

**Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Office of Grants and Research
Notice of Funding Opportunity**



**FFY 2024 Homeland Security
Grant Program –State Share**

**Maura T. Healey
Governor**

**Kimberley Driscoll
Lieutenant Governor**

**Terrence M. Reidy
Secretary**

**Kevin J. Stanton
Executive Director**

**Office of Grants and Research
Federal Fiscal Year 2024
Homeland Security Grant Program
Notice of Funding Opportunity - State-Share**

May 8, 2024

Introduction

The **Massachusetts Office of Grants and Research (OGR)** promotes public safety and security through the management of grants funds and research programs focused on crime prevention and intervention, traffic safety, law enforcement and homeland security initiatives. OGR is not only the state administering agency for federal funds received from the Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA), Department of Justice (DOJ) and the National Highway Traffic Safety Administration (NHTSA) but also administers safety and security grants authorized by the Massachusetts Legislature. OGR manages more than \$279 million in state and federal grants that are distributed to state, municipal, education, nonprofit and tribal agencies across the Commonwealth.

Eligible Applicants

For the purpose of this Notice of Funding Opportunity (NOFO), only Massachusetts state government agencies that support state homeland security needs are eligible to apply. Due to limited funding, priority will be given to agencies that have statewide jurisdiction and are responsible for addressing public safety needs throughout the Commonwealth. **Municipalities and nonprofit organizations are not eligible to apply under this solicitation.**

Funding Availability

Through this NOFO, OGR will be accepting State-Share Applications from eligible state applicants for Federal Fiscal Year 2024 (FFY2024) Homeland Security Grant Program (HSGP) from the DHS, FEMA. Proposed funding allocations are an approximation and contingent upon the anticipated receipt of federal funds.

OGR anticipates that approximately \$1.5 million will be made available for state agencies to competitively solicit for the purpose of addressing homeland security needs.

Catalog of Federal Domestic Assistance (CFDA) Number: 97.067, CDFA Title: Homeland Security Grant Program (HSGP), which includes the State Homeland Security Grant Program (SHSP) and Urban Area Security Initiative (UASI).

The following is a brief overview of the FFY2024 HSGP and specific guidance needed for entities applying for funds. The information included here does not provide complete details of the HSGP, such as allowable and unallowable activities, equipment or other costs. The applicant is responsible for ensuring that its proposed project fully complies with both federal and OGR guidance for the HSGP. Links to the federal guidelines for this program and other pertinent documents are provided within this document.

Competitive Grant Process

This is a competitive grant process. Therefore, it will be imperative for applicants to clearly outline the need for their proposed project and identify the capability gap(s) that will be filled and the existing capability that will be sustained or enhanced through the proposed project. Additionally, the applicant must clearly explain how the project will support implementation of the State Homeland Security Strategy goals, reduce gaps and address priorities identified in the THIRA and SPR, and enhance the specific Mission Areas and Core Capabilities of the National Preparedness Goal. Proposed projects should be based on an identified gap and not at the prompting of a vendor that may potentially benefit from the awarding of a grant.

During the application period, OGR Program Coordinator Joshua Gaucher-Torres will be available to provide specific guidance to individual applicants as needed and may be reached by phone at (781) 535-0098 or by email at Joshua.Gaucher-Torres2@mass.gov

Please note, the following programs are considered state-funded priorities and will not be subject to this competitive process, but will be required to submit an application and all required documentation:

Agency	Project	Funding
MSP	Commonwealth Fusion Center	\$900,000
MSP	Commonwealth Critical Infrastructure Program	\$200,000

The agencies managing the non-competitive state-funded priorities are also eligible to submit additional projects through the competitive grant process.

Overview and Purpose of the HSGP

The HSGP plays an important role in the implementation of the National Preparedness System by supporting the building, sustainment and delivery of core capabilities essential to achieving the [National Preparedness Goal](#) of a secure and resilient nation.

Within the broader construct, the objective of the HSGP is to provide funds to eligible entities to support state, local, tribal, and territorial efforts to prevent terrorism and other catastrophic events and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States.

State Homeland Security Program (SHSP)

The SHSP supports state, tribal, territorial, and local preparedness activities that address high-priority preparedness gaps across all core capabilities that support terrorism preparedness.

