

**RESOLUTION**

**WHEREAS**, the City of El Paso (the "City") is eligible to apply for grants through the Homeland Security Grant Division of the Office of the Governor of the State of Texas ("HSGD"); and

**WHEREAS**, the El Paso City Council seeks to receive grant funding through the HSGD grant/application number 4715701 for the El Paso Police Department project identified as "SHSP Regular Project;" and

**WHEREAS**, the El Paso City Council designates the City Manager or his designee as the City's authorized official.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

1. **THAT**, the El Paso City Council authorizes the submission to the Office of the Governor of the State of Texas, Homeland Security Grant Division, grant application number 4715701, for the City of El Paso Police Department project identified as "SHSP Regular Projects" to provide financial assistance to the City of El Paso.
2. **THAT**, the City of El Paso shall provide all matching funds for said grant, if applicable.
3. **THAT**, the City Manager or designee is authorized to apply for, accept, reject, alter and/or terminate said grant.
4. **THAT**, the City Council agrees that in the event of loss or misuse of said grant funds, the City of El Paso will return all funds for said grant to the State of Texas Office of the Governor, Homeland Security Grant Division.
5. **BE IT FURTHER RESOLVED THAT**, the City Manager or designee is authorized to sign any related paperwork, including but not limited to, the actual grant contract, the authorization of budget transfers, and/or revisions to the operation plan, as well as any grant amendments, corrections, or extensions of the grant agreement which increase, decrease, or de-obligate program funds, provided that no additional City funds are required.

ADOPTED this 31 day of January 2023.

CITY OF EL PASO



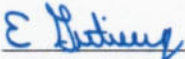
Oscar Leeser  
Mayor

ATTEST:



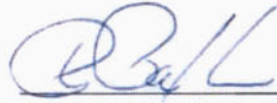
Laura D. Prine  
City Clerk

APPROVED AS TO FORM:



Eric Gutierrez  
Assistant City Attorney

APPROVED AS TO CONTENT:



Assistant Chief Peter Pacillas  
El Paso Police Department

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**Agency Name:** El Paso, City of  
**Grant/App:** 4715701 **Start Date:** 9/1/2023 **End Date:** 8/31/2024

**Project Title:** SHSP REGULAR Projects  
**Status:** Application Pending Submission

**Eligibility Information**

**Your organization's Texas Payee/Taxpayer ID Number:**  
746000749

**Application Eligibility Certify:**

Created on:1/3/2023 10:33:35 AM By:Laura Carpio

**Profile Information**

**Applicant Agency Name:** El Paso, City of  
**Project Title:** SHSP REGULAR Projects  
**Division or Unit to Administer the Project:** Special Investigations and Dignitary Protection Units  
**Address Line 1:** 300 N. Campbell  
**Address Line 2:**  
**City/State/Zip:** El Paso Texas 79901-1402  
**Start Date:** 9/1/2023  
**End Date:** 8/31/2024

**Regional Council of Governments(COG) within the Project's Impact Area:** Rio Grande Council of Governments  
**Headquarter County:** El Paso  
**Counties within Project's Impact Area:** El Paso

**Grant Officials:****Authorized Official**

**Name:** Elda Hefner  
**Email:** rodriguez-hefnere@elpasotexas.gov  
**Address 1:** 300 N. Campbell  
**Address 1:**  
**City:** El Paso, Texas 79901  
**Phone:** 915-212-1795 **Other Phone:** 915-212-1162  
**Fax:**  
**Title:** Ms.  
**Salutation:** Ms.  
**Position:** Grants Administrator

**Financial Official**

**Name:** Margarita Munoz  
**Email:** munozmm@elpasotexas.gov  
**Address 1:** 300 N. Campbell st  
**Address 1:**  
**City:** City of El Paso, Texas 79901  
**Phone:** 915-212-1174 **Other Phone:**  
**Fax:**  
**Title:** Ms.  
**Salutation:** Ms.  
**Position:** Comptroller

