

Federal Fiscal Year 2011 Homeland Security Grant Program (HSGP) Application Kit State Overview and Guidelines

I. Overview

The Alaska Division of Homeland Security and Emergency Management (DHS&EM) is soliciting applications for the Federal Fiscal Year (FFY) 2011 State Homeland Security Program (SHSP), the Citizen Corps Program (CCP), and the Metropolitan Medical Response System (MMRS) Program. All three grant programs shall be submitted as separate applications with budgets for each. At least 25 percent of the overall SHSP funds received by the state must be dedicated towards law enforcement prevention-oriented planning, training, exercise, and equipment activities. Grants shall be used to fund projects and activities as outlined in this state guidance.

Following the Department of Homeland Security (DHS) focus funding allocations to states are based upon risk analyses defined as the product of three principal variables: Threat, Vulnerability, and Consequence. This year, DHS has set SHSP priorities to include advancing the “Whole Community” Security and Emergency Management. This priority will be considered in local application reviews. More information is available on the federal guidance at

http://www.fema.gov/pdf/government/grant/2011/fy11_grants_overview.pdf

Homeland Security Presidential Directive (HSPD)–5 requires adoption of the National Incident Management System (NIMS) by state and local jurisdictions as a condition for federal preparedness assistance. The NIMS Capability Assessment Support Tool (NIMSCAST) facilitates the adoption of NIMS by state, territory, tribal, and local governments in order to meet the requirement established in HSPD–5. Applicants must have completed the FFY 2010 NIMS Implementation Activities and Compliance Metrics using the NIMSCAST tool by the grant application deadline. Jurisdictions can contact the DHS&EM NIMSCAST point of contact, Mr. DJ DesJardin, at 907–428–7021 or 1–800–478–2337 for additional assistance.

The 2011 sub–recipient applications will be reviewed for completeness, adherence to programmatic Investment Justification (IJ) guidelines, feasibility, how well the proposed project is outlined, relevance to the state’s categories and objectives, sustainability, impact, and demonstration of ready–to–go projects. Projects that are approved will be expected to begin within 90 days of the grant award date. No more than 10 total projects will be allowed per program.

Applicants must familiarize themselves with the requirements and restrictions of the Program Guidance for FFY 2011 HSGP and Federal Emergency Management Agency’s (FEMA) codified regulations, 44 Code of Federal Regulations (CFR), which governs this 2011 award. **All grant recipients are assumed to have read, understood, and accepted the Program Guidance and 44 CFR as binding.**

Applications are due by 11:59 pm, Wednesday, July 13, 2011

The *Department of Defense and Full–Year Continuing Appropriations Act, 2011*, (Public law 112–110) and Section 2003 of the *Homeland Security Act of 2002*, as amended by section 101 of the *Implementing Recommendations of the 9/11 Commission Act*, 6 United States Code (U.S.C.) 604 authorized the FY 2011 HSGP. The amount available for SHSP funding for Alaska has been predetermined. For the FFY 2011 grant cycle, Alaska will receive a minimum allocation of \$5,137,205.00 under SHSP using the thresholds established in the 9/11 Act. Alaska was required to submit investments based on the targeted allocations relative to DHS relative risk assessment.

This year the local application has been simplified with drop-down menu selections each meeting State Preparedness Report, Homeland Security Strategy, and Investment Justification requirements. A copy of the 2011 State Homeland Security Strategy is available on line at <http://ready.alaska.gov/grants.htm>.

These documents were submitted by the state to the federal government as required attachments to the FFY 2011 HSGP application to justify the baseline funding. The FFY 2011 HSGP funding priorities outlined reflect National Preparedness Goal priority investments and target capabilities.

Public Law 112–10 allocated \$88,400.00 to CCP and \$563,386.00 to Alaska for the MMRS grant program. MMRS grant funding is required to be passed through to Anchorage and Southeast Alaska (City and Borough of Juneau) as the only eligible applicants. MMRS communities were identified in Public Law Domenici Act six years ago, but the state continues to lobby for an additional MMRS area for Northern Alaska with appropriate increased funding.

At this time DHS&EM estimates funding will be received no later than October 1, 2011. The state has 45 days from receipt of funding to obligate 80 percent of the state's FFY 2011 federal award to jurisdictions.