Urban Area Security Initiative (UASI)

The UASI program assists high-threat, high-density Urban Areas in efforts to build, sustain, and deliver the capabilities necessary to prevent, protect against, mitigate, respond to, and recover from acts of terrorism.

Key Dates

NOFO Posted	5/8/2024
Information Session Webinar Registration Link: https://attendee.gotowebinar.com/register/8777274220253187932	5/16/2024 at 11:00am
Application Due Date	6/5/2024 by 4:00pm
OGR Award Announcements	October 2024

Note: All funding and awards are contingent upon OGR’s receipt of FFY2024 HSGP funds from DHS/FEMA.

Federal Priorities

Funding will be prioritized to support projects that address the priorities below. For more information on the National Homeland Security priorities, review FEMA’s [HSGP Notice of Funding Opportunity](#).

- At least one capability target in the latest Massachusetts THIRA
- A capability gap in the latest Massachusetts Stakeholder Preparedness Review (SPR)

- Align with the **National Homeland Security Priorities** as listed below:
 - 1) Enhancing **cybersecurity**,
 - 2) Enhancing the protection of **soft targets/crowded places**,
 - 3) Enhancing **information and intelligence sharing and cooperation** with federal agencies, including DHS,
 - 4) Combating **domestic violent extremism**,
 - 5) Enhancing **election security**, and
 - 6) Enhancing **community preparedness and resilience**.

State Priorities

- Active Shooter/Hostile Event Response (ASHER) activities that are NFPA 3000 standard compliant. ASHER activities will ensure state, local, and other public safety partner operational coordination, operational communications, and multi-agency participation. ASHER projects should seek to improve or evaluate the relevant target capabilities and the associated critical tasks in accordance with NFPA 3000 and as identified in the U.S. Department of Justice's [Critical Incident Review: Active Shooter at Robb Elementary School](#) Observations and Recommendations on pages 402-408.
- Align with the **Massachusetts Homeland Security Strategic Plan Goals** as listed below:
 - G1: Strengthen the Commonwealth's ability to receive, analyze, and share actionable intelligence and information on threats and hazards.
 - G2: Enhance the Commonwealth's capabilities to combat terrorism and violent extremism.
 - G3: Protect the Commonwealth's most critical infrastructure and key resources.
 - G4: Improve the Commonwealth's ability to prevent and respond to cyber-attacks.
 - G5: Protect the Commonwealth's schools, institutions of higher learning, large venues, and houses of worship from hostile threats and active shooters.
 - G6: Enhance the Commonwealth's emergency management capabilities to respond to and recover from the increasing severity of weather events.
 - G7: Improve the public health emergency preparedness for pandemics, biological weapons, and mass casualty incidents (MCIs), including Active Shooter and Hostile Event Response.
 - G8: Expand the Commonwealth's chemical, biological, radiological, nuclear, and explosives (CBRNE) preparedness and response capabilities.
 - G9: Expand individual, community, and private sector disaster preparedness.
 - G10: Improve interoperable communications and information sharing capabilities.

Effectiveness Criteria

Priority consideration will be given to proposed projects that reduce vulnerabilities or address high-priority threats as identified in the Commonwealth's latest THIRA and the latest SPR. Applicants should review these documents during the preparation of their applications. The THIRA and SPR are considered by OGR to be **For Official Use Only** and must be requested via email from Joshua.Gaucher-Torres2@mass.gov.

While these state priorities and projects in these areas will receive preference, OGR recognizes that applicants will have additional priorities unique to their mission, and OGR will do its best to consider those needs as well.

Additionally, applicants should also review and consider the priorities identified in the [FFY 2024 HSGP NOFO](#), which emphasizes activities that align to the National Preparedness System. The National Preparedness System is utilized to build, sustain and deliver core capabilities in order to achieve the [National Preparedness Goal](#) (the Goal). The Goal is to sustain "a secure and resilient nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to and recover from the threats and hazards that pose the greatest risk." Please note that FEMA released the Second Edition for the Goal in September 2015, which includes one additional core capability, as well as expanded details and revised titles for the original core capabilities.

