REQUEST FOR APPLICATIONS (RFA) #05 HSGP – UASI – *NOT FOR PROFIT ALLOCATION*
Phase II (Including Amendments)

Government of the District of Columbia
Executive Office of the Mayor
Office of the Deputy Mayor for Public Safety and Justice

FISCAL YEAR 2005 HOMELAND SECURITY GRANT PROGRAM:
URBAN AREAS SECURITY INITIATIVE – NONPROFIT ALLOCATION

RFA Release Date: January 20, 2006

Application Submission Deadline: March 20, 2006, 5:00 p.m.

LATE APPLICATIONS WILL NOT BE ACCEPTED

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SECTION I: GENERAL INFORMATION

A. INTRODUCTION

The FY05 Urban Areas Security Initiative (UASI) Nonprofit Allocation (NPA) provides financial assistance to address the unique planning, equipment, training, and exercise needs of large urban areas, and to assist them in building an enhanced and sustainable capacity to prevent, respond to, and recover from threats or acts of terrorism.

The intent of the UASI program is to create a sustainable national model program to enhance security and overall preparedness to prevent, respond to, and recover from acts of terrorism. States must ensure that the identified urban areas take an inclusive regional approach to the development and implementation of the FY05 UASI Program and involve core cities, core counties, contiguous jurisdictions, mutual aid partners, port authorities, rail and transit authorities, state agencies, Citizen Corps Council(s), and MMRS steering committees.

The purpose of this Request for Funding Allocation (RFA) is to solicit applications from specific high-threat, high-density urban areas for UASI subgrants to 501(c)(3) nonprofit organizations determined to be at risk of terrorist attack. Grant funding may only be used for target hardening, which includes the acquisition and installation of security equipment in real property (including buildings and improvements) owned or leased by an eligible nonprofit organization, specifically in response to a risk of terrorist attack.

B. GRANTING OFFICE

The FY 2005 UASI NPA for the NCR is distributed, managed and monitored by the State Administrative Agent (SAA) for the District of Columbia, more specifically, the Office of the Deputy Mayor for Public Safety and Justice.

C. ELIGIBILITY

Eligible applicants are limited to nonprofit organizations having current IRS approval as a IRC Section 501 (c) (3) tax-exempt status organization and located within the National Capital Region, defined as the District of Columbia; counties of Montgomery and Prince George's (MD[1]); counties of Arlington, Fairfax, Prince William and Loudon (VA); Cities of Falls Church, Manassas, Manassas Park, Fairfax and Alexandria (VA). Religious institutions that are entitled to tax exempt status under 501(c)(3) must make a statement to that effect as part of their grant application.

The Homeland Security Act of 2002 references the National Capital Region as defined by Title 10, United States Code, Section 2674 (f)(2) which provides the following definition:

[1] Maryland organizations must show proof that there organization has registered with the Office of the Secretary of State or show proof of exempt status.

The term ''National Capital Region'' means the geographic area located within the boundaries of (A) the District of Columbia, (B) Montgomery and Prince Georges Counties in the State of Maryland, (C) Arlington, Fairfax, Loudoun, and Prince William Counties and the City of Alexandria in the Commonwealth of Virginia, and (D) all cities and other units of government within the geographic areas of such District, Counties, and City.

D. Inquiries

****An RFA information session was held for Phase I of this grant on Monday, July 11th, 2005 between 9am and 12pm at the Metropolitan Washington Council of Governments Boardroom (777 North Capital Street, NW)****

To ensure fairness and consistency, all questions unaddressed in the Phase I Request for Applications (RFA), have been addressed in the RFA #5 HSGP – UASI – Not For Profit Allocation - Addendums #1 and #2. Applicants were granted an opportunity to submit written questions regarding application instructions, and the grant administration staff provided the answers. Please review the attached Addendums #1 and #2 for those Questions and Answers.

Any additional questions, that can be answered by referring to sections of the application or that are specific to an applicant, may be answered directly by grant administration staff.

E. Regulations

All applications will be considered under the Federal guidelines that determine allowable expenses.