II. Description of HSGP Grant Programs

State Homeland Security Program. The State Homeland Security Program (SHSP) is a core assistance program that provides funds to build capabilities at the state and local levels and to implement the goals and objectives included in State Homeland Security Strategy and initiatives in the State Preparedness Report.

Activities implemented under SHSP must support all-hazards preparedness by building or enhancing capabilities that relate to the prevention of, protection from, or response to all-hazards in order to be considered eligible.

The SHSP award must fund at least 25 percent of law enforcement terrorism prevention-oriented planning, training, exercise, and equipment activities. These include the following activities:

- Information sharing and analysis
- Target hardening
- Threat recognition
- Terrorist interdiction
- Subject to the limitations on Organization and Personnel Costs, overtime expenses consistent with a State Homeland Security Plan including for the provision of enhanced law enforcement operations in support of federal agencies such as increased border security and border crossing enforcement

Citizen Corps Program. The mission of Citizen Corps is to bring community and government leaders together to coordinate the involvement of community members and organizations in emergency preparedness, planning, mitigation, response, and recovery.

The FFY 2011 Citizen Corps Program (CCP) funds provide resources to:

- Bring together the appropriate leadership to form and sustain a Citizen Corps Council
- Develop and implement a plan and amend existing plans such as emergency operations plans (EOP) to achieve and expand citizen preparedness and participation
- Conduct public education and outreach
- Ensure clear, timely, and accessible alerts/warnings and emergency communications with the public
- Develop training programs for the public including special needs populations, for both all-hazards preparedness and volunteer responsibilities
- Facilitate citizen participation in exercises
- Implement volunteer programs and activities to support emergency responders
- Involve citizens in surge capacity roles and responsibilities during an incident in alignment with the Emergency Support Functions and Annexes
- Conduct evaluations of programs and activities

(In addition to other guidance, please refer to sections VIII of the guidance for allowable and unallowable costs when developing applications.)

Communities with active Citizen Corps Councils are eligible to apply. Jurisdictions interested in establishing a Citizen Corps Council should contact the State Citizen Corps Coordinator for information at 907-428-7000 or 1-800-478-2337.

All grant recipients must register their Citizen Corps Council on the Citizen Corps website <http://www.citizencorps.gov> and manage their program and contact information located on the site.

Metropolitan Medical Response System. Only Southeast Alaska (City and Borough of Juneau) and the Municipality of Anchorage are eligible to apply for Metropolitan Medical Response System (MMRS) funding. The FFY 2011 MMRS program provides funding to designated localities to assist in maintaining and updating plans, delivering training, purchasing equipment and pharmaceuticals, and conducting exercises. The mission of MMRS is to enhance local medical incident management's ability to coordinate and respond to a mass casualty event during the crucial first hours until significant external resources arrive and become operational.

MMRS provides the platform for rapid and efficient integration of state and federal medical resources into the local incident management system. Through its established multi-agency, collaborative planning framework, the MMRS program also promotes effective regional coordination of mutual aid with neighboring localities (MMRS "Operational Area"). Additional information is provided at <http://www.fema.gov/government/grant/hsgp/#4>.

Alaska Shield 2012 Exercise Project Option: Each jurisdiction has the opportunity to submit a project under one of the eligible Investments to participate in the Alaska Shield 2012 Exercise. Project submissions **must** have the "Alaska Shield Request" and the EHP Consideration **block manually checked**. This option enables local jurisdictions to apply for funding to cover overtime and backfill costs for participation as well as other allowable exercise expenses. This exercise will focus on the unifying theme to validate Alaska's ability to anticipate, prepare for, respond to, and recover from a major cold weather event that disrupts the supply chain with additional widespread consequences affecting response and recovery. The scope of the Alaska Shield 2012 Exercise is a major cold weather disruptive incident or series of incidents which cause communities to respond, assume responsibility for their initial life safety needs, assess ability to quickly stabilize the life safety situation throughout the state, and then plan for, but not necessarily demonstrate, the long-term effort for sustaining a longer range response and recovery effort.

State Managed Program Project Options: Each jurisdiction can request projects that will be managed by the state in Training, and/or Exercise, and Planning. This year the jurisdiction must describe the project they would like completed. DHS&EM staff will contact the jurisdiction to clarify the request details and determine project validity.

