

**State of West Virginia**  
**FY 2023 Homeland Security Grant Application Guidance**

Purpose

The Homeland Security Grant Program (HSGP) provides funding to assist state agencies and local jurisdictions to develop and sustain various capabilities and resources to prepare for, respond to, and recover from terrorist and other extremist attacks. The federal government has released guidance for the 2023 grant cycle and through this document the State of West Virginia is soliciting proposals for projects to be funded that help advance the state’s homeland security strategy and enterprise.

Eligibility

State government agencies and local jurisdictions are eligible to apply for HSGP funds. Applications can be made by government agencies on behalf of nonprofit organizations who provide support to the state’s emergency preparedness system and the response and recovery to terrorist incidents. At least 80% of the funding must be awarded to local jurisdictions, and concurrently at least 35% of the total funding must be allocated to law enforcement purposes.

Priorities

HSGP priorities are established to close gaps and address needs identified through specific assessments. Both the federal government and the State of West Virginia establish priorities for funding in this grant program. For the 2023 grant cycle, the federal and state priorities are:

<b>FEDERAL</b>	<b>STATE</b>
Protecting Soft Targets & Crowded Places	Crime Scene Preservation, Evidence Collection, and Forensic Analysis
Intelligence & Information Sharing	CBRNE/Hazardous Materials Detection, Decontamination, and Response
Combating Domestic Violent Extremism	Explosive Device Mitigation and Remediation
Community Preparedness & Resilience	Law Enforcement Personal Protective/Force Protection Equipment
Improving Election Security	Sustaining the ability to respond to Major Incidents (EOC/ICS, mass care, point of distribution, emergency notification)
Enhancing Cybersecurity	Interoperable Communications

Proposals not related to these priorities will be accepted and reviewed to ensure the state is making the most effective investment of grant funds, while complying with all grant guidelines. The federal priorities are known as National Priority Areas and a portion of the state’s HSGP award must be allocated to each priority except for cybersecurity. At least 30% of the total award must be attributed to the six federal priorities.

## National Priority Areas

1. **Protecting Soft Targets & Crowded Places** – Soft targets and crowded places are increasingly appealing to terrorists and other violent extremist actors because of accessibility and the numbers of targets, allowing a less sophisticated approach and/or limited planning. Segments of our society are open to the public, and by the nature of their purpose do not incorporate strict security measures. This includes special event venues, shopping centers, restaurants, parks, polling places, transportation centers, and other similar facilities. The malicious use of unmanned aircraft systems poses an increasing threat. Technologies to detect or mitigate UAS are allowable within the homeland security grant program, provided they comply with the Domestic Counter-Unmanned Aircraft Systems National Action Plan as well as federal and state criminal, surveillance, and communications laws. EMD has recently completed supplemental Conditions & Assurances for all projects involving drones/UAS.
2. **Intelligence & Information Sharing** – Effective homeland security operations rely on access to, analysis of, and the timely sharing of open source, unclassified, and classified information, suspicious activity reports, tips/leads, and actionable intelligence to accurately identify, assess, and mitigate a wide array of threats. This includes targeted violence, cybersecurity, border security, transnational organized crime, immigration enforcement, economic security, and other areas. The state must allocate a portion of our award to deliver intelligence and information to government and private sector partners; facilitate cooperation and information sharing; and uphold privacy, civil rights, and civil liberties protections.
3. **Combating Domestic Violent Extremism** – Domestic violent extremists, including ideologically motivated lone offenders and small groups, present the most persistent and lethal terrorist threat in the homeland. These violent extremists capitalize on social and political tensions, which have resulted in an elevated threat environment, including using lawful protests to incite violence, intimidate targets, and promote their ideologies. They utilize social media platforms and other technologies to spread extremist ideas that promote violence and influence actions within the United States. The state must attribute a portion of our award to efforts to combat the rise, influence and spread of domestic violent extremism.
4. **Community Preparedness & Resilience** – Community organizations are the backbone of American civic life, before and after terrorist attacks and other emergent events. Organizations such as homeless shelters, food banks, public libraries, faith-based institutions, and nonprofit medical providers must have the capability to withstand acts of terrorism and provide essential services, especially to members of underserved communities in the aftermath of an attack. The state must attribute a portion of our award to projects that will bolster individual and household resilience; reinforce cultural competency, accessibility, and inclusion in response and recovery activities; and engage the whole community including underserved communities, faith-based institutions, advocacy groups, academia, professional associations, and the private and nonprofit sectors. Community resilience should involve children, older adults, individuals with access and functional needs, people with limited English proficiency, and owners of animals including household pets and service animals.

5. **Election Security** – U.S election infrastructure is of such vital importance to the American way of life that its incapacitation or destruction would have a devastating effect on the country. Securing election infrastructure, ensuring its continued operation in the face of threats and harassment, advancing the safety of election officials, and ensuring an election free from foreign interference are national security priorities. Threats to election systems are constantly evolving, so protecting these systems requires constant vigilance, innovation, and adaptation. The state must allocate a portion of our award to enhancing physical and cyber election security and must coordinate such efforts with state and local chief election officials.
6. **Cybersecurity** – The world is increasingly more interconnected, but the rise in connectivity increases the risk of our adversaries, including terrorists, exploiting cyber vulnerabilities to disrupt our way of life. In cooperation with state technology officials, the state will consider projects that support the functioning of critical infrastructure as they relate to preventing, protecting against, and/or responding to acts of terrorism.