F. Amount of Funding

A total of $4,500,000 was available in the FY 2005 UASI NPA and $2,793,472.55 has been expended thus far. The remaining amount to be awarded is $1,706,527.45. The maximum grant award is $100,000 per nonprofit organization.

G. Match Requirement

The Fiscal Year 2005 UASI NPA does not have a match requirement.

H. Response Date

To be considered, **proposals must be received no later than 5:00 p.m. Monday, March 20, 2006.**

Proposals must be mailed or hand-delivered to:

Steve Kral
Administrator for the DC Office of Homeland Security
Office of the Deputy Mayor for Public Safety and Justice
1350 Pennsylvania Ave. NW, Suite C-09
Washington, DC 20004
Email: steve.kral@dc.gov

Any proposal received after the specified time will be considered **INELIGIBLE** for Phase II and will **NOT** be reviewed for funding. However, if available funds remain once the applications have been graded and awarded; there may be a projected phase and closeout date to follow. Faxed proposals will not be accepted.

The grant administration staff reserves the right to close out early if all available funds are depleted during Phase II.

I. Period of Performance

These grant funds will be allocated for the period beginning with the date of award through January 31, 2007. All grant expenditures must occur within this time frame. Any extensions of this period of funding must be negotiated on an individual basis and should not be assumed. The Office of the Deputy Mayor for Public Safety and Justice does reserve the right to negotiate alternative funding dates if needed.

J. Application Review and Funding Allocations

When the application is received, grant administration staff will verify that all required materials have been included and placed in the proper order. No late or additional submissions of information will be accepted for Phase II. Applications that are not complete will be considered non-responsive. You may have the opportunity to complete and resubmit your application for future consideration if a Phase III is released. Late applications will be held and automatically considered with those applications submitted in Phase III, if applicable. After applications are checked for completion, they will be forwarded to the Chief Administrative Officers (CAO) committee at MWCOG and the National Capital Region Senior Policy Group (SPG) to determine what projects will be funded and at what funding level. These decisions are based on individual scoring of applications and take into consideration:

- Threats from U.S. Department of State designated international terrorist organizations against any group of United States citizens who operate or are the principal beneficiaries or users of the nonprofit organization
- Prior attacks, within or outside the United States, by international terrorist organizations against the nonprofit organization or entities associated with or similarly situated as the nonprofit organization

- Symbolic value of the site(s) as a highly recognized national cultural or historical institution that renders the site a possible target of international terrorism
- The role of the nonprofit organization in responding to international terrorist attacks
- Previously conducted threat and/or vulnerability assessments
- Increased threats to specific sectors and/or areas
- Other factors as described below.

Listed below are the multi-tiered criteria that the evaluation panel will use to evaluate each application and to determine grant awards. The evaluation panel will review two levels of criteria as follows:

Tier 1 Criteria:

Tier 1 criteria is rated either yes or no. If any of the answers are "no", the application will be immediately disqualified without further review and consideration for an award.

1. Was the application submitted on time?
2. Is the application complete?
3. Does the applicant organization currently have IRS 501 (c) (3) tax-exempt status? If a religious institution that is entitled to tax exempt status under 501(c)(3), is there a statement to that effect as part of the grant application?
4. Is the proposed project site or facility located within the National Capital Region?
5. Is the organization registered with the Office of the Secretary of State or has demonstrated its exempt status? **MARYLAND ORGANIZATIONS ONLY.**

Tier 2 Criteria:

Each application passing Tier 1 review will be read, reviewed and rated by an evaluation panel using the criteria specified below. At least one committee member from Maryland, Virginia and the District of Columbia will be a part of the evaluation panel. Scores per criteria will be totaled to establish a ranked list of eligible applicants for consideration of awards. Information included in applications may be substantiated using other reliable means.