Jurisdictions can also request a State Managed State Vulnerability Assessment (SVA). Each SVA will carry a value for completion by the state, or a state funded contractor. This Assessment will provide the local jurisdiction with recommendations on how to protect critical infrastructure. Recommendations on equipment necessary to protect the critical infrastructures will also be provided. This assessment can be used to support a request for homeland security funding in the following year(s), and any potential reallocated funding during this grant year. SVA requests will be prioritized by the DHS&EM Planning Section for review by the Interagency Multi-Disciplinary Review Committee.

State Managed Program Options will not cover local jurisdiction overtime and backfill costs.

The Interagency Multi-Disciplinary Review Committee will consider all requests when determining allocations. State Managed activities will be prioritized for review by an Interagency Multi-Disciplinary Review Committee. Once allocations are made, all jurisdictions with allocated State Managed training, exercises, planning, or critical infrastructure assessment activities will enter into a Memorandum of Understanding (MOU) allowing the state to manage those funds for the specific activity.

DHS&EM staff will then work with each jurisdiction awarded a State Managed allocation to determine the needs and develop the activity. This should occur during the first two quarters of the grant. The allocated funds will be combined into one fund source and each category budget can be adjusted as necessary to provide for the delivery. This will allow adjustment between size of communities, types of delivery, and a regional approach, all within an overall budget.

III. Pass-Through Requirements

SHSP: The state shall pass through 80 percent of the total grant program amount available to local units of government within 45 days of the receipt of its state award.

CCP: There are no minimum pass-through requirements for CCP.

MMRS: 95 percent of the program funding allocated to the Municipality of Anchorage and City and Borough of Juneau shall be passed-through.

Memorandum of Understanding Requirements: The state may retain any part of a jurisdiction's award for expenditures made by the state on behalf of the jurisdiction. The state and jurisdiction must enter into a formal Memorandum of Understanding (MOU) specifying the amount of funds to be retained by the state and the intended use of funds. The amount will be considered as part of the 80 percent pass-through requirement. As an example, through an MOU the jurisdiction's specified funds for equipment would remain with the state. The state would purchase equipment through the state procurement process on behalf of the jurisdiction, pay for the equipment, and turn over the equipment to the jurisdiction upon receipt. This is often helpful if local procurement policies prevent use of a state procurement contract or if state assistance is needed to comply with timelines or award deadlines.

IV. State Homeland Security Strategy

The State Homeland Security Strategy (SHSS) was updated to revise priorities based upon threat and needs analysis to include critical infrastructure protection analysis. The Strategy emphasizes an all-hazards approach, and cooperation and coordination of resources with multi-agencies and groups. The SHSS serves as the guidepost for all grant programs in HSGP. For FFY 2011 the SHSS provides the overarching strategic vision and context for preparedness programs and capabilities for this application. The SHSS can be found on DHS&EM's website, <http://ready.alaska.gov/grants.htm>.

V. State Preparedness Report

The State Preparedness Report (SPR) does not replace the SHSS; rather it is a companion document that reflects the implementation of the Strategy and identifies areas of improvement for incorporation. Ultimately, the SPR will serve as the primary source for strategic information about Alaska's implementation of all-hazards preparedness programs, current levels of preparedness, and future direction of its all-hazards preparedness efforts. The SPR can be found on DHS&EM's website, <http://ready.alaska.gov/grants.htm>.

VI. Environmental and Historic Preservation Compliance

HSGP projects that involve the installation of equipment, exercises not specifically excluded from a FEMA EHP review per the GPD Programmatic Environmental Assessment (PEA) (for more information on the PEA see FEMA Information Bulletin (IB) 345 and <http://www.fema.gov/pdf/government/grant/bulletins/fonsi.pdf>), ground-disturbing activities, new construction, including communication towers, or modification/renovation of existing buildings or structures must undergo a FEMA EHP review. Furthermore, for those proposed construction or renovation projects that are part of larger projects funded from a non-FEMA source (such as an Emergency Operations Center that is part of a larger proposed public safety complex), a FEMA EHP review must be complete before the larger project is initiated. For these types of projects, grantees must complete the FEMA EHP Screening Form (Office and Management and Budget (OMB) Number 1660-0115/FEMA Form 024-0-01) and submit it, with all supporting documentation, to DHS&EM for review.

Grantees should submit the FEMA EHP Screening Form for each project as soon as possible upon receiving grant award.

