



FFY19 CITIZEN CORP PROGRAM GRANT (CCP)

COMPETITIVE FUNDING - ROUND 2

OVERVIEW AND PURPOSE OF CCP

MEMA received a grant in the amount of \$150,000 to continue providing direct support to the Statewide Massachusetts Citizen Corp Program (CCP) through a competitive reimbursement-based sub-grant application program for local Community Emergency Response teams (CERT) and Volunteer in Police Service (VIPS) groups. There is \$57,500 remaining.

These grant funds will be used by successful applicants to build and enhance their capabilities. All applications will be required to align their proposals to one, or more, of the FEMA Mission Areas and one, or more, of the State Homeland Security Strategy Goals

Associations that are not direct service providers, and CERT and VIPS organizations who have a primary responsibility for serving institutions, non-profit organizations, or corporations are not eligible under this NOFO.

STATEWIDE PRIORITY AREAS

Funds may only be used to support local and/or regional activities in the following statewide priority areas:

- **Local and/or Regional mass Care Capabilities**
- **CERT/VIPS member safety**
- **Training and exercises for CERT/VIPS members**
- **Deployment/Coordination of CERT/VIPS members**
- **Community Preparedness, Resilience and Public Education**

Funds will not be awarded if their primary purpose is to sustain existing capabilities or to support or build law enforcement missions or capabilities that do not also support or build emergency management and disaster preparedness services and capabilities

ANTICIPATED TIMELINE



COST CATEGORIES

All costs must be allowable and reasonable under the FFY19 State Homeland Security Grant Program and the NOFO. The following cost categories are generally allowable:

- Planning
- Organizational
- Equipment
- Training
- Exercise

ADDITIONAL REQUIREMENTS

As needed, we may request the following supplemental forms:

- **Unmanned Aircraft Systems (Drones):** applicants who request to purchase 'drones' will be required to submit additional information if project is selected for funding
- **Interoperable Comminutions Investment Proposal (ICIP):** applicants who include an interoperable comminutions component will be required to submit additional information if project is selected for funding
- **FEMA Environmental Planning and Historical Preservation (EHP):** applications who include items that need to be installed, and/or ground disturbance will be required to submit additional information if project is selected for funding

FUNDING TIERS

Awards are broken out into funding Tiers based on community population

- Tier 1 Population 0 – 14,999 \$2,500
- Tier 2 Population 15,000 – 39,999 \$3,500
- Tier 3 Population 40,000 and above \$5,000

Population data based upon estimated 2017 U.S. Census data found on Massachusetts Secretary of State's website

APPLICATION EVALUATION CRITERIA

Application Section	Max points	What Reviewers are looking for
Proposal Summary	max 12 points	Points will be awarded on the extent to which the applicant provides a clear and detailed summary of the required elements.
Proposal Benefit	max 6 points	Points will be awarded on the extent to which the applicant provides a clear and detailed summary of the required elements. All costs must be allowable under the SHSGP.
Planned Activities	max 12 points	Points will be awarded on the level of planned activities and the extent to which the grant proposal supports the planned activities.
Investment Priorities	max 18 points	Points will be awarded on the extent to which the grant proposal develops or enhances one or more of the required capabilities. max of 5 points per priority
Activity Report	max 9 points	Points will be awarded on the level of activity conducted and documented by your organization.
Budget Details	max 6 points	Points will be awarded on the extent to which the budget aligns with the Proposal Summary and represents allowable and reasonable costs.

APPLICATION

MEMA's overarching priority for these funds is to support the development of new CERT and VIPS capabilities or to significantly enhance existing capabilities of CERT and VIPS programs. Your application will need to focus on the following:

- **Explain how the grant funds, if awarded, will create new capabilities or significantly enhance existing capabilities**
- **Explain how these new or enhanced capabilities will directly benefit your CERT/VIPS organization and the community you serve.**

MEMA will not award funds to sustain existing capabilities.

APPLICATION

1. Proposal Summary (max 12 points)

Detail how the funds will be used and identify the gap(s) and/or capability(ies) seek to address or build

- How well did the application detail how the funds will be used
- How well did the application identify gap(s) and/or capability(ies)
- How well did the application align with FEMA Core Capabilities
- How well did the application align with MA State Homeland Security Strategy Goals program or organization

APPLICATION

2. Proposal Benefit (max 6 points)

Explain how the grants funds, if awarded, will create new capabilities or significantly enhance existing capabilities

- **How well did application explain the proposal**
- **Does the proposal include all required elements**
- **Is the proposal allowable under the grant**

APPLICATION

3. Planned Activities (max 12 points)

Describe CERT/VIPS planned trainings, exercises and planning activities for the next 12 months

- **How well did application describe training activities**
- **How well did application describe exercise activities**
- **How well did application describe planning activities**
- **How well did application describe other activities**

APPLICATION

4. Investment Priorities (max 18 points)

Identify and describe how your proposal created/enhances one or more of the following capabilities:

- **Local and/or Regional Mass Care Capabilities**
- **CERT/VIPS Member Safety**
- **Trainings and Exercises for CERT/VIPS Members**
- **Deployment/Coordination of CERT/VIPS Members**
- **Operational Communications**
- **Community Preparedness, Resilience and Public Education**

APPLICATION

5. Activity Report (max 9 points)

Summary of organization's activities from the past 12 months

- Do they have an active membership
- How active is CERT/VIPS
- If not, why

APPLICATION

6. Budget Details (max 3 points)

Budget must align with proposal summary and equal requested funding

- **Ensure table is fully complete**
- **Amounts add up properly**

SUMMARY

Completed applications must be emailed to EM.Grants@mass.gov **no later than December 11, 2020**.

This is a competitive grant so incomplete or late applications will not be reviewed or scored.

If you have questions or would like assistance, contact MEMA's Emergency Management Grants Unit at EM.Grants@mass.gov

QUESTIONS?



WEBSITE

WWW.MASS.GOV/EMEA-EMERGENCY-MANAGEMENT-GRANT-PROGRAMS



EMAIL

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