Tier 2 Evaluation Criteria	**Point Score Range**
1) Organizational Descriptions. a) Symbolic value of the site or facility as a national cultural or historical institution. b) Role of the nonprofit organization, involving the site or facility, in response to an international terrorist attack.	0 – 20 points

2) Threat Assessment a) Extent and nature of threats against a functional sector, other critical infrastructure or geographic area in which the nonprofit organization's site or facility is located. b) Extent and nature of prior terrorist attack and threats, within or outside the U.S., against the nonprofit organization. c) Extent and nature of prior terrorist attack, within or outside the U.S., against entities associated with or similarly situated as the nonprofit organization.	0 – 30 points
3) Vulnerability/Impact Assessment. a) Results of a previously conducted threat or vulnerability assessment of the site or facility. b) Potential impact of a terrorist attack on the site or facility.	0 – 25 points
4) Project Description. a) Project goal, objectives, activities and timeline are clear, reasonable and consistent with the intent of the grant program. b) Coordination with state and/or local law enforcement (planned & required). c) Budgeted items are consistent with the intent of the grant program and reasonable in cost. d) Fiscal Management and Project management overview e) Organizational structure that ensures project success f) Clearly defined roles and job descriptions for the project g) Accounting safeguards and structure h) Current audit and response to any findings (if applicable)	0 – 25 points

From this review and rating process, specific allocations will be determined. All decisions made by the CAO and SPG are final and binding. Note: As there are generally far more requests for funds than funds available, applicants may not be chosen for funding or may receive only partial funding for the project.

K. Notification of Award

The Office of the Deputy Mayor for Public Safety and Justice will notify all applicants of the final award decisions within 10 working days of the determination. For those applicants receiving funding, this notice will include the amount of funds to be granted, identify any unallowable costs that application contains, note any reduction in funding from the initial request and outline the necessary steps the applicant must complete to establish the actual award. **No grant activities should begin until the actual grant award has been issued.** All applicants will be notified of the status of their application, via email, within this time frame.

V. SECTION II: PROPOSAL FORMAT

A. DESCRIPTION OF PROPOSAL SECTIONS

Applicants are required to follow the format below and each proposal must contain the following information. Any missing items or format deviations may render the proposal non-responsive.

a. Questionnaire for Prospective Applicants (See Addendum)
b. Applicant Profile (See Appendix A)
c. Organization Overview/Summary (See previous section for detail)
    1. Organizational Descriptions
    2. Threat Assessment
    3. Vulnerability/Impact Assessment
d. Project Description
e. Project Goals and Objectives
f. Equipment List and Allowability (AEL identifier)
g. Certifications and Assurances
h. Appendices

The purpose and content of each section is described below. Applicants should include all information needed to adequately describe their objectives and plans for services. It is important that proposals reflect continuity among the goals and objectives, project design, work plan of activities, and that the budget demonstrates the level of effort required for the proposed services.

a. Questionnaire for Prospective Applicants – Section I, Subsection J (Application Review and Funding Allocation) outlines the general scoring requirements for potential allocation of the grant funds to nonprofit organizations. *The Questionnaire for Prospective Applicants* was created to solicit data relative to the evaluation criteria. The DSHARPPS[2] Scoring Methodology will be used to review and score T*he Questionnaire for Perspective Applicants.*

b. Applicant Profile - Each applicant must include an Applicant Profile, which identifies the applicant, type of organization, project service area and the amount of grant funds requested. *See Appendix A.*

c. Organization Overview/Summary (See previous section for detail)

d. Project Description - This section of the application should contain the description of activities that justifies and describes the project to be implemented.

e. Project Goals, Objectives and Implementation Steps - This section of the application should identify measurable objectives with specific implementation steps for achieving the project goals.

[2] DSHARPPS Scoring Methodology encompasses a detailed review of the organization's **D**emographics, **S**ymbology, **H**istorical data, **A**ccessibility, **R**esponsibility, **P**opulation, **P**revious Threat Assessment and Sector Threats.

f. Equipment List and Allowability (AEL identifier) - The budget for this proposal shall contain detailed, itemized cost information that shows specific equipment costs and identifies the corresponding Authorized Equipment List number.

g. Certification and Assurances - Application shall provide the information requested in Appendices B and C and return them with the application.

h. Appendices - This section shall be used to provide technical material, supporting documentation and endorsements. Such items may include:

- Audited financial statement
- Indication of nonprofit corporation status

B. APPLICATION IDENTIFICATION

Six (6) copies, including an original and five (5) copies, of the application are to be submitted in a sealed envelope or package clearly marked **"Application in Response to FY2005 UASI NPA."** **Of the six (6) copies, one (1) copy must be an original.** Applications that are not submitted in a sealed envelope or package and so marked **will not be accepted**. Telephonic, telegraphic, electronic and facsimile submissions **will not be accepted as originals.**

