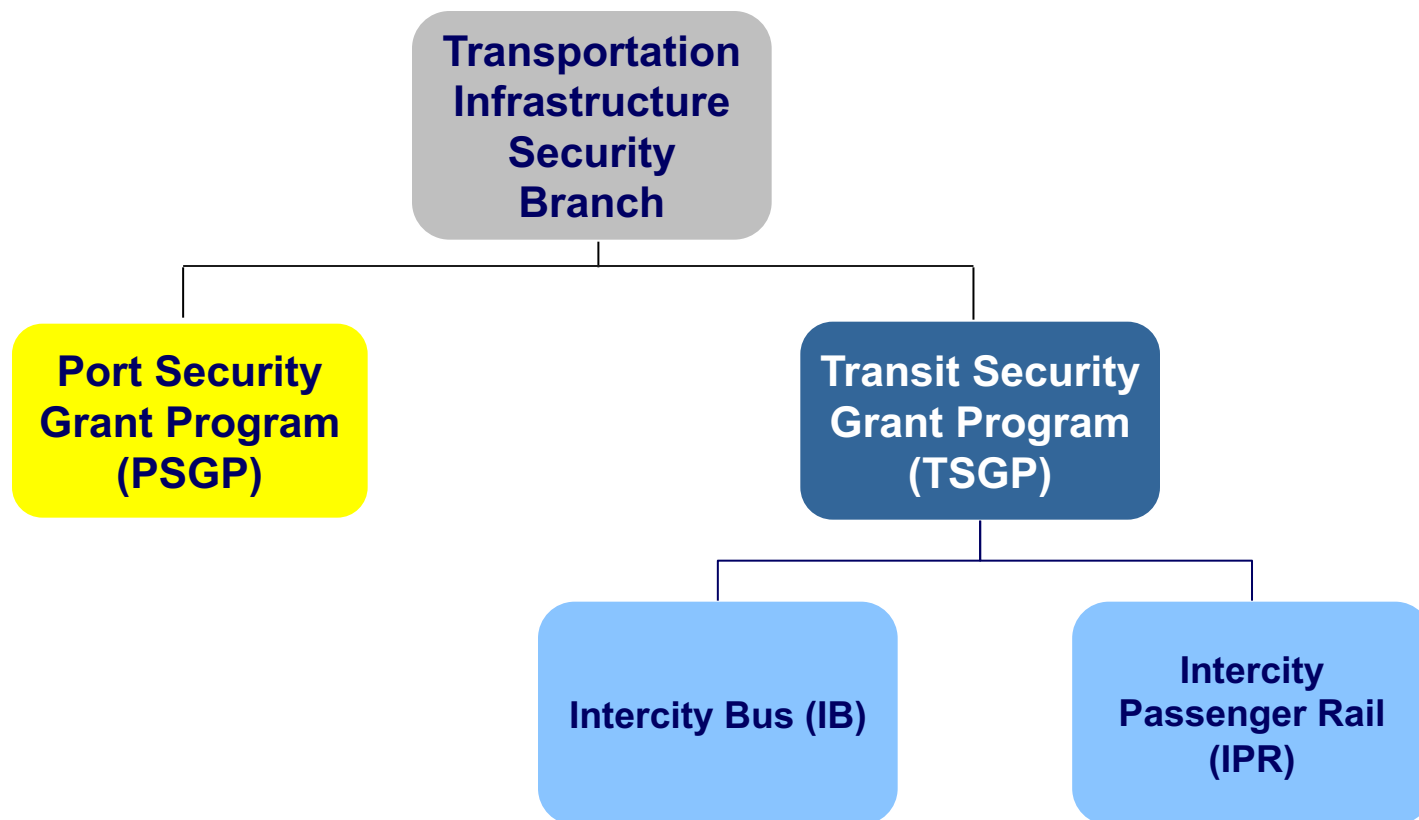# FEMA

# Port Security Grant Program (PSGP)

**Fiscal Year 2019**

# Transportation Infrastructure Security Branch

- The Port Security Grant Program (PSGP) is one of four funded grant programs within the Transportation Infrastructure Security Branch:

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            ┌─────────────────────────┐
            │   Transportation        │
            │   Infrastructure        │
            │   Security              │
            │   Branch                │
            └─────────────────────────┘
                        │
        ┌───────────────┴───────────────┐
┌───────────────┐              ┌─────────────────┐
│ Port Security │              │ Transit Security│
│ Grant Program │              │ Grant Program   │
│ (PSGP)        │              │ (TSGP)          │
└───────────────┘              └─────────────────┘
                                        │
                            ┌───────────┴───────────┐
                    ┌───────────────┐      ┌───────────────┐
                    │Intercity Bus  │      │   Intercity   │
                    │     (IB)      │      │Passenger Rail │
                    │               │      │    (IPR)      │
                    └───────────────┘      └───────────────┘
```

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# FY2019 Port Security Grant Program (PSGP)

| Program Overview | FY 2018 | FY 2019 |
|---|---|---|
| • **Purpose:** PSGP provides funds for transportation infrastructure security activities to implement Area Maritime Transportation Security Plans and public/private facility security plans among port authorities, facility operators, and state and local government agencies required to provide port security services <br><br> • **Eligibility:** Ports with Maritime Transportation Security Administration (MTSA) regulatory requirements will be funded based on risk and competitive project review | $100,000,000 | $100,000,000 |

