

2019

KENTUCKY OFFICE OF
HOMELAND SECURITY

State Homeland Security Grant Program Application & Guide



REVISED
March 2019



Don't Include this Page in your Application

State Homeland Security Grant Program

The SHSGP assists local preparedness activities that address high-priority preparedness gaps across all core capabilities and mission areas where a nexus to terrorism exists. SHSGP supports the implementation of risk driven, capabilities-based approaches to address capability targets set in urban area, state, and regional Threat and Hazard Identification and Risk Assessments (THIRAs). The capability targets are established during the THIRA process, and assessed in the State Preparedness Report (SPR) and inform planning, organization, equipment, training, and exercise needs to prevent, protect against, mitigate, respond to, and recover from acts of terrorism and other catastrophic events.

General Procedures

- Only eligible applicants may apply for these funds. Eligible applicants include city or county governments, area development districts, local taxing districts, and public school districts.
- An agency may submit multiple applications. However, each application may contain **only one project** and reflect **only one funding category**. **Please consider your community's most critical need when applying for these limited funds.**
- The lead applicant is responsible for grant funds and administration including, but not limited to, assurances and audit requirement, maintenance, and records retention.
- All applicants applying for federal grant awards **MUST** have an active DUNS number <https://www.dnb.com/duns-number/get-a-duns.html>.
- All applicants applying for federal grant awards **MUST** have an eClearinghouse review. For instructions go to http://kydlgweb.ky.gov/FederalGrants/16_eClearinghouse.cfm.
- All applicants applying for federal grant awards **MUST** be registered on SAM.gov. <https://www.sam.gov/SAM/>
- All applicants applying for federal grant awards **MUST** comply with National Incident Management System (NIMS) guidelines. For instructions go to <http://homelandsecurity.ky.gov/Pages/National-Incident-Management-System.aspx>.
- The lead applicants must agree to follow KRS 45A-Kentucky Model Procurement Code.
- **One original copy** of the completed grant application must be **postmarked** by **4:30 pm** on **Friday, June 7, 2019**.
- **One scanned copy** (electronic PDF file) must be **uploaded** by **4:30 pm** on **Friday, June 7, 2019**.
- **Applications should use binder or paper clips, no staples please.**



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**Application Guide
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Application Process

1. Visit the Kentucky Office of Homeland Security 2019 Grant homepage.
 - Link: <https://app.smartsheet.com/b/publish?EQBCT=ad08434bd25f4921a0af628060996a2d>
2. If you have not already done so, complete the online registration form to receive your application number by email.
 - Link: <https://app.smartsheet.com/b/form/795ebc365d2a4c19abf3404b28c66c3d>
3. Complete this application packet. *Please ensure you place the application number emailed to you on the documents where required.*
 - When finished, print each page that says “Include this page in your application” in the footer.
 - Obtain signatures.
4. Review your application and any supporting documentation for errors. Ensure all signatures have been collected. Compile your application according to the directions on Page 5.
5. Complete the Project Summary Questionnaire online and upload your completed scanned application.
 - Link: <https://app.smartsheet.com/b/form/b9fb7e4aa7124bbf9b11199efdb2c68d>
 - This will require your completed, signed application (scanned and saved as a PDF). Use your application number as your filename (Example: 19003.pdf)
6. Mail your completed application packet to:
Kentucky Office of Homeland Security
Grants Department
200 Mero Street
Frankfort, Kentucky 40622
7. Completed applications must be postmarked by **4:30 PM Eastern, June 7, 2019**.

Please do not start completing your grant application until you have read the following guidance pages.



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Project Category Selection Guidance

Listed below are the Project Categories approved for KOHS grant. Only equipment that is included on the DHS Authorized Equipment List is eligible for grant funding <https://www.fema.gov/authorized-equipment-list>.

