Notice of Funding Opportunity


Applications must be submitted through Egrants on or before September 9, 2022
Contact Information for this Notice of Funding Opportunity

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Submit Applications Using Egrants

Applications must be submitted through the Egrants online grants management system. If you have never used Egrants before, you will need to register for access to the system. To register online, go to https://register.wisconsin.gov/accountmanagement/default.aspx and complete the ‘self registration’ process.

Authorization to access Egrants can take several days depending on registration activity. Please note: If you register outside the hours of Monday-Friday 7:30am-4pm, access may not be approved until the next business day. Once your Egrants access has been approved, you may begin your online grant application.

Egrants Help Desk: 608-242-3231 or WEMEgrants@egrants.us
The help desk is staffed on non-holiday weekdays between 7:30AM and 4:00PM.


Online Help is available throughout the Egrants application process. Once you have started an application, look for the HELP button in the top right corner of the screen. Page-specific instructions can be found there.

WEM Egrants website: https://wem.egrants.us

Requirements for Federally Funded Grants

Unique Entity Identifier and System for Award Management (SAM):
All applicants for this grant opportunity must be registered in SAM before submitting an application; and continue to maintain an active SAM registration with current information at all times during the period of performance for the grant. WEM’s website has a helpful guide for SAM registration. UEI External Fact Sheet (wi.gov)

WEM cannot award a grant until the applicant has complied with all applicable SAM requirements. Please contact the assigned Program Manager if need assistance.

National Cybersecurity Review (NCSR)
All Homeland Security Grant Program recipients and subrecipients must complete the NCSR no later than the federal deadline (February 28) of every year during the grant performance period. Successful completion of the NCSR is a requirement before closeout.
**Notice of Funding Opportunity:** HS STAC Homeland Security, Infrastructure, and Public Safety Surveying Camera Project 2021 (2022)

**Description:** This project allows the Southeastern Wisconsin Threat Analysis Center (STAC) to acquire enduring high technology surveillance equipment, controlled via remote operations from any approved central locations such as a Fusion Center or EOC. This project will place surveillance equipment—capable of temporary or permanent station—at strategic locations to maximize public safety, homeland security, intelligence gathering, crime prevention and criminal investigations.

**Opportunity Category:** Limited Eligibility

**Important Dates:**
- Application Due Date: September 9, 2022
- Project Start Date: December 1, 2022
- Project End Date: March 31, 2024

**Reporting Requirements:** If awarded a grant, your agency will be responsible for completing the following reports in order to receive reimbursement.

- Program Reports Frequency must be submitted **Quarterly**.
- Financial Reports Frequency must be submitted **Quarterly**.
- Equipment grants will require an Inventory Report in addition to program and financial report. **An Inventory Report must be submitted prior to grant closeout and final reimbursement.**

**Anticipated Funding Amount:** As approved by the Homeland Security Advisory Work Group, the dollar amount available under this funding opportunity is **$150,000.00**.

**Eligibility:** The City of Milwaukee is the only eligible applicant.

**Eligible Expenses:** Funding may be used for Equipment identified on the FEMA Homeland Security Grant Program Authorized Equipment List (AEL). [Authorized Equipment List | FEMA.gov](https://www.fema.gov).

All expenses must be new and cannot replace existing state or local government funding. Substitution of existing funds with federal grants (supplanting) will be the subject of monitoring and audit. Violations may result in a range of penalties, including suspension of current and future funds under this program, suspension or debarment from federal grants, repayment of monies provided under a grant, and civil and/or criminal penalties.

Application Components

Through Egrants, you will provide WEM with detailed information about your project that will be used to make a funding decision. Questions on what is expected in each section can be directed to the Program Manager listed on page one of this document.

Information provided in this application may be cited in WEM reports or press releases and will likely be used in reports to federal funding agencies or other stakeholders. Plain language that clearly describes the intent of the project is most effective.

1. Main Summary

This page asks for information about your agency and the individuals responsible for the application and grant award. When identifying individuals involved in this grant, you may not list the same person as project director and financial officer. The financial officer is the individual responsible for financial activities in your organization while the project director will be overseeing project operations. An Alternate contact may be added to the application. This person is one that can and should access the application to complete required tasks such as modifications and reports, in the absence of the Project Director. This person should have knowledge of the project and authority to speak on behalf of the organization in the absence of the Project Director. If possible, we encourage the Project Director to list an alternate on the grant.

- The Signatory is the highest elected official. (Mayor, County Board Chair, Tribal Chair, etc.) For a non-profit this would be the Board President.
- The Financial Officer – Person at the applicant agency who is responsible for financial reporting.
- The Project Director – Person at the applicant agency who is responsible for the project and for programmatic reporting.
- An Alternate contact may be added to the application. This person is one that can and should access the application to complete required tasks such as modifications and reports, in the absence of the Project Director. This person should have knowledge of the project and authority to speak on behalf of the organization in the absence of the Project Director. If possible, we encourage the Project Director to list an alternate on the grant.

