



To: Bay Area UASI Approval Authority
From: Catherine Spaulding, Assistant General Manager
Date: July 13, 2017
Re: Item 9: FY18 Project Proposal Guidance

Staff Recommendation:

Approve the FY18 Project Proposal Guidance

Action or Discussion Items:

Action

Discussion:

The Management Team is pleased to present the Project Proposal Guidance for the FY18 UASI funding cycle. This document contains all requirements and procedures for the FY18 sub-recipient grant application, review, and approval process.

The timeline and general approach of the process is consistent with prior years, and there are no substantive changes this year as compared to last. The proposal submission period kicks off in late September, hub meetings are in January, and Approval Authority final approval of projects is planned for March.

The FY18 Proposal Guidance includes:

- Proposal submission (page 3)
- Proposal review (page 6)
- Roles and responsibilities (pages 8-12)
- Priority capability objectives (page 14)
- Summary timeline (page 28)
- Allowable spending guidelines (pages 29-37)
- Sample proposal (Appendix A)

The Management Team welcomes feedback and suggestions concerning the proposal process.

Below please find some highlights and important reminders:

- ***Controlled Equipment:*** All proposals that seek funding for items on FEMA’s controlled equipment list must complete FEMA Form 087-0-0-1 as part of their application.
- ***Compliance of Frequently Requested Items List:*** The updated proposal guidance provides a table which lists items jurisdictions frequently request and designates whether such items are: (1) in compliance for the Bay Area UASI FY18 grant cycle in terms of meeting the FY18 priority capability objectives; and (2) on the controlled equipment list.
- ***Core City Proposal Submission Meetings:*** The Management Team urges all proposers to access our assistance in order to submit timely and compliant proposals. Given that they complete the highest volume of proposals, the Management Team will be requesting meetings with core city stakeholders in the week of September 25 in order to support the proposal submission process.
- ***Inventory Question:*** This year, the proposal form will require jurisdictions to provide relevant inventory information for equipment proposals.
- ***Highly Specialized and Unique Equipment:*** This will be a category included in the “Level One” regional project definition so that such proposals will be heard by the Approval Authority in the January 2018 meeting.
- ***Definition of a Regional Project:*** All regional projects must benefit at least three hubs in *an equitable manner*. Equipment purchased by a single jurisdiction which would be made available to neighboring hubs on only an ad-hoc or mutual aid basis does not meet this threshold. In order to ensure a fair and consistent process throughout the region, the Management Team will determine whether a project is regional using criteria detailed in this guidance, input from the Approval Authority and regional subject matter experts, and consistency with past practices.
- ***Hub Voting Members:*** Approval Authority Members should designate hub voting members to participate in hub meetings. The Management Team will solicit this information from Members in the fall of 2017.
- ***Internal Vetting:*** Approval Authority Members may wish to undertake an internal vetting process within their operational area/core city to identify which proposals should be submitted for UASI funding. Counties often combine such UASI proposal vetting with decision-making on their SHSP allocation. Upon request, the Management Team can provide assistance to jurisdictions in planning internal vetting processes.
- ***Proposal Review:*** Approval Authority Members will have the opportunity to review their jurisdictions’ proposals from November 13 – December 1, 2017. Members may remove proposals from consideration during this time but must inform the proposers of their decision to do so.

Priority Capability Objectives

Priority capability objectives are selected each year from among the Bay Area UASI Goals and Objectives based on the results of the Risk and Gap Analysis. Priority capability objectives include strategic objectives that are tied to those core capabilities that are needed most to build our capabilities and address our greatest risk areas. Each year, approximately half of our strategic objectives are featured and this includes approximately half of our highest risk core capabilities. In order to be eligible for funding, all proposed projects must fulfill at least one of the priority capability objectives. See the table below for the proposed FY18 priority capabilities objectives.

Table 1: FY18 Priority Capability Objectives

Goal 2 - Information Analysis and Infrastructure Protection
Objective 2.2 Terrorism Attribution, Interdiction and Disruption: Conduct forensic analysis; attribute terrorist threats; and identify, deter, detect, disrupt, investigate, and apprehend suspects involved in terrorist activities.
Objective 2.3 Infrastructure Protection: Assess risk to the region’s physical and cyber critical infrastructure and key resource, enhance protection, and reduce risk from all hazards.
Goal 3 - Communications
Objective 3.1 Operational Communications: Provide voice and data information among multi-jurisdictional and multidisciplinary responders, command posts, agencies, and officials during an emergency response.
Objective 3.2 Emergency Public Information and Warning: Provide public information and warning to affected members of the community in order to save lives and property.
Goal 4 - CBRNE Detection, Response, and Decontamination
Objective 4.1 Screening Search and Detection: Detect, locate and identify CBRNE materials and communicate relevant information to appropriate entities at the state and federal level.
Objective 4.4 Environmental Response/Health and Safety: Conduct assessments and disseminate resources to support immediate environmental health and safety operations.
Objective 4.5 Critical Resource Logistics: Secure supply nodes and provide emergency power, fuel support for responders, access to community staples, and fire and other first response services.
Goal 6 - Emergency Planning and Community Preparedness
Objective 6.2 Critical Transportation: Evacuate people and animals as well as deliver response personnel, equipment, and services in order to save lives and assist survivors.
Objective 6.3 Mass Care: Provide sheltering, feeding, family reunification, and bulk distribution for populations impacted by emergency incidents.
Objective 6.4 Community Resiliency: Collaborate with the whole community to prevent, protect, mitigate, prepare for, respond to and recover from all threats and hazards.
Goal 7 - Recovery
Objective 7.1 Infrastructure Systems: Restore critical lifelines through providing assessments and getting personnel and equipment to disaster scenes.