

FY 08-09 Port Security Grant Program



August 30, 2010

Agenda

- Sub Committee Membership
- Application Process
- FA Review
- SRMP Review
- IJ/Budget Review
- NEPA/MOU Review
- Match Waiver/Sole Source Requests

ALL GRANT DOCUMENTS AND GUIDANCE CAN BE FOUND AT
www.maritimedelriv.com/psgp8-9.htm

Committee Membership

- State Reps: (PA,NJ, DE)
- Port Authorities: (PA-PRPA, NJ- SJPC, DE-Diamond State, DRPA)
- SMEs: First Responders
PA-FD, NJ-LE, DE- EMS
- Private Sector
- USCG
- CAP

Non-Voting Members

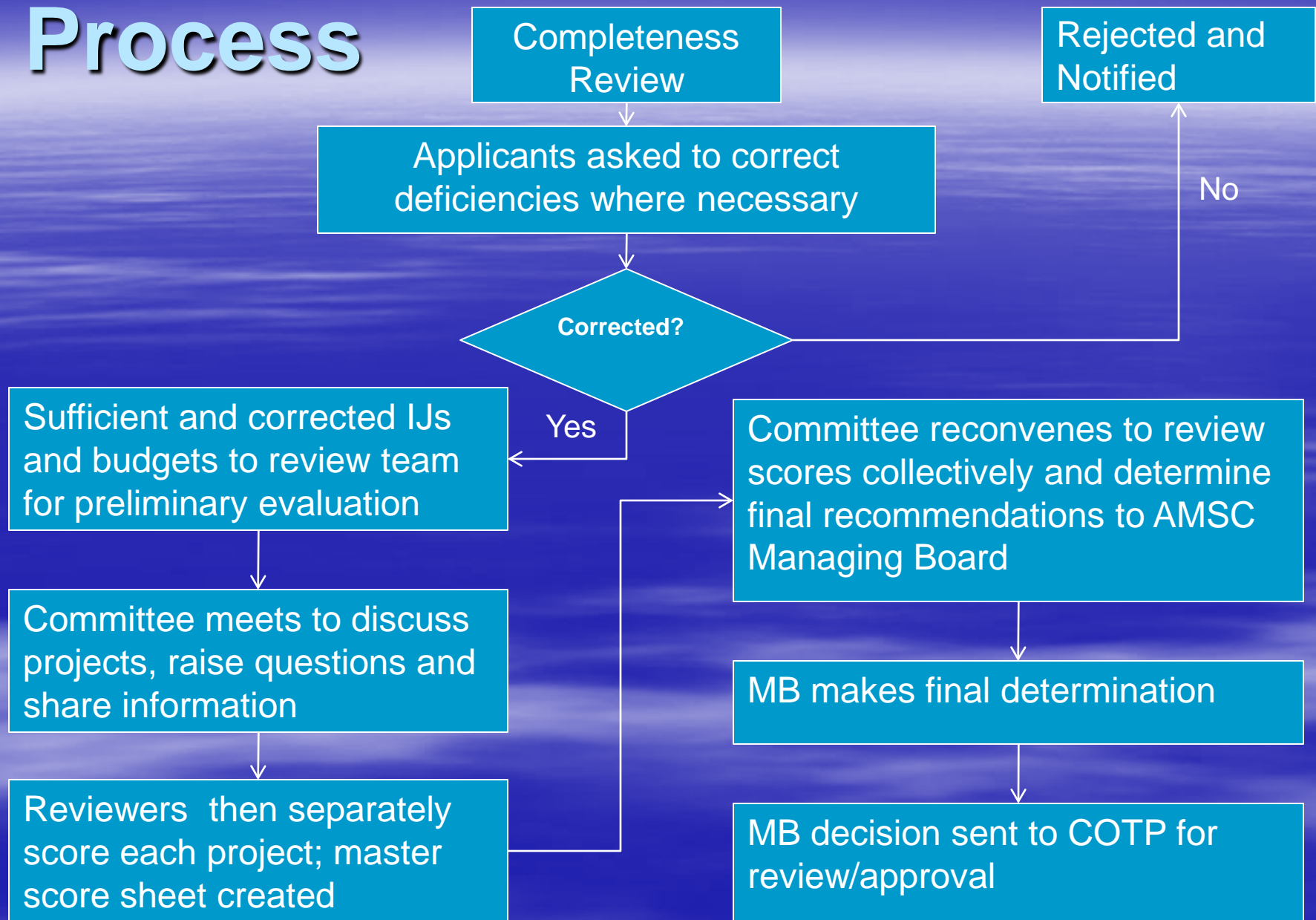
Committee Chair

Fiduciary Agent

Planning Committee/SRMP

ALL GRANT DOCUMENTS AND GUIDANCE CAN BE FOUND AT
www.maritimedelriv.com/psgp8-9.htm

