

## Commonwealth of Virginia Subaward Application Points of Contact



Virginia Department of Emergency Management  
 Grants Management Office  
 9711 Farrar Court - Suite 200      Tel: 804-267-7600  
 Richmond, VA 23236-3713      Fax: 804-272-2046

**Grant Year: FY 2023**

**Federal Program and CFDA #: 97.067**

**Sub-Grantee**

**Organization Type (Check Applicable Box)**

**Subgrantee (Jurisdiction Legal Name):**

City of Hampton

State Agency

City/County

College

**Sub-recipient (Agency Name):**

Airport

Authority

Planning District

**Legal Address:**

Other: (Please specify)

22 Lincoln Street  
 Hampton, VA 23669

**EIN #:** 54-6001336

**DUNS #:** 66019902

**Project Title:** FY 2023 SHSP Peninsula FAC Regional Supply Cache

**Total Dollar Amount Requested:** \$ 70,000.00

**Please Provide all Signatures (as applicable)**

By signing this application, I certify (1) to the statements contained in the list of certifications; (2) that the statements herein are true, complete and accurate to the best of my knowledge; and (3) that if awarded I will not undergo any obligations until I have received approval or clearance for any Environmental Historical Preservation (EHP) requirements. (4) that the below representatives are authorized to submit grant management requirements both paper and electronic to VDEM and VDEM's grant management system. I also provide the required assurances and agree to comply with any resulting terms if I obtain an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties.

*\*City Manager, County Administrator, State Agency Head, Executive Director or their authorized designee.*

<b>Contact Details:</b>	<b>Chief Administrative Officer *</b>
<b>Name:</b>	Mary B. Bunting
<b>Title:</b>	City Manager
<b>Email:</b>	mbunting@hampton.gov
<b>Telephone:</b>	757-727-6392
<b>Address:</b>	22 Lincoln Street Hampton, VA 23669

<i>Mary B. Bunting</i> * Chief Administrative Officer [signature]	12/13/23 Date
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ENTER PRIMARY & SECONDARY CONTACT INFORMATION ON THE FOLLOWING PAGES

CITY OF HAMPTON

OFFICE OF THE CITY ATTORNEY

Approved as to form and legal sufficiency

Date: 12/12/2023 1 of 3

*[Signature]*  
City Attorney

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Grants Management Office  
 9711 Farrar Court - Suite 200  
 Richmond, VA 23236-3713

Tel: 804-267-7600  
 Fax: 804-272-2046

### ENTER PRIMARY CONTACT INFORMATION FOR YOUR SUBAWARD

PROGRAM/PROJECT MANAGER	
PRIMARY CONTACT	
<b>Name:</b>	Gwen Pointer
<b>Title:</b>	Deputy Coordinator of Emergency Management
<b>E-mail:</b>	gwen.pointer@hampton.gov
<b>Telephone:</b>	757-570-9795
<b>Address:</b>	1300 Thomas Street, Rm. 97
	Hampton, VA 23669
FINANCE OFFICER	
PRIMARY CONTACT	
<b>Name:</b>	Karl Daughtrey
<b>Title:</b>	Finance Director
<b>Organization:</b>	City of Hampton, VA
<b>E-mail:</b>	kdaughtrey@hampton.gov
<b>Telephone:</b>	757-727-6320
<b>Fax:</b>	757-727-6872
<b>Address:</b>	22 Lincoln Street
	Hampton, VA 23669

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 9711 Farrar Court - Suite 200      Tel: 804-267-7600  
 Richmond, VA 23236-3713      Fax: 804-272-2046

**ENTER SECONDARY CONTACT INFORMATION FOR YOUR SUBAWARD**

	PROGRAM/PROJECT MANAGER
	SECONDARY CONTACT
<b>Name:</b>	Sara Snowden
<b>Title:</b>	EM Deputy Coordinator
<b>E-mail:</b>	sara.snowden@hampton.gov
<b>Telephone:</b>	757-755-0434
<b>Address:</b>	1300 Thomas Street, Rm. 97
	Hampton, VA 23669
	FINANCE OFFICER
	SECONDARY CONTACT
<b>Name:</b>	Veronica Kmetz
<b>Title:</b>	Senior Accountant
<b>Organization:</b>	City of Hampton, VA
<b>E-mail:</b>	veronica.kmetz@hampton.gov
<b>Telephone:</b>	757-727-6331
<b>Fax:</b>	757-727-6872
<b>Address:</b>	22 Lincoln Street
	Hampton, VA 23669

## CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) 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 an 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 modification 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.
- (2) 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 the Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- (3) The undersigned shall require that the language of the certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. The certification is a material representation of the fact on which reliance was placed when this transaction was made or entered into. Submission of the certification is a prerequisite for making or entering into the transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Statement for Loan Guarantees and Loan Insurance

The undersigned state, to the best of his or her knowledge and belief, that:

If any 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 the commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instruction. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

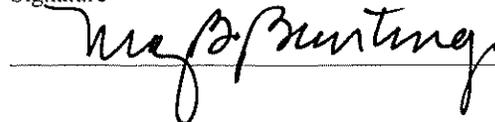
Applicant's Organization

City of Hampton

Printed name and title of authorized representation

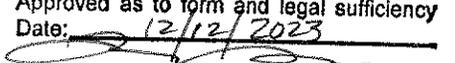
Mary B. Bunting

Signature



Date

12/13/23

CITY OF HAMPTON  
OFFICE OF THE CITY ATTORNEY  
Approved as to form and legal sufficiency  
Date: 12/12/2023  
  
City Attorney

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

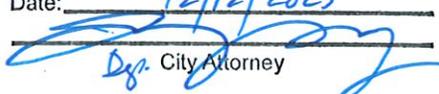
As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE City Manager
APPLICANT ORGANIZATION City of Hampton	DATE SUBMITTED 12/13/23

Standard Form 424B (Rev. 7-97) Back

CITY OF HAMPTON  
OFFICE OF THE CITY ATTORNEY  
Approved as to form and legal sufficiency  
Date: 12/12/2023  
  
Dpt. City Attorney

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND  
OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

O.M.B. No. 1660-0025  
Expires August 31, 2011

**PAPERWORK BURDEN DISCLOSURE NOTICE**

Public reporting burden for this form is estimated to average 1.7 hours per response. The burden estimate includes the time for reviewing instructions and searching existing data sources, gathering and maintaining the data needed and completing, and submitting the form. You are not required to respond to this collection of information unless a valid OMB control number appears in the upper right corner of this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472, Paperwork Reduction Project (1660-0001). **NOTE: Do not send your completed form to this address.**

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 44 CFR Part 18, "New Restrictions on Lobbying" and 28 CFR Part 17, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Federal Emergency Management Agency (FEMA) determines to award the transaction, grant, or cooperative agreement.

**1. LOBBYING**

As required by section 1352, Title 31 of the U.S. Code, and implemented at 44 CFR Part 18, for persons entering into a grant or cooperating agreement over \$ 100,000, as defined at 44 CFR Part 18, 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 other funds than Federal appropriated funds have been paid or will be paid to any other person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or an employee of Congress, or employee of a member of Congress in connection with this Federal Grant or cooperative agreement, the undersigned shall complete and submit Stand 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 subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

Standard Form-LLL "Disclosure of Lobbying Activities" attached  
(This form must be attached to certification if nonappropriated funds are to be used to influence activities.)

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

As required by Executive Order 12549, Debarment and Suspension, and implemented at 44 CFR Part 67, for prospective participants in primary covered transactions, as defined at 44 CFR Part 17, Section 17.510-A.

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 a or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or perform a public 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 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 of 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  
(GRANTEE OTHER THAN INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 44 CFR Part 17, Subpart F, for grantees, as defined at 44 CFR Part 17.615 and 17.620-

A. The applicant certifies that it 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 grantee'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 grantee'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 to 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 term of the statement; and

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

(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 the applicable FEMA awarding office, i.e., regional office or FEMA office.

Place of Performance (Street address, City, County, State, Zip code)

1300 Thomas St. Rm. 97

Hampton, VA 23669

(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 convicted-

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

(2) Requiring such an 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;

Check  If there are workplaces on file that are not identified here.

Sections 17.630 of the regulations provide that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for FEMA funding. States and State agencies may elect to use a state wide certification.

