

Project Concept Overview

Urban Areas Security Initiative (UASI)

This overview serves to provide instruction on how to complete the Project Concept template. This template should be completed with as much detail as possible as it is used to help make funding decisions and provide detail to FEMA on the National Capital Region’s funding priorities.

1. Project Information | *This section captures basic information about the project which includes the following information:*

- Project Title – This should be indicative of what the project intends to accomplish. Please make sure the title is descriptive yet concise.
- Proposed Non-T&E Funding Amount – This should reflect how much funding is required to successfully complete this project excluding exercise and training initiatives.
- Proposed Training & Exercises Funding Amount – This should reflect how much funding is required to successfully complete only the training and exercise component of the project. This request will be reviewed separately by ETOP.
- Project Type: Select one type from Planning/Personnel, Maintenance Contract/Services, Equipment, Training or Exercise.
- Main Supporting ESF/RPWG: Identify one ESF/RPWG that will sponsor and vet the project.
- Strategic Plan: Goal, Objective & Initiative: The Strategic plan can be found here: http://www.mwcog.org/store/item.asp?PUBLICATION_ID=278. Please identify the Goal, Objective and Initiative that the project best supports.
- Main Point of Contact Name and Email: Identify an individual who can speak to the specifics of this project.
- Anticipated Start and End Dates: Anticipated Start and End Dates: Due to a change in guidance, the award period has been reduced. As such, spending must begin for all projects by July 2013 and be completed no later than May 2014.

1. Project Information

Project Title	
Proposed Non-T&E Funding Amount	
Proposed Training & Exercise Funding Amount	
Subgrantee (Jurisdiction/Agency)	
Project Type	<input type="checkbox"/> Planning/Personnel <input type="checkbox"/> Maintenance Contract/Services <input type="checkbox"/> Equipment <input type="checkbox"/> Training <input type="checkbox"/> Exercise
Main Supporting ESF/RPWG	
Strategic Plan: Goal, Objective & Initiative	
Main Point of Contact Name and Email	
Anticipated Spending Start Date (m/yyyy)	(Must start by July 2013)
Anticipated Spending End Date (m/yyyy)	(Must end by May 2014)

Please refer to the SAA Subgrantee Handbook and the Grant Guidance for more information.

2. **Project Narrative** | *The subgrantee should indicate whether or not the project is new or ongoing. Additionally, the award amount should be allocated to demonstrate what portion goes toward building or expanding capabilities and what portion goes towards sustaining capabilities. The total must equal the proposed funding above.*

2. Project Narrative

Is this project new or ongoing?

New

Ongoing—complete section 2.5 *Funding History*.

Does this project focus on building new capabilities or sustaining existing capabilities? Provide amount dedicated to each category.

Build or expand capabilities

Sustain existing capabilities

Note Total must equal *Proposed Non-T&E Funding Amount* on p. 1.

- 2.1 **Project Description** | In this section, describe the project itself. If the plan is to buy equipment, what is it, who's it for and how will it be used? If the project will pay for services or staff, what are the deliverables and milestones that the service/staff will perform? This section should clearly identify what we will get out of the project.

2.1. Project Description

800 character limit.

- 2.2 **Current Capabilities and Gaps** | In most cases, there is some level of capability in the area, even if it is not sufficient. Describe what we are currently able to achieve and how the implementation of this project will improve that capability. This should be supported by a Strategic Plan Initiative, an After Action Report or an Improvement Plan. The SAA may request a copy of the document referenced.

2.2. Current Capabilities and Gaps

Describe current capabilities (including data such as figures or timeframes that demonstrate how many people, pieces of equipment, etc. can be deployed in the event of an incident) and gaps identified through a Strategic Plan initiative, an After Action Report or an Improvement Plan (list the strategic initiative and/or AAR/IP), and how this project will improve them. 800 character limit.

- 2.3 **Terrorism Risk** | Federal funding is provided to address the identified planning, organization, equipment, training, and exercise needs at the state and local levels to prevent, protect against, respond to, and recover from acts of terrorism. The subgrantee should provide details on the risk(s) this project addresses.

2.3. Terrorism Risk

Describe the terrorism risk this project addresses. 800 character limit.

2.4 Impact on Regional Capability | The applicant should clearly explain how this project will improve the current metrics for demonstrating progress for the NCR Strategic Plan. The impact should be stated in a numeric or otherwise measurable manner. If the project is focused on one or more individual jurisdictions as opposed to the region as a whole, the subgrantee should explain how this advances the region's implementation of the NCR Strategic Plan.

2.4. Impact on Regional Capability

800 character limit.

2.5 Funding History | The subgrantee should list the previous subgrant awards that supported this initiative.

2.5. Funding History

Was the project previously funded?