Process



Overview

Rounds 8/9

- Available funding
 - Round 8 - \$4.45 mil
 - Round 9 - \$15 mil
- Application includes
 - Investment Justification
 - Budget Worksheet
 - NEPA Checklist
 - MOU/LOI (if applicable)
- Round 8
 - 25% match required
 - Performance Period 7/31/11
- Round 9
 - 25% cash or in-kind match required
 - Performance Period 5/31/12

**ALL GRANT DOCUMENTS AND GUIDANCE CAN BE FOUND AT
www.maritimedelriv.com/psgp8-9.htm**

FA Overview

FA Overview

FEMA Processing

- MB Approval
 - Work w/applicants to finalize paperwork
 - Create consolidated documents
- FEMA Review
 - IJ review
 - Budget
 - Environmental/Historic Preservation
- Timetable
 - FY07 Supp: 12 months
 - FY08: 8 months
 - FY10: ?

ALL GRANT DOCUMENTS AND GUIDANCE CAN BE FOUND AT
www.maritimedelriv.com/psgp8-9.htm

Post Award

- Sign contract with MEX
- Begin procurement
- Monitoring/sub-contract review
- Semi-Annual Progress & Financial Reports
- Final Report/Close Award

ALL GRANT DOCUMENTS AND GUIDANCE CAN BE FOUND AT
www.maritimedelriv.com/psgp8-9.htm

Helpful Hints

- Read/follow the instructions
- Work from national & local plans
- No planning projects
- Focus on CBRNE
- Include NEPA documents with application
- Facility hardening acceptable

ALL GRANT DOCUMENTS AND GUIDANCE CAN BE FOUND AT
www.maritimedelriv.com/psgp8-9.htm

IJ & Budget Review Significant Changes

- IJ has been shortened
- Both the IJ and the Budget Worksheet compute your match based upon the your federal funding request.

ALL GRANT DOCUMENTS AND GUIDANCE CAN BE FOUND AT
www.maritimedelriv.com/psgp8-9.htm

Strategic Risk Management Plan

Strategic Risk Management Plan (SRMP)

- Purpose of Port Security Grants
 - Help Enable Closure of Security Gaps
 - Prevention, Protection, Response and Recovery
 - As Identified in AMSP, SRMP, COTP Priorities
 - Meet National Priorities
- Grants are Evaluated Against Identified Gap
 - How Closely Project Align with Gaps
 - How Well Project Answers or Supports Need

Strategic Risk Management Plan (SRMP) CONT.

- SRMP – Identified Gaps
 - Developed through cooperation of Port Partners
 - Ranked and Prioritized by AMSC Managing Board
 - Assigned to Subject Matter Subcommittees
- Keys to Ranking Well
 - Read SRMP – Download from Homeport
 - Review Core Elements of Gaps Referenced
 - Higher Priority Gaps

Application Packet Overview

Investment Justification (IJ)

- Complete all sections.
- Be detailed about your projects. The more detail the better the review committee and FEMA understand your project.
- Do NOT cut and paste from one section to another. Make sure your response answers the question being asked.
- Only one project per IJ, but when applying for like items, these can and should be combined
 - Computer software and equipment
 - Foam trailer and foam



SECTOR DELAWARE BAY
Area Maritime Security Committee

**Port Security Grant Program (PSGP)
Investment Justification**

I. General Information

Port Area	Sector Delaware Bay		
Grant Program Year	FY08		
Applicant Organization	Risky Business		
Organization DUNS Number	123456		
Organization Address	100 Vulnerable Dr. Philadelphia, PA 19004		
Point of Contact Name	John Assessment		
Point of Contact Title	Security Director		
Point of Contact Phone	215-555-1212		
Point of Contact Email	JA@riskandthreat.com		
Accounting Contact Name	Bob Balance		
Accounting Contact Phone	215-555-1211		
Accounting Contact Email	BB@riskandthreat.com		
Authorizing Official Name	Molly N. Charge		
Authorizing Official Title	President		
Authorizing Official Email	MC@riskandthreat.com		
Is applicant NIMS Compliant?*	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Does applicant have any open notices of violation?*	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
Does applicant certify that it has received all needed authorizations to apply for this grant from governing boards or other approving bodies?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	