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

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

# State Homeland Security Program

**Instructions:** Please use the following template to prepare your FY23 State Homeland Security Program (SHSP) project proposal form. **This document is for planning purposes only.** You must fill out your information electronically and submit the electronic form at the link below no later than July 17, 2023.

**Due at 2023 SHSP Competitive Project Proposal Submission by July 17, 2023 at 5:00 PM.**

Completion of the electronic form is estimated to take approximately 30 minutes if you have already gathered all supporting materials and input using the template.

## **Steps for Completing the Electronic SHSP Application Form:**

1. Access the template using the link provided by VDEM.
2. Read the instructions carefully.
3. Use the template to prepare your project proposal.
4. Once you have prepared your application use the link above to access the electronic submission form.
5. Proceed through the electronic form answering all required questions.
6. Once you have completed all the application questions, click the "Submit" button at the end.

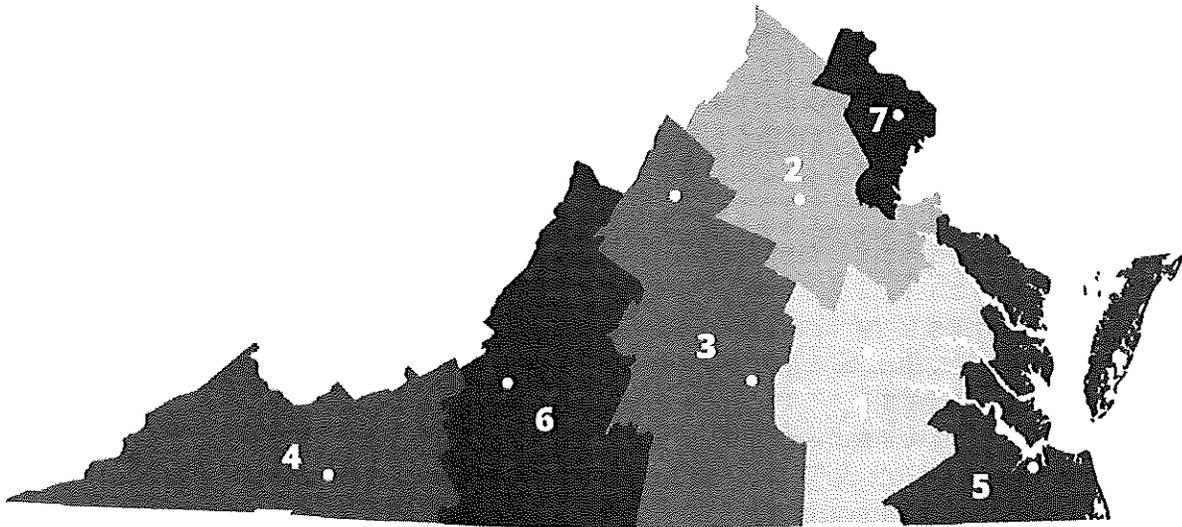
## **Helpful Tips:**

- For your responses to be submitted successfully you must answer all required questions and click the "Submit" button at the end. Failure to click "Submit" will result in the loss of your data.
- Unsubmitted forms will remain active, if not cleared from your browser history, until the submission deadline on July 17, 2023 at 5:00 PM. At that time unsubmitted forms will be auto-submitted as incomplete.
- Upon completion of the survey, an email summary of your responses will be sent to the email you provided. You will also have the option to download a PDF copy of your responses after submission. It is recommended you download the copy as some agency IT protocols will not allow delivery of the automated email.
- Do not fill out this form on your mobile phone or tablet devices as you may experience unexpected results.

## Commonwealth of Virginia Regions and VDEM Regional Support Staff

If you have questions, please contact your Chief Regional Coordinator and/or your Region assigned Preparedness Grants Administrator.

	<b>Chief Regional Coordinator</b>	<b>Preparedness Grants Administrator</b>
Region 1	Donna Pletch <a href="mailto:donna.pletch@vdem.virginia.gov">donna.pletch@vdem.virginia.gov</a>	Shane Ahern <a href="mailto:shane.ahern@vdem.virginia.gov">shane.ahern@vdem.virginia.gov</a>
Region 2	Alexa Boggs <a href="mailto:Alexa.boggs@vdem.virginia.gov">Alexa.boggs@vdem.virginia.gov</a>	Shane Ahern <a href="mailto:shane.ahern@vdem.virginia.gov">shane.ahern@vdem.virginia.gov</a>
Region 3	Gene Stewart <a href="mailto:gene.stewart@vdem.virginia.gov">gene.stewart@vdem.virginia.gov</a>	James Turner <a href="mailto:james.turner@vdem.virginia.gov">james.turner@vdem.virginia.gov</a>
Region 4	Justin Haga <a href="mailto:Justin.haga@vdem.virginia.gov">Justin.haga@vdem.virginia.gov</a>	James Turner <a href="mailto:james.turner@vdem.virginia.gov">james.turner@vdem.virginia.gov</a>
Region 5	Harrison Bresee <a href="mailto:harrison.bresee@vdem.virginia.gov">harrison.bresee@vdem.virginia.gov</a>	Lisa Anderson <a href="mailto:lisa.anderson@vdem.virginia.gov">lisa.anderson@vdem.virginia.gov</a>
Region 6	Mike Guzo <a href="mailto:mike.guzo@vdem.virginia.gov">mike.guzo@vdem.virginia.gov</a>	James Turner <a href="mailto:james.turner@vdem.virginia.gov">james.turner@vdem.virginia.gov</a>
Region 7	Jake Kezele <a href="mailto:jake.kezele@vdem.virginia.gov">jake.kezele@vdem.virginia.gov</a>	Shane Ahern <a href="mailto:shane.ahern@vdem.virginia.gov">shane.ahern@vdem.virginia.gov</a>



Please contact VDEM's Grant Office at [vdemgrants@vdem.virginia.gov](mailto:vdemgrants@vdem.virginia.gov) for grants questions, and contact [vahsgp@odu.edu](mailto:vahsgp@odu.edu) for web submission technical assistance.

### **Compliance and Certifications of Understanding**

Grant recipients allocated funds for FY23 SHSP projects will be required to complete certifications of understanding. Therefore, please review in advance and be prepared to comply with all grant terms outlined in the following:

1. 2023 HSGP Notice of Funding Opportunity (NOFO).
2. 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Grants
3. Preparedness Grants Manual
4. Grant Administrative Guidelines
5. Allowable Equipment List.

### **Eligible Applicant Project Types and Application Instructions**

Eligible applicants (sub-recipients) are local units of government within the Commonwealth (county, city, agency of a local government). A local jurisdiction may act as a host on behalf of an entity, including state agencies, to address critical needs.

- **Note: Election Security Projects** - Local Electoral Boards entering into agreements such as Remediation Acknowledgement with local governments may qualify to submit grant project proposals in support of achieving Locality Election Security Standards.

### **Competitive Proposal Scoring**

All applications will be evaluated based on scoring criteria established at a series of workshops by multi-disciplinary public safety stakeholders across the Commonwealth. The inaugural workshop occurred in 2015. The most recent SHSP stakeholder workshop was held on March 8, 2023. Scoring and weighting criteria changes were made that represent the collective decision making of Workshop participants.

The FY23 SHSP stakeholder strategy is to evaluate proposals for **national priority** designation and **state THIRA** risk areas alignment through the competitive process. Where there is a national priority minimum funding threshold, VDEM will use highest ranking national priority application scores to fund projects to meet these minimum funding thresholds.

