

State share projects undergo an alternative process outside of the scope of this report. For more information, please contact the VDEM grant office at vdemgrants@vdem.virginia.gov. Projects that are set aside due to lack of funding may be awarded if additional funding becomes available.

Grant Allocation Guidance

VDEM provided an overview of the projected grant allocation guidance for FY 2021. This projection is based on the FEMA FY 2021 Homeland Security Grant Program Notice of Funding Opportunity¹.

Grant Ground Rules

Grant ground rules have been established and refined based on stakeholder input and grant cycle participant feedback since Statewide public safety stakeholder engagement began in 2014 with peer review participation in project evaluation, and in 2015 with the inaugural workshop.

The following are the ground rules for the FY 2020 cycle:

- Projected project performance period is Oct. 1, 2020 - June 30, 2022
- Projects will be funded at a **MINIMUM** of **\$10K**, and a **MAXIMUM** of **\$250K**. Note, this maximum is subject to a reduced amount per VDEM grants office.
- **Prime movers** (pickup trucks) are **not allowed**.
- A **\$500K cap** will be placed on all special mission (armored type) **vehicles**.
- A **\$250,000 cap** will be placed on all **Community Emergency Response Team (CERT)** project awards. (For example, if \$270,000 in total CERT projects are submitted only the top high scoring projects totaling \$250,000 will be awarded).
- Projects that are **divided** into multiple proposals are **not allowable**. Applicants must include all project components in one proposal.
- **State agencies** are eligible to partner with local or regional fiduciary agencies on projects but must not function as the fiduciary agent.
- Projects will be designated as **competitive** or **Special Operations Team (SOT)** projects.
- **SOT** projects are local resources with documented agreements with the state and will therefore be **internally reviewed by VDEM**. Only one project per region per team may be submitted, and include **fusion centers, hazmat, incident management (IMT), radio cache, swiftwater rescue, technical rescue, and UAS teams**. Please contact VDEM grants for additional information at vdemgrants@vdem.virginia.gov

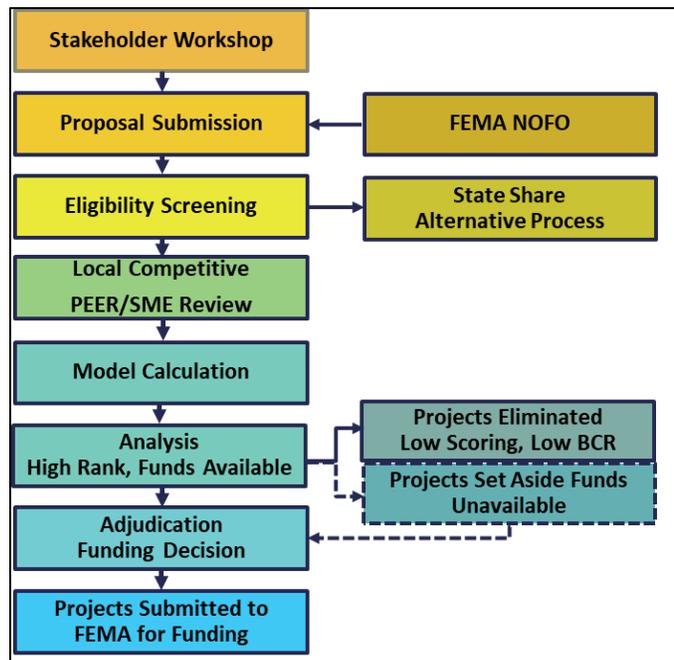


Figure 1 SHSP Grant Cycle Process

¹ [Fiscal Year 2021 Homeland Security Grant Program \(HSGP\) Frequently Asked Questions \(fema.gov\)](#)

- **Competitive** projects will be **peer reviewed** by individual peer reviewers outside of the project region, and evaluated by **regional, cyber security or interoperability subject matter experts**. Note: SME groups that divide projects amongst participants for evaluation must ensure that a jurisdiction or other entities projects not be split up amongst the groups.
- The **Virginia Fire Chiefs Association** has recommended, and the State adopted, that a **separate SME review team** be stood up to review project applications that are submitted by localities that are not a part of the special operations teams. The SMEs will include representation from fire chiefs, the Virginia Emergency Management Association, and the Virginia Department of Emergency Management. Due to COVID-19 VDEM was only able to utilize an internal VDEM SME review for special operations teams projects submitted under competitive proposals.
- For local competitive projects, the **bottom 40%** of lowest scoring projects will be automatically **eliminated**.