**Project Director**

**Name:** Oscar Giron  
**Email:** 2075@elpasotexas.gov



**Address 1:** 911 N. Raynor

**Address 1:**

**City:** El Paso, Texas 79903

**Phone:** 915-212-4153 Other Phone: 915-212-4151

**Fax:**

**Title:** Mr.

**Salutation:** Officer

**Position:** Police Officer

#### **Grant Writer**

**Name:** Laura Carpio

**Email:** c1923@elpasotexas.gov

**Address 1:** 911 N. Raynor

**Address 1:**

**City:** El Paso, Texas 79903

**Phone:** 915-212-4277 Other Phone:

**Fax:**

**Title:** Ms.

**Salutation:** Ms.

**Position:** Senior Grant Planner

#### **Grant Vendor Information**

**Organization Type:** Unit of Local Government (City, Town, or Village)

**Organization Option:** applying to provide homeland security services

**Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):** 746000749

**Unique Entity Identifier (UEI):** KLZGKXNFVTL4

#### **Narrative Information**

##### **Overview**

The purpose of the Homeland Security Grant Program (HSGP) is to support state and local 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. HSGP provides funding to implement investments that build, sustain, and deliver the 32 core capabilities essential to achieving the National Preparedness Goal (the Goal) of a secure and resilient Nation. The building, sustainment, and delivery of these core capabilities are not exclusive to any single level of government, organization, or community, but rather, require the combined effort of the whole community. HSGP supports core capabilities across the five mission areas of Prevention, Protection, Mitigation, Response, and Recovery based on allowable costs.

The funding announcement, located on the [eGrants Calendar](#) page, describes the organization types, activities, and costs that are eligible under the announcement. The PSO's [eGrants User Guide to Creating an Application](#) guides applicants through the process of creating and submitting an application in eGrants. Information and guidance related to the management and use of grant funds can be found in the PSO's Guide to Grants, located on the [PSO Resource for Applicants and Grantees webpage](#).

##### **Primary Mission and Purpose**

**State Homeland Security Program (SHSP):** Supports state, Tribal and local preparedness activities that address high-priority preparedness gaps across all core capabilities where a nexus to terrorism exists. All investments must be consistent with capability targets set during the Threat and Hazard Identification and Risk Assessment (THIRA) process, and gaps identified in the State Preparedness Report (SPR).

Many activities which support the achievement of target capabilities related to terrorism preparedness may simultaneously support enhanced preparedness for other hazards unrelated to acts of terrorism. However, **all SHSP projects must assist grantees in achieving target capabilities related to preventing, preparing for, protecting against, or responding to acts of terrorism.**

##### **Eligibility Requirements**



**Cybersecurity Training Requirement**

Local units of governments must comply with the Cybersecurity Training requirements described in Section 772.012 and Section 2054.5191 of the Texas Government Code. Local governments determined to not be in compliance with the cybersecurity requirements required by Section 2054.5191 of the Texas Government Code are ineligible for OOG grant funds until the second anniversary of the date the local government is determined ineligible. Government entities must annually certify their compliance with the training requirements using the [CCybersecurity Training Certification for State and Local Government](#). A copy of the Training Certification must be uploaded to your eGrants application. For more information or to access available training programs, visit the [Texas Department of Information Resources Statewide Cybersecurity Awareness Training](#) page.

**Criminal History Reporting**

Entities receiving funds from PSO must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the *Texas Code of Criminal Procedure, Chapter 66*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90% of convictions within five business days to the Criminal Justice Information System at the Department of Public Safety.

**Uniform Crime Reporting (UCR)**

Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime in Texas (CIT) publication. To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted.

**Entities That Collect Sexual Assault/Sex Offense Evidence or Investigate/Prosecute Sexual Assault or Other Sex Offenses**

In accordance with Texas Government Code, Section 420.034, any facility or entity that collects evidence for sexual assault or other sex offenses or investigates or prosecutes a sexual assault or other sex offense for which evidence has been collected, must participate in the statewide electronic tracking system developed and implemented by the Texas Department of Public Safety. Visit DPS's Sexual Assault Evidence Tracking Program website for more information or to set up an account to begin participating.

**National Incident Management System (NIMS) Implementation**

Grantees are required to implement NIMS. The NIMS uses a systematic approach to integrate the best existing processes and methods into a unified national framework for incident management across all homeland security activities including prevention, protection, response, mitigation, and recovery. Grantees must use standardized resource management concepts for resource typing, credentialing, and an inventory to facilitate the effective identification, dispatch, deployment, tracking and recovery of resources.