We have indicated the project types that will require Kentucky Heritage Council Section 106 Review (KHC) and an Environmental and Historical Preservation (EHP) review **IF APPROVED**. NO KHC and EHP documents are required to apply for initial funding of your project. **If approved, KHC and EHP** reviews must be completed.

Communications

- Radio Equipment.
- Infrastructure Equipment (voters, repeaters, antennas, microwave links) – **Requires KHC and EHP Review.**
- 911 – **Only** non-certified PSAPs may apply. Limited to equipment necessary to obtain certification.
- Training

Communications equipment requires KWIEC review. You may apply for KWIEC approval at www.kwiec.ky.gov.

First Responder Equipment

- Chemical, Biological, Radiological, Nuclear, and Explosives (CBRNE).
- Search & Rescue.
- HAZMAT.
- Explosive Device Mitigation & Remediation.
- Medical Equipment.
- SWAT.
- Training.

Cyber Security Enhancement Equipment/Software

- Biometric user authentication, software encryption for networks, data transmission encryption for networks, forensic software for computer-related crimes, malware software protection and network firewalls, intrusion detection and prevention software, network vulnerability scanning.

Critical Infrastructure Protection

- Power Equipment (generators) - **Requires KHC and EHP Review.**
- Physical Security Enhancement Equipment – **Requires KHC and EHP Review.**

Key Project Description Elements

The following key elements should be addressed in the Project Narrative/Justification (Page 7-8):

1. Demonstrate in narrative form how the proposed project will support terrorism preparedness and address the identified gap(s).
2. Include emergencies or incidents that brought this gap to your attention.
3. Will this project have a multi-jurisdictional or regional impact? Explain. List all entities that could benefit on the local or regional level (fire, police, EMS, multiple jurisdictions).
4. Explain the solution; describe in detail what could be accomplished by this project. Include what procedures would be implemented, what capabilities would be enhanced, how identified threats and hazards will be mitigated. Is this a long-term solution?
5. Would any equipment purchased replace existing inventory? If so, what is the age and condition of existing inventory? Do you have a comprehensive equipment schedule that includes required equipment, equipment on hand, and needed equipment? Please explain.
6. Advise if there are other fund sources being used on this project (i.e. local matching funds).
7. Advise if this application completes an ongoing project.
8. What is your plan for financially sustaining the capabilities enhanced by this project?
9. Does the lead applicant have previous experience in grant management?



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Guidance for Gap Identification – Threat, Vulnerability, and Consequences

DHS/FEMA requires states, territories, and Urban Areas to complete a Threat and Hazard Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Review (SPR) (formerly known as the State Preparedness Report) and prioritize grant funding to support closing capability gaps or sustaining capabilities identified in this process.

Threat: In considering threat, the applicant should discuss the potential for terroristic activity, domestic or international, faced by the community.

Vulnerabilities: In considering vulnerabilities, the applicant should discuss the community's susceptibility to destruction, incapacitation, or exploitation by a terroristic threat/attack.

Consequences: In considering potential consequences, the applicant should discuss potential negative effects on the community.

Threat/Hazard Selection

Select any Threat/Hazard from Kentucky's Strategic Preparedness Report that your proposed project could address:

- Active Shooter Cyber Attack HAZMAT Release/Chemical Pipeline Spill

Core Capability Selection

Select any primary Core Capability from FEMA's National Preparedness Goals that could be enhanced through your project's proposed solution:

- | | |
|---|---|
| <input type="checkbox"/> Access Control and Identity Verification | <input type="checkbox"/> Mass Care Services |
| <input type="checkbox"/> Long Term Vulnerability Reduction | <input type="checkbox"/> Threats and Hazards Identification |
| <input type="checkbox"/> Community Resilience | <input type="checkbox"/> On-Scene Security, Protection and Law Enforcement |
| <input type="checkbox"/> Critical Transportation | <input type="checkbox"/> Operational Communications |
| <input type="checkbox"/> Cybersecurity | <input type="checkbox"/> Operational Coordination |
| <input type="checkbox"/> Mass Search and Rescue Operations | <input type="checkbox"/> Physical Protective Measures |
| <input type="checkbox"/> Economic Recovery | <input type="checkbox"/> Public Information and Warning |
| <input type="checkbox"/> Environmental Response/Health and Safety | <input type="checkbox"/> Public Health, Healthcare and Emergency Medical Services |
| <input type="checkbox"/> Fire Management and Suppression | <input type="checkbox"/> Intelligence and Information Sharing |
| <input type="checkbox"/> Forensics and Attribution | <input type="checkbox"/> Screening, Search and Detection |
| <input type="checkbox"/> Infrastructure Systems | <input type="checkbox"/> Situational Assessment |
| <input type="checkbox"/> Interdiction and Disruption | <input type="checkbox"/> Supply Chain Integrity and Security |
| <input type="checkbox"/> Logistics and Supply Chain | <input type="checkbox"/> Risk Management for Protection Programs and Activities |



Include this Page in your Application

(A) Gap Identification
Page: 4

Application Composition and Checklist

Applications should be collated and compiled in the order listed below. Ordering information is also noted at the bottom right of each application page just above the page number. A completed application must contain the following:

Application Page Order and Description	Page Number/Source
(A) Gap Identification	Page 4
(B) Cover Sheet	Page 6
(C) Project Narrative/Justification	Page 7-8
(D) Communications (if applicable to project)	Page 9-10
(E) Critical Infrastructure (if applicable to project)	Page 11
(F) Cyber Security (if applicable to project)	Pages 12
(G) Equipment (if applicable to project)	Page 13
(H) Budget Narrative	Page 14-15
(I) Historical Funding	Page 16
(J) Certification by Authorizing Official	Page 22

Required Attachments

- eClearinghouse Letter
- City/County/District resolution
- Print out of Authorized Equipment List (AEL) Documentation
- Print out from SAM.gov showing active entity registration
- One (1) price quote for requested equipment
- KWIEC approval (Communications Projects Only)
www.kwiec.ky.gov
- Mutual Aid Agreement with KSO (Communications Projects Only)
<http://kwiec.ky.gov/interoperability/Pages/Mutual-Aid-Interoperability-Frequencies.aspx>
- Labeled photos if project requires equipment installation to the inside or outside of a building, tower or any other structure

NOTE: The Authorizing Official, Project Director, and Financial Officer MUST sign the Cover Sheet. The Authorizing Official can only be the Mayor, County Judge Executive, ADD Director, Chairperson of Taxing District, or School District Superintendent.



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2019 HSGP Application Cover Sheet

Tracking Information

Project # _____ E-Clearinghouse SAI# _____
 KWIEC Tracking # _____ Duns # _____

Lead applicant agency _____
 County Name: _____
 Partnering Cities/Counties/Agencies _____

Organization
 City County ADD Taxing District
Discipline
 Law Enforcement Fire EMS HAZMAT
 Team EMA Search and Rescue

Please provide
 State House District _____
 State Senate District _____
 Congressional District _____
 Area Development District _____

Please choose the category and sub category below for which you are applying:

CATEGORY	SUB CATEGORIES
<input type="checkbox"/> Communications Equipment	<input type="checkbox"/> Radio <input type="checkbox"/> Infrastructure Equipment <input type="checkbox"/> 911 <input type="checkbox"/> Training
<input type="checkbox"/> Critical Infrastructure	<input type="checkbox"/> Power Equipment <input type="checkbox"/> Physical Security Enhancement
<input type="checkbox"/> First Responder Equipment	<input type="checkbox"/> CBRNE <input type="checkbox"/> Search and Rescue <input type="checkbox"/> HAZMAT <input type="checkbox"/> Explosive Device Mitigation/Remediation <input type="checkbox"/> Medical <input type="checkbox"/> SWAT <input type="checkbox"/> Training
<input type="checkbox"/> Cyber Security Enhancement	

