CITY OF LEAGUE CITY
GRANT APPLICATION PRE-APPROVAL FORM

Grant Name	Fire/Arson and Explosives Investigation Trailer
Directorate/Department Applying for Grant	**Grant Project Manager**
Fire Marshal's Office	Jeff Allen
Awarding Grant Agency Name	**Total Project Amount**
Homeland Security Grant through HGAC	$195,000

General Purpose of the Grant

This grant will allow the funds to be allocated to have a custom trailer built to assist the Fire Marshal's Office in fire/arson, hazardous materials/environmental crimes along with explosion investigations. The trailer will incoperate an area for investigative equipment storage, investigation work area and an audio/video recorded on scene interview room.

Items the Grant Will Pay For

1. Custom 26' investigations trailer built from Mobile Specialty Vehicles.

Amount or % Covered by Grant	100%	Amount or % Matched by City	0%
Grant Time/Performance Period	2 years	Application Deadline	February 28,2018

Estimated Annual Fiscal Impact:	Year One	Year Two	Year Three
Revenue Generated			
Grant Funds to be Received	$195,000	0	0
City Match	0	0	0
Net Fiscal Impact	$195,000	0	0

Year One Currently Budgeted?			Yes	☐	No ☒	***(Choose Yes or No)***
In future CIP?	Yes	☐	No	☒	If yes, what year?	

If no, how do you intend to fund City's match?

Maintenance costs will come out of the League City Fire Marshal's Office normal operating budget.

Routing	Signature	Date
Grant Project Manager		2/1/18
Department Head	Tommy Carr	2/1/18
Deputy City Manager/Director	Mary Warner	2-1-2018
Budget Manager		2-1-2018
Finance		2/1/18
City Manager		2-5-18

City Manager	Approval	☒	Denial	☐	***Please Check One***

Explanation or comments related to City Manager's decision.

Attachment B
Grant Policy 2013

FY 2018 STATE HOMELAND SECURITY PROGRAM GRANT APPLICATION INSTRUCTIONS

INTRODUCTION

The Texas Homeland Security Grants Division (HSGD) of the Governor's Office is soliciting applications for projects that support local and regional efforts to prevent terrorism and other catastrophic events and prepare for the threats and hazards that pose the greatest risk to the security of Texas citizens. The HSGD provides funding to implement investments that build, sustain, and deliver the 32 core capabilities essential to achieving a secure and resilient state.

PURPOSE

The purpose of this solicitation is to support state, tribal and local preparedness activities that address high-priority preparedness gaps across all core capabilities *where a nexus to terrorism exists. All investments must be consistent with capability targets set during the Threat and Hazard Identification and Risk Assessment (THIRA) process, and gaps identified in the State Preparedness Report (SPR).*

The HSGD contracts with the Houston-Galveston Area Council (H-GAC) to manage the grant application process and provide additional support to agencies once a project has been funded.

APPLICATION PROCESS

SHSP applicants must complete the following steps to be eligible for funding:

1. Attend an assigned SHSP application workshop (REQUIRED see below)
2. Complete a grant application with the HSGD via the **Texas eGrants system** **no later than 5:00pm February 28, 2018.**

TECHNICAL ASSISTANCE

If after attending a Grant Workshop jurisdictions desire additional assistance with writing an effective application, please contact H-GAC for assistance.

Contact:

Justin Riley, CEM
Senior Public Safety Planner
Homeland Security and Emergency Management
justin.riley@h-gac.com

GRANT WORKSHOPS

Attending a Grant Application Workshop is a requirement to be eligible for funding.

New Applicant Workshops

This workshop will have expanded content for new applicants or for those wishing to get additional assistance with writing effective project narratives.

January 8, 2018 9:30am – 1:00pm
3555 Timmons Ln.
2nd Floor Conference Room B
Houston, Texas
Register: Justin.Riley@h-gac.com

January 26, 2018 1:00pm- 4:00pm
WEBINAR
Register: www.goo.gl/Gx9en7

Returning Applicant Workshop

This workshop is designed for returning State Homeland Security Program grant applicants.

January 12, 2018 10:00am – 12:00pm
WEBINAR
Register: www.goo.gl/pnaMFZ

January 22, 2018 1:00pm- 3:00pm
WEBINAR
Register: www.goo.gl/8f5FMQ

Office of the Governor – Homeland Security Grants Division
2018 State Homeland Security Program (SHSP)
Request for Applications (RFA) for Regular Projects

The Homeland Security Grants Division (HSGD) of the Governor's Office is soliciting applications for projects that support state and local efforts to prevent terrorism and other catastrophic events and prepare for the threats and hazards that pose the greatest risk to the security of Texas citizens. HSGD provides funding to implement investments that build, sustain, and deliver the 32 core capabilities essential to achieving a secure and resilient state.