Application Submission to OGR

Proposals must be prepared and submitted using the [OGR online Application form](#). Only this form may be used by applicants; proposals submitted in other formats will not be reviewed or considered for funding. Do not submit unnecessary pages.

Additional documentation that helps support the need for the project may be submitted along with the proposal. Examples of supporting documentation include, but are not limited to, an After Action Report and Improvement Plan that identifies operational gaps and describes specific actions that can be used to address them, a Threat and Vulnerability Assessment, and a letter(s) of partnership support from a partnering agency or agencies.

Online Application Form must be submitted no later than 4:00 p.m. on June 5, 2024.

Completing the Application and Budget Worksheet

- All applicants must use the [OGR Online Application form](#). Applications must not be:
 - Altered other than to increase available space for text, or to remove extra spaces that are not needed.
- Agencies may submit more than one project but, each project must be submitted as a separate application and projects must be ranked in priority order.
- All applicants must complete and submit with their application the following items:
 - Budget Excel Worksheet (Attachment B)
 - Screen shot / print out from System for Award Management (SAM) that includes agency name, Unique Entity Identifier (UEI) and registration expiration date.
 - OGR Sub-Grantee Risk Assessment form.
 - Letter(s) of Partnership Support, if applicable.

Unique Entity Identifier (UEI) and System for Award Management (SAM)

All applicants for this award must be registered in SAM before submitting its application, provide a valid UEI (*formerly DUNS number*) 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 or plan under consideration.

OGR will not make a federal award to an applicant until the applicant has complied with all applicable UEI and SAM requirements and/or if an applicant has not fully complied with the requirements by the application submission due date. OGR will determine that the applicant is not qualified to receive a federal award and use that determination as a basis for making a federal award to another applicant. Applications received without SAM verification will not be reviewed or scored.

OGR Sub-Grantee Risk Assessment

Federal regulations contained in Title 2 CFR §200.331 requires that OGR evaluate each applicant's/subrecipient's risk of non-compliance with Federal statutes, regulations and the terms and conditions of the sub-award for purposes of determining the appropriate subrecipient monitoring. ***In order to comply, the OGR Sub-Grantee Risk Assessment Form is included within this NOFO. All applicants are required to complete and submit the OGR Risk Assessment Form along with their application.*** OGR will utilize the Risk Assessment Form through its review process to help us determine appropriate monitoring plans for sub-recipients. ***Please note that the OGR Sub-Grantee Risk Assessment Form is used to evaluate compliance risk, not risks associated with threats or hazards.***

Increased Emergency Communications Guidance

It is required that emergency communication projects align to the Statewide Communication Interoperability Plan (SCIP) and coordination and consultation with the Statewide Interoperability Governing Body (SIGB)

or Statewide Interoperability Executive Committee (SIEC). To request a copy of the current SCIP, please contact MA.SWIC@mass.gov.

Sub-recipients will be required to test their emergency communications capabilities and procedures in conjunction with regularly planned exercises (separate/additional emergency communications exercises are not required) and submit an After Action Report (AAR) within 90 days of exercise completion.

Letter(s) of Partnership Support

Projects that require the support of another state agency or entity must include a letter of partnership support and/or commitment from the partnering agency. A letter of partnership support is specifically required if the proposed project is to conduct a full-scale exercise to evaluate an agency's current standard operating procedures (SOP), as well as a response agency partner's SOPs. In order to revise both SOPs, please include a letter of partnership support regarding the partnering agency's commitment to the proposed project. If there are multiple partnering agencies, please include letters of support from all partners. Please do not solicit or include letters of support from agencies or officials that are not directly participating in the project.

Review Process

Eligible applications will be reviewed and scored by three peer reviewers. Reviewers are responsible for ensuring all stated NOFO rules and regulations are adhered, to such as application completeness, answering questions posed, ensuring project has a homeland security nexus, etc. All interoperable communications or electronic information sharing projects will be reviewed and must be approved by the State Interoperability Executive Committee (SIEC) or a representative thereof prior to contracting, per Executive Order 493 if approved for funding.

