



U.S. DEPARTMENT OF HOMELAND SECURITY

**FISCAL YEAR 2011**

**HOMELAND SECURITY GRANT PROGRAM**

**INVESTMENT PLANNING WORKSHEET**

**DECEMBER 2009**



U.S. DEPARTMENT OF HOMELAND SECURITY

# HSGP INVESTMENT PLANNING WORKSHEET

## Worksheet Overview and Helpful Tools

### A. Overview

This FY 2010 HSGP Investment Planning Worksheet provides applicants an optional, off-line tool (in MS Word format) to help in the drafting of each Investment to be included as part of the final Investment Justification (IJ).

Please Note: If applicants decide to use the Investment Planning Worksheet while drafting the IJ, all responses completed in the worksheet **must** be transferred to the applicant's official IJ located on the Grants Reporting Tool (GRT):

<https://www.reporting.odp.dhs.gov/>. This is also the location through which applicants can access the *GRT IJ Submissions Technical User's Guide*, which includes instructions on how to log into the GRT and complete the IJ.

**Please allow enough time before and no later than 11:59 p.m. EDT, April 19, 2010 to complete the IJ in the GRT and submit the required application materials using [www.grants.gov](http://www.grants.gov).**

This worksheet applies only to SHSP, UASI, MMRS, and CCP applicants. Operation Stonegarden (OPSG) applicants should refer to Part VIII – “Other Information,” Section E – “OPSG Operations Order Template” of the *FY 2010 HSGP Guidance and Application Kit* for the OPSG application template.

### B. Helpful Tools

✓ **Spell Check:**

- Click on the [Tools] menu
- Select [Spelling] and all spelling issues will be displayed

✓ **Character Count:**

- Highlight the response text that you would like to count; then click on the [Tools] menu
- Select [Word Count], then [Characters (with spaces)] to view the character count
- Character count limits within the IJ include spaces between words, periods, commas, semi-colons and other forms of punctuation

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## Investment Planning Worksheet

### Investment Information

State or territory Name:   
FY 2010 Urban Area (if applicable):

Investment Number:   
Investment Name: (100 characters max)

Is this a Multi-Applicant Investment:  Yes  No  
(Please note: This will only need to be filled out if the applicant is the submitting partner)

### I. Baseline

#### I.A. Baseline – Previous HSGP Request Name and Funding

**Investment Phase:** (Place an "X" in the corresponding box)

New  Ongoing

**If the Investment is Ongoing, identify the corresponding FY 2006 – 2009 Investment Name(s) and Funding Amount(s) for each year, as applicable.**

**FY 2006 Investment Name:** (100 characters max)

**FY 2006 Funding Amount:**

**FY 2007 Investment Name:** (100 characters max)

**FY 2007 Funding Amount:**

**FY 2008 Investment Name:** (100 characters max)

**FY 2008 Funding Amount:**

**FY 2009 Investment Name:** (100 characters max)

**FY 2009 Funding Amount:**

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**FY 2010 Investment Name:** (100 characters max)

Multi-State Partnership for Security in Agriculture State Consortium

**FY 2010 Funding Amount:**

\$20,000?

## **II. Strategy**

### **II.A. Strategy – Investment Description**

***Provide a description of this Investment and identify all goals and objectives in your State and/or Urban Area Homeland Security Strategy supported by this Investment. (2,500 characters max)***

*(Please note: The text box below will not automatically calculate the number of characters. For further guidance, see Helpful Tools on page 1)*

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This investment will build upon the existing relationships and regional collaboration found in the 14 State Multi-State Partnership for Security in Agriculture (IL, IN, IA, KS, KY, MI, MN, MO, NE, ND, OH, OK, SD & WI). The partnership's objectives are to improve the coordination of a regional response to food and agriculture emergencies on an all-hazards basis, including plant and animal incidents. The partnership will continue to implement the following activities:

- Policy-level activities, including strategic planning, communications enhancement, partner coordination and enhancement of existing plans. Planning efforts will continue to focus on continuity of operations, and private sector recovery after a disaster, particularly an animal or plant disease or food-borne incident. The Partnership will work to further align response plans to permit movement of commerce during incidents to facilitate private sector business continuity.
- Criticality assessments and consequence management, with particular attention to interstate subsystems representing regional interdependencies within the food and agriculture sector using the FAS-CAT methodology.
- Collaboration with local, state, tribal, and federal agencies to enhance resource sharing, training, exercise and preparedness capabilities. Continue to develop public and private sector outreach with ESF-11 response partners and tangent agencies.
- Conduct exercises, including but not limited to: 1) federal/state/local disaster procedures; 2) implementation and management of the National Veterinary Stockpile across state lines; 3) issuance of quarantine and stop movement orders; 4) information sharing, risk communication, and public information across state lines.
- Education, training and equipping food and agriculture responders with incident command and NIMS/NRF training, responder specific training, risk communications training, and development of task specific curricula and job shadowing.
- Support collaboration and preparedness between state animal health authorities and federal and private sector veterinarians to enhance disease reporting, movement information, permitting and response activities.