The following activities would not require the submission of the FEMA EHP Screening Form: planning and development of policies or processes; management, administrative or personnel actions; classroom-based training; table top exercises; and acquisition of mobile and portable equipment (not involving installation).

For more information on FEMA's EHP requirements, grant recipients should refer to DHS&EM's webpage, <http://www.ready.alaska.com/grants.htm>. Additional information and resources can also be found in FEMA IBs 329, 345, and 356 located at <http://www.fema.gov/government/grant/bulletins/index.shtm>.

VII. Allowable Costs

Planning, equipment, training, exercise, personnel activities, and construction and renovation support the building and sustaining of capabilities consistent with NIMS, and are tracked through the State's Biannual Strategy Implementation Report (BSIR) to FEMA.

Planning: Jurisdictions should focus planning efforts to enhance and expand capabilities through partnerships. A specific emphasis should be placed on the preparedness of child congregate care systems, providers and facilities, and especially school districts, child/day care, and other vulnerable population facilities licensed by the state. All jurisdictions are encouraged to work through Citizen Corps Councils, nongovernmental entities, and the general public in planning activities.

Equipment: Allowable equipment for FFY 2011 HSGP is listed on the web-based Authorized Equipment List (AEL) on the Responder Knowledge Base (RKB) at <http://www.rkb.us>. Installation and training on the equipment should be included in the cost of the equipment. Maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are allowable only for equipment purchased with preparedness grant funding. Maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees previously purchased with state and or local funds cannot be replaced with federal grant funding. General maintenance and repairs are not allowable.

Training: Jurisdiction attendance at DHS&EM's Multi-Year Training and Exercise Plan Workshop (TEPW) is mandatory. Training conducted with HSGP funds and FEMA support must link to a target capability and apply to SHSS goals and objectives. Training for citizens in preparedness, prevention, response skills, and volunteer activities should be coordinated through local Citizen Corps Councils. Refer to HSGP program guidelines for allowable training costs, approved courses, reporting requirements, and coordination with DHS&EM.

Any training not listed on the approved FEMA list at <https://www.firstrespondertraining.gov/TEI/tei.do?a=home> or approved by the State Administrative Agency (SAA) requires coordination and pre-approval by DHS&EM. Refer to HSGP program guidelines for further guidance.

Exercises: Jurisdiction attendance at DHS&EM's Multi-Year Training and Exercise Plan Workshop (TEPW) is mandatory. Exercises conducted must be managed and executed in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP), must be NIMS compliant, and validate existing capabilities. Citizen participation in exercises should be coordinated with local Citizen Corps Councils.

SHSP scope of exercise scenarios must be based on the SHSS and plans. Acceptable scenarios for SHSP, MMRS, and CCP exercises include: chemical, biological, radiological, nuclear, explosive, cyber, agricultural, and natural or technological disasters. Exercise scenarios must be catastrophic in scope and size, as defined by the National Response Framework (NRF).

Exercises must focus on validating existing capabilities and must be large enough in scope and size to exercise multiple tasks and warrant involvement from multiple jurisdictions and disciplines and non-governmental organizations.

Personnel Activities: Personnel hiring, overtime and backfill expenses are permitted under this grant in order to perform allowable FFY 2011 HSGP planning, training, exercise, and equipment activities. In general, funds to pay staff and/or contractor regular time or overtime/backfill is considered a personnel cost. Activities that are considered “personnel” and “personnel-related”, and therefore count against the personnel cap of 50 percent include, but are limited to:

- Operational overtime
- Overtime/backfill to participate in approved training or exercise deliveries
- Salaries and personnel costs of intelligence analysts
- Overtime to participate in intelligence sharing activities
- Salaries and personnel costs of planners, equipment managers, exercise coordinators, and/or training coordinators
- Contractor costs associated with performing the above activities

The 50 percent ceiling does not apply to MMRS or CCP. For MMRS, hiring, overtime, backfill, and professional development expenses are allowable only for dedicated MMRS leadership personnel to perform programmatic activities and that are deemed allowable under existing guidance. Supplanting is not allowed.

Management and Administration (M&A): Jurisdictions are not eligible for these funds.

Construction and Renovation: Use of HSGP funds for construction and renovation is generally prohibited except as outlined below. Such construction and renovation shall be strictly limited and allowable only when it is a necessary component of a security system at critical infrastructure facilities. CCP and MMRS funds may not be used for any type of construction or renovation.