Purpose: The purpose of this solicitation is to support state, tribal and local preparedness activities that address high-priority preparedness gaps across all core capabilities where a nexus to terrorism exists. All investments must be consistent with capability targets set during the Threat and Hazard Identification and Risk Assessment (THIRA) process, and gaps identified in the State Preparedness Report (SPR).

The SHSP is intended to support investments that improve the ability of jurisdictions to:

- **Prevent** a threatened or an actual act of terrorism;
- **Protect** its citizens, residents, visitors, and assets against the greatest threats and hazards;
- **Mitigate** the loss of life and property by lessening the impact of future catastrophic events;
- **Respond** quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of a catastrophic incident; and/or
- **Recover** through a focus on the timely restoration, strengthening, accessibility and revitalization of infrastructure, housing, and a sustainable economy, as well as the health, social, cultural, historic, and environmental fabric of communities affected by a catastrophic incident.

Many activities which support the achievement of target capabilities related to terrorism preparedness may simultaneously support enhanced preparedness for other hazards unrelated to acts of terrorism. However, **all SHSP projects must assist grantees in achieving target capabilities related to preventing, preparing for, protecting against, or responding to acts of terrorism.**

Available Funding: Federal funds are authorized under Section 2002 of the Homeland Security Act of 2002, as amended (Pub. L. No. 107-296), (6 U.S.C. 603). State Homeland Security Program (SHSP) funds are made available through a Congressional appropriation to the United States Department of Homeland Security (DHS). All awards are subject to the availability of appropriated federal funds and any modifications or additional requirements that may be imposed by law.

Funding Levels:
Minimum: $2,500
Maximum for Local and Regional projects: None
Maximum for State Agency projects: None. However it should be noted that HSGD expects to make available approximately $2 million dollars to state agencies in support of 10 – 20 projects under this solicitation and the SHSP-LETPA solicitation.

Match Requirement: None

Standards: Grantees must comply with the requirements applicable to this fund source cited in the *Uniform Administrative Requirements, Cost Principles, and Audit Requirements* for Federal Awards (2 CFR 200); and all statutes, requirements, and guidelines applicable to this funding.

Prohibitions: Grant funds may **not** be used to support the following services, activities, and costs:

1) inherently religious activities such as prayer, worship, religious instruction, or proselytization;
2) lobbying;
3) any portion of the salary of, or any other compensation for, an elected or appointed government official;
4) vehicles or equipment for government agencies that are for general agency use and/or do not have a clear nexus to terrorism prevention, interdiction, and disruption (i.e. mobile data terminals, body cameras, in-car video systems, or radar units, etc. for officers assigned to routine patrol; general firefighting equipment or uniforms);
5) weapons, ammunition, tasers, weaponized vehicles or explosives (exceptions may be granted when explosives are used for bomb squad training);
6) admission fees or tickets to any amusement park, recreational activity or sporting event;
7) promotional gifts;
8) food, meals, beverages, or other refreshments, except for eligible per diem associated with grant-related travel or where pre-approved for working events;
9) membership dues for individuals;
10) any expense or service that is readily available at no cost to the grant project;
11) any use of grant funds to replace (supplant) funds that have been budgeted for the same purpose through non-grant sources;
12) fundraising;
13) legal services for adult offenders;
14) amateur radios and equipment, FMS radios, GMRS radios, or other radio equipment that is not P25 compliant; and
15) any other prohibition imposed by federal, state, or local law.

Eligible Applicants:

1) State agencies;
2) Regional councils of governments;
3) Units of local government;
4) Nonprofit organizations;
5) Universities or Colleges; and
6) Federally recognized Native American tribes.

Eligible Activities:

1) Grant projects must be consistent with the program purpose stated above and must be submitted in support of one of the following approved activity areas:
    a. Intelligence and Information Sharing (Non-Fusion Center requests. Note: Fusion Center projects should refer to the SHSP Law Enforcement Terrorism Prevention Activities – LETPA solicitation)
        i. Identifying, developing, providing, and sharing timely, accurate, and actionable information, data, or knowledge among government or private sector entities.
        ii. Enabling interdiction and disruption of terrorist activity through enhanced understanding and recognition of pre-operational activity and other crimes that may be precursors or indicators of terrorist activity.
        iii. Paying for personnel or contractors to serve as qualified intelligence analysts and/or to participate in information, investigative, and intelligence sharing activities specifically related to homeland security.
        iv. Assessing threat information to inform continued prevention operations and ongoing response activities.
        v. Implementing and maintaining suspicious activity reporting initiatives.
        vi. Implementing or sustaining public information and warning systems to relay information regarding terrorism threats.
    b. Interoperable Communications
        i. Building capabilities to meet P-25 standards.
        ii. Sustaining existing capabilities (e.g. life cycle replacement of equipment).
        iii. Projects must enhance current capabilities or address capability gaps identified by Texas Department of Public Safety (DPS) or Texas Interoperable Communications Coalition (TxICC) in either the Texas Statewide Communications Interoperability Plan (SCIP) or DPS Report on Interoperable Communications to the Texas Legislature. Note: Projects to increase voice communications interoperability for counties with the lowest interoperability levels are preferred over other types of communications projects.
        iv. Prior to purchase, planned expenditures must receive validation from the Statewide Interoperability Coordinator (SWIC). Note: Radios purchased must: a) follow the Statewide Radio ID Management Plan; b) be programmed following the Statewide Interoperability Channel Plan, and c) include encryption options capable of Advanced Encryption Standard (AES) encryption, IF encryption is being purchased.
    c. Special Response Teams and First Responder Capabilities (including Border Security capabilities)
        i. Sustaining and enhancing capacity to detect and resolve threats involving chemical, biological, radiological, nuclear and explosive (CBRNE) devices or weapons of mass destruction (WMD).
        ii. Sustaining and enhancing tactical teams including HAZMAT response and decontamination, Urban Search and Rescue, and SWAT.
        iii. Sustaining equipment needs, including personal protective equipment, WMD pharmaceuticals, calibration and maintenance for WMD-related detection and

identification systems, and closely related investments to update or sustain current equipment.

iv. Sustaining and enhancing efforts to delay, divert, intercept, halt, apprehend, or secure threats or hazards.

v. Coordinating regional training exercises with federal, state and local law enforcement participation focused on responding to terrorism-related events and increasing participation with community and business organizations.

vi. Identifying or locating terrorists through active and passive surveillance and search procedures including systematic examinations and assessments, bio-surveillance, sensor technologies, or physical investigation and intelligence.

d. State, Regional and Local Planning

i. Developing state and regional risk and preparedness assessments.

ii. Core capability development planning, to include typing and tracking of equipment and special response teams.

iii. Planning and execution of training and exercises focused on terrorism prevention, protection and response.

iv. Multi-jurisdictional operational planning to include plans for regional operational coordination of terrorism prevention, protection, and response capabilities.

v. Maintaining or updating Emergency Operations Plans, consistent with guidance in CPG 101.v2 and the whole community approach to security and emergency management.

vi. Planning and implementation of initiatives to enhance the Citizen Corps Program and other community resilience initiatives.

vii. Planning for continuity of operations.

e. Operational Coordination

i. Establishing and maintaining a unified and coordinated operational structure and process that integrates critical stakeholders across and among all levels of government and with critical private and nonprofit sectors to protect against potential threats, conduct law enforcement investigations, or engage in enforcement, protective, and response activities.

ii. Implementing WebEOC and other situational awareness and decision support tools.

iii. Enhancing emergency operations centers.

iv. Conducting or participating in incident management training and/or exercises.

f. Critical Infrastructure

i. Implementing target hardening and other measures associated with increased security at critical infrastructure sites including backfill and overtime to staff emergency operations centers and contracted security at critical infrastructure sites.

ii. Identifying critical infrastructure, collecting and maintaining data, and prioritizing critical infrastructure assets, clusters, and systems.

iii. Assessing critical infrastructure vulnerabilities and interdependencies, particularly those involving multiple sites and/or sectors.

iv. Planning, training, exercises, equipment, and modeling enabling responsible jurisdictions to mitigate threats to and vulnerabilities of critical infrastructure facilities, assets, networks, and systems.

v. Analyzing critical infrastructure threats and information sharing with private sector partners.

vi. Enhancing public awareness education and communications and increasing reporting of suspicious activities related to critical infrastructure.

2) All capabilities being built or sustained must have a clear link to one or more Core Capabilities in the National Preparedness Goal.

3) Many capabilities which support terrorism preparedness simultaneously support preparedness for other hazards. Grantees must demonstrate this dual-use quality for any activities implemented under this program that are not explicitly focused on terrorism preparedness. Activities implemented under SHSP must support terrorism preparedness by building or sustaining capabilities that relate to the prevention of, protection from, mitigation of, response to, and recovery from terrorism.

Eligibility Requirements:

1) Grantees are required to maintain adoption and implementation of the National Incident Management System (NIMS). The NIMS uses a systematic approach to integrate the best existing processes and methods into a unified national framework for incident management across all homeland security activities including prevention, protection, response, mitigation, and recovery. Grantees must use standardized resource management concepts for resource typing, credentialing, and an inventory to facilitate the effective identification, dispatch, deployment, tracking and recovery of resources.