#### State Priorities

1. **Crime Scene Preservation, Evidence Collection, and Forensic Analysis** – The state must maintain the capability to preserve, collect, and analyze evidence in the aftermath of a terrorist attack. This priority will help ensure the state has the capacity to legally collect, package, and store evidence using various techniques while maintaining a proper chain of custody. Training and equipment to develop and sustain this capability is allowable.
2. **CBRNE/Hazardous Material Detection, Decontamination and Response** – The CBRNE threat landscape continues to evolve including new industries with commercial transport and utilization of hazardous materials, changing technology, and new tactics by bad actors. This investment will support screening and detection of potential CBRNE materials and devices; training and technology to quickly and safely identify chemical, biological, and radiological substances; and the acquisition of equipment not allowable in other grant programs. Projects in this investment include decontamination, environmental impact analysis, predictive modeling, health and safety monitoring/assessment, and responder safety.
3. **Explosive Device Mitigation and Remediation** – The potential to cause disruption, damage and loss of life due to volatile materials persists despite efforts to improve security, diversion, interception, and apprehension of these items. This priority strives to build the capacity to discover, locate, and identify explosive ordinances or ingredients through active and passive surveillance and search procedures.
4. **Law Enforcement Personal Protective/Force Protection Equipment** – Collaboratively with other grant programs, this priority will help ensure the state maintains adequate and appropriate personal protective equipment for the array of protection, security, and investigative agencies with responsibilities during and after a terrorist attack. Standard PPE worn during regular patrol is not allowable through the HSGP program, but a variety of PPE for specialized teams and situations is permissible.

5. **Sustaining the ability to respond to Major Incidents** – The state has a continuing responsibility to build preparedness to respond to a major incident, including a catastrophic terrorist attack. There is a wide range of emergency functions that will be needed in such an event including incident management, emergency notification/public information and warning, situational assessment, public health including fatality management, mass care/disaster housing, resource management/point of distribution, and continuity planning.
6. **Interoperable Communications** – All Interoperable Communications proposals will be reviewed and prioritized by the State Interoperable Executive Committee (SIEC) and projects must comply with SAFECOM guidance and align with the Statewide Communications Interoperability Plan (SCIP).

#### Application Process

All proposals must be submitted by Friday, April 21<sup>st</sup> to [hssaa@wv.gov](mailto:hssaa@wv.gov)

The state will review all projects submitted. Following the submission of the federal application, the state will notify each project of whether they were included in the application, not going to be funded, or being held as a reserve project if a project in the application is not approved.

Once the federal award letter is received, mostly likely in early August, successful applicants will be required to complete an official grant application in the Vendor Self-Service portal of wvOASIS.

Proposals should contain all the information listed in Appendix A.

#### Proposal/Project Evaluation

All proposals will be evaluated with the following criteria:

- Nexus to Terrorism
- Correlation to National Priority Areas and State Priorities
- Anticipated Project Impact/Benefit
- Feasibility – can the organization implement the project with their organizational capacity within the Period of Performance
- Sustainability – can the equipment or capability be maintained after grant funding expires
- Gap/Need Resolution – does the project address capability gaps identified in the State Homeland Security Strategy, Threat and Hazard Identification & Risk Assessment (THIRA), Stakeholder Preparedness Review (SPR), annual NIMS Assessment, and the CPG-101 evaluation of the state Emergency Operations Plan
- Shareable/Deployable – can the resource be used to support the state and/or other jurisdictions

### Additional information

Information and additional resources will be posted on the WV Emergency Management Division website ([www.emd.wv.gov/grants](http://www.emd.wv.gov/grants)) and on the HS SAA tab of the Division of Administrative Services website (<https://das.wv.gov/sections/homeland-security-saa>).

The Period of Performance for the FY 2023 HSGP will be September 1, 2023 through August 31, 2026. No activity can occur before this period and all work should be completed by the end of the period.

All equipment purchased with HSGP funds must be on the FEMA Authorized Equipment List (AEL). The AEL can be searched at <https://www.fema.gov/grants/tools/authorized-equipment-list>

### Points of Contact

Questions about the FY 2023 Homeland Security Grant can be directed to [hssaa@wv.gov](mailto:hssaa@wv.gov). Multiple staff monitor this email address. You may also reach out to Kevin Cook, HSGP Grant Manager or David Hoge, WV EMD Grants Section Chief at 304 558-5380.

## Appendix A

### 2023 HSGP Proposal Required Elements

Each proposal should contain the following information in any standard Microsoft Office or Google software.

- Applicant Organization Name and Address
- Name, telephone number, and email address for Point of Contact
- Unique Entity Identifier, if you currently have one
- wvOASIS Vendor Number
- Primary National Priority Area or state priority, if any (some projects may support more than one priority, but should only attributed to one)
- Proposal Description that includes:
  - Who the project is for (i.e. bomb squad, county clerk, all city agencies)
  - What the project entails (developing plans, purchasing equipment, conducting training, etc.)
  - Why the project is necessary
  - How the project relates to terrorism
- Estimated Total Cost, along with a breakout for the amount of funds attributed to Planning, Organization, Equipment, Training, and Exercises
- Brief Budget Narrative describing the expenses in the estimated cost
- Specific list of equipment to be purchased including the FEMA Authorized Equipment List number
- Specific training to be offered, if applicable
- Specific exercises to be conducted, if applicable
- Basic timeline/milestones
- Whether the project primarily develops new capability or sustains an existing capability

All related components of a project should be grouped into one proposal. For example, a series of exercises should be one request. Distinct projects should be separate proposals. For example, SWAT equipment and Mobile Data Terminals for the same law enforcement agency should be two separate proposals.

Submit the proposal, with a file name that describes the project, to [hssaa@wv.gov](mailto:hssaa@wv.gov) by Friday, April 21<sup>st</sup>.