Project construction and renovation is limited to security systems and critical infrastructure facility enhancements. DHS&EM approved projects are likely to be security enhancements from vulnerability assessments and must be submitted to FEMA for compliance review under federal Environmental and Historic Preservation (EHP) laws and requirements prior to initiation of the project. The following types of projects are considered to constitute construction or renovation, and must be submitted through DHS&EM to FEMA for compliance review under EHP laws and requirements prior to initiation of the project:

- Construction of and renovation to guard facilities
- Renovation of and modifications including the installation of security and communication equipment, to buildings and structures that are 50 years old or older
- Security enhancements to improve perimeter security or any other construction or renovation efforts that change or expand the footprint of a facility (SVA only)
- Physical security enhancements including but not limited to (SVA only):
 - Lighting
 - Fencing
 - Closed-circuit television (CCTV) systems
 - Motion detection systems
 - Barriers, doors, gates, and related security enhancements

In addition, the erection of communications towers that are included in a jurisdiction’s interoperable communications plan is allowed, subject to all applicable laws, regulations, and licensing provisions. Communication tower projects must be submitted through DHS&EM to FEMA EHP review.

Sub-recipients requesting construction and renovation projects limited to security systems and critical infrastructure facilities will be required to complete an FEMA EHP Screening Form Statement

of Work Request(available at <http://www.ak-prepared.com/grants.htm>) and should refer to FEMA's Environmental and Historic Preservation Review at <http://www.fema.gov/plan/ehp/ehpreview/index.shtm>.

The following activities would not require the submission of the FEMA EHP Screening Form: planning and development of policies or processes; management, administrative or personnel actions; classroom-based training; table top exercise; and acquisition of mobile and portable equipment (not involving installation). The state reserves the authority to request review on any approved projects that could potentially fall closely out of these areas.

VIII. Unallowable Costs and Activities

- Management and Administration (M&A) costs
- Construction and renovation (limited to security systems and critical infrastructure facilities with approved SVA)
- Hiring of sworn public safety officers or to supplant public safety positions and responsibilities
- Supplanting any expense already budgeted
- Transfer of funds between any programs (SHSP, MMRS, CCP)
- Indirect costs
- Maintenance and/or wear and tear costs of general use vehicles and emergency response apparatus (e.g. fire trucks, ambulances). Only fuel/gasoline and mileage is reimbursable
- Equipment purchased for permanent installation and/or use, beyond the scope of conduct of an exercise
- Reimbursable training and related travel costs not pre-approved by DHS&EM
- Contracts and procurements over \$100,000 not pre-approved by DHS&EM
- Sole source contracts and procurements not pre-approved by DHS&EM
- Stand-alone working meals
- Expenditures not supported with appropriate documentation when submitted for reimbursement. Only properly documented expenditures will be processed for payment. Unsupported expenditures will be returned for resubmission by the jurisdiction
- Drawdown of funds prior to expenditure*
 - * Reimbursement advances with strict guidelines can be requested from DHS&EM

IX. Grant Award Information

Performance Period: Twenty-four (24) months

Eligible Applicants:

- Eligible jurisdictions statewide meeting the application requirements
 - Boroughs are required to submit coordinated applications of all their jurisdictions
 - Boroughs can choose between the options below for submittal of their coordinated local jurisdictional applications:
 - Option One: Boroughs submit one complete application package with all projects prioritized from first to last across all applicable jurisdictions
 - Option Two: Boroughs submit one application package with prioritized projects for each jurisdiction within the borough. For example, a package might be submitted for the borough, and one for each jurisdiction contained within the borough to be reviewed independently. Please note that during the sub-allocation process each borough will be treated equitably. Boroughs will not be allocated more funds based on the number independent packages submitted
 - Regardless of the option chosen, grant awards will be written directly to jurisdictions within boroughs where applicable
 - Jurisdictions are and will be accountable for project performance and grants management compliance. Jurisdictions who received prior grant awards and those who might receive an award this grant year should send both a fiscal and programmatic representative to the 2011 HSGP Grant Award Kick-off meeting on October 5, 2011, in Anchorage

- NIMS compliance. Applicants must be compliant with FY2010 NIMS Implementation Activities and Compliance Metrics found at <http://www.fema.gov/nimscast>. Applicant compliance with NIMS must be completed by the application deadline date and documented through NIMSCAST. NIMSCAST is designed for jurisdictions to complete a comprehensive self-assessment based on the FFY 2010 Compliance Metrics. By using NIMSCAST, jurisdictions will be able to assess their compliance and implementation with NIMS requirements and identify successes and shortfalls. Compliance must be completed by the obligating grant award date

