

BAY AREA UASI

UASI FY21 Virtual Project Proposal Kick-Off Meeting

Thursday, September 17, 2020
1:30 – 2:30 PM





Agenda

- Welcome and Introductions
- Proposal Criteria
- Funding Information
- Project Development
- Application Demonstration
- Grant timelines
- Question and Answers





UASI Grant Overview

The purpose of the Urban Areas Security Initiative (UASI) program is to enhance regional terrorism preparedness in major metropolitan areas by developing integrated systems for terrorism prevention, protection, response, and recovery.





Proposal Criteria

- Have a clear “nexus to terrorism”.
- Directly benefit at least two operational areas.
- Support at least one of the region’s homeland security goals (pg 8).
- Include only allowable expenses under UASI grant guidelines (Appendix C).
- Describe how project supports closing a capability gap.





Proposal Criteria

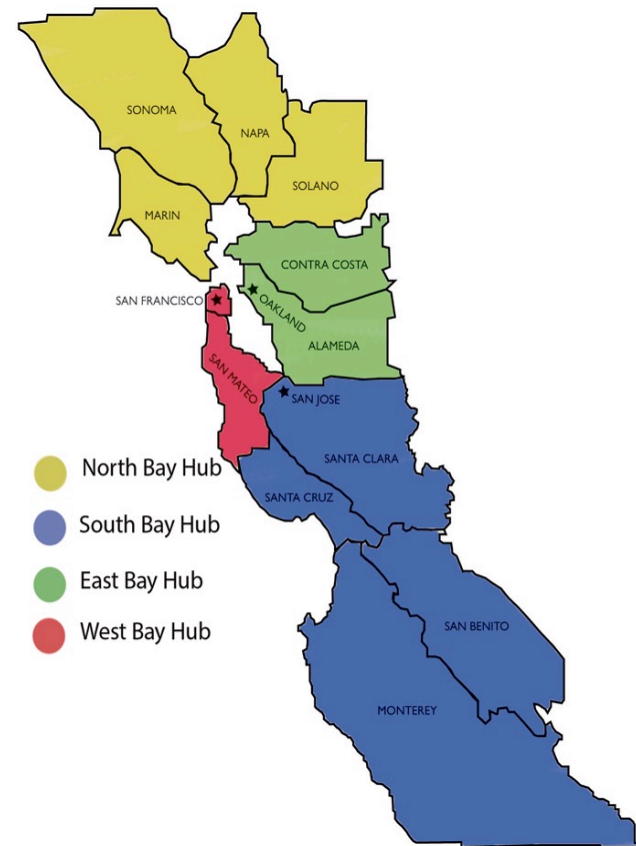
- May only be submitted by a local government agency within the 12 Bay Area Counties.
- Requires approval by your department head.
- Community-based and non-profits may submit proposals through a government sponsor/partner.
- Person submitting the form is the Project Lead.



Project Funding Categories

Regional / National Priority:

- All regional projects must benefit at least **three hubs** in an equitable manner.
- 4 National Priority projects, defined by FEMA, reflect 20% of the grant award.



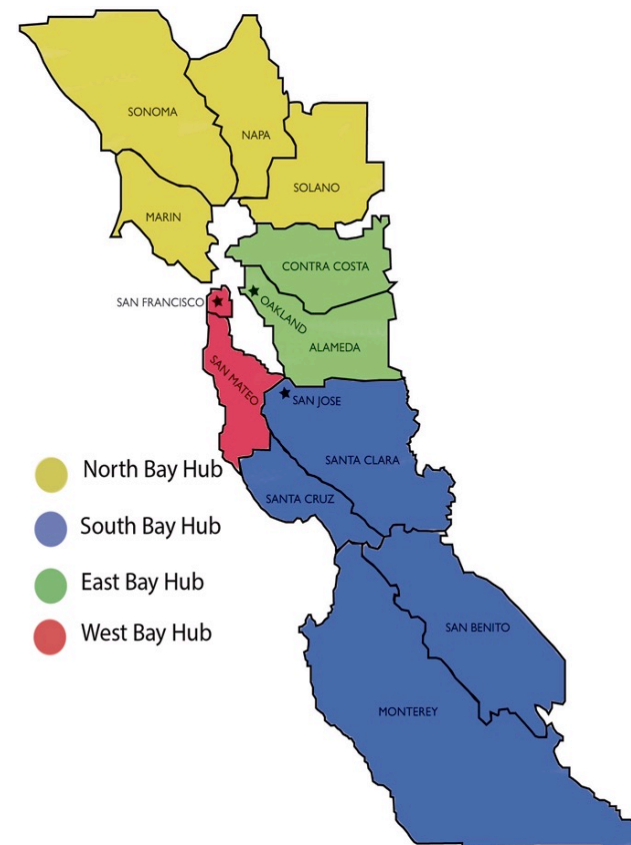
Project Funding Categories

Hub:

- Must benefit at least **two (2)** operational areas

Core City:

- San Francisco, Oakland, San Jose



FY21 Funding Planning Amounts

Actual FY 2020 Allocations	
East Bay Hub	\$ 1,519,361
North Bay Hub	\$ 559,970
South Bay Hub	\$ 1,604,014
West Bay Hub	\$ 2,710,136
Sustainment Projects	\$11,143,413
Regional Projects (6 selected)	\$ 551,126
National Priority Projects	\$ 6,202,500

The above funding amounts are based on FY20 UASI allocations. Until the FY21 grant award is announced, for planning purposes, the Bay Area will operate under the assumption that the FY21 funding will be equal to the amount allocated in FY20.





Regional/National Priority projects

- Must be vetted/approved by a work group before submitting through Webgrants.
- If it's a regional project, you may not also submit as a hub or core city project.
- Projects must submit confirmation of work group approval in Webgrants application.
- Work group-approved regional projects will be sent to all Approval Authority members for their review.



Developing your project

- See Appendix B for UASI Goals/Investment Justification number, Core Capability, and Capability Gap- pick the best one for your project!
- Use drop down menus to make your selections
- Submit your project through WebGrants between Sept 18 and Oct 9.
- If you have staff positions, each person must have their own proposal.
- Duplication of benefits across grants is not allowed.





Project Description Overview pt 1

- Select a funding source category
- Specifically name at least one other operational area (county) that benefits from this project
- Select a nexus to terrorism
- Describe your project and its nexus to terrorism





Project Description Overview pt 2

- Drop down menu
- 10 possible investment areas (projects)
- Select the most appropriate project area
- The 4 designated National priority projects may fall under Regional, Hub, or Core City- only one may be selected.





Drafting your Project pt 1

- **Be descriptive, but brief-** no more than two to three sentences.
- **Give the project a clear name.** Directly link the name to the project description (e.g. “public information officer (PIO) Training”, “HazMat Team Equipment”)





Drafting your Project pt 2

- **Who** is the project is for (e.g., your city/county's HazMat team, bomb squad)?
- **What** the project entails (e.g., develop plans, purchase equipment, conduct training, etc.)?
- **When** will you be working on this project?
- **Where** is your jurisdiction?
- Describe **why** the project is necessary, or the intended benefit/outcome.





Sample Project Description

An effective project description:

“Install fencing, lighting, and gates, at the Water Treatment Plant, in Alameda County, in 2020, to protect the plant from unauthorized intrusion.”





Timeline and milestones

- **Begins:** 11/1/21
- **Ends:** 12/31/22
- **Milestones:** Drop down menu- stay within the grant performance period.
- **BE REALISTIC!** Everything takes longer than you think. No extra credit for fast projects!





Compliance and Budget

- Compliance: Do you need Sole Source, EHP, Aircraft or Watercraft Approval?
- Budget: How will you use the funds?
 - P**lanning/**P**lans/**P**ersonnel
 - O**rganization/**P**eople/**T**eams
 - E**quipment
 - T**raining
 - E**xercises
- **SUBMIT YOUR APPLICATION!**





Planning Category

- Wide range of community preparedness & emergency management activities
- Develop, review, or revise the THIRA, SPR, continuity of operations plans and other planning activities
- Each position must be submitted individually as a project with its own proposal
- Each position must include a specific deliverable that clearly ties to a Bay Area UASI Homeland Security Goal Area





Organization Category

- Program management
- Operational support
- Development of whole community partnerships
- Structures and mechanisms for information sharing between the public and private sector
- Salaries and benefits for personnel to serve as qualified intelligence analysts





Equipment Category

- The Authorized Equipment List (AEL) can be found at:
<http://www.fema.gov/authorized-equipment-list>
- Break out costs by: AEL #, quantity, and full price (including tax, shipping, and installation)



Training Category All

- Training classes will be handled by the Training & Exercise (T&E) Program
- Please attend the (T&E) Workgroup meetings if you wish to request a specific training class
- All Training classes require a feedback number and an EHP if it is outside the classroom
- Please sign up on the (T&E) website to receive information on course offerings



Exercise Category

- Exercise requests must be in the pertinent Project Area (e.g. a cybersecurity exercise must be listed in IJ #3) - NOT IJ 10!
- All exercises must use Homeland Security Exercise and Evaluation Program (HSEEP) guidance.
- All non-classroom exercises require EHP approval.
- Costs may be for design, development, conduct, and evaluation





Proposal Submission Checklist

- Follow the FY 21 Proposal Guidance.
- Ensure you describe a clear “nexus to terrorism”.
- Must link to Bay Area UASI Homeland Security Goal Area.
- Hubs & Core Cities: Must describe how it benefits at least two operational areas.
- Regional projects must be approved at appropriate work group and benefit 3 hubs.