2) Cities and counties must have a current emergency management plan or be a legally established member of an inter-jurisdictional emergency management program with a plan on file with the Texas Department of Public Safety, Texas Division of Emergency Management (TDEM). Plans must be maintained throughout the entire grant performance period and must be at least at the Intermediate Level. If you have questions concerning your Emergency Management Plan (preparedness) level, contact your Emergency Management Coordinator (EMC) or your regional Council of Governments (COG). For questions concerning plan deficiencies, contact TDEM at tdem.plans@dps.texas.gov.

3) In order for an applicant to be eligible, the county (or counties) in which the applicant is located must have a 90% average on both adult and juvenile criminal history dispositions reported to the Texas Department of Public Safety for calendar years 2012 through 2016. This requirement must be met by August 1, 2018.

4) Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety (DPS) for inclusion in the annual Uniform Crime Report (UCR). To be considered eligible for funding applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year.

5) Eligible applicants must have a DUNS (Data Universal Numbering System) number assigned to its agency (to request a DUNS number, go to http://fedgov.dnb.com/webform/displayHomePage.do).

6) Eligible applicants must be registered in the federal System for Award Management (SAM) database located at https://www.sam.gov/ and maintain an active registration throughout the grant period.

7) Failure to comply with program eligibility requirements may cause funds to be withheld and/or suspension or termination of grant funds.

Project Period: Grant-funded projects must begin between September 1, 2018 and March 1, 2019, and expire on or before August 31, 2020. Additional guidelines are noted below:

1) Project periods should be structured so that projects that include grant-funded salaries and/or annual recurring costs do not overlap with the project periods of previous or future grant awards with the same costs.
2) Project periods should be structured so that projects that include grant-funded salaries and/or annual recurring costs are on a 12 **or** 24-month grant cycle/performance period.
3) Project periods for equipment only projects are generally awarded for a 6 to 12 month grant period.
4) HSGD will consider proposed start or end dates falling outside of these guidelines on a case-by-case basis.

Application Process:

1) For eligible local and regional projects:
   a) Applicants must contact their applicable regional council of governments (COG) regarding their application.
   b) Each of Texas' 24 COGs holds its own application planning workshops, workgroups, and/or subcommittees and facilitates application prioritization for certain programs within its region. Failure to comply with regional requirements imposed by the COG may render an application ineligible.
2) UASI jurisdictions that do not receive a direct allocation from the Federal Emergency Management Agency may submit an application directly to HSGD for expenses associated with Urban Area travel and coordination costs.
3) State agencies may submit applications directly to HSGD.
4) All applicants must access HSGD's grant management website at https://eGrants.gov.texas.gov to register and apply for funding.

NOTE: Applicants must upload the required Texas Direct Deposit Authorization Form, Texas Application for Payee Identification Number Form, and IRS W9 Form for each application prior to submission. The eGrants system will not allow an application submission until these forms are attached to the application. These forms are available at https://egrants.gov.texas.gov/updates.aspx under the Financial Management section of "Forms and Guides" or by clicking on the hyperlinks above.

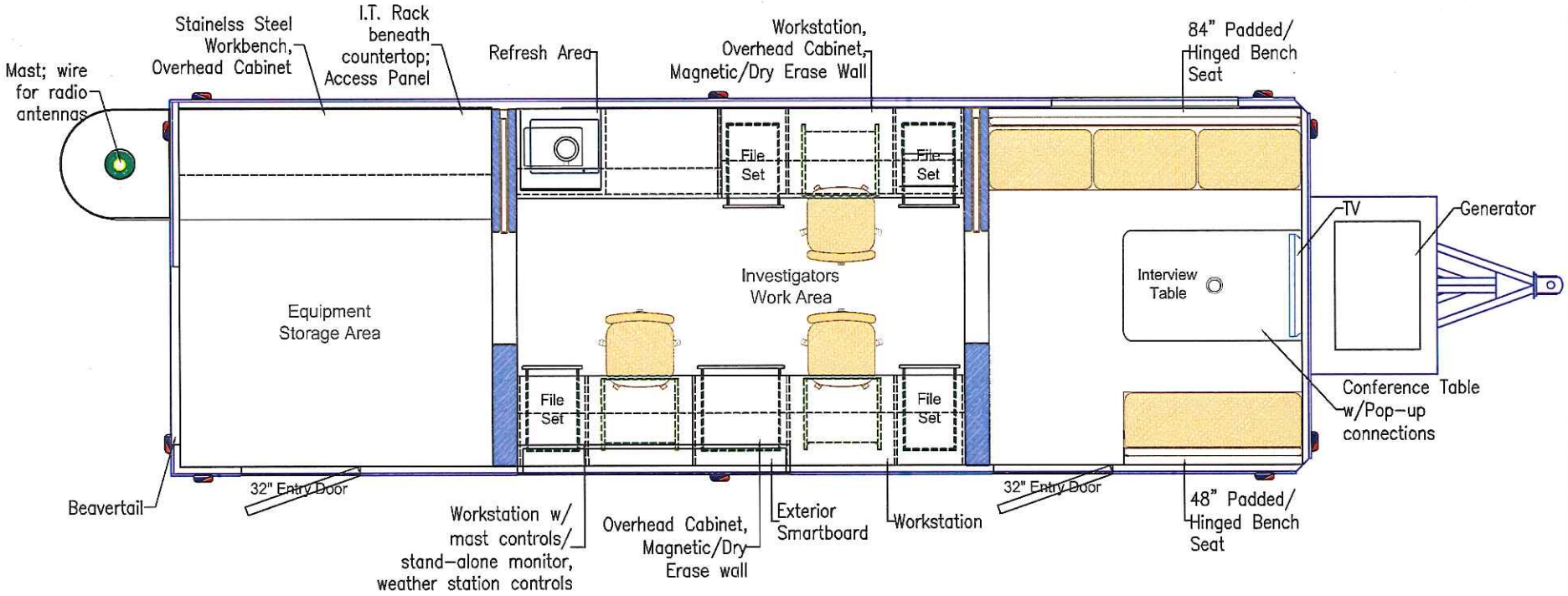
Closing Date for Receipt of Applications: All applications must be certified via HSGD's grant management website on or before February 28, 2018 by 5:00 PM CST.

