](#)

### **G. ALLOCATION CONTINGENT ON RECEIPT OF FEDERAL AWARD**

Cal OES does not have the authority to disburse federal funds until the federal Grant Award is received. 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,

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the Subrecipient may claim reimbursement for expenses incurred on, or subsequent to, the start of the Grant Subaward POP.

If, during the term of the Grant Subaward, federal funds appropriated for the purposes of the Grant Subaward are reduced or eliminated by the United States Government, or any other action that impacts federal funds received by Cal OES, Cal OES may immediately terminate or reduce the Grant Subaward by written notice to the Subrecipient. However, no such termination or reduction shall apply to allowable costs already incurred by the Subrecipient to the extent federal funds are available for payment of such costs.

Cal OES Grant Subawards are subject to applicable restrictions, limitations, or conditions enacted by the California Legislature and/or the United States Government, subsequent to the execution of the Grant Subaward.