Completion of these goals will lead to identification of critical infrastructure interdependencies in the agricultural sector, procedures for data use, moving agriculture preparedness to operational readiness, exercises for large scale incidents, and collaboration with other states. This investment directly addresses national priorities to expand regional collaboration, implement the National Infrastructure Protection Plan, strengthen information sharing and collaboration capabilities, and strengthen planning and citizen preparedness capabilities. It supports Nebraska's Homeland Security priorities to continue to develop, implement, and improve local, regional, and state-wide interoperable communication systems, and enhance capabilities to prevent against, protect against, respond to and recover from a terrorism event, natural disaster, or major emergency. This investment also addresses the target capabilities of planning, critical infrastructure protection, food and agriculture safety and defense, on-site incident management, critical resource logistics and distribution, animal disease emergency support, response and decontamination, and economic and community recovery.

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## **II.B. Strategy – National Priorities**

**Identify up to four National Priorities that are supported by this Investment.  
(Place an “X” in the corresponding boxes)**

<b>Available National Priorities (Check up to four)</b>
---

- |                                     |  |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Expand Regional Collaboration  |
| <input type="checkbox"/>            | Implement the National Incident Management System (NIMS) and National Response Plan (NRP)  |
| <input checked="" type="checkbox"/> | Implement the National Infrastructure Protection Plan (NIPP)   |
| <input type="checkbox"/>            | Strengthen Information Sharing and Collaboration Capabilities  |
| <input type="checkbox"/>            | Strengthen Interoperable and Operable Communications Capabilities  |
| <input checked="" type="checkbox"/> | Strengthen Chemical, Biological, Radiological/Nuclear, and Explosive (CBRNE) Detection, Response, and Decontamination Capabilities |
| <input type="checkbox"/>            | Strengthen Medical Surge and Mass Prophylaxis Capabilities   |
| <input checked="" type="checkbox"/> | Strengthen Planning and Citizen Preparedness Capabilities  |

**For Further Information, Visit:**

[http://www.fema.gov/pdf/emergency/nrf/National\\_Preparedness\\_Guidelines.pdf](http://www.fema.gov/pdf/emergency/nrf/National_Preparedness_Guidelines.pdf)

## **III. Funding and Target Capabilities**

### **III.A. Funding Program and Proposed Funding**

**The FY 2011 Funding Program and Proposed Funding amount identified for this Investment are as follows.**

**FY 2011 HSGP Funding Program:**  
(Select one funding source: SHSP, UASI, CCP, or MMRS)

SHSP
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**FY 2011 Proposed Funding (for this Investment):**

\$20,000
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### **III.B. Target Capabilities**

**From the 37 Target Capabilities, select all Target Capabilities supported by this Investment. (Place an "X" in the corresponding boxes)**

<b>Available Target Capabilities (Check all that apply)</b>	
<input checked="" type="checkbox"/>	Planning
<input type="checkbox"/>	Communications
<input type="checkbox"/>	Community Preparedness and Participation
<input type="checkbox"/>	Risk Management
<input type="checkbox"/>	Intelligence and Information Sharing and Dissemination
<input type="checkbox"/>	Information Gathering and Recognition of Indicators and Warnings
<input type="checkbox"/>	Intelligence Analysis and Production
<input type="checkbox"/>	Counter-Terror Investigation and Law Enforcement
<input type="checkbox"/>	CBRNE Detection
<input checked="" type="checkbox"/>	Critical Infrastructure Protection
<input checked="" type="checkbox"/>	Food and Agriculture Safety and Defense
<input type="checkbox"/>	Epidemiological Surveillance and Investigation
<input type="checkbox"/>	Laboratory Testing
<input checked="" type="checkbox"/>	On-Site Incident Management
<input type="checkbox"/>	Emergency Operations Center Management
<input type="checkbox"/>	Critical Resource Logistics and Distribution
<input type="checkbox"/>	Volunteer Management and Donations
<input type="checkbox"/>	Responder Safety and Health
<input type="checkbox"/>	Emergency Public Safety and Security
<input checked="" type="checkbox"/>	Animal Disease Emergency Support
<input type="checkbox"/>	Environmental Health
<input type="checkbox"/>	Explosive Device Response Operations
<input type="checkbox"/>	Fire Incident Response Support
<input type="checkbox"/>	WMD and Hazardous Materials Response and Decontamination
<input type="checkbox"/>	Citizen Evacuation and Shelter-in-Place
<input type="checkbox"/>	Isolation and Quarantine
<input type="checkbox"/>	Search and Rescue (Land-Based)
<input type="checkbox"/>	Emergency Public Information and Warning
<input type="checkbox"/>	Emergency Triage and Pre-Hospital Treatment
<input type="checkbox"/>	Medical Surge
<input type="checkbox"/>	Medical Supplies Management and Distribution
<input type="checkbox"/>	Mass Prophylaxis
<input type="checkbox"/>	Mass Care (Sheltering, Feeding, and Related Services)
<input type="checkbox"/>	Fatality Management
<input type="checkbox"/>	Structural Damage Assessment
<input type="checkbox"/>	Restoration of Lifelines
<input checked="" type="checkbox"/>	Economic and Community Recovery