Application Submission Date and Time

Applications are due no later than 5:00p.m. EST, on March 20, 2006. All applications will be recorded upon receipt. **Any additions or deletions to an application will not be accepted after the deadline.**

Six (6) copies, including one (1) original and five (5) copies of the application **must be** mailed or delivered to the following location:

Office of the Deputy Mayor for Public Safety and Justice
Attention: Steve Kral
1350 Pennsylvania, NW, Suite C-09
Washington, DC 20004

Mail/Courier/Messenger Delivery

Applications that are mailed or delivered by Messenger/Courier services must be sent in sufficient time to be received by the 5:00p.m., EST, deadline on March 20, 2006 at the above location. The Office of the Deputy Mayor for Public Safety and Justice will not accept applications arriving via messenger/courier services at or after 5:01 p.m., EST on March 20, 2006, for the Phase II closeout. Eligibility for a possible 2nd and 3rd phase will be determined immediately upon closeout of the preceding phase.

LATE APPLICATIONS WILL NOT BE ACCEPTED

SECTION III: PROGRAM GUIDANCE

AUTHORIZED PROGRAM EXPENDITURES:
Grant funding may only be used for **target hardening of real property** owned or leased by an eligible nonprofit organization, specifically in response to a risk of terrorist attack.

Target hardening of real property against a terrorist attack generally includes security enhancements that serve to prevent a terrorist attack, detect, deter or delay the execution of a terrorist attack, or mitigate the effects of a terrorist attack. The enhancements may include measures to:

- Strengthen the physical security of a site;
- Strengthen defenses of a site to deter a terrorist attack and/or delay an attacker;
- Reduce the opportunity for a successful terrorist attack; or
- Protect a structure and its occupants from the effects of a terrorist attack through physical means to control the extent and consequences of damage.

This equipment is limited to items on the "Allowable Equipment Costs" list set forth in the UASI AEL, with an emphasis on Physical Security Enhancement Equipment. Allowable equipment does not include enhancements that would otherwise have been reasonably necessary due to nonterrorist threats. The AEL can be found online through the Responders Knowledge Base at http://www1.rkb.mipt.org. You will be required to register on the site to access the list; however, registration is free.

SECTION IV: AWARD AND REPORTING REQUIREMENTS

A. GRANT AWARD TO APPLICANT

Upon approval of the application the grant will be awarded to the respective applicant. This date will be known as the "*award date*."

B. DRAWDOWN OF FUNDS

Following acceptance of the grant award and release of any special conditions withholding funds, the grantee can request funds up to 120 days prior to expenditure using the "Sub Grantee Request for Funds" form. This form will be attached to the sub grant award documents.

Funds received by subgrantees must be placed in an interest-bearing account and are subject to the rules outlined in the Uniform Rule 28 CFR Part 66, *Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*, at http://www.access.gpo.gov/nara/cfr/waisidx_04/28cfrv2_04.html and the Uniform Rule 28 CFR Part 70, *Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and other Nonprofit Organizations*, at http://www.access.gpo.gov/nara/cfr/waisidx_03/28cfr70_03.html.

These guidelines state that subgrantees are required to promptly, but at least quarterly, remit interest earned on advances to:

United States Department of Health and Human Services
Division of Payment Management Services
P.O. Box 6021
Rockville, MD 20852

The subgrantee may keep interest amounts up to $100 per year for administrative expenses. Please consult the *OJP Financial Guide* or the applicable OMB Circular for additional guidance.

C. REPORTING REQUIREMENTS

Financial Status Report (FSR)

Obligations and expenditures must be reported to the DC/SAA on a quarterly basis through the FSR, which are due within 20 days of the end of each calendar quarter (i.e. for the quarter ending March 31, FSR is due on April 20). A report must be submitted for every quarter the award is active, including partial calendar quarters, as well as for periods where no grant activity occurs. The DC/SAA will provide a copy of this form in the initial award package. Future awards and fund drawdowns will be withheld if these reports are delinquent.