### **National Priority Areas (NPA):**

- NPA 1 - Enhancing the Protection of Soft Targets/Crowded Spaces
- NPA 2 - Enhancing Information and Intelligence Sharing
- NPA 3 - Combating Domestic Violent Extremism
- NPA 4 - Enhancing Cybersecurity
- NPA 5 - Enhancing Community Preparedness & Resilience
- NPA 6 - Enhancing Election Security

## Grant Ground Rules for FY23:

1. Project applications that meet current year FEMA NOFO national priority areas will be prioritized for funding in the competitive portion of the grant if necessary to meet minimum thresholds. At the time of application, the applicant will be required to identify the primary National Priority area under which the proposal should be considered. In addition, the applicant is encouraged to identify a secondary National Priority category, that may be considered for funding for the proposal, as a secondary consideration, if applicable.<sup>1</sup>
2. Applicants for the competitive funding will be required to identify the current state THIRA capability gap the proposal will address and how.
3. VDEM is not accepting applications for UAS vehicles, Boats, and Armored vehicles. Drones (vehicle equipment only) - The required FEMA drone equipment waiver involves the review and approval of related local government privacy policy documents that must be approved in advance by FEMA. This approval process may take over 12 months and creates an unreasonable burden on grant administration. Boat waivers require that FEMA must review and approve boat purchases that will be used to prepare and respond to threats that are a nexus to terrorism. The purchase of armored vehicles moratorium is covered by the Virginia state code - code of Virginia prohibits the purchase of armored vehicles - <https://law.lis.virginia.gov/vacode/title15.2/chapter17/section15.2-1721.1/>.
4. A 3% cap of funds available will be placed on all Community Emergency Response Team (CERT) project awards.
5. After the application due date, all applications will be evaluated for completeness and eligibility early in the vetting process. Applicants will be notified, at that time, if their proposal is determined to be ineligible.
6. Individual projects will be funded at a MINIMUM of \$10K, and a MAXIMUM of \$250K per project.
7. Projects that are divided into multiple proposals are not allowable. Applicants must include all project components in one proposal.
8. State agencies are eligible to partner with local or regional fiduciary agencies on projects but must not function as the fiduciary agent.
9. For local competitive projects, the bottom 40% of lowest scoring projects will be eliminated prior to benefit-cost ranking.
10. Projected project performance period is Oct. 1, 2023-June 30, 2025.

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<sup>1</sup> Having a secondary national priority area gives VDEM the flexibility to align the highest scoring projects to national priorities.

<b>Applicant Information</b>		
<b>First Name</b>	Hui-Shan	
<b>Last Name</b>	Walker	
<b>Agency</b>	City of Hampton-Office of Emergency Management	
<b>Position Title</b>	Emergency Management Coordinator	
<b>Phone Work</b>	(757) 727-1208	<b>Phone Mobile (Optional)</b>
<b>Email</b>	hui-shan.walker@hampton.gov	

**Proposal Information**

Provide general information about your proposal in the sections below.

<b>Is this project sharable?</b>
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

<b>Is this project deployable?</b>
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

<b>Project Type – Select a project type.</b>	<b>Project Type (Select One)</b>
Emerging Threats	
Focused Planning with Nexus to Terrorism Preparedness	
Foreign Language/American Sign Language Interpretation for Disasters	
Hazmat (Local Non-State Special Operations Teams)	
IMT (Local Non-State Special Operations Teams)	
Interoperability	
Law Enforcement	
Local and Tribal Capacity Assessments	
Mass Care and Transportation	
Protection of Critical Infrastructure and Supply Chain Integrity	
Radio Cache (Local Non-State Special Operations Teams)	
Response Equipment with Nexus to Terrorism Preparedness	
Technical Rescue (Local Non-State Special Operations Teams)	
Training and Exercises with Nexus to Terrorism Preparedness	
Other: Equipment with Nexus to Terrorism Preparedness	X
If Other, describe in five words or less.	

<b>Proposal Title</b> - Please use text ONLY. No special characters or numbers. There is a 50-character limit including spaces.
Family Assistance Center Regional Supply Cache

<b>Proposal Description</b> - Please provide a summary of your project and how your project addresses the project type selected in 100 words or less.
This investment will allow Peninsula localities to enhance their capabilities to respond to terrorism/mass casualty events by promptly opening sites in accordance with the Regional Family Assistance Center Basic Plan and Annexes (hereafter known as “Regional FAC Plan”). The Peninsula jurisdictions propose to create a deployable regional cache of

**Proposal Description** - Please provide a summary of your project and how your project addresses the project type selected in 100 words or less.

equipment/supplies as identified in the FAC Plan, Appendix F: FAC Equipment and Supplies to stand up, operate and/or support one or more FAC sites in flexible locations should the need arise on the Peninsula. A regional workgroup will be convened to select the most essential items and identify storage/transportation options.

**Applicant Region Description** - Identify and Describe the Applicant Region (name the localities, agencies, partners, etc. to include population, sq. miles, population density, any population influx due to tourism, education, or other attractions, regional governance, and other factors).

The Virginia Peninsula is a peninsula in southeast Virginia, USA, bounded by the York River, James River, Hampton Roads and Chesapeake Bay. The Virginia Peninsula sub-region includes four independent cities (Hampton, Newport News, Poquoson and Williamsburg) and two counties (James City County and York County).

It is the site of historic Jamestown, founded in 1607 as the first English settlement in North America. James City County & Williamsburg are part of the Historic Triangle. This area is a major contributor to Virginia tourism, attracting millions of visitors annually to sites such as Busch Gardens, the Jamestown Settlement, Colonial Williamsburg, & Williamsburg Premium Outlets shopping.

York County is home to several large and important military facilities of the United States. Located along the York River, small portions of each base extend into adjacent James City County as well. The Naval Weapons Station Yorktown now includes the formerly separate Cheatham Annex Supply Complex along with Camp Peary are located in York County in addition to the US Coast Guard Training Center. York County also provides shelter operations to the neighboring City of Poquoson and would be a close partner in FAC operations. Poquoson is one of the oldest continuously named cities in Virginia. It is also one of the few to retain a name which derived from the Native Americans who inhabited the area before colonization by the English began in the 17th century.

Established in 1610, Hampton is one of America's oldest cities with a proud and rich history. Hampton is home to Langley Air Force Base, now part of Joint Base Langley-Eustis, which provides strategic military defense of our nation's freedom. NASA Langley Research Center is located in the City of Hampton. NASA Langley Research Center focuses on aeronautical and space industry research. Hampton University is located within the city limits, which increases the transient population during the school year. The City of Hampton is governed under a Manager-Council model. Hampton is located in the Hampton Roads Region, which is included in the Urban Area Security Initiative. Hampton operates eleven fire stations and two police sectors. Hampton is 52 square miles with a population of 137,436. Nine percent (9%) of families in Hampton live below the poverty level. Eleven percent (11%) of the population is over 65 years of age in Hampton and fifteen percent (15%) of the population is classified as having disability status.

The City of Newport News has a very dense and socioeconomic diverse population of 182,965 (est.); 68.29 square miles with approximately 2679.74 people per square mile; has 3,500 businesses; has a Manager-Council government model. The City of Newport News

**Applicant Region Description** - Identify and Describe the Applicant Region (name the localities, agencies, partners, etc. to include population, sq. miles, population density, any population influx due to tourism, education, or other attractions, regional governance, and other factors).

is a major transit area with passenger rail and transport rails that carry Bakken Crude Oil, amongst other hazardous materials, a seafood industrial park, I-64, and an international airport. It is home to several major industries to include Newport News Shipbuilding, Ferguson Enterprises, Walmart Distribution Warehouse, DOD Distribution Warehouse, Jefferson Laboratories, and Canon. The U.S. Army also has the Ft. Eustis Army Base located in the northern end of the city. It is also located within the 10-mile EPZ for the Surry Nuclear Power Plant and the fire department maintains the regional hazardous materials team. It is situated between major tourist attractions such as Colonial Williamsburg and Virginia Beach. The city also has a robust tourism industry. Christopher Newport University is located within the city limits, which increases the transient population during the school year. It has a major annual event, the One City Marathon, which is a qualifying race for the Boston Marathon and U.S. Olympics team and attracts thousands to the city. This event requires a tremendous amount of coordination to ensure the safety of the participants, security of the event, and to maintain uninterrupted public safety and other services to residents. The city is located in the Hampton Roads Region, which is included in the Urban Area Security Initiative. It operates eleven fire stations and a north, south and central police precinct. Fourteen percent (14%) of families in Newport News live below the poverty level. Sixteen percent (16%) of the population is over 65 years of age in Newport News and fifteen percent (15%) of the population is classified as having disability status.