In addition to the peer review process, other factors will be taken into consideration by the Executive Director of OGR and Secretary of Public Safety and Security when making final award decisions, including but not limited to ensuring first responder and public safety agency needs are being met, strategic priorities are being addressed, past performance of applicants. The Executive Director of OGR and Secretary of Public Safety and Security have final approval for all award decisions.

Evaluation Criteria

Proposals will be evaluated by peer reviewers based on the Evaluation Criteria listed below. It is important that proposals clearly and completely address these requirements.

a. Agency Information (5 points maximum)

b. Project Description (25 points maximum): Not to exceed three pages, the applicant must include the following items in this section:

- Briefly describe your agency and describe any statewide authorities related to addressing homeland security. For example, an agency may be charged with providing training for first responders, enforcement to protect the public throughout the Commonwealth, recovery, etc.
- The applicant must present a clearly written description of the project(s) with a detailed project scope that meets the criteria of the FFY 2024 HSGP. This section **must clearly describe the need** for the project within the context of addressing identified goals or capability gaps.
- Expected outcomes must be clearly described and measurable within the performance period.
- Related initiatives within your organization (if applicable).
- A brief narrative identifying how the project(s) will be sustained by the organization in the future.
- A brief description of how this project(s) will be managed, including key roles and responsibilities, and identification of key personnel.
- A usage plan for equipment and owners of the proposed assets to be procured (if applicable).
- It is important for applicants to address **all** questions completely within this section. The narratives should be clearly written without typographical and grammatical errors.

c. HSGP State & National Priorities (10 points maximum): A detailed description of how the proposed project(s) supports the HSGP State and National Priorities.

- d. **Mission Areas & Core Capabilities (10 points maximum):** Identification of Mission Areas and Core Capabilities that the proposed project(s) addresses as described in the National Preparedness Goal.
- e. **State THIRA/SPR (10 points maximum):** A detailed description of how the proposed project(s) will address capabilities and gaps identified in the latest Massachusetts THIRA/SPR.
- f. **Milestones (10 points maximum):** A detailed timeline that illustrates how the project(s) will be completed within the performance period, to ensure adequate goals and resources are in place for completion of the proposed project(s).
- g. **Budget Narrative & Budget Details (30 points maximum):** A brief narrative of what the proposed budget entails (including how the budget was determined and cost-effectiveness), as well as an accurate budget breakdown by cost category, cost, and description of expenditure.

OGR will utilize the *Sub-Grantee Risk Assessment Form* through its review process to help identify if additional monitoring plan(s) and/or special conditions are required. OGR is required to evaluate each applicant's risk of non-compliance with Federal statutes, regulations and the terms and conditions of a sub-award for the purpose of determining appropriate monitoring of the applicant described in 2 CFR 200.331(b).

Additional Application Guidance

Specificity

To the extent applicable, follow the "Who, What, When, Where, Why, and How" approach.

- **Who** (specifically) will benefit from this proposal, and who will implement the project?
- **What** (specifically) is being proposed, and what will be the outcome? (Define the project and its scope.)
- **When** will the project begin and end?
- **Where** will any equipment be located and/or where will project activities be focused?
- **Why** is this project important? How was this determined?
- **How** will the project be implemented?

Please note that these questions above are provided as a general guide to assist applicants so that sufficient detail and specificity is included. For example, a proposal merely stating, "*Two generators will be procured,*" does not provide enough detail.

Budget Section

This section should include costs that are reasonable, allocable, and allowable under the HSGP. Budgets should include both itemized and total costs. The information provided here must align with the Project Summary Section. It is incumbent on the applicant to verify allowable costs and the information prior to submitting the application. Allowable equipment information may be found in FEMA's [Authorized Equipment List \(AEL\)](#).

Allowable Costs

As stated above, in general, HSGP funds may be invested in the following cost categories:

Planning

HSGP funds may be used for a range of emergency preparedness and management planning activities, including those associated with the development, review, and revisions of the THIRA or SPR; continuity of operations plans; and other planning activities that support the [National Preparedness Goal](#) and place an emphasis on updating and maintaining a current Emergency Operations Plan (EOP) that conforms to FEMA's [Comprehensive Preparedness Guide 101: Developing and Maintaining Emergency Operations Plans](#).