Selection Process:

1) For eligible local and regional projects:
   a) The COG's homeland security advisory committee will prioritize all eligible applications based on state priorities, the regional risk-informed methodology, cost and program effectiveness.
   b) HSGD will accept priority listings that are approved by the COG's executive committee.
   c) HSGD will make all final funding decisions based on eligibility, COG priorities, reasonableness, availability of funding, and cost-effectiveness.
2) For state discretionary projects, applications will be reviewed by HSGD staff members or a review group selected by the director. HSGD will make all final funding decisions based on eligibility, reasonableness, availability of funding, and cost-effectiveness.

Contact Information: For technical assistance or additional information, contact HSGD at eGrants@gov.texas.gov or (512) 463-8382.

Interior Floorplan



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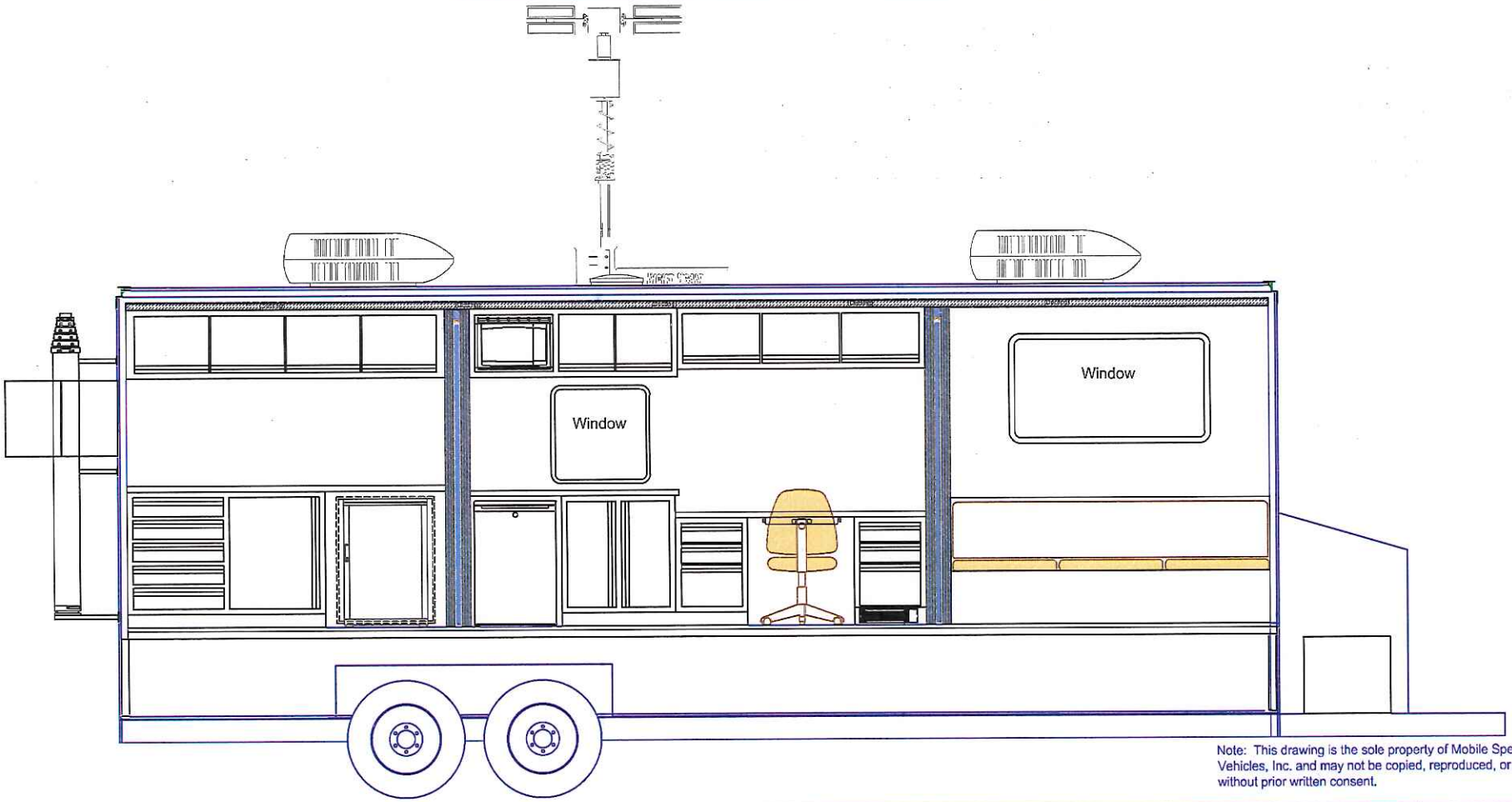
TITLE 26' Investigation Trailer	DRAWN BY LLD	DATE 01/04/2018	-Proposal Rendering- While this drawing represents the layout of the proposed vehicle as accurately as we perceive possible, we may find that minor changes may be required when fully engineering the vehicle, due to variations in the chassis or components.
	SCALE NTS		
CUSTOMER League City Fire Marshall	JOB NO. LCFM-T-26-R3	PAGE 1 of 5 REV. DATE 01/29/2018	REVISION 3