**Emergency Management Plans (Intermediate Level)**

Cities and counties must have a current emergency management plan or be a legally established member of an inter-jurisdictional emergency management program with a plan on file with the Texas Division of Emergency Management (TDEM). Plans must be maintained throughout the entire grant performance period. If you have questions concerning your Emergency Management Plan (preparedness) level, contact your Emergency Management Coordinator (EMC) or your regional Council of Governments (COG). For questions concerning plan deficiencies, contact TDEM at [tdem.plans@tdem.texas.gov](mailto:tdem.plans@tdem.texas.gov).



**Program Income**

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income through a formal grant adjustment and to secure PSO approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after PSO's approval of a grant adjustment and prior to requesting reimbursement of funds.

**Deduction Method** - Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless PSO authorizes otherwise. Program income which the grantee did not anticipate at the time of the award shall be used to reduce the PSO award and grantee match rather than to increase the funds committed to the project.

**Asset Seizures and Forfeitures** - Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

**Program Requirements****Building and Sustaining Core Capabilities**

1. All capabilities being built or sustained must have a clear link to one or more Core Capabilities in the National Preparedness Goal.
2. Many capabilities which support terrorism preparedness simultaneously support preparedness for other hazards. Grantees must demonstrate this dual-use quality for any activities implemented under this program that are not explicitly focused on terrorism preparedness. Activities implemented under SHSP must support terrorism preparedness by building or sustaining capabilities that relate to the prevention of, protection from, mitigation of, response to, and recovery from terrorism.
3. Funding should be used to sustain core capabilities. New capabilities should not be built at the expense of maintaining current and critically needed core capabilities. New capabilities must be aligned with capability targets and gaps identified through the THIRA/SPR process.

**Mission Areas**

The National Preparedness Goal organizes the core capabilities into the five mission areas:

- **Prevention.** Prevent, avoid or stop an imminent, threatened or actual act of terrorism.
- **Protection.** Protect our citizens, residents, visitors, and assets against the greatest threats and hazards in a manner that allows our interests, aspirations, and way of life to thrive.
- **Mitigation.** Reduce the loss of life and property by lessening the impact of future disasters.
- **Response.** Respond quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of a catastrophic incident.
- **Recovery.** Recover through a focus on the timely restoration, strengthening and revitalization of infrastructure, housing and a sustainable economy, as well as the health, social, cultural, historic and environmental fabric of communities affected by a catastrophic incident.

**Nationwide Cyber Security Review**

Grantees will be required to complete the Nationwide Cybersecurity Review (NCSR), enabling agencies to benchmark and measure progress of improving their cybersecurity posture. The Chief Information Officer (CIO), Chief Information Security Officer (CISO), or equivalent for each recipient agency should complete the NCSR. If there is no CIO or CISO, the most senior cybersecurity professional should complete the assessment. The NCSR is available at no cost to the user and takes approximately 2-3 hours to complete. For more information about the NCSR, visit: <https://www.cisecurity.org/ms-isac/services/ncsr/>.

**Overall Certification**



**Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the PSO Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, any authorizing or applicable state and federal statutes and regulations to be eligible for this program.**

**X I certify to all of the application content and requirements.**

**Project Summary :**

**Briefly summarize the project, including proposed activities and intended impact.**

**This project will provide personal protective equipment for the El Paso Police Departments Special Investigations and Dignitary Protection units. The application is for thirty-two plate carriers and sixty-four rifle-rated body armor plates. The units will utilize this equipment to mitigate and respond to acts of terrorism and natural disasters in the region.**

**Problem Statement :**

**Provide a detailed account of the issues, threats or hazards that your project will target. For federal Homeland Security Grants, include specific references to the regional or state *Threat and Hazard Identification and Risk Assessment (THIRA)*, as applicable.**

