



**To: Bay Area UASI Approval Authority**

**From: Mike Sena, Chairman – UASI Advisory Group  
Deputy Director – Northern California Regional Intelligence Center**

**Date: September 13, 2012**

**RE: Item 4: UASI Advisory Group Report**

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## **UASI ADVISORY GROUP REPORT**

On August 23<sup>rd</sup>, 2012, The UASI Advisory Group held a meeting to continue the development of the proposal for the FY 2013 UASI grant process implementation guidance and the development of the process for the reallocation of funds.

### **Discussion:**

#### **1. DEVELOPMENT OF THE FY 2013 GRANT PROCESS AND IMPLEMENTATION GUIDANCE**

(Discussion and Action)

General Manager, Craig Dziejdzic and Assistant General Manager Catherine Spaulding provided presentations regarding the proposed Bay Area Homeland Security Strategy Implementation Guidance for Fiscal Year 2013. The Advisory Group reviewed the proposal and provided recommendations that:

- UASI project proposals will be submitted to the management team.
- Vetting and prioritization for a more streamlined process will be at the workgroup level, which will then be forwarded to the HUBS.
- The Hubs will review the projects, list them in priority and note those projects that can be completed within 6 months.
- The funding allocation will be based on risk that can be reduced at the Hub level.
  - Criteria will be identified by gaps and a local HUB planner will be responsible to facilitate the meetings.



The Advisory Group recommends further discussion regarding the allocation methodology and development of a funding appendix to the FY2013 Bay Area UASI's Bay Area Homeland Security Strategy Implementation Guidance.

## 2. **PROJECT CHANGE PROCESSES** (Discussion and Action)

Assistant General Manager Catherine Spaulding presented an updated proposal and form for the reallocation of funds and project change request. The proposal included:

- Jurisdictions can extend the timeline of a project with the option to exchange funds with another approved project that can be completed within the grant effectiveness period.
- Project budget modifications that exceed \$250,000 must be brought to the Advisory Group and Approval Authority for prior approval and project amounts below \$250,000 may be reallocated by the Bay Area UASI General Manager.
- Request to remove the scope change reporting requirement by the UASI General Manager to the Approval Authority for notifications of MOU contract changes with budgets over \$250,000.
- Proposal for the Management Team reporting of reallocations under \$250,000 on a biannual basis.
- Funding of Next-In-Line projects:
  - Funds returned from jurisdictions will be reallocated to the next in line project/s on the Hub's prioritized project list.
  - Core Cities and sustainment projects have the ability for reallocation to projects that are next on their prioritized project lists.
- The proposal also included a methodology for using project savings for new projects under specific conditions.

The Advisory Group recommended that with modifications the project change process should be submitted to the Approval Authority for review.