

**Massachusetts Emergency Management Agency
Emergency Management Grants Unit
Notice of Funding Opportunity**

Federal Fiscal Year 2022-2023

**U.S. Department of Transportation, Pipeline and Hazardous Material Safety Administration
Hazardous Materials Grant Program**

Purpose and Overview

Pipeline and Hazardous Materials Safety Administration (PHMSA) protects people and the environment by advancing the safe transportation of energy and other hazardous materials that are essential to our daily lives. To do this, PHMSA establishes national policy, sets, and enforces standards, educates, and conducts research to prevent incidents. They also prepare the public can first responders to reduce consequences if an incident does occur.

The purpose of the HMEP grant program is to protect against the risks to life, property, and the environment that are inherent in the transportation of hazardous material in intrastate, interstate, and foreign commerce (Title 49 U.S.C. § 5101). The HMEP grant supports the emergency preparedness and response efforts of States, federally recognized Tribes, and Territories that deal with hazardous materials emergencies, specifically those involving transportation. This grant also aids in meeting the requirements of Title 42 U.S.C. Chapter 116 §§ 301 and 303.

Full details regarding HMEP can be found by going to PHMSA's website:

<https://www.phmsa.dot.gov/grants/hazmat/hazardous-materials-emergency-preparedness-hmep-grant>

MEMA's Hazardous Material Emergency Preparedness (HMEP) subgrants provide funds to assist Local and Regional Emergency Planning Committees (EPCs) to "develop, improve, and carry out emergency plans" within the National Response System and the Emergency Planning and Community Right-To-Know Act (EPCRA) of 1986.

Funding Availability

Funding for this NOFO comes from the 2023-2024 HMEP estimated award to MEMA. The total federal award amount is \$279,037; federal period of performance 10/1/2023 – 9/30/2024; assisting listing #20.703. MEMA has allocated an estimated \$127,231 for pass-through subgrants for SERC registered LEPC / REPCs.

Funding under this award is critical to ensuring the safe transportation of hazardous materials by training emergency responders and funding planning activities such as commodity flow studies, tabletop exercises and emergency response plan development.

Pipeline and Hazardous Material Safety Administration Goals:

Planning – develop, improve, and carry out emergency plans under the Emergency Planning and Community Right-to-Know Act of 1986, including ascertaining flow patterns of hazardous materials transportation movement.

Training – ensure that responders who receive training under the grant will have the ability to protect nearby person, property, and the environment from the effects of accidents and incidents involving the transportation of hazardous materials

Cost Share and Match

HMEP has a cost share of 20%, however MEMA currently does not pass this match requirement on to subrecipients of this subgrant.

Unique Entity Identifier and System for Award Management (SAM)

Unique entity identifier and System for Award Management (SAM) - Required. This paragraph must state clearly that each applicant (unless the applicant is an individual or Federal awarding agency that is excepted from those requirements under 2 CFR 25.110(b) or (c), or has an exception approved by the Federal awarding agency under 2 CFR 25.110(d)) is required to:

- Be registered in SAM before submitting its application;
- Provide a valid unique entity identifier (formally known as DUNS #) in its application; and
- Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application

MEMA will not make a federal award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements and, if an applicant has not fully complied with the requirements by the time MEMA is ready to finalize/sign a contract, MEMA will close project with no activity.

Reimbursement-Based Grant

This is a reimbursement-based grant which means the community/tribe must spend their money then submit a request for reimbursement from MEMA. To be eligible for reimbursement, proper documentation must be submitted with the EM Grants Unit's Reimbursement Request Form. All purchases must comply with [2 CFR 200.318](#) procurement laws and equipment must be tagged, maintained and inventoried.

Grant Priorities

The State Emergency Response Commission (SERC) has suspended Emergency Planning Committees (EPCs) Certification and replaced it with SERC Registration. As a condition of eligibility to apply for HMEP subgrant funds your LEPC / REPC must be registered with the SERC by application due date.

If you have not already registered with the SERC, below is a link to get registered: Updated link [SERC Registration](#)

The 2023-2024 HMEP is a competitive subgrant open to all LEPC / REPCs that are registered with the SERC. Funding is capped at \$5,000 per LEPC and \$10,000 per REPC. Only activities that fall with the following priorities will be considered for funding:

1. EPCRA compliant hazardous material emergency response plan development / updates
2. Hazardous material transportation related exercises
3. Hazardous material related training
4. Hazardous material conference attendance

Award Conditions

The State Emergency Response Commission (SERC) has replaced Local/Regional Emergency Planning Committee certification with SERC registration. LEPC/REPCs must be registered with the SERC as a condition of eligibility to apply for and receive HMEP grant funds.

LEPC/REPCs are required to update their registration annually with the roll out of HMEP subgrants. If you have not already registered or if your registration needs to be updated with the SERC, here is the link to get registered: [SERC Registration](#)

If your LEPC/RECP does not have a plan you would only be eligible for funding to develop a plan. As a condition of award, LEPC/REPCs will be required to submit their most recent version of their hazardous material emergency response plan for SERC review.

Social Vulnerability Index

Social vulnerability refers to the potential negative effects on communities caused by external stresses on human health. Such stresses include natural or human-caused disasters, or disease outbreaks. Reducing social vulnerability can decrease both human suffering and economic loss. To better assist communities, MEMA will provide additional points for those communities with a Social Vulnerability Index of .75 or greater.

*LEPC/REPCs with SVI communities will be required to describe how their proposed project will benefit their vulnerable populations and define how their project will lessen the effects on them during emergencies and disasters. Those applications that do not address this may result in zero (0) points even though they are listed below.