Mobile Specialty Vehicles

Interior Roadside Elevation



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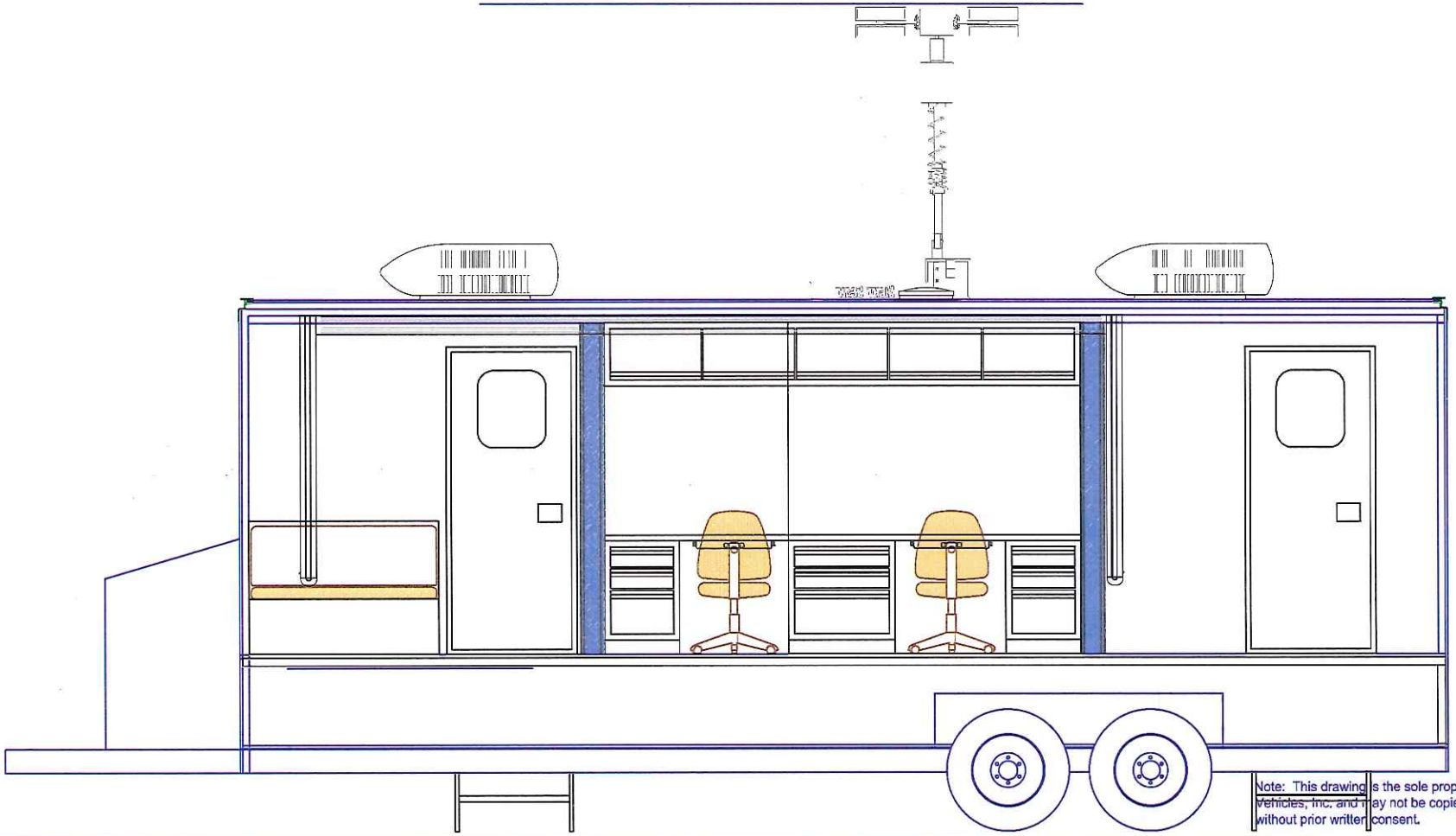
Mobile Specialty Vehicles