| Program Highlights |
|---|

- Program funding is fully competitive (typically funding ~380 of over 1100 projects received)
- Eligible applicants apply directly to FEMA for funding within their local Port Area

*National Priorities:*
- ❑ Enhancing the protection of soft targets
- ❑ Enhancing weapons of mass destruction (WMD) and improvised explosive device (IED) prevention, detection, response, and recovery capabilities
- ❑ Enhancing cybersecurity capabilities
- ❑ Addressing emergent threats, such as unmanned aerial systems (UAS)

*Enduring Needs:*
- ❑ Effective planning
- ❑ Training and awareness campaigns
- ❑ Equipment and capital projects
- ❑ Exercises

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# Key Changes

- Implemented in 2018, continued in 2019: 50% Cost share required of private entities
  - Exception for projects that provide port-wide benefit, such as port-wide planning, security camera systems with shared access, response vessels and other maritime domain awareness systems

- Program priorities aligned with DHS priorities – project types funded in past rounds are still eligible for funding in 2019

- Grant guidance is now split into 2 parts:
  - Notice of Funding Opportunity (NOFO) indicates administrative requirements for submitting an application
  - Preparedness Grant Manual (PGM) provides program specific guidance, such as limitations of CBRNE and UAS capabilities, etc.

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# FY 2019 PSGP Timeline

| 02/15/2019 | 04/12/2019 | 05/29/2019 | 08/2/2019 | 09/30/2019 |
|---|---|---|---|---|

| 57 Days | 45 Days | 65 Days | | |

| FY 2019 Appropriation Enacted | Notices of Funding Opportunity (NOFO) Release | Applications submitted to FEMA | Final Allocations Announced | Awards processed by September 30 |
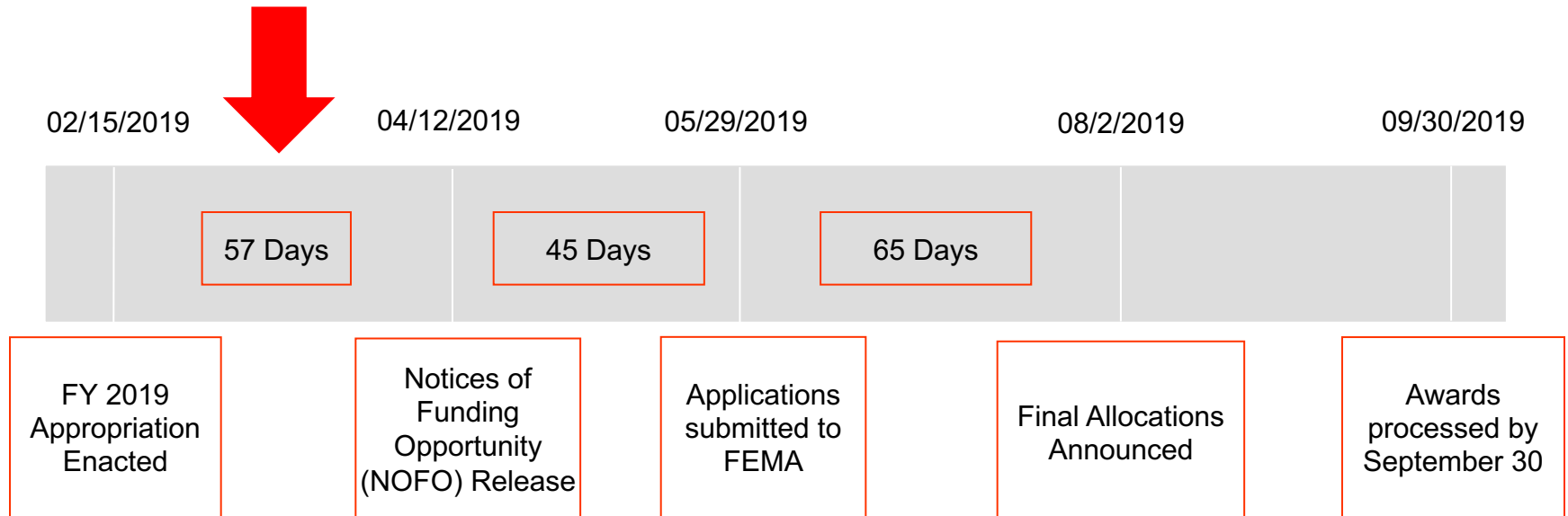
*Note: NOFO release and award announcement timelines are Congressionally mandated.