Proposal Submission Checklist

- Only include allowable expenses under UASI grant guidelines.
- Only local government agencies in the 12 counties may submit proposals.
- Person primarily responsible for the project (Project Lead) should submit the proposal.
- Department head approval required for project submission.



Useful Tips and Reminders

- All Kick-Off documents will be posted on the UASI website www.bayareauasi.org/proposals.
- Stakeholder roles are detailed in the Project Proposal Guidance.
- Reminder emails will be sent throughout the submission timeline.
- “Below the line” projects from prior years must be re-submitted for consideration in FY21.





Useful Tips and Reminders

- Determine compliance requirements early.
- Note: a CA Sole Source is only required if the cost is over \$250k. Otherwise, follow your own jurisdiction's requirements.
- Note: Performance bonds are **REQUIRED** if you are purchasing any vehicle and any single item (including tax) that is over \$250k





Useful Tips and Reminders

- Core City proposals follow the same process as other projects.
- Grant limits personnel costs; a limit in the number of personnel projects funded.



Proposal Submission Timeline

WHEN	DETAILS
07/2020 – 09/2020	Work groups meet and review potential regional projects.
09/18/20 - 10/09/20	Stakeholders submit proposals through the WebGrants system.
10/12/20 - 12/11/20	Proposals are reviewed by the UASI Management Team, Approval Authority Members, and Hub Voting Members.
01/2021	Hubs meet on specific days in January 2021 and list projects in order of importance.
01/14/21	Sustainment regional project proposals presented to the Approval Authority.
03/11/21 (estimate)	Approval Authority approves hub projects as well as FY 21 allocations.





Link to Grants System

www.bayareauasigrants.org




FY21 Project Proposal Form

Bay Area UASI Project Application

0000-FY18 Bay Area UASI
00438 - P25 Radio Purchase

Funding Category: East Bay Hub
Amount Requested: \$510,775



Submitted
09/16/2017 9:01 AM

Status: PENDING

Project Lead

Name:* Mr. Joseph Hughes
Salutation First Name Middle Name Last Name

Title: Undersheriff

Email: joseph.hughes@bapsa.gov

Address: 123 Mainstreet
Suite 1

Dublin California 94568
City State/Province Postal Code/Zip

Phone:* 510-555-1212 123
Phone Ext.

Organization Information

Organization Name: Bay Area Public Safety Agency

Organization Type: County Government

Organization Website: www.bapsa.gov

Address: 578 Main st.
1st Floor
Dublin California 94568
City State/Province Postal Code/Zip

Phone:* 510-555-1212 123
Phone Ext.

Fax: 510-555-1213

E-mail Address: bapsa@county.gov.org

Project Proposal Form Demonstration





Online Submission Dates

Online Submissions **BEGIN**

Friday, September 18, 2020; 8:00AM

Online Submissions **END**

Friday, October 9, 2020; 5:00PM





It's October 12- now what?

Now the waiting begins...

- Oct – mid Nov: Management Team conducts its reviews
- Mid – End Nov: Approval Authority conducts its reviews
- Mid – December: Hub voting members receive proposals





It's October 12- now what?

The waiting continues...

- Jan 2021: Hubs meet to prioritize proposals
- June 2021: Approval Authority approves all projects & notification letters are sent to all applicants
- Oct 2021: Award letter arrives from Cal OES





Meanwhile... over in the fiscal unit...

Fiscal team has been busy drafting MOUs

MOU release date: Nov 1, 2021

Typical legislative process: by Feb 1, 2022

Performance Period: Nov 1, 2021 – Dec 31, 2022

Remember: You can start prepping and get compliance approvals but can't complete a PO until you have a signed copy of the MOU!





Q&A

QUESTIONS AND ANSWERS



Contacts

Proposal Process: Mary Landers
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WebGrants: Ethan Baker
WebGrants Administrator
Ethan.Baker@sfgov.org

Visit www.bayareauasi.org for the full grants management training, FY21 Project Proposal Guidance, meeting documents, and other information



Bay Area Urban Areas Security Initiative

www.bayareauasi.org

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