Grantees are reminded to review the following documents and ensure that grant activities are conducted in accordance with the applicable guidance:

- 28 CFR Part 66, *Uniform administrative requirements for grants and cooperative agreements to state and local governments*, at http://www.access.gpo.gov/nara/cfr/waisidx_04/28cfrv2_04.html
- OMB Circular A-87, *Cost Principles for State, Local, and Indian Tribal Governments,* at http://www.whitehouse.gov/omb/circulars/index.html
- 28 CFR Part 70, *Uniform administrative requirements for grants and agreements (including subawards) with institutions of higher education, hospitals and other nonprofit organizations*, at http://www.access.gpo.gov/nara/cfr/waisidx_04/28cfrv2_04.html
- OMB Circular A-21, *Cost Principles for Educational Institutions,* at http://www.whitehouse.gov/omb/circulars/index.html
- OMB Circular A-122, *Cost Principles for Non-Profit Organizations,* at http://www.whitehouse.gov/omb/circulars/index.html.

Additionally, grantees should be familiar with the requirements included in the *OJP Financial Guide* at http://www.ojp.usdoj.gov/FinGuide/.

Progress Report

Following award of the grant, subgrantees will be responsible for providing updated obligation and expenditure information on a regular basis as well as progress reports relative to stated goals and objectives. The report is due within 20 days of the end of each calendar quarter. Future awards and fund drawdowns may be withheld if these reports are delinquent. The final report is due 90 days after the end date of the award period.

D. MONITORING

Grant recipients will be monitored periodically by DC/SAA program managers to ensure that the program goals, objectives, timelines, budgets and other related program criteria are being met. Monitoring will be accomplished through a combination of office-based and on-site monitoring visits. Monitoring will involve the review and analysis of the financial, programmatic, and administrative issues relative to each program, and will identify areas where technical assistance and other support may be needed. As a part of the monitoring program, DC/SAA will provide assistance in the evaluation of strategy goals and objectives that is needed by state and local jurisdictions.

E. GRANT CLOSE-OUT PROCESS

Within 90 days after the end of the grant period, the grantee will submit a final FSR and a final progress report detailing all accomplishments throughout the project. After both of these reports have been reviewed and approved by the DC/SAA program manager, a Grant Adjustment Notice (GAN) will be completed to close-out the grant. The GAN will indicate the project as being closed, list any remaining funds that will be de-obligated, and address the requirement of maintaining the grant records for three years from the date of the final FSR.

GOVERNMENT OF THE
DISTRICT OF
COLUMBIA

APPLICANT PROFILE

FY 2005 Homeland Security Grant Program:
Urban Areas Security Initiative - Nonprofit Allocation

ORGANZATION NAME:

PROJECT PERIOD:

PROJECT SYNOPSIS:

JURISDICTION:

AGENCY: _____

ADDRESS: _____

_____

AUTHORIZATION OFFICIAL

NAME: _____
TITLE: _____
ADDRESS: _____
TEL: _____
FAX: _____
EMAIL:

PROJECT DIRECTOR		FINANCIAL OFFICER	
NAME:		NAME:	
TITLE:		TITLE:	
ADDRESS:		ADDRESS:	
TEL:		TEL:	
FAX:		FAX:	
EMAIL:		EMAIL:	

Signature of Authorized Official **Date**

APPENDIX B

GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF THE DEPUTY MAYOR FOR PUBLIC SAFETY AND JUSTICE

Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code. and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over $100,000, as defined at 28 CFR Part 69, The applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - lll, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers including sub grants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510—

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c.) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F. for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620—

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in The applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about—

(1) The dangers of drug abuse in the workplace;

(2) The applicant's policy of maintaining a drug-free workplace;
(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title to: Office of Grants Management and Development, 717 14th St., NW, Suite 1200, Washington, DC 20005. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—

(1) Taking appropriate personnel action against such an employee, up to and incising termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(3) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (1), (c), (d), and (e). and (f)

B. The applicant may insert in the space provided below the sites for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city. county, state, zip code)

_____

_____

_____

As the duly authorized representative of the applications, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