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# Project Planning

- 46 U.S.C. §70107 … funding the correction of Coast Guard identified vulnerabilities in port security and ensuring compliance with Area Maritime Transportation Security Plans and facility security plans…

- Participate in your Area Maritime Security Committee (AMSC) meetings and understand your port area priorities!!

- As a best practice, discuss and articulate your projects with the AMSC and/or PSS prior to applying

- Read the NOFO and PGM to verify that you and your project are eligible!

- Develop a business plan
  - Identify grant team: Project manager, grant manager, budget analyst

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# Application Requirements

- Read the NOFO – it will include application requirements!

- Register in Grants.gov immediately – takes up to 4 weeks, especially near application deadlines. Application period might only last 4-6 weeks depending on the program

- Organizations must have a DUNS Number, active SAM registration, and Grants.gov account to apply for grants
  - Applicants must enter the DUNS number in the data entry field labeled "Organizational DUNS" on the SF-424 form
  - In addition to having a DUNS number, all organizations applying online through Grants.gov must register with the System for Award Management (SAM)
    - Failure to register with SAM will prevent your organization from applying through Grants.gov
    - SAM registration must be renewed annually

# Application Requirements (continued)

- Initial application is submitted in Grants.gov (do not attach IJ and detailed budget)
  - This generates the corresponding application in NDGrants!!
  - Do this at 7 or more days prior to the application deadline to minimize delays

- Associate your application to your organization. If you are a new applicant, you may have to create the organization in NDGrants – make sure you have an active account!!

- FEMA Releases your NDGrants application back to you

- Attach you investment justification, **detailed budget worksheet**, applicable MOU/MOA and supporting documentation
  - Assurances and certifications required
  - Investment Justifications should be labeled as Sensitive Security Information (SSI)
  - NOTE: Letters of support from Congressmen, Senate, etc. are not considered nor passed to USCG for review. There is no added benefit to including letters of support

- MUST Submit final application via NDGrants

- DON'T BE LATE!! Applications submitted after the deadline will not be considered

# Application Review

- All eligible applications receive an initial review by FEMA to ensure that they are completed in accordance with the application requirements
  - Include detailed budget worksheet and IJ
  - Submitted on time
  - ***FEMA will not notify applicants of incomplete applications during the application period***

- All completed/eligible applications are securely transmitted to USCG

- USCG conducts a field review to score and recommend projects based on:
  - Whether the applicant is an eligible service provider or facility within the port area
  - The effectiveness of the project in reducing COTP identified vulnerabilities and PSGP priorities (note that city-wide projects may be denied in part or full)
  - Whether it is submitted by a public sector entity or provides a port-wide benefit (these will receive a 10% score boost)

- Projects may be reduced or denied due to ineligible and/or unjustified costs

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# Application Review (continued)

- Field Review scores are then provided to FEMA
  - Projects that are not recommended by the Field Review will not be considered for funding
    - Prior discussions within AMSC may give you a feel for how well your project addresses port area and program priorities
    - Unfamiliar project may not be funded due to the short field review time and the extensive process for determining maritime security needs

- FEMA hosts a National Review Panel to:
  - Validate COTP recommendations; and
  - Evaluate whether projects address the National Priorities. Those that do will receive an additional 10% score boost

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# Application Review (continued)

- FEMA conducts an administrative review of all projects recommended for funding by the field review to:
  - Ensure cost share is included
  - Ensure project costs are eligible under PSGP

- May reduce funding by eliminating ineligible costs
  - NOTE: If we can't figure it out, we reserve the right to deny the project!!