With many residents in the region employed at the expansive Newport News Shipbuilding, the joint U.S. Air Force-U.S. Army installation at Joint Base Langley-Eustis, and other military bases and suppliers, Newport News' economy is very connected to the military. The location on the harbor and along the James River facilitates a large boating industry which can take advantage of its many miles of waterfront. Newport News also serves as a junction between the rails and the sea with the Newport News Marine Terminals located at the East End of the city. Served by major east-west Interstate Highway 64, it is linked to others of the cities of Hampton Roads by the circumferential Hampton Roads Beltway, which crosses the harbor on two bridge-tunnels. The Monitor Merrimac Memorial Bridge Tunnel in Newport News and the Hampton Roads Bridge Tunnel in Hampton are two major transportation and commerce routes linking the Peninsula to the other localities in Hampton Roads. Part of the Newport News/Williamsburg International Airport is in the city limits of Newport News and York County.

Indicate the **number of localities** supported by this project.

Six (6)

Please indicate whether you are submitting the proposal on behalf of a **single locality or multiple localities**.

**Multiple Localities**

**Locality** - If submitting on behalf of a single locality please provide the name of the locality

**Fiduciary Agent** - If submitting on behalf of multiple localities please provide the name of the fiduciary agent.

City of Hampton

Select the **VDEM region** your project is in and designate if you are applying on behalf of a **regional authority** or **state agency**. Please note that state agencies are eligible to partner with local or regional fiduciary agencies on projects but must not function as the fiduciary agent.

**VDEM Region**                      Region 5 - Tidewater

**Regional Authority**

**State Agency**

Identify the **primary mission area** that this project addresses and the relevant core capabilities.

**Primary Mission Area: Response**

**Core Capabilities: Select only those under the selected primary mission area.**

**Prevention**

- Forensics and Attribution
- Intelligence and Information Sharing
- Interdiction and Disruption
- Operational Coordination
- Planning
- Public Information and Warning
- Screening, Search, and Detection

**Protection**

- Access Control and Identity Verification
- Cybersecurity
- Intelligence and Information Sharing
- Interdiction and Disruption
- Operational Coordination
- Physical Protective Measures
- Planning
- Public Information and Warning
- Risk Management for Protection Programs and Activities
- Screening, Search and Detection
- Supply Chain Integrity and Security

**Mitigation**

- Community Resilience
- Long-Term Vulnerability Reduction
- Operational Coordination
- Planning
- Public Information and Warning

<input type="checkbox"/> Risk and Disaster Resilience Assessment
<input type="checkbox"/> Threats and Hazard Identification
<b>Response</b>
<input type="checkbox"/> Critical Transportation
<input type="checkbox"/> Environmental Response/Health and Safety
<input type="checkbox"/> Fatality Management Services
<input type="checkbox"/> Fire Management Suppression
<input type="checkbox"/> Infrastructure Systems
<input type="checkbox"/> Logistics and Supply Chain Management
<input checked="" type="checkbox"/> Mass Care Services
<input type="checkbox"/> Mass Search and Rescue Operations
<input type="checkbox"/> On-Scene Security Protection and Law Enforcement
<input type="checkbox"/> Operational Communications
<input type="checkbox"/> Operational Coordination
<input type="checkbox"/> Planning
<input type="checkbox"/> Public Health, Healthcare, and Medical Services
<input type="checkbox"/> Public Information and Warning
<input type="checkbox"/> Situational Assessment
<b>Recovery</b>
<input type="checkbox"/> Economic Recovery
<input type="checkbox"/> Health and Social Services
<input type="checkbox"/> Housing
<input type="checkbox"/> Infrastructure Systems
<input type="checkbox"/> Natural and Cultural Resources
<input type="checkbox"/> Operational Coordination
<input type="checkbox"/> Planning
<input type="checkbox"/> Public Information and Warning

### Scoring Criteria

In the following sections, you will be asked questions that specifically address seven scoring criteria. Please address ALL components of a criterion, as well as reference the document and page number(s) related to any supporting document that you provide addressing your criterion explanation.

<b>National Priority Areas (NPA) Scoring Criterion</b>		
<b>National Priorities</b> If applicable: <ol style="list-style-type: none"> <li>1) Select a primary national priority area the project addresses.</li> <li>2) Select a secondary national priority that the project addresses. <sup>2</sup> <b>(Optional)</b></li> <li>3) Provide a detailed description of how the project addresses the national priority area(s).</li> </ol>	<b>Primary National Priority - Select One</b>	<b>Secondary National Priority - (Optional) Select One</b>
NPA 1 - Enhancing the Protection of Soft Targets/Crowded Spaces	X	
NPA 2 - Enhancing Information and Intelligence Sharing		
NPA 3 - Combating Domestic Violent Extremism		
NPA 4 - Enhancing Cybersecurity		
NPA 5 - Enhancing Community Preparedness & Resilience		
NPA 6 - Enhancing Election Security		
The project does not address an NPA		
<b>National Priority Area(s) Description</b>		

<b>State THIRA Risk Scoring Criterion</b>
<b>State THIRA Risk</b> Describe how the project: <ol style="list-style-type: none"> <li>1) links to known/emerging threats with a nexus to terrorism as identified and referenced in the state THIRA (Step One, FEMA CPG 201 3rd Edition), and</li> <li>2) addresses risk in terms of               <ol style="list-style-type: none"> <li>a. threat,</li> <li>b. vulnerability, and</li> <li>c. consequence.</li> </ol> </li> </ol> <p>Note:</p> <ul style="list-style-type: none"> <li>• Additional local or regional assessments may be included.</li> <li>• Please contact <a href="mailto:vdemgrant@vdem.virginia.gov">vdemgrant@vdem.virginia.gov</a> to request state THIRA resource information or log into EM Grants to access a download of state THIRA reference documentation.</li> <li>• Please see Appendix A for supplemental information.</li> </ul>

<sup>2</sup> Having a secondary national priority area gives VDEM the flexibility to align the highest scoring projects to national priorities.

<p><b>State THIRA Risk Scoring Criterion</b></p> <ul style="list-style-type: none"> <li>• Please contact <a href="mailto:vdemgrant@vdem.virginia.gov">vdemgrant@vdem.virginia.gov</a> to request state THIRA resource information or log into EM Grants to access a download of state THIRA reference documentation.</li> <li>• Please see Appendix A for supplemental information.</li> </ul>
<p><b>State THIRA Risk Characterization Description</b> - Describe how the project links to known/emerging threats with a nexus to terrorism as identified and referenced in the State THIRA (Step One, FEMA CPG 201 3rd Edition).</p>
<p>The 2022 Virginia THIRA identifies the threat/hazard of Complex Coordination Attacks requires capabilities regarding Complex Coordinated Attacks and Fatality Management Services.</p>
<p><b>Threat</b> - Describe the threat in the applicant region. Explain the projects nexus to terrorism, gangs, and/or violent criminal activity. Example: FBI reports that a state sponsored hacker is attempting to break into computers controlling transportation systems.</p>
<p>According to the Virginia Fusion Center's Virginia Threat Assessment (April 2023), independent lone actors are one of the greatest current threats due to their potential for extreme damage to the Commonwealth and the challenge of detection and mitigation prior to targeted attacks. In addition, other consistent threats remain an elevated concern including homegrown/domestic violent extremists (anti-government/anti-authority and racially/ethnically motivated) as well as those motivated foreign terrorist organizations. Per the Fusion Center, "the perception of political and social injustices combined with Virginia's critical infrastructure, military presence, and highly populated metropolitan areas may motivate extremists and criminal groups to conduct violent and/or illicit activities within the Commonwealth."</p> <p>Mass shootings (defined as 4 or more victims, not including the shooter) are occurring with alarming frequency throughout the nation with more than 646 events documented in 2022, including 17 in Virginia and 6 in Hampton Roads (Source: Gun Violence Archive). We continue to witness/experience violence and injuries- in the workplace, at schools, in churches, on the highway, and in other public places where residents should be able to gather with the expectation of safety. Region V has experienced several high-profile mass shootings requiring extensive multidisciplinary collaboration and garnering national attention with the most recent incident occurring November 2022.</p>
<p><b>Vulnerability</b> - Describe the vulnerability that this project addresses. Example: Transportation control systems are susceptible to cyber-attack from external threat.</p>
<p>The threat of complex coordinated attacks and the need for fatality management are critical on the Virginia Peninsula which is home to a number of potential soft targets including large activity venues such as the Hampton Coliseum and Hampton Roads Convention Center. On the Peninsula, Hampton has many outdoor venues which draw large crowds at community events, Newport News hosts the One City Marathon which is a qualifying race for the Boston Marathon and the U.S. Olympics Team, and the "historic triangle" (Yorktown, Williamsburg and Jamestown) which typically hosts over 1.5 million visitors annually and features large attractions such as Busch Gardens. Poquoson's annual seafood festival attracts over 50,000 visitors.</p>

### State THIRA Risk Scoring Criterion

Hampton is home to Langley Air Force Base, now part of Joint Base Langley-Eustis, home to the First Fighter Wing, Newport News is home to Fort Eustis Army base, and Yorktown is the site of the U.S. Coast Guard Training Center. In York County, the Naval Weapons Station Yorktown now includes the formerly separate Cheatham Annex Supply Complex along with Camp Peary.