Planning efforts can also include conducting risk and resilience assessments on increasingly connected cyber and physical systems – on which security depends – using the Cybersecurity and Infrastructure Security Agency (CISA) [Infrastructure Resilience Planning Framework](#) and CISA resources. Additionally, funds may be used for planning efforts related to state court cybersecurity, 911 call capabilities, alert and warning capabilities, and implementation of the REAL ID Act (Pub. L. No. 109-13).

Organizational

Organizational activities include: development of whole community partnerships through groups such as Citizen Corp Councils; Structures and mechanisms for information sharing between the public and private sector; Implementing models, programs, and workforce enhancement initiatives to address ideologically-inspired radicalization to violence in the homeland; tools, resources, and activities that facilitate shared situational awareness between the public and private sectors; operational support; utilization of standardized resource management concepts such as typing, inventorying, organizing, and tracking to facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident; responding to an increase in the threat level under the National Terrorism Advisory System (NTAS) or needs in resulting from a National Special Security Event; and paying salaries and benefits for personnel to serve as qualified intelligence analysts.

Operational Overtime

HSGP funded projects that include operational overtime require additional criteria, including specifying which types of overtime are eligible. Also, aside from National Terrorism Advisory System alters (which do not require pre-approval), operational overtime must be pre-approved before an event.

Equipment

The allowable prevention, protection, mitigation, response, and recovery equipment categories for HSGP are listed on the [Authorized Equipment List \(AEL\)](#). Some equipment items require prior approval before the obligation or purchase of the items. Please reference the grant notes for each equipment item to ensure prior approval is not required.

Unless otherwise stated, equipment must meet all mandatory regulatory and/or DHS/FEMA-adopted standards to be eligible for purchase using these funds. In addition, agencies will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment.

Controlled Equipment

Not all equipment that is considered controlled equipment is allowable under the HSGP. As noted in Section B of FEMA Policy 207-22-0002, [Prohibited or Controlled Equipment Under FEMA Awards](#), certain equipment is prohibited and is not allowable under HSGP. Grant funds under this program may not be used for the purchase of equipment not approved by DHS/FEMA. For example, the purchase of tracked armored vehicles, camouflage uniforms, weapons, and weapons accessories (including ammunition) is generally not allowed with HSGP funds. For some controlled equipment that is allowable under the HSGP, additional documentation, justifications, reviews, and approvals are required, including but not limited to proof of policies and procedures to safeguard individuals' privacy, civil rights, and civil liberties. Contact your Program Coordinator if you have questions concerning SHSP requirements for controlled equipment requests.

Requirements for Small Unmanned Aircraft System

All requests to purchase Small Unmanned Aircraft Systems (sUAS) with FEMA grant funding must comply with FEMA Policy 207-22-0002, [Prohibited or Controlled Equipment Under FEMA Awards](#), and also include a description of the policies and procedures in place to safeguard individuals' privacy, civil rights, and civil liberties of the jurisdiction that will purchase, take title to,

or otherwise use the sUAS equipment. sUAS policies are not required at the time of application but must be received and approved by FEMA prior to obligating HSGP funds. All grant-funded procurements must be executed in a manner compliant with federal procurement standards at 2 C.F.R. §§ 200.317 – 200.327. For recipients that use HSGP funds for sUAS, FEMA advises that there is a general privacy concern related to the use of this equipment if the data the devices collect is transmitted to servers not under the control of the operator. It has been reported that some manufacturers of sUAS encrypt data and send that data to servers outside the United States. The U.S. Department of Homeland Security's Privacy Office suggests the recipient fully explore data transmission and storage issues with vendors to reduce the possibility of data breaches.

Additionally, the Joint Explanatory Statement (JES) accompanying the FY 2024 DHS Appropriations Act further requires recipients to certify they have reviewed the [Industry Alert on Chinese Manufactured Unmanned Aircraft Systems](#) and completed a risk assessment that considers the proposed use of foreign-made sUAS to ascertain potential risks (e.g., privacy, data breaches, cybersecurity, etc.) related to foreign-made versus domestic sUAS.

