**Request for Homeland Security Preparedness Projects**

Each year, the Southeast Homeland Security Region Advisory Council (SRAC) receives an allocation of funding from the Department of Homeland Security (DHS) through the Executive Office of Public Safety and Security (EOPSS) to improve the capability for the 97 municipalities in the Southeast Region to prevent, respond to, and recover from acts of terrorism and other public safety emergencies. As part of SRAC’s strategic budgeting process for the upcoming federal fiscal year (FFY2023), the Planning Subcommittee has elected to solicit project ideas from the whole community for inclusion in the budget.

If you have a project idea that you would like to have funded for the region, please use the form on page 2 to explain and justify the project. Projects will be evaluated based on the scoring matrix shown on page 4. Eligible projects may include trainings, exercises, equipment purchases, consulting services, planning efforts, and infrastructure development.

**To be considered, all projects MUST:**

1. Provide a regional benefit to a minimum of three (3) municipalities.
2. Have a clear nexus to homeland security/anti-terrorism (projects may serve a dual-purpose of improving preparedness for natural disasters as well as acts of terrorism but must have a clear connection to terrorism).
3. Have the primary purpose of supporting homeland security needs for non-routine events, rather than day-to-day operational needs.

**PLEASE NOTE:**

* The SRAC Planning Subcommittee may reach out for amplifying information about your request. Please ensure that it is submitted by the lead POC for the potential project. Please be prepared to provide a written statement or make a brief presentation at a future meeting justifying the expense. Even if additional information is requested by the Subcommittee, the Subcommittee reserves the right to partially fund or reject any requests.
* Projects which support the following National Priority Areas may be given special consideration: Enhancing the protection of soft targets/crowded spaces, enhancing information and intelligence sharing and cooperation with federal agencies, combating domestic violent extremism, enhancing community preparedness and resilience, enhancing cybersecurity, and enhancing election security.

Project Request Forms must be submitted to Todd Castro at tcastro@srpedd.org or Kevin Ham at kham@srpedd.org .

Please note: SRAC anticipates having access to this funding on or about December 1, 2023 until July 31, 2024.

**Project Request Form**

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| **Project Name:** |  |
| **Project Contact Name / Phone Number / Email:** |  |
| **Project Summary:***Please explain in detail how this project will be implemented, including all equipment and services that will be purchased.*  |  |
| **Project Cost:***Please outline the total cost of the project and include a breakdown of the unit cost of each portion (i.e. equipment, BF/OT, consultant fees, etc.)* |  |
| **Regional Need:***Please describe how a homeland security capability will be sustained or improved as a result of this project.* |  |
| **Supporting Documentation:***Please describe (and attach) any documentation from after action reports, state/federal guidance, or other professional guidance/ endorsements that support the need for this investment.* |  |
| **Regional Impact:***Please explain the geographical area and/or number of municipalities that will directly benefit from this investment.* |  |
| **Plan for Sustainability:**  *Please address plans for sustaining the capabilities developed through this project, its expected lifespan (if applicable), and funding sources other than SRAC that will be used for maintenance and upkeep (if applicable).* |  |
| **Need for Supplemental Funding:***Please justify the necessity of grant funding for this project by explaining why it cannot be implemented using other funding sources.* |  |
| **Other Funding Sources:***Please identify any other funding sources identified for this project, including other grant programs, contributions from key stakeholders, and/or internal contributions.*  |  |
| **Project Timeline/Schedule:***Please explain the status of this project in the overall planning process (new idea, fully developed, continuation of a past project, etc.), and the expected timeline for planning, implementation, and review.* |  |

To the best of my knowledge, the funding being requested for equipment and/or activities in this document does not constitute supplanting. I am also certifying that I have the authority to make this request on behalf of my regional team or municipality.

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NAME (Printed) TITLE ORGANIZATION

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SIGNATURE DATE

**Project Evaluation Criteria (FOR SRAC USE ONLY)**

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| **Basic Eligibility Criteria** |
| *All projects must meet this criteria in all 3 categories to be considered.* |
| Would this project provide a regional benefit (3 or more municipalities)? | Yes | No |
| Does this project idea have a connection to homeland security/anti-terrorism? | Yes | No |
| Would this project fulfill or support a homeland security need as opposed to a day-to-day operational need? | Yes | No |

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| **Project Evaluation Criteria** |
| **Category** | **1** | **2** | **3** |
| **Project Cost** | This project is not affordable given the number of municipalities that would benefit from it. | This project is moderately financially efficient based on the number of municipalities that would benefit from it. | This project is affordable and financially efficient based on the number of municipalities that would benefit from it. |
| **Regional Need** | This project would not improve or sustain a homeland security capability. | This project would provide some improvement or sustainment to a homeland security capability. | This project would provide a substantial improvement to or effectively sustain a homeland security capability that is considered critical based on the current threat environment. |
| **Supporting Documentation** | No supporting documentation was provided. | Relevant supporting documentation that somewhat effectively states the need for this investment based on past events and/or other documented best-practices was provided. | Multiple relevant supporting documents that clearly and effectively state the need for this investment based on past events and/or other documented best-practices were provided. |
| **Regional Impact** | This project would provide a direct benefit to 5 or less of SRAC's 97 municipalities. | This project would provide a direct benefit to 6-45 of SRAC's 97 municipalities. | This project would provide a direct benefit to 45-97 of SRAC's 97 municipalities. |
| **Sustainability** | The capability(s) developed through this project will not be able to be sustained. | Sustaining the capability(s) developed through this project will require some additional funding. | Sustaining the capability(s) developed through this project will require no additional funding. |
| **Need for Supplemental Funding** | The application does not demonstrate the need for supplemental grant funding to be used to complete this initiative. | The application demonstrates some need for supplemental grant funding to be used to complete this initiative. | The application clearly demonstrates the need for supplemental grant funding to be used to complete this initiative. |
| **EOPSS Priorities** | This project does not align with any of the FFY2022 priorities established by EOPSS. | This project aligns with one of the FFY2022 priorities established by EOPSS. | This project aligns with more than one of the FFY2022 priorities established by EOPSS. |