Due to multiple potential targets for terrorist activity, the Virginia Peninsula is susceptible to attacks resulting in large numbers of casualties/fatalities. Effective coordination in response to such events requires the capability to rapidly establish Family Reception/Assistance Centers at strategic locations in the region.

The Hampton Roads THIRA (2022) defines that 100% of localities must be able to activate a Family Reunification/Family Assistance Center within 6-8 hours (C19.6: Fatality Management Services). Due to the unpredictable nature of terrorist attacks, Peninsula localities are vulnerable to exceeding the prescribed timeframe because the area lacks pre-staged FAC sites with all necessary items available.

**Consequence** - Describe the consequences of not funding the project. Example: The region conducted a cyber-risk assessment and determined that an attack on one or more transportation control systems would cost the region \$800 million in damage and the economy. In addition, there would be significant dread from public not accustomed to this type of event.

Failure to fund this project will leave the Peninsula jurisdictions without the ability to quickly mobilize resources and personnel to operate a Family Assistance Center (FAC) immediately following a mass casualty or mass fatality incident.

The Peninsula Family Assistance Center Plan details a list of equipment/supplies needed to operate a Family Assistance Center. Without an available cache of equipment/supplies, the time required to mobilize an FAC is significantly increased. Failure to rapidly mobilize a FAC while meeting or exceeding the prescribed timeframe would be detrimental to victims and their loved ones needing information and services, first responders trying to manage the scene(s), and the media/general public awaiting instructions/updates.

### Benefit Scoring Criterion

#### Benefit

Describe how the project benefits:

- 1) the jurisdiction, region, and/or State, and
- 2) the community, region, staff, and/or other stakeholders.

The purchase of a regional cache of necessary equipment/supplies to rapidly mobilize Family Assistance Center(s) benefits each jurisdiction and the Peninsula as a whole because the Center(s) could be established in one or more locations as needed depending upon the nature of the attack(s).

The Peninsula FAC Regional Plan facilitates regional cooperation and resource sharing. The Plan notes that if any jurisdiction is overwhelmed, other jurisdictions are capable of stepping in to operate the FAC. The availability of a regional cache of equipment/supplies

### **Benefit Scoring Criterion**

The Peninsula FAC Regional Plan facilitates regional cooperation and resource sharing. The Plan notes that if any jurisdiction is overwhelmed, other jurisdictions are capable of stepping in to operate the FAC. The availability of a regional cache of equipment/supplies available will enable any jurisdiction or its neighboring jurisdictions to promptly access the necessary resources and mobilize the FAC at any designated location.

By enhancing the capabilities of the Peninsula localities, FAC mobilization is expedited and relieves pressure on the larger Hampton Roads region and State to supply/supplement material resources. In addition, this allows the region and state to support the services to be provided to victims and their loved ones rather than logistical needs of the Peninsula localities.

### **Vetted (capability gap(s)) and Resource Sharing Scoring Criterion**

#### **Vetted (capability gap(s)) and Resource Sharing**

Provide:

- 1) identification of the capability gap(s) that the project addresses,
- 2) a detailed description of how the project addresses the gap(s),
- 3) letters of concurrence from the jurisdiction(s) identified in the scope criterion below, and,
- 4) a plan to share resources, including documentation (e.g., MOUs, contracts, etc.) that demonstrate(s) collaboration and/or agreement from multiple jurisdictions, and/or multiple regions, and/or multiple disciplines (fire, police, emergency medical services).

Note: Supporting documents, such as letters of concurrence and/or corroborating evidence may be uploaded as a single PDF file (see instructions in the Supporting Documents section below).

This project supports the capability gap of Family Assistance Center activation within 6-8 hours; in addition, it supports the gap of victim identification following a disaster or mass fatality event through provision of a place for families to receive and provide information to those responsible for victim identification.

The city managers/county administrators have signed letters of support for this project. Development of a regional Family Assistance Center equipment/supply cache will facilitate regional cooperation and foster the ability for the localities to support each other with resources during an event in one locality.

### **Scope Scoring Criterion**

#### **Scope**

Identify:

- 1) specific jurisdiction(s) within the project geographical scope area, the impact to the jurisdiction(s), and how the interactions occur, and

<b>Scope Scoring Criterion</b>	
<b>Scope Jurisdiction(s)</b> – Identify specific jurisdiction(s) within the project geographical scope area, the impact to the jurisdiction(s), and how the interactions occur.	
This project supports the emergency preparedness efforts of the Peninsula jurisdictions (Cites of Hampton, Newport News, Poquoson, Williamsburg and Counties of James City and York). The Hampton Deputy Coordinator of Emergency Management will serve as the lead coordinator to purchase the resources selected by a regional workgroup, manage the project, and ensure appropriate coordination and collaboration between city/county departments and stakeholders.	
<b>Scope Tasks</b> - Identify a minimum of three and up to a maximum of five project scope tasks with a description for each scope task detailing goals, deliverables, and resources needed (See Appendix B for scope task examples).	
<b>Task 1</b>	<p>GOAL: Assessment and prioritization of equipment/supply needs to achieve FAC functions identified in Regional Plan</p> <p>DELIVERABLE: Assessment report with recommendations for supplies and storage.</p> <p>RESOURCES: Stakeholder time</p>
<b>Task 2</b>	<p>GOAL: Equipment/supply procurement</p> <p>DELIVERABLE: Complete procurement process and order supplies.</p> <p>RESOURCES: Funding for purchases</p>
<b>Task 3</b>	<p>GOAL: Plan for tracking, storage, and distribution of resources</p> <p>DELIVERABLE: Inventory and distribution equipment/supplies to designated storage locations.</p> <p>RESOURCES: Storage locations; inventory tracking system</p>
<b>Task 4</b>	<p>GOAL: Plan for mobilization of equipment/supplies.</p> <p>DELIVERABLE: Documentation of process for access and transportation of cache by single or multiple jurisdictions as needed.</p> <p>RESOURCES: Stakeholders' time</p>
<b>Task 5</b>	

<b>Scope Scoring Criterion</b>	
<b>Task 5</b>	

<b>Project Management Scoring Criterion</b>	
<b>Project Management</b>	
Describe:	
<ol style="list-style-type: none"> <li>1) how the project will be managed,</li> <li>2) how contracts will be managed,</li> <li>3) how accountability to timelines and grant rules will be monitored and deficiencies corrected, and</li> <li>4) the timeline and milestones from grant award to completion.</li> </ol>	
<p>This program will be managed by Hampton’s Emergency Management (OEM) Deputy Coordinator (DC). Overall grants compliance is handled by the DC.</p> <p>October 2023 – January 31, 2024: OEM will work with Budget and the City Manager’s Office to get the award on the council’s agenda for authorization and appropriation of the grant. Following council acceptance, appropriate grant paperwork will be submitted to VDEM. After approval of the grant, OEM will work with Finance to set up an account for the grant.</p> <p>December 1, 2023- February 28, 2024: OEM will facilitate regional workgroup meetings to utilize the Peninsula FAC Plan’s Equipment and Supplies List to prioritize equipment/supply needs, determine the quantities needed, and develop plans related to storage and transportation.</p> <p>March 1 – July 30, 2024: OEM will work with Hampton Procurement to purchase equipment/supplies in accordance with grant and local guidelines.</p> <p>August 1- October 30, 2024: All purchased equipment/supplies will be inventoried and marked for tracking and dispersed to selected storage location(s) on the Peninsula to facilitate access by the involved jurisdictions.</p> <p>November 1, 2024—January 30, 2025 – OEM will facilitate regional workgroup meetings to finalize plan for access and mobilization of regional cache resources.</p> <p>February 1-June 30, 2025- Grant close out will be completed.</p>	