Project Name†	Target Hardening of Susceptible Point
Enter Total Project Cost††	\$ 651,200
Enter non-Federal Match	% 25
Federal Investment	\$ 488,400
Match Amount	\$ 162,800

* Reference eligibility section of grant guidance for additional information on NIMS compliance and notices of violation.

† Please keep names as simple as possible. The applicant name does not need to be included in the project name.

†† Note this total must equal the total in section V of this document as well as the totals on the Budget and NEPA checklist.

Budget Worksheet

- **READ AND FOLLOW INSTRUCTIONS!**
 - Most FEMA questions arise from missing information
- Round 8 & 9 Management and Administrative (M&A) allowed at 2.5% of total project cost.
- M&A costs are only allowed to cover the salary of those managing the grant (not the project) and for the portion of time they are working on the grant
 - Example: Tony works on the grant an hour a day, 3 days a week. Tony's entire salary can't be charged against the grant, only the time he spent administering the grant – 468 hours over the course of the 3 year grant period.
- It is possible that other expenses can be charged to M&A, such as travel. Make sure it is noted.

ALL GRANT DOCUMENTS AND GUIDANCE CAN BE FOUND AT
www.maritimedelriv.com/psgp8-9.htm

Budget Worksheet – Cont.

- **Equipment:** DO NOT re-paste justification from IJ in narrative. Include details (specs where possible) of the equipment being acquired.
 - DO NOT include installation costs or supplies (consumables) in equipment
 - Please include AEL # when available
- **Consultants v. Contractors and Contracts:**
 - Contracts usually a fixed fee
 - Consultants paid by day/hour/unit

NEPA Checklist

Basic Project Information

- **Project Name:**
- **Grant:**
- **Grantee:**
- **Grant Award Number:**
- **Fiscal Year :**
- **Purpose of the Project: (Explain whether this project involves any physical security enhancements, communications towers, construction, renovation, installations or modifications to buildings or structures)**
- **Estimated Cost:**
- ***Project Location (give full address and latitude/longitude coordinates, if available):**
- ***Dimensions/Acreage/Sq. Ft.:**
- **Brief write up on the project (include extent and depth of ground disturbance for new construction/structure modification; also any trenching for utility lines, fencing, light posts, tower footings and pads, etc.)**

ALL GRANT DOCUMENTS AND GUIDANCE CAN BE FOUND AT
www.maritimedelriv.com/psgp8-9.htm

LOI/MOU

If applicable, you must provide the LOI at the time of application; MOUs must be provided before funds will be awarded.

- Projects where the non-federal portion of the total costs of the project are being committed/obligated by more than one entity.
- Projects where equipment, resources, and/or facilities are acquired by the applicant, but then must be operated, maintained or supported by one or more other entities
- Projects for training programs where the recipients of the training are outside of the applicant organization.
- Projects where actionable intelligence and information is generated and shared between two or more entities.

Therefore, for every entity mentioned in your IJ as a recipient of the information you will collect under the project, you must include a signed LOI. For example, if you indicate that your video feed will be available to the Delaware Valley Intelligence Center, an LOI signed by both the applicant and DVIC must be included. Similarly, if you are offering training programs, you must include LOI(s) with those who will be trained.

Waiver Sole/Source Requests

- Match Waiver Requests
 - Not encouraged
 - Must accompany application
 - See Information Bulletin #322
 - Send Memo to AMSC outlining rationale

- Sole Source Requests
 - Must accompany application
 - Contracts over \$100,000
 - Send Memo to AMSC outlining rationale

- The item is available only from a single source;
- The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
- The awarding agency authorizes noncompetitive proposals; or
- After solicitation of a number of sources, competition is determined inadequate.

GOOD LUCK!

QUESTIONS?

Contact information can be found at:

www.maritimedelriv.com/psgp8-9.htm