Subgrant ID	Award	Description

3. Deliverables and Milestones | The subgrantee should identify up to five (5) deliverables for the project. Additionally, up to five (5) milestones should be included for each deliverable to serve as a measure of the project's progress. If awarded the subgrantee should highlight milestones completed during the quarter in their Quarterly Status Reports (QSR).

3. Deliverables and Milestones

Provide detailed and concrete deliverables (e.g. types of equipment purchased, configurations required, number of responders trained, etc.).

Note Planning/Personnel projects must include specific deliverables and milestones that build or connect to a regional capability.

	Deliverable / Milestone Description	Start Date (m/yyyy)	End Date (m/yyyy)
D1			
M1			
M2			
M3			
M4			
M5			
D2			
M1			

4.1 Spend Plan – Non-Training & Exercise | *This section should include a snapshot of the expenses the subgrantee expects to submit for reimbursement and should only be inclusive of expenditures that are not training and exercise related. The total must match the proposed Non Training & Exercise funding on page one.*

4.1. Spend Plan—Non-Training & Exercise

Item Type	Item Description	Computation	Estimated Cost
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00

4.2 Spend Plan – Training & Exercise Only | *This section should include a snapshot of the expenses the subgrantee expects to submit for reimbursement and should only be inclusive of expenditures that are training and exercise related. The total must match the proposed Training & Exercise funding on page one.*

4.2. Spend Plan—Training & Exercise Only

Note All regional training and exercises must be reviewed by the Exercise and Training Operations Panel (ETOP). Submit the **Training & Exercise Concept** form to ETOP by **March 8**, consistent with the spend plan below. Upon approval, ETOP will include the training & exercise funding request as part of their FY 2012 proposal.

Item Type	Item Description	Computation	Estimated Cost
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00

4.3 Sustainment | Sustainment refers to whether the subgrantee needs further grant funds to maintain the deliverable(s) of this project. The subgrantee should choose one of the options and indicate how the subgrantee will use the funds to sustain the capability in future years, if applicable. Additionally, please identify potential (non-UASI) funding sources that may be used to support this capability. This includes other federal grants (name them), local funds or other means.

If equipment has an expiration date or needs to be replaced, the subgrantee should indicate this in the Useful Life field.

4.3. Sustainment

Long-Term Sustainment Plan.

Will future grant funds be required for sustainment? (Choose one of the following).

- No future costs are anticipated.
- Subgrantee will assume all future costs.
- Subgrantee will need future grant funding to cover all costs.
- Subgrantee will assume part of the costs and need future grant funding to cover the rest.

How will the subgrantee sustain the capability (e.g. maintenance/services, system upgrades/refreshes)?

List non-UASI sources of funding available to sustain the capability (e.g. local funding, other federal grant programs).

Sustainment Budget.

How much future grant funding will be required to sustain the capability for 3 years beyond the end of this project?

Annual budget		x	
Years of sustainment required (up to 3)			
Total		\$	0.00

Useful Life.

How long will the equipment be useful? _____

5. **Core Capabilities** | *The subgrantee should select no more than three Core Capabilities. For each of the Core Capabilities selected, please estimate how much funding supports each capability; these values should equal the total proposed funding amount on page one.*

5. Core Capabilities—Select up to three

For more information: <http://www.fema.gov/prepared/ppd8.shtm>.



Core Capabilities	\$ Amount	Core Capabilities	\$ Amount
COMMON CAPABILITIES		Environmental Response/Health and Safety	_____
Planning	_____	Fatality Management Services	_____
Public Information and Warning	_____	Infrastructure Systems	_____
Operational Coordination	_____	Mass Care Services	_____
PREVENTION		Mass Search and Rescue Operations	_____
Forensics and Attribution	_____	On-scene Security and Protection	_____
Intelligence and Information Sharing	_____	Operational Communications	_____
Interdiction and Disruption	_____	Public and Private Services and Resources	_____
Screening, Search, and Detection	_____	Public Health and Medical Services	_____
PROTECTION		Situational Assessment	_____
Access Control and Identity Verification	_____	RECOVERY	
Cybersecurity	_____	Economic Recovery	_____
Intelligence and Information Sharing	_____	Health and Social Services	_____
Interdiction and Disruption	_____	Housing	_____
Physical Protective Measures	_____	Infrastructure Systems	_____
Risk Management for Protection Programs and Activities	_____	Natural and Cultural Resources	_____
Screening, Search, and Detection	_____		
Supply Chain Integrity and Security	_____		
MITIGATION		TOTAL	_____
Community Resilience	_____	Note Total must equal <i>Proposed Funding Amount</i> on p. 1.	
Long-term Vulnerability Reduction	_____		