<b>Timeline/Milestones</b>			
<b>Timeline/Milestones</b> - In the following sections describe what will happen from start to completion (Oct. 1, 2023 – June 30, 2025) Provide up to six milestone dates and description of what will be completed by each date. Provide a start and completion date for each milestone.			
	<b>Timelines/Milestone</b>	<b>Start Date</b>	<b>Completion Date</b>
1	Oct. 1, 2023- Jan. 31, 2024 - Accept and appropriate award; submit necessary award documents to VDEM; establish internal grant account. (Hampton OEM acting as fiduciary agent)	October 1, 2023	January 31, 2024

<b>Project Management Scoring Criterion</b>			
<b>4</b>	Inventory and distribute equipment/supplies to designated storage locations.	August 1, 2024	October 30, 2024
<b>5</b>	Conduct regional workgroup meetings to finalize and implement plan for access and mobilization of equipment/supplies.	November 1, 2024	January 30, 2025
<b>6</b>	Close out grant.	February 1, 2025	June 30, 2025

<b>Sustainment Scoring Criterion</b>	
<b>Sustainment</b> - Describe how the project will be sustained. For example, how will any equipment, licenses, training, and other features be maintained and/or upgraded after the period of performance.	
This is part of an ongoing regional project to develop capabilities for the timely activation of FACs. The Peninsula Family Assistance Center Plan, to include the information related to availability of regional equipment/supplies will be reviewed with the Emergency Operations Plan adoption schedule for each locality.	

**Budget**

In the following sections you will be asked to provide a budget breakdown and project plan.

<b>BUDGET (FY23 Grant Program)</b>						
<b>Total Requested Amount (FY23)</b> – Provide the total requested amount.						
\$						
<b>Budget Narrative</b> - In the following section provide a budget narrative and a budget line items request based on the resources required to complete the project using the POETE elements that the project addresses. All required information (including the budget narrative) must be provided using the cost categories of Personnel, Travel, Supplies, Consultants/Contracts, and Other (Indirect costs should be placed in the other category).						
<b>POETE</b> - Break down the requested amount by POETE elements and budget categories.						
Budget Categories	Planning	Organization	Equipment	Training	Exercise	Total
Personnel	\$	\$	\$	\$	\$	\$
Travel	\$	\$	\$	\$	\$	\$

<b>BUDGET (FY23 Grant Program)</b>						
<b>Total Requested Amount (FY23) – Provide the total requested amount.</b>						
\$						
<b>Budget Categories</b>	<b>Planning</b>	<b>Organization</b>	<b>Equipment</b>	<b>Training</b>	<b>Exercise</b>	<b>Total</b>
<b>Personnel</b>	\$	\$	\$	\$	\$	\$
<b>Travel</b>	\$	\$	\$	\$	\$	\$
<b>Supplies</b>	\$	\$	\$70,000	\$	\$	\$
<b>Consultants/Contracts</b>	\$	\$	\$	\$	\$	\$
<b>Other</b>	\$	\$	\$	\$	\$	\$
<b>Total</b>	\$	\$	\$70,000	\$	\$	\$

**Other Funding Sources** - Identify any other potential sources of funding for this project (e.g., other grants, direct aid, local funds, etc.).

At this time the localities do not have available local funds or other grants to fund this project.

**Law Enforcement** - Does this project contribute to "law enforcement terrorism prevention-oriented planning, organization, training, exercise, or equipment activities?"

Yes  No

**Law Enforcement Total** - If you selected "Yes", indicate the total dollar amount of the LE contribution.

\$10,000

**Fusion Center** - Does this proposal contribute to development and operation of fusion centers?

Yes  No

**Supporting Documentation** - If you have documentation to submit in support of this project proposal, please upload your documentation as a single PDF file not exceeding 100MB. Please use the project title as the file name.

Do you have supporting documentation?

Yes  No

**Supporting Documentation Description** – Please provide a brief description of your supporting documentation. At a minimum, include what the documents are, and which evaluation criterion are supported. Further description or reference is optional.

Letters of Support from participating jurisdictions.

<input checked="" type="checkbox"/> <b>Certification 2:</b> In accordance with HSPD-5, the adoption of the National Incident Management System (NIMS) is a requirement to receive Federal preparedness assistance through grants, contracts, and other activities. By submitting this project proposal, you, and all participating entities, are certifying that your locality/state agency is NIMS compliant.
<input checked="" type="checkbox"/> <b>Certification 3:</b> Submission of this project proposal does not guarantee funding, in whole or part, for the project outlined above.
<input checked="" type="checkbox"/> <b>Certification 4:</b> Any projects allocated funds will be required to complete a grant application, check all purchases against the Allowable Equipment Lists, and follow the Administrative Guidelines.
<input checked="" type="checkbox"/> <b>Certification 5:</b> I have read and comply with federal grant guidance for this program which included the federal grant code regulations (2 CFR-200) - Uniform Guide.
<input checked="" type="checkbox"/> <b>Certification 6:</b> I understand all requests (if awarded) to purchase Small Unmanned Aircraft System (SUAS), vessels, and all other equipment requires FEMA prior approval.
<input checked="" type="checkbox"/> <b>Certification 7:</b> I have followed all administrative processes within my entity to submit this request for funding.

**Certification** – Print, sign, and date to verify certifications.

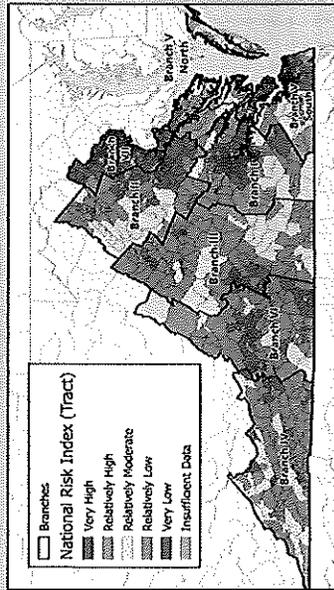
<b>Name (Print)</b>	Hui-Shan Walker, CEM, MPA
<b>Signature</b>	
<b>Date</b>	

**Don't forget this information must be entered electronically at 2023 SHSP Competitive Project Proposal Submission by July 17, 2023 at 5:00 PM.**

# Appendix A

## State THIRA Supplements

### Commonwealth of Virginia (VA) Preparedness Snapshot 2022



#### Virginia's Disaster History

There have been 30 declared federal disasters in VA since 2000. These declarations were approved based on impacts from the following threats/hazards: winter storms, hurricanes, severe storms and flooding, straight-line windstorms, earthquakes, and pandemic (COVID 19).

Below are a list of threats and hazards identified by VA to be reasonably likely and would challenge at least one of the jurisdiction's core capabilities.

- Complex Coordinated Attack
- Nuclear Power Plant Radiological Release
- Flood
- Hurricane
- Pandemic – COVID-19
- Winter Storm

The above scenario impact assessments influence the jurisdiction's core capability targets.

Reference VA's THIRA Tear Sheet for scenario details and impact metrics.