Funding Request: (Costs should match any requested vendor quotes. Local match must be subtracted from the subtotal and not included in the total amount of funding requested)
 \$ _____ **Total Funding Requested**

Who prepared this application?
 Name _____
 Phone _____

	Authorizing Official	Project Manager	Financial Officer
Name	_____	_____	_____
Title	_____	_____	_____
Signature	_____	_____	_____
Date	_____	_____	_____



Include this Page in your Application

Project Narrative

Describe the details of your project. Refer to the guidelines on Page 3 for guidance on information to include in the project description. Add additional typed pages as needed. (Recommended: 1-3 pages)



Include this Page in your Application

**(C) Project Narrative
Page: 7**

Project Narrative (Continued)



Include this Page in your Application

Project Specific Information: Communications Category

To be completed for Communications projects only.

Preliminary Information

Check boxes for each YES answer.

1. What is the KWIEC Tracking number that your communications project was assigned? _____
2. Did the KWIEC approve this project? (Include form in attachments) Yes No
3. Is this project in support of a primary means of communication for the agency? Yes No
4. Do you have a signed Mutual Aid agreement with KSP? (Include agreement in attachments) Yes No
5. Have your operational radios been programmed with the Mutual Aid frequency? Yes No
6. Do you participate in the annual Mutual Aid Communications exercises? Yes No
7. Are you partnering with other agencies on this project? (If yes, list them below) Yes No

Partner Agencies (If you answered "yes" to Question 7):

8. Is this a continuation from a previous years' project? (If yes, provide details below) Yes No

Enter the KOHS Grant number, KWIEC Tracking number, or other identifier (If you answered "yes" to Question 8):

Current Voice Communications Radio System

1. How old is the majority of the equipment in your current system (years)? _____
2. Mark all that apply below about your current system as it relates to this project:

Update noncompliant 25kHz wideband equipment	<input type="checkbox"/>	Replace 15+ year old equipment	<input type="checkbox"/>
New upgrade of a current non P-25 system to P-25	<input type="checkbox"/>	Continuation of a project to upgrade a non P-25 system to P-25	<input type="checkbox"/>
Upgrade of a current system to a non P-25 digital system	<input type="checkbox"/>	Continuation of a project to upgrade a non P-25 system	<input type="checkbox"/>
Procure P-25 handheld/mobile devices	<input type="checkbox"/>	Procure non P-25 handled/mobile devices	<input type="checkbox"/>
Add bridging/patching systems	<input type="checkbox"/>	Add backup satellite communications	<input type="checkbox"/>
Add microwave links	<input type="checkbox"/>	Add mobile repeaters	<input type="checkbox"/>



3. Below, list the emission designator(s) that your system is and will be operating under:

--	--	--	--

4. Is your primary voice system operating on (select one below):

- Analog only Digital P-25 Digital non P-25 (NXDN, DMR, other)

5. Is your primary voice system (select one or more below):

- Trunked Encrypted



Project Specific Information – Choose ONLY ONE category to complete for your project.

Project Specific Information: Critical Infrastructure Protection

To be completed for Physical Security or Generator projects only.

Answer the following questions.

1. What is the critical infrastructure being hardened? Include the name and address.

2. Why is it considered critical infrastructure to your community?

3. List the building square footage.

4. What is the age of the critical infrastructure involved in this project?

5. How will the requested items/equipment be installed and where?

! Include a labeled photo of building/structure in the attachments.



**Include this Page in your Application
(Critical Infrastructure Projects Only)**

**(E) Critical Infrastructure
Page: 11**

Project Specific Information – Choose ONLY ONE category to complete for your project.

Project Specific Information: Cyber Security

To be completed for Cyber Security projects only.

Answer the following questions.