Acquisition and Use of Technology to Mitigate UAS (Counter-UAS)

In August 2020, FEMA was alerted of an advisory guidance document issued by DHS, the Department of Justice, the Federal Aviation Administration, and the Federal Communications Commission: [Interagency Legal Advisory on UAS Detection and Mitigation Technologies](#). The purpose of the advisory guidance document is to help non-federal public and private entities better understand the federal laws and regulations that may apply to the use of capabilities to detect and mitigate threats posed by UAS operations (i.e., Counter-UAS or C-UAS).

The Departments and Agencies issuing the advisory guidance document, and FEMA, do not have the authority to approve non-federal public or private use of UAS detection or mitigation capabilities, nor do they conduct legal reviews of commercially-available products' compliance with those laws. The advisory does not address state and local laws nor potential civil liability, which UAS detection and mitigation capabilities may also implicate.

It is strongly recommended that, prior to the testing, acquisition, installation, or use of UAS detection and/or mitigation systems, entities seek the advice of counsel experienced with both federal and state criminal, surveillance, and communications laws. Entities should conduct their own legal and technical analysis of each UAS detection and/or mitigation system and should not rely solely on vendors' representations of the systems' legality or functionality. Please also see the [DHS press release](#) on this topic for further information.

Training

Allowable training-related costs under HSGP include the establishment, support, conducting, and attendance of training specifically identified under the SHSP and UASI programs and/or in conjunction with emergency preparedness training by other Federal agencies (e.g., HHS and DOT). Training conducted using HSGP funds should address a performance gap identified through an Integrated Preparedness Plan (IPP) that is part of the Integrated Preparedness Cycle or other assessments (e.g., National Emergency Communications Plan NECP Goal Assessments) and contribute to building a capability that will be evaluated through a formal exercise. Any training or training gaps, including training related to under-represented diverse populations that may be more impacted by disasters, including children, seniors, individuals with disabilities or access and functional needs, individuals with diverse culture and language use, individuals with lower economic capacity and other underserved populations, should be identified in an IPP and addressed in the state or Urban Area Integrated Preparedness Cycle. Recipients are encouraged to use existing training rather than developing new courses. When developing new courses,

recipients are encouraged to apply the Analyze, Design, Develop, Implement and Evaluate (ADDIE) model of instructional design.

Applicants are also encouraged to utilize the National Training and Education Division (NTED) [National Preparedness Course Catalog](#). Trainings include programs or courses developed for and delivered by institutions and organizations funded by DHS/FEMA/NTED. This includes the Center for Domestic Preparedness (CDP); the Emergency Management Institute (EMI); and NTED's Training Partner Programs, including the Continuing Training Grants (CTG), the National Domestic Preparedness Consortium (NDPC), the Rural Domestic Preparedness Consortium (RDPC), and other partners.

The catalog features a wide range of course topics in multiple delivery modes to meet FEMA's mission scope as well as the increasing training needs of Federal, state, local, territorial, and tribal audiences. All courses have been approved through NTED's course review and approval process.

Exercises

Exercises conducted with grant funding should be managed and conducted consistent with [Homeland Security Exercise and Evaluation Program \(HSEEP\)](#). HSEEP provides guidance for exercise design, development, conduct, evaluation, and improvement planning.

Unauthorized exercise-related costs include:

- Reimbursement for the maintenance and/or wear and tear costs of general use vehicles (e.g., construction vehicles), medical supplies, and emergency response apparatus (e.g., fire trucks, ambulances).
- Equipment that is purchased for permanent installation and/or use—beyond the scope of the conclusion of the exercise (e.g., electronic messaging sign).

Please be aware, the above list is not comprehensive, but rather provides examples of costs that will not be covered. For further detail on unallowable costs, please refer to the FFY 2024 HSGP NOFO.

Maintenance

The use of DHS/FEMA preparedness grant funds for maintenance contracts, warranties, repair or replacement costs, upgrades and user fees is allowable, as described in [FEMA Policy FP 205- 402-125-1](#) under all active and future grant awards, unless otherwise noted. With the exception of maintenance plans purchased incidental to the original purchase of the equipment, the period covered by maintenance or warranty plan must not exceed the period of performance of the specific grant funds used to purchase the plan or warranty.

Construction and Renovation

Project construction using SHSP and UASI funds may not exceed 15 percent (15%) of the grant award. For the purposes of the limitations on funding levels, communications towers are not considered construction.