Information below was reported in Virginia's THIRA/SPR Post-Assessment		
<p><b>Most Progress Capabilities</b></p> <ul style="list-style-type: none"> <li>• Planning</li> <li>• Operational Coordination</li> <li>• Operational Communications</li> </ul>	<p><b>Greatest Danger Capabilities</b></p> <ul style="list-style-type: none"> <li>• Cybersecurity</li> <li>• Public Health, Healthcare, and Emergency Services</li> <li>• Infrastructure Systems</li> </ul>	<p><b>Training Courses Difficult to Obtain</b></p> <ul style="list-style-type: none"> <li>• Mass Fatalities Incident Response</li> <li>• Physical and Cybersecurity for critical infrastructure</li> <li>• Recovery from Disaster: The Local Community Role</li> <li>• Event Security planning for Public Safety professionals</li> </ul>
<p><b>Core Capability Support Analysis: Aligned by FEMA Region 3 Division (Source SPR)</b></p>		
<p><b>Mitigation</b></p> <p><b>Long Term Vulnerability Reduction (Medium Priority):</b> VA will update building codes to reflect guidance provided by FEMA and will work to incorporate guidance at the local level.</p> <p><b>Physical Protective Measures (Medium Priority):</b> VA reports, "Local jurisdictions do not have the capacity to get to all assessments and have an additional need for personnel support."</p> <p>VA additionally reports a need for a GIS-based tool for all critical infrastructure assessments to sustain/build capability.</p> <p>VA will find ways to assist local jurisdictions and will search for funding opportunities to address gaps.</p> <p><b>Community Resilience (Low Priority):</b> VDEM Virginia Emergency Support Teams (VEST) reports a lack of coordination with some Commissions, Boards, and Authorities (CBAs) under Virginia's Executive Order 41.</p> <p>VDEM Vest continues to conduct outreach to develop "CBA champions" within organizations to support applicable programs.</p>		
<p><b>Response</b></p> <p><b>Infrastructure (High Priority):</b> VA noted that, "Many jurisdictions lack redundant backup power options to provide critical services and restore infrastructure facility functionality."</p> <p>Stakeholders identified the need for deployable generators to support local jurisdictions and medical, water, and waste-water facilities."</p> <p>Additionally, VA reported that no state exercises have been conducted for power restoration and "the state needs to incorporate more exercises...to identify strengths and areas for improvement in response situations regarding power restoration operations."</p> <p>VA noted that they need more involvement from critical infrastructure partners in emergency management planning, training, and exercising.</p>		
<p><b>External Affairs</b></p> <p><b>Cybersecurity (High Priority):</b> VA noted a gap to formally address and approve private-sector entities requesting additional state resources.</p> <p>VA will create a policy to address gap and will hire a cyber program manager to oversee Cybersecurity plan.</p> <p><b>Public Information and Warning (Medium Priority):</b> VA reported that transition and accessible services during blue-sky operations are critical.</p> <p>VA will pursue funding options to enhance administrative offices and technology available.</p> <p><b>Public Health, Healthcare, and Emergency Medical Services (Medium Priority):</b> VA reported there is a shortage of qualified applicants for EMS services and will need to expand search for qualified candidates.</p>		
<p><b>Recovery</b></p> <p><b>Mass Care (Medium Priority):</b> VA's Department of Social Services reports a gap in the process for activating VA's Feeding Task Force.</p> <p>VA will work with stakeholders to create a process to activate task force.</p> <p><b>Housing (Medium Priority):</b> VA reports that the availability of housing is a major issue within the Commonwealth.</p> <p>Local resource may vary greatly depending on the locality/area affected.</p> <p>VA will work on their Recovery Plan to define transitions between shelters and short-term, interim, and long-term housing.</p> <p>VA additionally reports that they will need to establish SMEs to help identify housing solutions and options for people with AFN.</p>		

All Information is sourced from Virginia's 2022 Threat and Hazard Identification and Risk Assessment (THIRA) and 2022 Stakeholder Preparedness Review (SPR).

Figure 1: Preparedness Snapshot Dashboard

# Where Do They Align?

## THIRA / SPR Identified GAPS

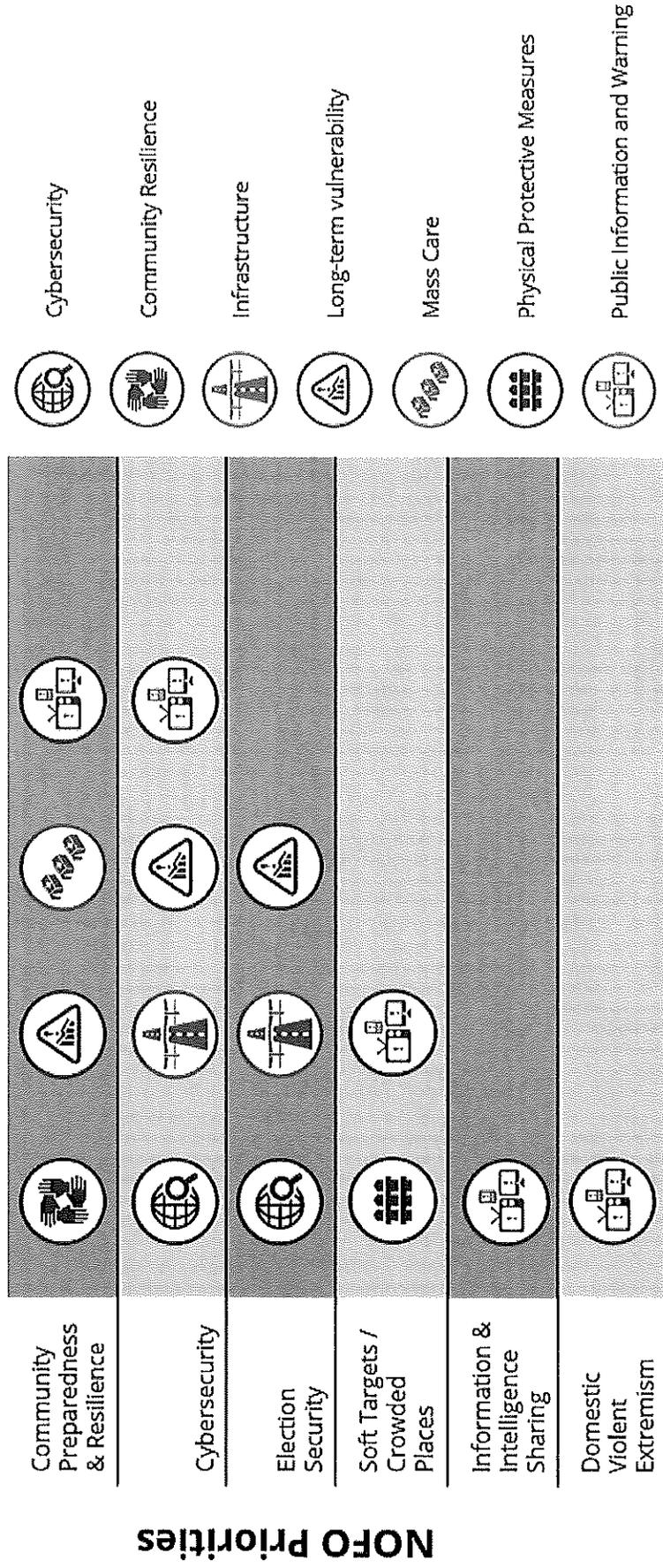


Figure 2: THIRA SPR identified gaps

## Appendix B

### Scope Task Examples

<b>Program Scope Task Examples Scope Task No.</b>	<b>Description of Task Goal Deliverable Resources Needed</b>
1	<ul style="list-style-type: none"><li>• Goal: Cybersecurity Assessment of Local Entity Systems</li><li>• Deliverable: Assessment Report</li><li>• Resources Needed: CISA as Pro Bono Consultant</li></ul>
2	<ul style="list-style-type: none"><li>• Goal: Cybersecurity Contractor Procurement</li><li>• Deliverable: Use Assessment Report to Write Scope for Procurement and Selection of Contractor</li><li>• Resources Needed: Funding for Locality IT Staff Position</li></ul>
3	<ul style="list-style-type: none"><li>• Goal: Hire Contractor to Remedy Firewall Weaknesses, Develop Protocols and Staff Training Plan</li><li>• Deliverable: Hire Contractor – Complete contract work</li><li>• Resources Needed: Contractual Costs</li></ul>
4	<ul style="list-style-type: none"><li>• Goal: Implement Staff Training Plan</li><li>• Deliverable: Document Training for Staff According to Plan</li><li>• Resources Needed: Contractual Costs</li></ul>
5	



July 6, 2023

Mr. Shawn Talmadge  
Emergency Management Coordinator  
Virginia Department of Emergency Management  
9711 Farrar Court, Suite 200  
North Chesterfield, VA 23236

Dear Mr. Talmadge:

The City of Hampton has agreed to partner with the Peninsula jurisdictions of Newport News, Poquoson, York County, James City County and Williamsburg in submitting a joint regional FY 2023 State Homeland Security Program application to further develop local and regional Family Assistance Center (FAC) capabilities. We believe in the need for a centralized and coordinated response to our citizens and their families should there be a crisis that impacts one or more of our communities.