Attleboro	Chicopee	Greenfield	Ludlow	Milford	Randolph	Springfield	Westfield
Beverly	Everett	Haverhill	Lynn	New Bedford	Revere	Taunton	Weymouth
Boston	Fall River	Holyoke	Malden	Peabody	Salem	Ware	Worcester
Brockton	Fitchburg	Lawrence	Marlborough	Pittsfield	Somerville	Webster	
Chelsea	Framingham	Lowell	Methuen	Quincy	Southbridge	West Springfield	

Grant Application Briefings

MEMA will conduct grant application briefings to walk through the application, submission process, timelines, scoring criteria and can ask questions regarding allowable expenses and other topics. Communities are strongly encouraged to join one of the following briefings.

Date	Time	Webinar Link (Teams)	Phone	Passcode
9/7/2023	2:00pm	Click here to join the meeting	857.327.9245	sUExxH
9/8/2023	9:00am	Click here to join the meeting	857.327.9245	YHX4oB
9/12/2023	10:00am	Click here to join the meeting	857.327.9245	CEysW5
9/12/2023	3:00pm	Click here to join the meeting	857.327.9245	2QdAqR

Application Submission Process

Complete your application and email it back to the EM Grants Unit at EM.Grants@mass.gov

- Register your LEPC / REPC no later than **October 31, 2023**
- Applications must be received by the EM Grants Unit no later than **October 31, 2023**
 - *Applications received after this date will not be reviewed, scored, or considered for funding*
 - *LEPC / REPC not registered with SERC by 10/31/2023 will not be considered for funding*
- EM Grants Unit will provide confirmation once your application has been received
- EM Grants Unit will conduct first review to ensure all activities/costs are allowable, reasonable, and allocable
- Eligible applications will be reviewed and scored by a review panel
- Those applications with the highest score will be recommended for funding

Due to the competitive nature of this subgrant, EM Grants Unit staff will not be able to preview or comment on draft versions. All applications must be submitted as final versions.

This NOFO, the Application and Applicant Briefing slides can be found on MEMA’s website under the HMEP webpage: <https://www.mass.gov/service-details/learn-about-the-hazardous-materials-emergency-preparedness-hmep-grant>

Please contact the EM Grants Unit if you have any questions or would like to discuss your project one-on-one by sending an email to: EM.Grants@mass.gov or calling 508.820.2004

TIMELINE:

ACTIVITIES	DATES
Release MEMA NOFO and Application	September 1, 2023
Application due date <i>*must be emailed to EM.Grants@mass.gov</i>	October 31, 2023
LEPC / REPC must be SERC registered	October 31, 2023
Anticipated contract period <i>*start dates will vary depending on the date MEMA signs your contract</i>	November 15, 2023, thru June 30, 2024

Scoring Criteria:

Only SERC registered LEPC / REPCs will be eligible to apply.

Priority #1 – EPCRA Compliant HazMat Plan Development / Updates	Max Points	10
<ul style="list-style-type: none">• Plan Development• Plan Updates• Risk and Capability assessments• GIS mapping services• Commodity Flow Study <p>➤ <i>Supplies, equipment, food / drinks, backfill / overtime will not be allowed</i></p>		
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Priority #2 – HazMat Transportation Related Exercises	Max Points	6
<ul style="list-style-type: none">• Discussion-Based (<i>seminars, workshops, tabletop, and games</i>)• Operations-Based (<i>drills, functional, and full scale</i>) <p>➤ <i>All exercises must be based on a HazMat transportation related incident</i></p> <p>➤ <i>Food / drinks will not be allowed</i></p> <p>➤ <i>Only supplies directly related to the exercise will be considered</i></p> <p>➤ <i>Equipment will not be eligible under this priority</i></p> <p>➤ <i>Backfill / Overtime for exercise participants must be clearly justified</i></p> <p>➤ <i>If no HazMat plan and/or HazMat plan has not been updated within the past 3-years, you will only be eligible to conduct a discussion-based exercise</i></p> <p>➤ <i>After-Action Reports will be required with your reimbursement request</i></p>		
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Priority #3 – HazMat Related Training	Max Points	4
<ul style="list-style-type: none">• Certification training (<i>Hazmat Awareness, Operations, Technician, Specialist, and Refreshers</i>)• Noncertificated training (<i>HazMat Incident Command System (100, 200, 300, 400), Chemistry for Emergency Responders, Flammable Liquid / Gas Bulk storage, Surveying a HazMat incident, Level A/B Personal Protective, HazMat for Dispatchers, etc.</i>) <p>➤ <i>If no HazMat plan or plan has not been updated within the past 3-years you will only be eligible for Certification training courses</i></p> <p>➤ <i>Certification courses offered at conferences will only qualify under “Conference Attendance</i></p> <p>➤ <i>Food / drinks will not be allowed</i></p>		
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Priority #4 – Hazardous Material Conference attendance	Max Points	2
<ul style="list-style-type: none">• Conference registration fees• Travel to/from conference• Per diem <p>➤ <i>LEPC/REPC not eligible for conference attendance if they do not have a hazmat plan</i></p> <p>➤ <i>Certification courses offered at conferences will only qualify under “Conference Attendance</i></p> <p>➤ <i>Backfill/Overtime is not eligible under this priority</i></p>		

Additional Scoring Criteria applies to both LPEC and REPC applications	Max Points
• Application clearly defined your needs assessment process	10
• Activities explain how they will fill gaps as identified in needs assessment	10
• Clear understanding of how the proposed project/activity will enhance community(ies)	6
• SVI Communities*	10
• Budget completed properly and matches and explains expenses related to their project/activities	4

**LEPC/REPCs with SVI communities will be required to describe how their proposed project will benefit their vulnerable populations and define how their project will lessen the effects on them during emergencies and disasters. Those applications that do not address this may result in zero (0) points even though they are listed as an SVI community.*