Interior Curbside Elevation



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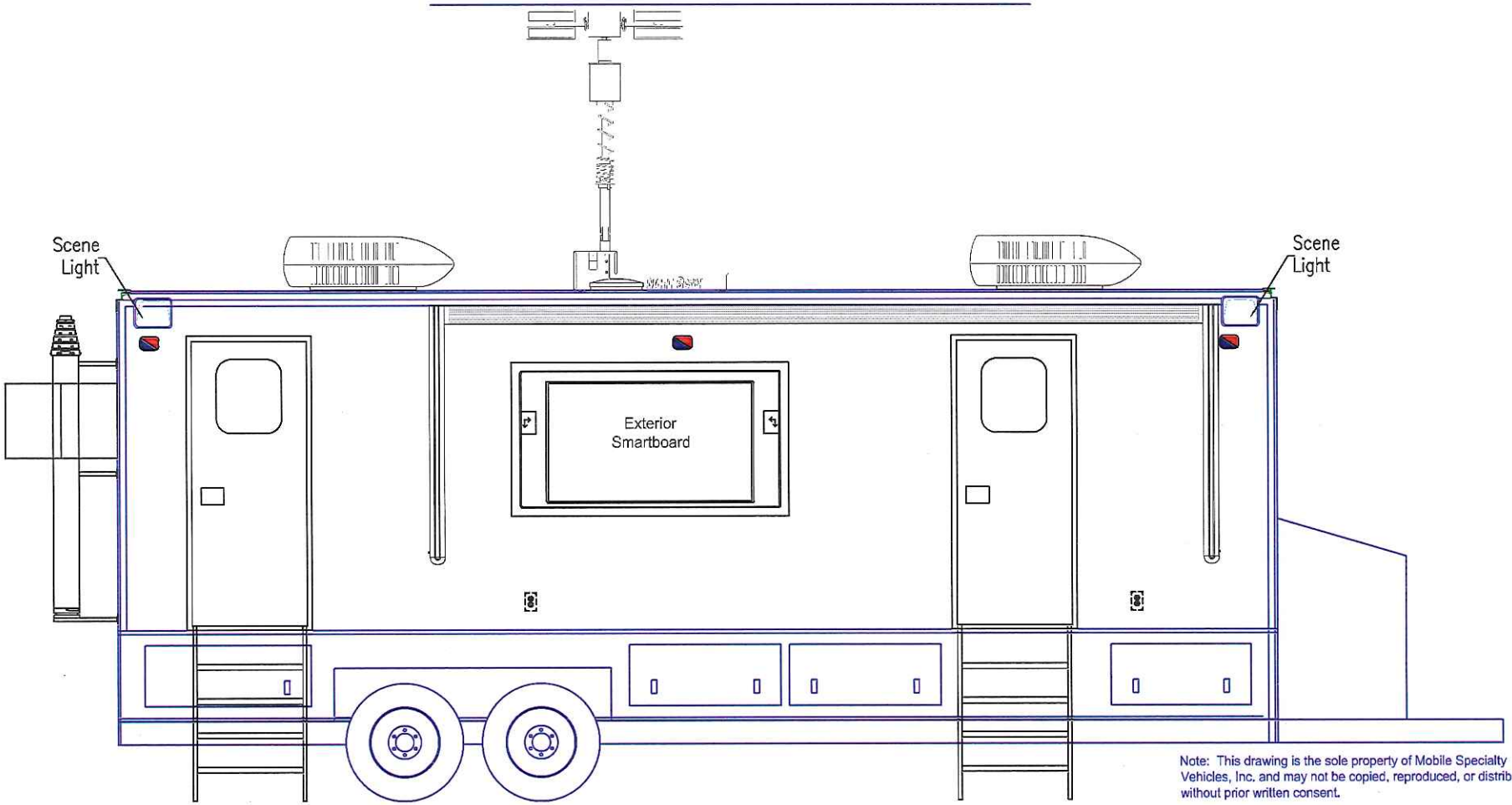
Mobile Specialty Vehicles