2020 Scoring Criteria

NON-REGIONAL CRITERIA

Non-Regional Criteria (1 of 7)		
Scope - The proposal identifies specific jurisdiction(s), the impact to the jurisdiction(s) & how the interaction occurs. Weight: 12%		
Scoring Statement	Score	Score Value
The answer(s) is blank, non-responsive to the question.	0	0
The answer is poor in that the project scope is not clear from the answer.	1	5
The answer is acceptable in that the project scope can be reasonably discerned from the answer.	2	30
The answer is good in that the project scope is clear from the answer.	3	40
The answer is very good in that the project scope is very clear from the answer.	4	50
The answer is excellent in that the project scope is clear, direct and detailed.	5	90
The answer is exceptional in that the project scope is clear, direct, detailed and demonstrates exceptional coordination of interactions.	6	100

Non-Regional Criteria (2 of 7)		
Capability Linkage - The project links to core capabilities and preparedness goals with a nexus to terrorism. Weight: 9%		
Scoring Statement	Score	Score Value
The answer(s) is blank, non-responsive to the question, and/or has no nexus to terrorism.	0	0
The answer is poor in that the project capability linkage is not clear from the answer, and/or a weak nexus to terrorism.	1	5
The answer is acceptable in that the project capability linkage and nexus to terrorism can reasonably be discerned from the answer.	2	30
The answer is good in that the project capability linkage and nexus to terrorism is clear from the answer.	3	40

Non-Regional Criteria (2 of 7)		
Capability Linkage - The project links to core capabilities and preparedness goals with a nexus to terrorism. Weight: 9%		
Scoring Statement	Score	Score Value
The answer is very good in that the project capability linkage and nexus to terrorism is very clear from the answer.	4	50
The answer is excellent in that the project capability linkage and nexus to terrorism is clear direct and detailed.	5	90
The answer is exceptional in that the project capability linkage and nexus to terrorism is clear, direct, detailed and demonstrates an understanding of the risk relevance and capability gaps.	6	100

Non-Regional Criteria (3 of 7)		
Sustainment - Consider whether this project sustains or enhances a current project or if it is a new project. If the project is new, the proposal describes how any equipment, licenses, training and other features will be maintained and upgraded after the period of performance? If this is sustainment of a current project, the proposal describes the outcomes of the previous period(s) of performance and ongoing sustainment plan. Weight: 8%		
Scoring Statement	Score	Score Value
The answer(s) is blank, non-responsive to the question.	0	0
The project is new, and the viability of the sustainment plan is improbable.	1	5
The project is new, and the viability of the sustainment plan is probable.	2	30
The project is new, and the viability of the sustainment plan is certain.	3	40
The project is current, and the viability of the sustainment plan is improbable.	4	50
The project is current, and the viability of the sustainment plan is probable.	5	90
The project is current, and the viability of the sustainment plan is certain.	6	100

Non-Regional Criteria (4 of 7)		
Whole of Community - The project addresses for example – Public-Private Partnerships, State-Local Partnerships, access, and functional needs? Weight: 6%		
Scoring Statement	Score	Score Value
The answer(s) is blank, non-responsive to the question.	0	0
The answer is poor in that the whole of community is not clear from the answer, and/or demonstrates poor community outreach practices.	1	5
The answer is acceptable in that the whole of community can be reasonably discerned from the answer, and/or demonstrates acceptable community outreach practices.	2	30
The answer is good in that the whole of community is clear from the answer, and/or demonstrates good community outreach practices.	3	40
The answer is very good in that the whole of community is clear from the answer, and/or demonstrates very good community outreach practices.	4	50
The answer is excellent in that the whole of community is clear, direct and detailed and/or demonstrates excellent community outreach practices.	5	90
The answer is exceptional in that the whole of community is clear, direct, detailed, and/or demonstrates exceptional community outreach practices.	6	100

Non-Regional Criteria (5 of 7)		
Project Management - The proposal explains how the project will be managed; how contracts will be managed; how accountability to timelines and grant rules will be monitored and deficiencies corrected. A timeline is provided from grant award to completion. The proposal indicates if SHSP projects funded in the past three years were completed, and provides an explanation if the project was not completed. Weight: 5%		
Scoring Statement	Score	Score Value
The answer(s) is blank, non-responsive to the question.	0	0
The answer is poor in that the project management is not clear from the answer, and/or demonstrates poor management practices.	1	5
The answer is acceptable in that the project management can be reasonably discerned from the answer, and/or demonstrates acceptable management practices.	2	30
The answer is good in that the project management is clear from the answer, and/or demonstrates good management practices.	3	40
The answer is very good in that the project management is clear from the answer, and/or demonstrates very good management practices.	4	50
The answer is excellent in that the project management is clear, direct and detailed, and/or demonstrates excellent management practices.	5	90
The answer is exceptional in that the project management is clear, direct, detailed, and/or demonstrates exceptional management practices.	6	100