**For More Information, Visit:**

<http://www.fema.gov/pdf/government/training/tcl.pdf>

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**III.C. Proposed Funding by Target Capabilities**

**For each of the selected Target Capabilities in Question III.B., provide the Proposed Funding amount to be obligated from this Investment. (Add rows if needed)**

*(Please note: The table below will not automatically calculate the Total Amount of Proposed Funding. The GRT will automatically calculate the total as you transfer your answers. The Total Amount of Proposed Funding should match the amount you entered in question III.A. above.)*

Target Capabilities (Identified in Question III.B.)	Amount of Proposed Funding (\$)	Percent of Proposed Funding (%)
Planning	\$ 20,000	<i>Percent of Proposed Funding will be automatically calculated by the GRT as you enter the Amount of Proposed Funding across your assigned Target Capabilities</i>
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
<b>Total Proposed Funding:</b>	<b>\$</b>	

2011

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**III.D. Proposed Funding by Solution Area**

***Provide the Proposed Funding amount to be obligated from this Investment towards Planning, Organization, Equipment, Training, and Exercises (POETE). (Please provide amounts for all that apply)***

*(Please note: The table below will not automatically calculate the Total Amount of Proposed Funding. The GRT will automatically calculate the total as you transfer your answers. The Total Amount of Proposed Funding should match the amount you entered in question III.A. above.)*

<b>Solution Area</b>	<b>Amount of Proposed Funding (\$)</b>	<b>Percent of Proposed Funding (%)</b>
Planning	\$ 20,000	<i>Percent of Proposed Funding will be automatically calculated by the GRT as you enter the Amount of Proposed Funding across the POETE categories</i>
Organization	\$	
Equipment	\$	
Training	\$	
Exercises	\$	
<b>Total Proposed Funding:</b>	<b>\$</b>	

**III.E. Law Enforcement Terrorism Prevention Activities Funding (LETPA)**

***If applicable, provide the proposed funding amount that is expected to be obligated towards LETPA.***

LETPA Funding Amount: \$

### **III.F. Optional Cost Sharing**

***If desired, provide the optional cost share source and funding amount for this Investment. Ensure that the cost share amount entered on the SF-424 and SF 424 A forms equals the total cost share amount for all Investments submitted as part of the IJ. (1,500 char. max)***

*(Please note: In FY 2010, an applicant's willingness to contribute an optional cost share will not impact allocation amounts identified in the FY 2010 HSGP Guidance and Application Kit. FEMA administers cost sharing requirements in accordance with 44 CFR §13.24, which is located at [http://www.access.gpo.gov/nara/cfr/waisidx\\_07/44cfrv1\\_07.html](http://www.access.gpo.gov/nara/cfr/waisidx_07/44cfrv1_07.html). To meet matching requirements, the grantee contributions must be reasonable, allowable, allocable and necessary under the grant program and must comply with all Federal requirements and regulations. The text box below will not automatically calculate the number of characters. For further guidance, see Helpful Tools on page 1.)*

The Multi-State Partnership for Security in Agriculture has emerged as a model for regional collaboration in part because of the commitment and resources of each of the member states. The Partnership functions through member states sharing funding from the State Homeland Security Grant program to pool resources. With the State of Iowa serving as fiduciary agent for most projects, the Partnership uses these funds to hire contractors to: develop, print, and distribute risk education and reduction materials; develop response plans and templates; and plan, develop and conduct preparedness exercises. The Partnership has also used funding to allow the member states to meet jointly for planning purposes. The planning and oversight of projects and overall continuity of the Partnership has been managed by subject matter experts within the member states through the use of state resources. The Partnership's successful projects and experience would not have occurred without the contribution of state experts. The Partnership has not tracked member-state in-kind costs either independently or as a group. (Individual Partnership state agencies may track in-kind contributions independently for the respective agencies' knowledge and use only.)

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## IV. Project Management

### IV.A. Milestones

*Identify up to ten milestones, with start and end dates, which will be achieved within the three-year period of performance. Depending on the timing of award allocations, the FY 2010 period of performance is estimated to occur from approximately September 2010 - September 2013.*

<b>Milestone Number</b>	<b>Milestone Name</b>	<b>Start Date (mm/dd/yyyy)</b>	<b>End Date (mm/dd/yyyy)</b>
1	Provide funding for modules currently being developed and those in the queue for Just-in-Time training for agriculture response scenarios / tasks.	Ongoing	9/30/2013
2			
3			
4			
5			
6			
7			
8			
9			
10			

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