In the Brief Project Description text box, please describe your project. A suggested format is included for your convenience:

“Funds will be used by the (your agency name and others involved in the project) to (describe what funds will be used for and who will be involved). The (what - equipment, training, project, pilot, etc.) will (describe the specific goals you hope to achieve – how will the project or equipment improve safety in Wisconsin?)”

There are many required fields on this page so if you encounter problems, please check online help by clicking the floating HELP button.
2. **Performance Measures**
   If awarded a grant, you will be required to report your progress against pre-established targets. In your application, please establish benchmarks against the measures given. You will report progress against these benchmarks in your quarterly reports. If no measures are displayed, mark the section “Complete” and “Save.”

3. **Budget Detail**
   Complete a project budget using the following categories. For each category used, enter a justification that describes how the items in that category will be used during the course of the grant period. It is important that you include specific details for each budget line item, including cost calculations.

   **Equipment**: Homeland Security equipment grants require that all equipment (regardless of the cost) be entered in this category so that applicants can select from authorized equipment lists. Equipment is defined as items used for prevention, emergency response, and recovery operations.

4. **Free Style Questionnaire- Core Capabilities**
   Choose a primary core capability for the project. Select as many secondary core capabilities as applicable for the project.

**Application Review and Award Criteria**
All applications must be submitted on or before the deadline and will be screened for completeness and compliance with the instructions provided in this announcement. WEM staff will review applications to ensure consistency with statewide strategies and make funding recommendations to the Adjutant General. All final grant award decisions will be made by the Adjutant General.

**Post-Award Special Conditions/Reporting Requirements**
If you are awarded funds under this announcement, you will be required to provide regular progress reports. The schedule for your reports will be included in your grant award materials.

Please review all of your grant award special conditions and Egrants reporting requirements when you receive the Grant Award documents. Your grant award will be subject to general terms and conditions as well as the following special conditions.

1. **Equipment Training**
   All personnel who utilize equipment purchased with funds from this grant must receive training either through the equipment vendor or other competent source specific to that piece of equipment before it is put into service. The sub-recipient is required to maintain proper training records.

2. **Equipment Maintenance and Disposal**
   Equipment shall be maintained and available to use as intended by the grant for the duration of its useful life. The sub-recipient is required to maintain proper equipment
records. Sub-recipient seeking to dispose or transfer ownership of equipment must contact Wisconsin Emergency Management (WEM) Homeland Security Staff to obtain the Homeland Security Equipment Disposition Form, and further directions. If approved, the sub-recipient must maintain records of any equipment disposal or transfer of ownership. Any proceeds from the sale of equipment at or near the end of its useful life will be considered program revenue and must be reinvested into eligible homeland security expenses.

3. **Sustainment Costs**
   Agencies that accept funding are responsible for all sustainment costs.

4. **SAM Requirement**
   SAM.gov Requirement – Pursuant to 2 CFR Part 25.200, the applicant must be registered in the System for Award Management (SAM.gov) prior to submitting an application for federal funds and they must certify that they will maintain an active SAM registration at all times during which it has an active federal award.

5. **Procurement**
   Recipients and sub recipients shall use their own procurement standards and regulations, provided that the procurement conforms to applicable Federal law and the standards identified in the Procurement Standards Sections of 2 CFR § 200.318-326.

6. **Grant modification**
   Grant modification must be approved by Wisconsin Emergency Management (WEM) in order to be considered. The applicant must be current with WEM Fiscal and Program Reports in Egrants for modification to be consideration. Grant modifications will not be granted unless applicant provides a compelling reason.

7. **EHP Review & Approval**
   This grant is subject to Environment Planning and Historic Preservation (EHP) review and approval by FEMA. No funds linked to the EHP request may be spent until the project is approved by FEMA and notification of the approval is made from WEM to the sub-recipient. The notice of approval must be uploaded into Egrants in the Project Document Attachment section in the Monitoring section of Egrants. The review and approval by FEMA may take up to 12 months.

8. **EHP Documentation**
   The sub-recipient is responsible for the preparation of documentation required to fulfill compliance responsibilities under the Federal EHP laws; this documentation may include, but is not limited to site studies, biological assessments, archaeological surveys, environmental assessments, and environmental impact statements. The sub-recipient must send the forms to WEM per the instructions of the WEM program manager who will send the EHP
documents to FEMA. Costs associated with the preparation of these documents are allowable grant expenditures. All costs must be approved by WEM.

9. **EHP Mitigation**
   The sub-recipient is responsible for implementation of any mitigation measures required by FEMA to address potential adverse impacts that may have been identified during the EHP review process.

10. **Potential Turnback Deadline**
    No later than January 12, 2024, the subrecipient agrees to notify WEM of supply chain issues mitigating the sale, acquisition, or implementation of the projects’ equipment by the end of the established grant period. The deadline provides WEM the time necessary to identify turnback projects before the end of the federal grant performance period.