1. Describe the system(s) this technology would enhance.

2. Is this a shared network or a standalone network?

3. What technology is currently used to protect the system?

4. Is the current technology outdated or obsolete by today's standard?

5. What potential threats could the requested technology deter?

6. How will the requested technology and/or equipment be installed?

! Include a labeled photo of building/structure (if equipment other than software is involved) in the attachments.



**Include this Page in your Application
(Cyber Security Projects Only)**

**(F) Cyber Security
Page: 12**

Project Specific Information – Choose ONLY ONE category to complete for your project.

Project Specific Information: First Responder Equipment

To be completed for First Responder Equipment projects only.

Answer the following questions.

1. Is special training or certification required to utilize the requested equipment?
 Yes No
2. If yes, has the applicant received the required special training or certification?
 Yes No
3. Describe any local and regional training, drills, or tabletop exercises in which your department(s) participates.



Include this Page in your Application
(First Responder Equipment Projects Only)

(G) Equipment
Page: 13

Application Budget Table

AEL #	AEL Category	Equipment or Training Requested	Total Cost Per Unit	Number of Units Requested	Total Cost
TOTAL					

Authorized Equipment List (AEL)

Please attach documentation showing that the equipment you are requesting is on the Authorized Equipment List (AEL). You can find this list at: <https://www.fema.gov/authorized-equipment-list>.

Budget Narrative

The Budget Narrative provides a brief description supporting each line item cost in the Application Budget Table; this narrative is also where the proposed costs should be linked back to the Project Narrative/Justification. Provide a narrative that includes the following information:

- A brief summary of the planned expenditures
- The method of procurement you plan to use
- Applicant’s capability of supplementing a portion of the project
- Is project sustainment being built into the Lead Applicant’s future budget appropriations?
- Have you applied for any other federal or state funds for this project? If so, what agency?
- Provide milestones for these dates: Jan-Mar, Apr-Jun, and Jul-Sep



Include this Page in your Application

Budget Narrative (Continued)



Include this Page in your Application

KOHS Historical Funding

List past funding the Lead Applicant Agency has received from KOHS for the past three years:

Year	Amount	Equipment	Entities that Received Equipment/Benefits



Include this Page in your Application

DHS Specific Terms and Conditions

All recipients, sub-recipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff.

1. Recipients must cooperate with any compliance reviews or compliance investigations conducted by DHS.
2. Recipients must give DHS access to, and the right to examine and copy, records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by DHS regulations and other applicable laws or program guidance.
3. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports.
4. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
5. If, during the past three years, recipients have been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency (LEP)), sex, age, disability, religion, or familial status, recipients must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the DHS FAO and the DHS Office of Civil Rights and Civil Liberties (CRCL) by e-mail at crcl@hq.dhs.gov or by mail at U.S. Department of Homeland Security Office for Civil Rights and Civil Liberties Building 410, Mail Stop #0190 Washington, D.C. 20528.
6. In the event courts or administrative agencies make a finding of discrimination on grounds of race, color, national origin (including LEP), sex, age, disability, religion, or familial status against the recipient, or recipients settle a case or matter alleging such discrimination, recipients must forward a copy of the complaint and findings to the DHS FAO and the CRCL office by e-mail or mail at the addresses listed above.

The United States has the right to seek judicial enforcement of these obligations.

Acknowledgment of Federal Funding from DHS

All recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

Activities Conducted Abroad

All recipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Age Discrimination Act of 1975

All recipients must comply with the requirements of the Age Discrimination Act of 1975 (Title 42 U.S. Code, § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

Americans with Disabilities Act of 1990

All recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities. (42 U.S.C. §§ 12101–12213).

Best Practices for Collection and Use of Personally Identifiable Information (PII)

DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. All recipients who collect PII are required to have a publically-available privacy policy that describes standards on the usage and maintenance of PII they collect. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy template as useful resources respectively.



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Civil Rights Act of 1964 – Title VI

All recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

Civil Rights Act of 1968

All recipients must comply with Title VIII of the Civil Rights Act of 1968, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (See 42 U.S.C. § 3601 et seq.), as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features. (See 24 C.F.R. § 100.201.)