This grant application will support the purchase of equipment and supplies necessary to operate and/or support a local or regional FAC. Furthermore, access to a regional cache of materials would enable the jurisdictions or region to rapidly mobilize the FAC and address emergent needs.

If awarded this grant, the City of Hampton will be the fiduciary agent and will work to make sure all timelines and project goals are met. If you have any questions about this grant application, please contact Hampton's Emergency Management Coordinator, Hui-Shan Walker, at 757-727-1208 or by email at [hui-shan.walker@hampton.gov](mailto:hui-shan.walker@hampton.gov).

Thank you for your time and consideration for this request.

Sincerely,

A handwritten signature in black ink that reads "Mary B. Bunting".

Mary B. Bunting  
City Manager



Office of the  
City Manager

July 6, 2023

Mr. Shawn Talmadge  
Emergency Management Coordinator  
Virginia Department of Emergency Management  
9711 Farrar Court, Suite 200  
North Chesterfield, VA 23236

Dear Mr. Talmadge:

The Peninsula jurisdictions of Hampton, Newport News, Poquoson, York County, James City County and Williamsburg are submitting a joint regional FY 2023 State Homeland Security Program application to further develop local and regional Family Assistance Center (FAC) capabilities. I am in full support of this application.

This grant application will support the purchase of equipment and supplies necessary to operate and/or support a local or regional FAC. Furthermore, access to a regional cache of materials would enable the jurisdictions or region to rapidly mobilize the FAC and address emergent needs.

If awarded this grant, Hampton will serve as the fiduciary agency to ensure that all timelines and project goals are met. If you have any questions about this grant application, please contact Hampton's Emergency Management Coordinator, Hui-Shan Walker, at (757) 727-1208 or by email at [hui-shan.walker@hampton.gov](mailto:hui-shan.walker@hampton.gov).

Thank you for your time and consideration for this request.

Sincerely,

Cynthia D. Rohlf  
City Manager

CDR:AKA:war

cc: Alan K Archer, Assistant City Manager  
Wesley A. Rogers, Interim Fire Chief, Newport News Fire Department  
Justin R. Weston, Emergency Operations Coordinator, Newport News Fire Department



# CITY OF POQUOSON

OFFICE OF THE CITY MANAGER

500 CITY HALL AVENUE  
POQUOSON, VA 23662  
(757) 868-3000 TELEPHONE  
(757) 868-3101 FAX

July 6, 2023

Mr. Shawn Talmadge  
Emergency Management Coordinator  
Virginia Department of Emergency Management  
9711 Farrar Court, Suite 200  
North Chesterfield, VA 23236

Dear Mr. Talmadge:

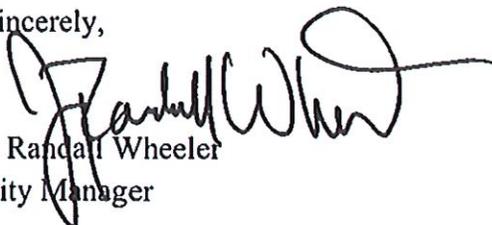
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If awarded this grant, Hampton will serve as the fiduciary agency to ensure that all timelines and project goals are met. If you have any questions about this grant application, please contact Hampton's Emergency Management Coordinator, Hui-Shan Walker, at 757-727-1208 or by email at [hui-shan.walker@hampton.gov](mailto:hui-shan.walker@hampton.gov).

Thank you for your time and consideration for this request.

Sincerely,



J. Randall Wheeler  
City Manager

COUNTY ADMINISTRATOR

Neil A. Morgan



BOARD OF SUPERVISORS

Walter C. Zaremba

District 1

Sheila S. Noll

District 2

W. Chad Green

District 3

G. Stephen Roane, Jr.

District 4

Thomas G. Shepperd, Jr.

District 5

July 7, 2023

Mr. Shawn Talmadge  
Emergency Management Coordinator  
Virginia Department of Emergency Management  
9711 Farrar Court, Suite 200  
North Chesterfield, VA 23236

Dear Mr. Talmadge:

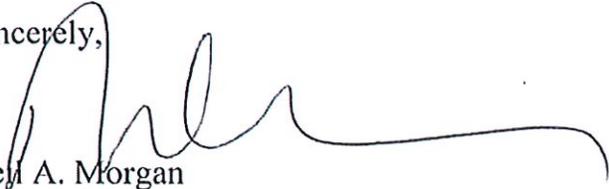
I am writing to express the support of York County for the joint regional FY2023 State Homeland Security Program application submitted by the City of Hampton for the benefit of all peninsula localities (Hampton, Newport News, Poquoson, James City County, Williamsburg, and York County).

The primary objective of this grant application is to obtain the necessary funding for essential equipment and supplies needed for the successful operation and support of local and/or regional Family Assistance Centers (FACs). By establishing a comprehensive regional inventory of resources, our localities will possess the necessary means to swiftly activate and begin meeting the needs of our citizens and communities. We will be equipped to support a timely response that addresses emergent needs.

Should this grant be awarded, The City of Hampton has offered to serve as the fiscal agent, assuming responsibility for ensuring strict adherence to all project goals and timelines.

Should you require any further information about this grant application, kindly direct your inquiries to Hampton's Emergency Management Coordinator, Hui-Shan Walker, who can be reached at 757-727-1208 or via email at [hui-shan.walker@hampton.gov](mailto:hui-shan.walker@hampton.gov).

Sincerely,

  
Neil A. Morgan  
County Administrator

224 Ballard Street • P.O. Box 532 • Yorktown, Virginia 23690-0532 • (757) 890-3320

Fax: (757) 890-4002 • TDD (757) 890-3621 • Email: [bos@yorkcounty.gov](mailto:bos@yorkcounty.gov)

*A Hampton Roads Community*



**Fire Department**  
5077 John Tyler Highway  
Williamsburg, VA 23185  
P: 757-220-0626  
F: 757-220-9125  
[jamescitycountyva.gov](http://jamescitycountyva.gov)

June 30, 2023

Mr. Shawn Talmadge  
Emergency Management Coordinator  
Virginia Department of Emergency Management  
9711 Farrar Court, Suite 200  
North Chesterfield, VA 23236

Dear Mr. Talmadge:

The Peninsula jurisdictions of Hampton, Newport News, Poquoson, York County, James City County and Williamsburg in submitting a joint regional FY 2023 State Homeland Security Program application to further develop local and regional Family Assistance Center (FAC) capabilities. I am in full support of this application.

This grant application will support the purchase of equipment and supplies necessary to operate and/or support a local or regional FAC. Furthermore, access to a regional cache of materials would enable the jurisdictions or region to rapidly mobilize the FAC and address emergent needs.

If awarded this grant, Hampton will serve as the fiduciary agency to ensure that all timelines and project goals are met. If you have any questions about this grant application, please contact Hampton's Emergency Management Coordinator, Hui-Shan Walker, at 757-727-1208 or by email at [hui-shan.walker@hampton.gov](mailto:hui-shan.walker@hampton.gov).

Thank you for your time and consideration for this request.

Sincerely,

Chief Ryan T. Ashe  
Fire Chief/Coordinator of Emergency Management  
James City County, Virginia



CITY OF WILLIAMSBURG  
*Fire Department*

---

July 10, 2023

Mr. Shawn Talmadge  
Emergency Management Coordinator  
Virginia Department of Emergency Management  
9711 Farrar Court, Suite 200  
North Chesterfield, VA 23236

Dear Mr. Talmadge:

The Peninsula jurisdictions of Hampton, Newport News, Poquoson, York County, James City County and Williamsburg in submitting a joint regional FY 2023 State Homeland Security Program application to further develop local and regional Family Assistance Center (FAC) capabilities. I am in full support of this application.

This grant application will support the purchase of equipment and supplies necessary to operate and/or support a local or regional FAC. Furthermore, access to a regional cache of materials would enable the jurisdictions or region to rapidly mobilize the FAC and address emergent needs.

If awarded this grant, Hampton will serve as the fiduciary agency to ensure that all timelines and project goals are met. If you have any questions about this grant application, please contact Hampton's Emergency Management Coordinator, Hui-Shan Walker, at 757-727-1208 or by email at [hui-shan.walker@hampton.gov](mailto:hui-shan.walker@hampton.gov).

Thank you for your time and consideration for this request.

Sincerely,

Larry W. Snyder, Jr.  
Fire Chief