Written approval must be provided by OGR and DHS/FEMA prior to the use of any HSGP funds for construction or renovation. When applying for construction funds, recipients must submit evidence of approved zoning ordinances, architectural plans, and any other locally required planning permits. Additionally, recipients are required to submit a SF-424C Budget and Budget detail citing the project costs.

Funds for construction projects must comply with the Davis-Bacon Act (40 U.S.C. § 3141 et seq.) and must ensure that contractors or subcontractors for construction projects pay workers no less than the prevailing wages for laborers and mechanics employed on projects of a character similar to the contract work in the civil subdivision of the state in which the work is to be performed. Applicants are encouraged to review additional information regarding [compliance with the Davis-Bacon Act](#), including Department of Labor (DOL) wage determinations.

Environmental Planning and Historic Preservation (EHP) Compliance

Compliance with EHP requirements is a condition of the use of DHS/FEMA funds. Failure to comply with EHP requirements prior to the expenditure of DHS/FEMA funds will result in denial of reimbursement of these funds. OGR will assist sub-recipients with EHP compliance procedures. OGR has also developed an EHP guidance document to assist sub-recipients with adhering to EHP requirements, which will be made available to all successful applicants. Federal EHP review and approval is required for:

- Projects that entail installation of equipment such as smart boards, cameras, antennas, and other equipment;
- Projects involving digging into or otherwise disturbing the ground, construction or renovation of any building or site; and
- Many training and exercise activities.

If the proposed project will require EHP review and approval, please provide a description of the scope of work for which an EHP is required. If you do not believe that your project requires EHP review and approval please state why (for example: equipment is portable).

The EHP review entails completing an EHP Screening Form and providing details of the project involved. Depending on the complexity of the project, additional documentation and/or approvals from other agencies may be required.

FEMA EHP reviews may take anywhere between one week to several months depending on the level of complexity of the project and the initial completeness and thoroughness of the EHP Screening Form. Applicants must factor this review process into the project timelines.

Note that the guidance document is not a substitute for Federal EHP guidance. Federal EHP guidance must be reviewed by all sub-recipients. Sub-recipients are ultimately responsible for compliance with EHP requirements. Refer to FEMA Policy (FP) documents 108-023-1 and 108-024-4 for more information. These documents and additional information on how to [Request Environmental Planning and Historic Preservation Review](#) is available on OGR's website.

Massachusetts Historical Commission (MHC) and/or Local Historic Commission Review

Some projects, such as renovations and/or additions to a historic or potentially historic building, or to structures within a historic district, may require an additional review by the Massachusetts Historical Commission (MHC) and/or a local historic commission.

Examples of these types of projects include, but are not limited to:

- Mounting security cameras inside or outside of a building,
- Installing a physical access control system,
- Mounting and hard-wiring video displays, and
- Installing fencing or other barriers surrounding a building.

The review may be initiated through the submission of a [Project Notification Form \(PNF\)](#) to MHC. Additional information about the MHC review, including FAQs, is available on the [MHC's Review and Compliance](#) page. MHC will respond with an approval or denial of a PNF, or a request for additional information, within 30 days. Otherwise, the PNF is considered approved.

Mission Areas and Core Capabilities

Prevention		Protection	Mitigation	Response	Recovery								
Planning													
Public Information and Warning													
Operational Coordination													
Intelligence and Information Sharing			Community Resilience	Infrastructure Systems									
Interdiction and Disruption				Critical Transportation	Economic Recovery								
Screening, Search, and Detection						Environmental Response/Health and Safety							
Forensics and Attribution	Access Control and Identity Verification		Risk and Disaster Resilience Assessment	Fatality Management Services	Health and Social Services								
	Cybersecurity					Fire Management and Suppression							
	Physical Protective Measures						Logistics and Supply Chain Management						
	Risk Management for Protection Programs and Activities							Mass Care Services					
	Supply Chain Integrity and Security								Mass Search and Rescue Operations				
										On-scene Security, Protection, and Law Enforcement			
											Operational Communications		
												Public Health, Healthcare, and Emergency Medical Services	
													Situational Assessment