Exterior Curbside Elevation



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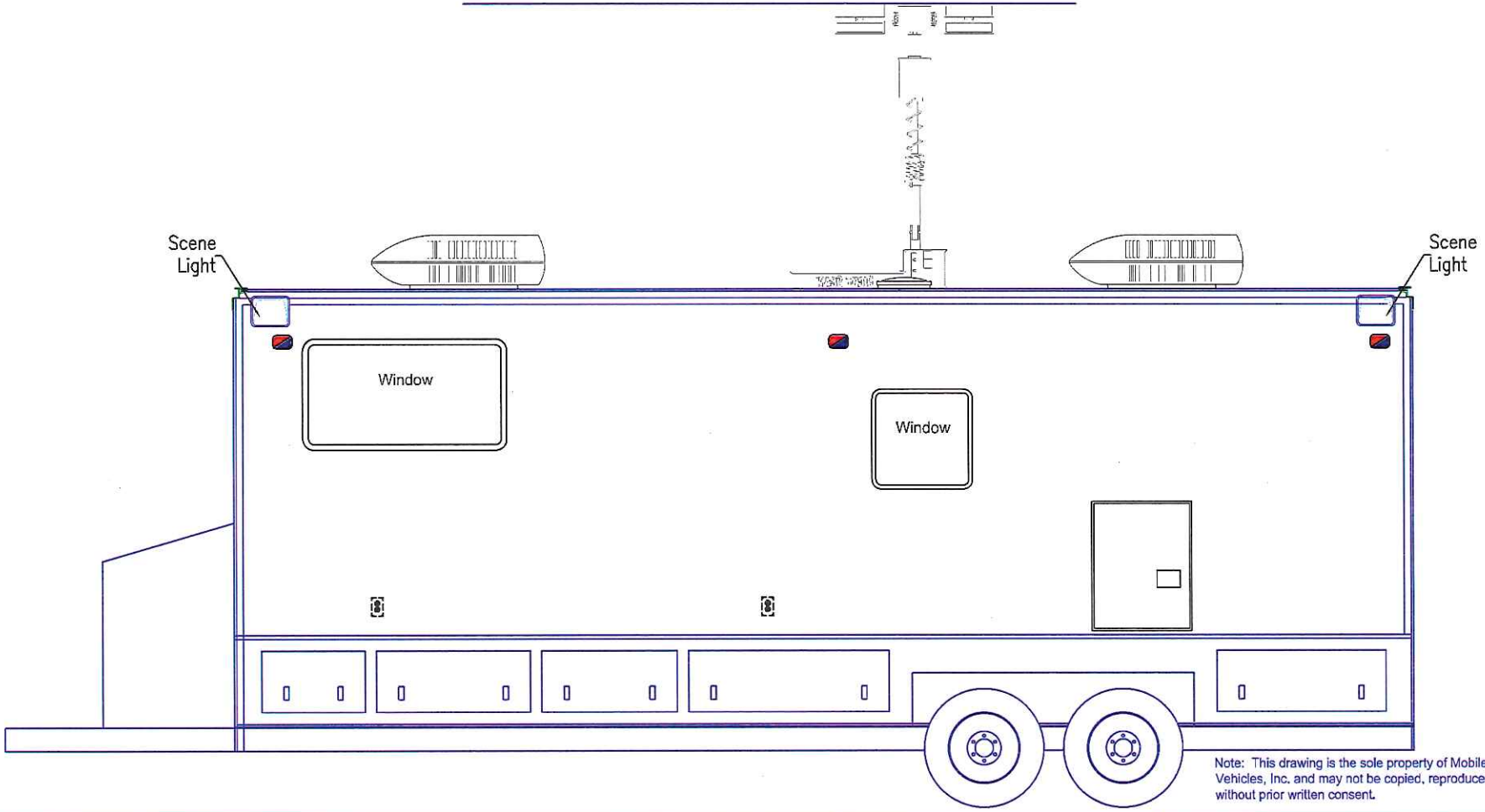
Exterior Roadside Elevation



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Mobile Specialty Vehicles