**El Paso is a prime target for foreign and domestic terrorism and similar attacks due partly to its proximity to Mexico and the high volume of international commerce. The current population is an estimated 879,000. Additionally, El Paso is home to one of the largest military bases, Fort Bliss, TX. The El Paso Police Department provides service and protection to the residents and those visiting the city daily. Terrorism attacks have occurred nationally (Highland Park, IL. Buffalo, NY.), regionally in Uvalde, TX, and recently locally in El Paso, TX. This project will improve Law Enforcement's ability to respond to and mitigate mass casualty and terrorism-related incidents identified in the regional THIRA. The THIRA identifies threats to include active shooter attacks against soft targets in the region (2022 THIRA pg.9,14).**

**Existing Capability Levels :**

**Describe the existing capability levels, including resources that are currently in place to support this project prior to the use of grant funds.**

**The El Paso Police Department has 22 personnel assigned to the Dignitary Protection Unit and 10 personnel assigned to the Special Investigations Unit. These units operate separately but often work in conjunction on major events and incidents in the region, and both units can handle multiple incidents simultaneously. For regular duty use, personnel are issued basic personal protection equipment, including soft body armor.**

**Capability Gaps:**

**Describe the capability gaps which will be addressed by the project. For federal Homeland Security Grants, include specific references to the regional or statewide State Preparedness Report (SPR). This project will address gaps in the Interdiction and disruption core capability (2022 SPR 25,26) and provide personal protective equipment for the Dignitary Protection and Special Investigations Units. Page 26 of the 2022 SPR also identifies a capability gap in the POETE under Equipment needed for, or replacement of, equipment to be provided for personnel. Currently, personnel is issued basic PPE (soft body armor); however, they are not equipped with rifle-rated body armor. "Interdiction and disruption" and "On scene security and protection" were both listed in the "top 3 core capabilities to sustain" on the 2022 SPR PG 111.**

**Impact Statement :**

**Describe the project goals/objectives and how this project will maintain capabilities or reduce capability gaps.**

**This project will reduce the capability gaps by increasing officer safety for the Dignitary Protection and Special Investigations Units. In addition, it will increase Personal Protection Equipment (PPE) for the officers to prevent, mitigate, and tactically improve responses to critical incidents related to active shooter, coordinated terrorist attacks, and natural disasters.**

**Homeland Security Priority Actions:**

**Identify the Texas Homeland Security Priority Action most closely aligned with this project. Each Priority Action is linked with an *Objective from the Texas Homeland Security Strategic Plan (HSSP)*. List the Priority Action by number and text (e.g. *1.2.3 Expand and enhance the network of human***



***sources that can provide detailed and relevant information on known or suspected terrorist and criminal enterprises.)***

**4.1.1 Strengthen the state's regionally focused, multi-discipline, all-hazards response system that ensures each region statewide has access to the necessary response teams and resources, including enhancement of resource requests and mutual aid processes.**

#### **Target Group :**

**Identify the target group and population expected to benefit from this project.**

**The 32 members from the El Paso Police Departments Dignitary Protection and Special Investigations Units will be the direct beneficiaries. The listed equipment will enhance both units' ability to respond to, mitigate, and protect the city and region's residents from potential terrorism from active shooter, coordinated terrorist attacks, and natural disasters.**

#### **Long-Term Approach:**

**Describe how the applicant agency will maintain the capabilities supported by this project without additional federal or state funds. If sustainment is dependent upon federal or state grants, describe the ongoing need for future grants, as applicable.**

**The El Paso Police Department will continue to seek alternate funding to maintain a regional response level safely and efficiently.**

#### **Project Activities Information**

##### **HSGP Instructions for Project Activity Selection**

**Homeland Security Grant Program (HSGP) applicants should only select one project activity. The eGrants system will allow multiple selections, but each HSGP subrecipient project must fit into one and only one of the Investment Categories that are listed as project activities under the "Activity List".**

##### **Selected Project Activities:**

<b>ACTIVITY</b>	<b>PERCENTAGE:</b>	<b>DESCRIPTION</b>
Support of First Responder Capabilities	100.00	This project will provide El Paso Police personnel and first responders with equipment to respond to acts of terrorism and natural disasters. This project is for the purchase of 32 plate carriers and 64 rifle-rated body armor plates.