Mandatory Applicant Participation:

- Attendance of fiscal and programmatic jurisdictional representatives at regionally held 2011 HSGP Grant Award Kick-off meeting, October 5, 2011, in Anchorage
- If applicable, attendance of programmatic jurisdictional representatives at the annual DHS&EM Multi-Year Training and Exercise Plan Workshop (TEPW)

Reporting: Each recipient must report quarterly progress in Narrative Reports on the timelines, milestones, and related project activities. This information is captured as a statewide report that is used to assess overall program effectiveness, impact, and to report results to Congress.

Quarterly Narrative and Financial Reports are required by the 20th of the month following each calendar quarter. Annual Property Inventory reports are due with the January 20th quarterly report. Narrative Reports must describe, clarify, and support the expenditures submitted in the Financial Report for reimbursement. Report forms are available on the DHS&EM website at <http://www.ready.alaska.com/grants.htm> and are updated as needed or required. Instructions and compliance information are included on the back of both report forms. Jurisdictions are encouraged to use the updated forms from the website each quarter to ensure the most updated information is used. Use of incorrect or outdated forms will be returned and cause payment reimbursement delay.

A Final Narrative Report is required within 45 days after the end of the performance period. It serves as a summary detailing all project accomplishments, achievements, impacts, challenges, unmet goals and the reasons why, etc. throughout the entire grant award period. The Final Narrative Report does not replace the last Quarterly Narrative Report. More information on final reporting can be found on the DHS&EM website.

Sub-recipient Monitoring: Jurisdictions will be monitored by DHS&EM to ensure that project goals, objectives, timeliness, budgets, and other related program criteria are being met. Monitoring will be accomplished through a combination of office-based and on-site monitoring visits. DHS&EM is responsible to provide assurance to FEMA that awards are compliant with federal and state requirements including but not limited to accomplishment of project goals, accounting of receipts and expenditures, cash management, maintenance of adequate financial records, and the refunding of expenditures disallowed by audits. A copy of DHS&EM's Sub-recipient Monitoring Policy is located at <http://www.ready.alaska.com/grants.htm>.

X. Application Submission Requirements and Jurisdiction Checklist

Applications must be submitted by mail, fax, or electronically in PDF format with complete signatures to:

**Division of Homeland Security and Emergency Management
Attn: Homeland Security Grants Administrator
PO Box 5750**

Fort Richardson, Alaska 99505-5750

Fax: (907) 428-7009

Email: mva.grants@alaska.gov Phone: (907) 428-7064, 1-800-478-2337

XI. Application Evaluation Criteria

DHS&EM will be notified of final FFY 2011 HSGP State Award and funding allocations. DHS&EM will then determine the 80 percent pass-through allocations. Applications will be reviewed by the DHS&EM multi-disciplinary team to determine application completeness and eligibility. Requested funding amounts will be determined and compared to the 80 percent pass-through allocations. The team will also review application

projects for compliance and perform a review of jurisdiction's performance history. Eligible applicant's project(s) will then be reviewed by an inter-agency, multi-discipline committee of subject matter experts to recommend final project approvals and funding allocations. Based on expected funding for FFY 2011 HSGP grants, jurisdictions will want to ensure the competitiveness of their projects.

Application comprehensiveness is based on:

- Completeness. Eligibility for award is dependent upon accuracy and completeness. Incomplete applications and/or individual projects will be disqualified.
- 2010 NIMS compliance via NIMSCAST
- Project descriptions supporting project need
- Demonstration of projects "ready-to-go" and begin implementation within 90 days of grant award date

Jurisdiction performance history is based on:

- Progress in achieving project completion according to timelines and milestones in prior grants
- Ability to expend prior grant funds awarded in a timely manner
- On-time versus delinquent Quarterly Narrative, Financial, and annual Inventory Reports for prior grants
- Ability to meet any prior grant award Special Conditions
- Timeliness and appropriate justification for grant award extensions and reallocations within prior grants
- Record of DHS&EM monitoring reviews
- Record of jurisdiction participation in DHS&EM grant management training/conferences
- Prior audit findings