- FEMA applies the DHS Risk formula based on port area. Scores generated determine port area by ranking projects based on Risk x Effectiveness. Funds applied to highest ranked projects within each port area until expended. May limit port area funding (typically 150% of risk score) to ensure broadest distribution of funds

- Based on the Field Review, NRP, Admin Review, and ranked in funding categories by their risk and effectiveness scores, a funding decision is recommended to the Secretary of Homeland Security, who makes the final funding determination

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# Examples of Funded Projects

- Rapid Response Boats:
  - High speed, 24/7 patrol boats critical for quick response to waterways or other maritime infrastructure
- Equipment:
  - All life safety operations including fire suppression, evacuations, rescue of victims, dewatering, mass decontamination, swift transport of first responders to a waterborne or waterfront incident, and removal of victims from a vessel in distress
- Training and Exercises:
  - Live situational exercises involving various threat and disaster scenarios, table top exercises, and the debriefing of the exercises to continually improve utilization of plans and equipment procured with grant funding
- Expansion and hardening of TWIC compliant access control:
  - Installation of TWIC card and secure vehicle barriers, for activation during times of heightened security measures
  - Hardening of secondary access points to the Port, to include the addition of reinforced gates used to prevent un-authorized vehicles from accessing the perimeter of the Port

# Examples of Projects <u>**NOT**</u> Funded

- Equipment or services not listed on the Authorized Equipment List as eligible under PSGP
- Equipment or services listed as unallowable costs identified by the NOFO
  - Commonly include tow vehicles, weapon related equipment, proof of concept projects, hospitality projects (chairs, couches), etc.
- Equipment or services that do no support COTP priorities or PSGP priorities
- Equipment or services with no clear maritime security nexus
- Projects that do not include an eligible cost share (see 2 CFR 200.306)
  - Particularly section (3) Are necessary and reasonable for accomplishment of project or program objectives)
  - https://www.ecfr.gov/cgi-bin/text-idx?SID=d50592213cb54dbc70c644e53bc1e316&mc=true&node=se2.1.200_1306&rgn=div8
- Projects lacking a corresponding budget
- Applications submitted on behalf of other entities (consortiums)

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# Quick Points

- Ensure that

  – Your agency is eligible for this program

  – Your project addresses PSGP priorities FY19 NOFO and PGM

  – Your project is not an unallowable cost under PSGP

  *(TIP: keep the FY19 NOFO as a reference guide throughout the entire application process and life of the award*)

- Reimbursements

  – are allowable for all eligible costs associated with the project and are identified on the Authorized Equipment List (AEL) and not prohibited by the program or federal legislation https://www.fema.gov/authorized-equipment-list

  – Partially funded awards will clearly identify allowable costs within the award documentation (budget revision required)

- The project Scope of Work (SOW) approved for funding at the time of application should not be modified. If a scope of work change is needed post award, a program analyst must be contacted, and approval required prior to making any changes or work is performed

# Best Practices & Common Mistakes

**Best Practices**

- Answer the following questions:
  - **Who** will benefit from the project
  - **What** is the project
  - **Where**/**When** will the project be implemented and milestones demonstrating how long
  - **Why** does it support PSGP local port area (maritime) priorities

- Use an electronic copy of the NOFO throughout the application process, and conduct word searches for elements pertinent to your project to ensure compliance with program requirements.
  - i.e. Personnel costs have limited allowability, and general operational costs are not funded

**Common Mistakes**

- Applicants fail to:
  - provide a required completed/clear detailed budget worksheet identifying a cost-share match
  - demonstrate a clear and concise investment justification for the project

- Projects appear to primarily support regions/inland projects and do not focus on Maritime Security Nexus

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# Highlighted Key Areas to Know

## Investment Justifications (IJs)

- Be concise, but descriptive
  - Address specific PSGP funding priorities
  - Identify existing or similar capabilities, as well as the vulnerabilities being addressed
  - Don't try to combine all projects into a single IJ (i.e. a fencing project should be separate from a vessel project) nor separate a single project into multiple IJs (i.e. for a fence project, a gate project, and lighting project would all be considered one "Facility Security" project)
  - Explain where/ how the project will be used to enhance security in your port area
  - Projects that fail to demonstrate the required cost-share, **_will not_** be considered for funding
  - Detailed Budget Worksheets are **_required_**. Component breakdown of costs are specific (i.e. don't just say "Camera System - $100,000", say (5) PTZ Cameras at $10,000 each, (1) 100 hour DVR at $5,000, etc.)
  - Cost categories should demonstrate total costs (i.e. total equipment cost, personnel costs such as M&A, over time, backfill, and etc.)