#### **Measures Information**

##### **Objective Output Measures**

<b>OUTPUT MEASURE</b>	<b>TARGET LEVEL</b>
Number of exercises conducted.	0
Number of individuals participating in exercises.	0
Number of people trained.	0
Number of Special Response Team personnel provided with new or updated equipment.	32
Number of Special Response Teams created, maintained or enhanced.	2
Number of trainings conducted.	0



**Objective Outcome Measures**

OUTCOME MEASURE	TARGET LEVEL
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**Custom Output Measures**

CUSTOM OUTPUT MEASURE	TARGET LEVEL
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**Custom Outcome Measures**

CUSTOM OUTCOME MEASURE	TARGET LEVEL
------------------------	--------------

**Resolution from Governing Body**

Applications from nonprofit corporations, local units of governments, and other political subdivisions must include a resolution that contains the following:

1. Authorization by your governing body for the submission of the application to the Public Safety Office (PSO) that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update the PSO should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to PSO.

Upon approval from your agency's governing body, upload the approved resolution to eGrants by going to the Upload.Files tab and following the instructions on Uploading eGrants Files.

**Contract Compliance**

Will PSO grant funds be used to support any contracts for professional services?

Select the appropriate response:

☐ Yes  
☒ No



**For applicant agencies that selected Yes above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.**

**Enter a description for monitoring contract compliance:**

**Lobbying**

**For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds 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 the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?**

**Select the appropriate response:**

☐ Yes  
☒ No  
☐ N/A

**For applicant agencies that selected either No or N/A above, have any non-federal funds 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 in connection with this federal contract, loan, or cooperative agreement?**

☐ Yes  
☒ No  
☐ N/A

**Fiscal Year**

**Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).**

**Enter the Begin Date [mm/dd/yyyy]:**

9/1/2023

**Enter the End Date [mm/dd/yyyy]:**

8/31/2024

**Sources of Financial Support**

**Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:**

**Enter the amount (in Whole Dollars \$) of Federal Grant Funds expended:**

217632742

**Enter the amount (in Whole Dollars \$) of State Grant Funds expended:**

5107956

**Single Audit**

**Applicants who expend less than \$750,000 in federal grant funding or less than \$750,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a PSO grant. However, PSO may require a limited scope audit as defined in 2 CFR Part 200, Subpart F - Audit Requirements.**

**Has the applicant agency expended federal grant funding of \$750,000 or more, or state grant funding of \$750,000 or more during the most recently completed fiscal year?**

**Select the appropriate response:**

☒ Yes  
☐ No



**Applicant agencies that selected Yes above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the State of Texas Single Audit Circular; or CFR Part 200, Subpart F - Audit Requirements.**

**Enter the date of your last annual single audit:**

**8/31/2021**

**Debarment**

**Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):**

- **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 participation in this transaction by any federal department or agency;**
- **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; or**
- **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 the above bullet; and 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.**

**Select the appropriate response:**

☒ **I Certify**

☐ **Unable to Certify**

**Enter the debarment justification:**

**FFATA Certification**

**Certification of Recipient Highly Compensated Officers – The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (HSGD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers YES to the FIRST statement but NO to the SECOND statement listed below.**

**In the sub recipient's preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?**

☐ **Yes**

☒ **No**

**Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?**

☐ **Yes**

☒ **No**

**If you answered YES to the FIRST statement and NO to the SECOND statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered NO to the first statement you are NOT required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).**