Copyright

All recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.

Debarment and Suspension

All recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, and 2 C.F.R. Part 180. These regulations restrict federal financial assistance awards, sub-awards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

Drug-Free Workplace Regulations

All recipients must comply with the Drug-Free Workplace Act of 1988 (41

U.S.C. § 701 et seq.), which requires all organizations receiving grants from any federal agency agree to maintain a drug-free workplace. DHS has adopted the Act's implementing regulations at 2 C.F.R. Part 3001.

Duplication of Benefits

Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies, to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions, or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions.

Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX

All recipients must comply with the requirements of Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19

Energy Policy and Conservation Act

All recipients must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.



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False Claims Act and Program Fraud Civil Remedies

All recipients must comply with the requirements of 31 U.S.C. § 3729- 3733 which prohibits the submission of false or fraudulent claims for payment to the federal government. (See 31 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.)

Federal Debt Status

All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)

Federal Leadership on Reducing Text Messaging while Driving

All recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.

Fly America Act of 1974

All recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981 amendment to Comptroller General Decision B-138942.

Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a, all recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, as amended, 15 U.S.C. § 2225.

Limited English Proficiency (Civil Rights Act of 1964, Title VI)

All recipients must comply with the Title VI of the Civil Rights Act of 1964 (Title VI) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

Lobbying Prohibitions

All recipients must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under an federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action concerning the award or renewal.

National Environmental Policy Act

All recipients must comply with the requirements of the National Environmental Policy Act (NEPA) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which requires recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Nondiscrimination in Matters Pertaining to Faith-Based Organizations

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social



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services to beneficiaries. All recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

Non-supplanting Requirement

All recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.

Notice of Funding Opportunity Requirements

All of the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.

Patents and Intellectual Property Rights

Unless otherwise provided by law, recipients are subject to the Bayh-Dole Act, Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. § 200 et seq. All recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.

Procurement of Recovered Materials

All recipients must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

Rehabilitation Act of 1973

All recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, as amended, which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Reporting of Matters Related to Recipient Integrity and Performance

If the total value of the recipient's currently active grants, cooperative agreements, and procurement contracts from all federal assistance offices exceeds \$10,000,000 for any period of time during the period of performance of this federal financial assistance award, you must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.

Reporting Sub-awards and Executive Compensation

All recipients are required to comply with the requirements set forth in the government-wide Award Term on Reporting Sub-awards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.

SAFECOM

All recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.



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Terrorist Financing

All recipients must comply with E.O. 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.

Trafficking Victims Protection Act of 2000

All recipients must comply with the requirements of the government-wide award term which implements Section 106(g) of the Trafficking Victims Protection Act of 2000, (TVPA) as amended by 22 U.S.C. § 7104. The award term is located at 2 C.F.R. § 175.15, the full text of which is incorporated here by reference in the award terms and conditions.

Universal Identifier and System of Award Management (SAM)

All recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference in the terms and conditions.

USA Patriot Act of 2001

All recipients must comply with requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c.

Use of DHS Seal, Logo and Flags

All recipients must obtain permission from their DHS FAO, prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Whistleblower Protection Act

All recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.



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Certification by Authorizing Official

I understand, and agree to comply with, the general and fiscal provisions of this grant application, including the terms and conditions; the provisions and regulations governing these funds and all other federal and state laws; that all information presented in this application is true and correct; that there has been appropriate coordination with all affected agencies; that costs incurred prior to grant approval may result in those costs being absorbed by the Sub-grantee, and that the receipt of these grant funds will not supplant state or local funds.

Name of Authorizing Official:

Title of Authorizing Official:

Agency/Organization:

Mailing Address:

City, State, ZIP:

Phone:

Fax:

Email Address:

Signature:



Include this Page in your Application

**(J) Certification
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