  - Cost-share, even if it's in-kind, **_must be_** demonstrated as part of the detailed budget worksheet
  - Budgets must be approved by FEMA before project work can begin. Some budgets may be approved pre-award, others may require revisions to reflect final funding amounts and approved costs

# Highlighted Key Areas to Know (Cont'd)

**Cost-Share or In-Kind Match Requirement**

- A non-federal cost-share (cash or in-kind) match of no *less than 25% or 50% of the total project cost* for each proposed project is required

- Cash and in-kind matches must consist of eligible costs (i.e., purchase price of allowable contracts, equipment). A cash-match includes cash spent for project-related costs while an in-kind match includes the valuation of third party contributions of services or equipment. Likewise, in-kind matches used to meet the match requirement for the PSGP award may not be used to meet match requirements for any other federal grant program

- Matching cost-share is subject to the same requirements as the federal share (i.e. budget review and EHP review are required of your cost-share and the cost-share must be outlined in the Investment Justification (IJ) and detailed budget worksheet

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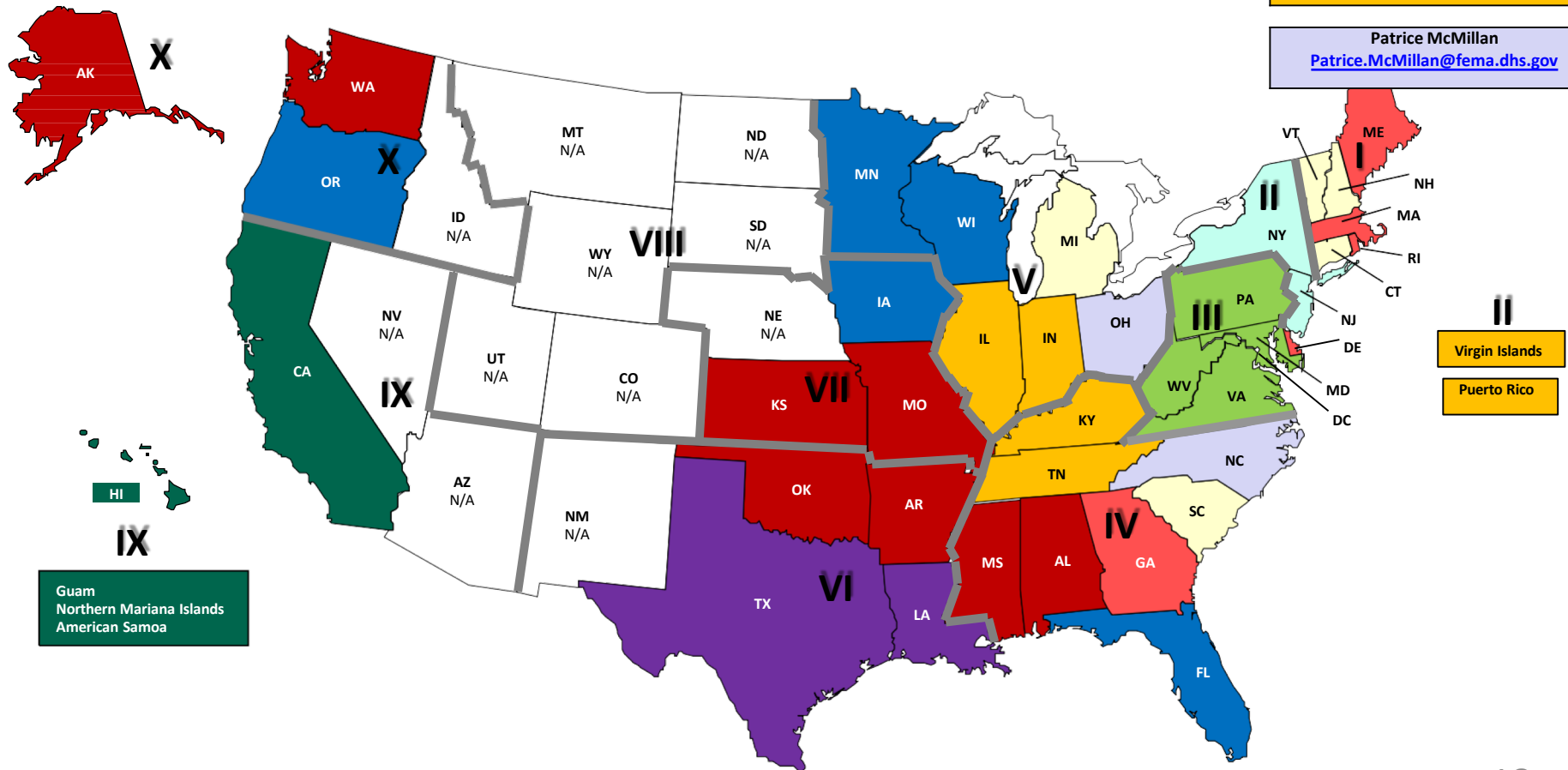Khori.Torrence@fema.dhs.gov

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# Questions?