**Position 1 - Name:**

**Position 1 - Total Compensation (\$):**

**0**

**Position 2 - Name:**

**Position 2 - Total Compensation (\$):**



0

**Position 3 - Name:****Position 3 - Total Compensation (\$):**

0

**Position 4 - Name:****Position 4 - Total Compensation (\$):**

0

**Position 5 - Name:****Position 5 - Total Compensation (\$):**

0

**Homeland Security Information****FUND SOURCE INFORMATION AND REQUIREMENTS****DHS Project Type: Establish/enhance regional response teams****Capabilities****Core Capability: Interdiction and Disruption****Identify if this investment focuses on building new capabilities or sustaining existing capabilities. :  
New Capabilities (Build)****Are the assets or activities Deployable or Shareable: Deployable****Check if this Investment requires new construction or renovation, retrofitting, or modification  
of existing structures****X   Check if these funds will support a project that was previously funded with HSGP funding****Project Management Step Involved:****Check the step that most closely resembles the phase of the project activities to be completed  
during the grant period.****Step: Execute****Description: The period within the project lifecycle during which the actual work of creating the  
project's deliverables is carried out.****Process: Involves directing, accomplishing, managing, and completing all phases and aspects of  
work for a given project.****Milestones****Milestone: Research equipment and vendors; Completion Date: 12-30-2023****Milestone: Receive quotes and prepare purchase packets according to city purchasing process;  
Completion Date: 02-28-2024****Milestone: Submit packets with approved purchase orders upon completion of city purchasing  
process; Completion Date: 05-31-2024****Milestone: Receive and deploy equipment ; Completion Date: 08-31-2024****NIMS Resources****Check if this project supports a NIMS typed resource****Enter the name of the typed resources from the Resource Type Library Tool:**



**Enter the ID of the typed resources from the Resource Type Library Tool:**

### **Fiscal Capability Information**

#### **Section 1: Organizational Information**

**\*\*\* FOR PROFIT CORPORATIONS ONLY \*\*\***

**Enter the following values in order to submit the application**

**Enter the Year in which the Corporation was Founded: 0**

**Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status: 01/01/1900**

**Enter the Employer Identification Number Assigned by the IRS: 0**

**Enter the Charter Number assigned by the Texas Secretary of State: 0**

**Enter the Year in which the Corporation was Founded:**

**Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:**

**Enter the Employer Identification Number Assigned by the IRS:**

**Enter the Charter Number assigned by the Texas Secretary of State:**

#### **Section 2: Accounting System**

**The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.**

**Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts)?**

**Select the appropriate response:**

☐ **Yes**

☐ **No**

**Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?**

**Select the appropriate response:**

☐ **Yes**

☐ **No**

**Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?**

**Select the appropriate response:**

☐ **Yes**

☐ **No**

**If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.**

**Enter your explanation:**

#### **Section 3: Financial Capability**

**Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.**

**Has the grant agency undergone an independent audit?**

**Select the appropriate response:**

- ☐ Yes  
☐ No

**Does the organization prepare financial statements at least annually?**

**Select the appropriate response:**

- ☐ Yes  
☐ No

**According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?**

**Select the appropriate response:**

- ☐ Yes  
☐ No

**If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.**

**Enter your explanation:**

#### **Section 4: Budgetary Controls**

**Grant agencies should establish a system to track expenditures against budget and / or funded amounts.**

**Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:**

**a) Total funds authorized on the Statement of Grant Award?**

- ☐ Yes  
☐ No

**b) Total funds available for any budget category as stipulated on the Statement of Grant Award?**

- ☐ Yes  
☐ No

**If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.**

**Enter your explanation:**

#### **Section 5: Internal Controls**

**Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.**

**Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?**

**Select the appropriate response:**

- ☐ Yes  
☐ No

**Is there separation of responsibility in the receipt, payment, and recording of costs?**

**Select the appropriate response:**

- ☐ Yes  
☐ No

**If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.**

**Enter your explanation:**

#### **Budget Details Information**



**Budget Information by Budget Line Item:**

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Supplies and Direct Operating Expenses	01LE-01-ARMR Armor, Body	64 - rifle rated body armor plates (2 per officer front/back) at an estimated \$350.00 each for an estimated total of \$ 22,400.00.	\$22,400.00	\$0.00	\$0.00	\$0.00	\$22,400.00	0
Supplies and Direct Operating Expenses	03OE-01-VSTO Vests, Operational	32 - Load bearing Vest/Plate carriers at \$150.00 each for an estimated cost of \$ 4,800.00.	\$4,800.00	\$0.00	\$0.00	\$0.00	\$4,800.00	0

**Source of Match Information****Detail Source of Match/GPI:**

DESCRIPTION	MATCH TYPE	AMOUNT
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**Summary Source of Match/GPI:**

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**Budget Summary Information****Budget Summary Information by Budget Category:**

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Supplies and Direct Operating Expenses	\$27,200.00	\$0.00	\$0.00	\$0.00	\$27,200.00

**Budget Grand Total Information:**

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$27,200.00	\$0.00	\$0.00	\$0.00	\$27,200.00

**Condition Of Fundings Information**

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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