

FY 2022 Homeland Security Grant Program Proposal Solicitation

Program Overview

The US Department of Homeland Security/FEMA awards funding to the State of West Virginia each year to strengthen homeland security preparedness through the Homeland Security Grant Program (HSGP). As outlined in the FEMA Preparedness Grants Manual, this funding must be used to “prevent terrorism and other catastrophic events, and to prepare the Nation for the threats and hazards that pose the greatest threat to the security of the United States.” All projects funded through this grant must improve a jurisdictions’ ability to:

- Prevent a threatened or actual act of terrorism
- Protect citizens, residents, visitors, and assets against the threats that pose the greatest risk to the security of the United States
- Mitigate the loss of life and property by lessening the impact of future catastrophic events
- Respond quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of a disaster, and/or
- Recover through a focus on the timely restoration, strengthening, accessibility and revitalization of infrastructure, housing, and a sustainable economy, as well as the health, social, cultural, historic, and environmental fabric of communities affected by a catastrophic incident.

National and State Priorities

Each year, the federal government and the state identify priority areas to address identified gaps and needs. Further detail on the priorities for this funding is included on the Priorities Overview of this solicitation.

The 2022 HSGP Notice of Funding Opportunity has not been released, however, we have received notification of the FY 22 National Priority Areas. The six National Priorities include: (1) Protecting Soft Targets and Crowded Places, (2) Intelligence and Information Sharing, (3) Combating Domestic Violent Extremism, (4) Cybersecurity, (5) Enhancing Community Preparedness & Resilience, and (6) Election Security. These projects will receive priority consideration as the state must attribute a portion of our funding to each priority.

Additional State Priorities include Law Enforcement Specialized Teams, Forensic Analysis and Attribution, State Interoperable Radio Network (SIRN) access and equipment, Point of Distribution/Distribution Management resources, Stop the Bleed resources, Regional Response Team training and equipment, and public notification and warning.

Other allowable purposes for this funding are included in the Priorities Overview.

Timeline

<i>Technical Assistance Trainings:</i> Monday, April 4, 2022	1:00 pm
Wednesday, April 6, 2022	10:00 am
Thursday, April 7, 2022	2:00 pm
Tuesday, April 12, 2022	10:30 am

Contact HSSAA@wv.gov to request a link to the training.

Proposal Submission Deadline: Friday, April 15, 2022 – contact us if you are having any challenges

Preliminary Status Notification to every submission: Friday, May 27, 2022

Proposal Requirements

This cycle, we will be collecting simplified project proposals for initial consideration and will only complete formal grant paperwork for the projects that are included in the federal application. Project proposals should include:

- **Completed Cover Sheet** - a fillable version of the cover sheet will be distributed with this solicitation and is available on the WV EMD website (www.emd.wv.gov) under the Grants tab. The Cover Sheet can also be requested through the Grants Section of the Emergency Management Division (HSSAA@wv.gov). Please complete all fields on the cover sheet.
- **Project Narrative** - the narrative should describe and justify the project. It should include a description of the project, a simple budget justification (what are you buying and what comprises the total project cost), a project timeline, and a statement of compliance with the certifications listed on the Cover Sheet.
- **Supporting Documentation** – supplemental information that provides context which may include quotes or other documentation that describes the projects or conveys the need for and benefit of the project. Some proposals may not have any supporting documentation.

Submission Process

Proposals should include a completed cover sheet, a narrative synopsis, and supporting documentation. Proposals should be submitted to HSSAA@wv.gov. You can submit as one consolidated document or as separate documents. Please submit each proposal as a separate email. We will send an email confirmation validating receipt of each proposal. If you do not receive a confirmation email within two days, please contact Leona Wehrle at 304 558-5380 to confirm receipt or the need to resubmit. Please submit your proposals by Friday, April 15, 2022.

Questions

To garner an optimal pool of proposals to allow the state to address our most critical needs and gaps, we want to be as flexible as possible and provide potential applicants with robust support. We will be regularly updating information about the HSGP program and this proposal solicitation on the WV Emergency Management Division's website at www.emd.wv.gov under the Grants tab. We will also be offering some technical assistance sessions where we will provide a program and process overview and answer questions. The preliminary times for this technical assistance are listed above. Please email us to request the link to the webinar. Questions can be emailed any time to HSSAA@wv.gov and we will send a response as quickly as possible. You may also contact Kevin Cook, Niki McGrew, or David Hoge at 304 558-5380.

Important Reminders

- Every submission will be reviewed and evaluated. If we need additional information, we will reach out to the point of contact on the cover sheet. Please respond to the request for supplemental information as soon as practical.
- FY 22 HSGP funding will be available no earlier than October 2022. No activity prior to that timeframe will be allowable.
- All equipment purchased with HSGP funding must be on the FEMA Authorized Equipment List, and allowable for Homeland Security Grant funding. (<https://www.fema.gov/grants/guidance-tools/authorized-equipment-list>)
- Applicants may submit more than one project. Similar activity can be grouped together, but distinct projects should be submitted separately.
- For the state to remain eligible for federal funding, approved applicants must implement and comply with the National Incident Management System (NIMS), as appropriate. Questions related to NIMS can be sent to Chuck Bennett at charles.w.bennett@wv.gov
- Approved applicants must have a Unique Entity Identifier (UEI) from the federal government. Information on the UEI can be found at <https://gsa.gov/entityid>