   _____

   _____

   _____

2. Application Number and/or Project Name: _____

3. Grantee IRS/Vendor Number: _____

_____

4. Typed Name and Title of Authorized Representative

_____ _____

5. Signature 6. Date

GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF THE DEPUTY MAYOR FOR PUBLIC SAFETY AND JUSTICE

STANDARD ASSURANCES

The applicant hereby assures and certifies compliance with all Federal statutes, regulations, policies, guidelines and requirements, including OMB Circulars No. A-21, A-110, A-122, A-128, A-87; E.O. 12372 and Uniform Administrative Requirements for Grants and Cooperative Agreements - 28 CFR, Part 66, Common Rule, that govern the application, acceptance and use of Federal funds for this federally-assisted project.

Also, the Application assures and certifies that:

1. It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of The applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of The applicant to act in connection with the application and to provide such additional information as may be required.

2. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 P.L. 91-646 which provides for fair and equitable treatment of persons displaced as a result of Federal and federally-assisted programs.

3. It will comply with provisions of Federal law which limit certain political activities of employees of a State or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants. (5 USC 1501, et. seq.).

4. It will comply with the minimum wage and maximum hour's provisions of the Federal Fair Labor Standards Act if applicable.

5. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.

6. It will give the sponsoring agency of the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.

7. It will comply with all requirements imposed by the Federal-sponsoring agency concerning special requirements of Law, program requirements, and other administrative requirements.

8. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA), list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.

9. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234-, 87 Stat. 975, approved December 31, 1976. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal Financial Assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.

10. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 USC 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1966 (16 USC 569a-1 et. seq.) By (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.

11. It will comply, and assure the compliance of all its sub grantees and contractors, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants; and all other applicable Federal laws, orders, circulars, or regulations.

12. It will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18. Administrative Review Procedure; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination/Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Flood Plain Management and Wetland Protection Procedures; and Federal laws or regulations applicable to Federal Assistance Programs.

13. It will comply, and all its contractors will comply, with the non-discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789(d),

or Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title II of the Americans with Disabilities Act (ADA) (1990); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C, D, E and G; and Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.

14. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs.

15. It will provide an Equal Employment Opportunity Program if required to maintain one, where the application is for $500,000 or more.

16. It will comply with the provisions of the Coastal Barrier Resources Act (P.L 97-348), dated October 19, 1982, (16 USC 3501 et. seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.

Print Name	Print Title
Signature	Date

APPENDIX D

RFA # 5 HSGP – UASI - *Not For Profit Allocation*

Addendum #1

Questions & Answers

August 1, 2005

Q1: Is the deadline for the USAI 501C3 applications being extended?

A1: The deadline for submitting applications has been extended from Friday, August 19, 2005, 5:00 p.m. to Friday August 26, 2005, 5:00 p.m.

Q2: Should the questionnaire that was distributed via email on Friday, July 22, 2005 be included as an appendix to the proposal? Are we supposed to fill out and return the questionnaire in addition to the information requested on page #8 of the RFA? Or is this questionnaire simply to help us organize the proposal?

A2: The data requested in the questionnaire is critical to the evaluation process. All applicants are required to submit a completed questionnaire with their applications.

Q3: On page #1 of the questionnaire, what does the term "entity" mean in this context? Can an individual be an "entity"?

A3: In this context, an entity means something that exists as a discrete unit. This may be an organization or an individual.

Q4: On page #2, question #7 asks if the facility has an "active security presence." Is an alarm system considered active or passive security?

A4: In this context, an alarm system is considered to be passive.

Q5: I assume "jurisdiction" means where you are located. What about "agency", would that be the name of your business or congregation?

A5: In the context of the Applicant Profile, "jurisdiction" refers to the location of the facility to be protected. "Agency" refers to the organization submitting the application for grant funds.

Q6: I have followed your instructions from the briefing that you held on July 18, 2005, with representatives of 501c3's by asking the police to conduct a security analysis of our building.

Their recommendations were mostly to update security camera and monitor equipment. In reviewing the equipment list from http://www1.rkb.mipt.org/, however, the cameras all seem to be thermal and IR and not really the type needed for a museum, archives and library. I suspect this is true for several of the organizations represented at the meeting. Is there another equipment list that we might use? How do you suggest that I proceed?

A6: Unfortunately, the referenced equipment list is the only available equipment list that the Department of Homeland Security has identified at this time. Perhaps you would like to include in your proposal an alternative piece of equipment with detailed documentation/justification as to how the alternative will achieve the intended goal (of target hardening) and note that the specific piece of equipment is not a part of the Allowable Equipment List.

Q7: Is the site operative to ascertain allowable equipment costs? Please provide an address for website.

A7: The Allowable Equipment List is available online at http://www2.rkb.mipt.org/. You will be required to register on the site to access the list. However, registration is free.

Q8: Since we have not done a threat assessment to date, can you please tell me if we can put a budget item for this in our request. Or is it necessary for a professional assessment to be done ahead of time.

A8: Unfortunately, assessment and planning costs are not eligible for reimbursement. Professional assessments are not required. However, applications containing information from a professional assessment may receive higher scores.

Please contact Leeann Turner if you have any questions regarding this addendum at leeann.turner@dc.gov or 202-727-9542.

RFA # 5 HSGP – UASI - *Not For Profit Allocation*

Addendum #2

Questions & Answers

August 5, 2005

Q1: We are not sure what is expected regarding the DSHARPPS Threat Assessment Methodology document; 1) is it merely a background document for our knowledge while we prepare the other documents (application and questionnaire); or 2) is it a document that we need to complete and attach to our application.

Q1a: Do we use DSHARPPS in connection with the "Questionnaire for Prospective Applicants?"

Q1b: How will the applications be evaluated with the two sets of criteria, DHARPPS and the criteria in the RFA?

A1/1a/1b: Section I, Subsection J (Application Review and Funding Allocations) of the RFA proposal outlines the general scoring requirements for potential allocation of the grant funds to nonprofit organizations. The *Questionnaire for Prospective Applicants* was created to solicit data relative to the evaluation criteria identified in the RFA. The DSHARPPS Scoring Methodology will be used to review and score the *Questionnaire for Prospective Applicants*.

Q2: I do not understand the "Current Audit and Response". Does this apply only if we have had an audit done? If not, please clarify what information is desired.

A2: Evaluation criterion 4)h) on page #7 of the RFA is intended to determine whether or not the applicant has been audited and, if so, have they responded to the findings.

Q3: Is work performed by architect prior to the start of the award period considered a legitimate pre-agreement cost? What is mechanism to obtain approval of pre-agreement cost(s)?

A3: Unfortunately, assessment and planning costs are not eligible for reimbursement. Work performed by an architect at any time will not be considered a legitimate cost. We do not routinely approve pre-agreement costs.

Q4: How much is the "small purchase threshold" referred to in 28CFR 66 and 70?

A4: The "small purchase threshold" for a grant or cooperative agreement is currently fixed at $100,000.

Q5: I did not see relevant sections in either 28CFR 66 or 70 relating to interest bearing accounts. Please provide guidance as to what is acceptable?

A5: Please refer to OMB Circular A-110, specifically, subpart C, section 22 for clarification.

Q6: I believe we are sub-recipient of grant. Is this correct?

A6: Yes, the Applicant is the sub-recipient.

Q7: Is there a standard Progress Report which will be provided? If not, what format is desired?

A7: The Progress Report format will be provided in the award package.

Q8: I believe that the reports we provide relating to this grant need to be on an accrual basis - although we are not required to change our overall accounting system. Is this a correct understanding? If not, please specify what is required.

A8: Please refer to OMB Circular A-110, specifically, subpart C (Financial and Program Management).

Q9: The Period of Performance states that all grant expenditures must occur within the time frame of the date of award through January 31, 2007. An attendee of the information session in July said there was discussion regarding grant funds being used on items already purchased and the "award date" was referring to the date the money was allocated. I was seeking clarification on when the date of award was, did it refer to the future awarding of the grants to local agencies or the awarding of federal grant funds for the program.

A9: Approved subgrants can be retroactive to the beginning of the ***parent*** grant period of performance (10/1/04). The award date will be the date the sub-award is made to the non-profit organization.

Please contact Leeann Turner if you have any questions regarding this addendum at leeann.turner@dc.gov or 202-727-9542.