Non-Regional Criteria (6 of 7)		
Performance Measurement Plan - The proposal identifies how the project's results will be evaluated and who will evaluate them. The proposal describes the overall results that the project is expected to accomplish in qualitative and/or quantitative terms. Some descriptions could include performance measures, national standards, and core capabilities. Weight: 2%		
Scoring Statement	Score	Score Value
The answer(s) is blank, non-responsive to the question.	0	0
The answer is poor in that the performance measurement plan is not clear from the answer, and/or demonstrates poor viability.	1	5
The answer is acceptable in that the performance measurement plan can be reasonably discerned from the answer, and/or demonstrates acceptable viability.	2	30
The answer is good in that the performance measurement plan is clear from the answer, and/or demonstrates good viability.	3	40
The answer is very good in that the performance measurement plan is clear from the answer, and/or demonstrates very good viability.	4	50
The answer is excellent in that the performance measurement plan is clear, direct, detailed, and/or demonstrates excellent viability.	5	90
The answer is exceptional in that the performance management plan is clear, direct, detailed, and/or demonstrates exceptional viability.	6	100

Non-Regional Criteria (7 of 7)		
Project Replication - Can the project be easily replicated beyond the initial scope or area of initial concern (e.g. training, planning or some other document asset that can be implemented elsewhere)? Weight: 2%		
Scoring Statement	Score	Score Value
The answer(s) is blank, non-responsive to the question.	0	0

Non-Regional Criteria (7 of 7)		
Project Replication - Can the project be easily replicated beyond the initial scope or area of initial concern (e.g. training, planning or some other document asset that can be implemented elsewhere)? Weight: 2%		
Scoring Statement	Score	Score Value
The answer is poor in that the project replication is not clear from the answer, and/or demonstrates poor potential.	1	5
The answer is acceptable in that the project replication can be reasonably discerned from the answer, and/or demonstrates acceptable potential.	2	30
The answer is good in that the project replication is clear from the answer, and/or demonstrates good potential.	3	40
The answer is very good in that the project replication is clear from the answer, and/or demonstrates very good potential.	4	50
The answer is excellent in that the project replication is clear, direct, detailed, and/or demonstrates excellent potential.	5	90
The answer is exceptional in that the project replication is clear, direct, detailed, and/or demonstrates exceptional potential.	6	100

Regional Criteria (1 of 4)		
Risk - The project links to known/emerging risk with a nexus to terrorism. The project fits state, region, local, and tribal priorities and/or established documented risk. Documentation is provided as appropriate. (e.g. THIRA, Risk Assessments, Emergency Operations Plan, etc.). The project addresses risk in terms of threat, vulnerability and consequence. Weight: 17%		
Scoring Statement	Score	Score Value
The answer(s) is blank, non-responsive to the question, and/or has no nexus to terrorism.	0	0
The answer(s) is poor in that the evaluation of risk is not clear from the answer, and/or has a weak nexus to terrorism.	1	5
The answer(s) is acceptable in that the evaluation of risk and nexus to terrorism can reasonably be discerned from the answer. However, the answer is completely subjective with no evidence documentation.	2	30
The answer(s) is good in that the evaluation of risk and nexus to terrorism is clear from the answer, and provides evidence documentation.	3	40
The answer(s) is very good in that the evaluation of risk and the nexus to terrorism is clear from the answer, and provides evidence documentation. Threat, vulnerability, and consequences are clearly linked to the risk response.	4	50
The answer(s) is excellent in that the evaluation of risk and nexus to terrorism is clear, direct and described by scenarios of concern in terms of state, regional, local, and/or tribal priorities. Threat information, vulnerabilities, and consequences are clearly linked to the risk response. Evidence documentation is provided.	5	90
The answer(s) is exceptional addressing all the above with specific details (death, economic impact, etc.)	6	100

Regional Criteria (2 of 4)		
Benefit - The project benefits the jurisdiction, region and state. The project benefits the community, staff and other stakeholders. Weight: 15%		
Scoring Statement	Score	Score Value
The answer(s) is blank, non-responsive to the question.	0	0

Regional Criteria (2 of 4)		
Benefit - The project benefits the jurisdiction, region and state. The project benefits the community, staff and other stakeholders. Weight: 15%		
Scoring Statement	Score	Score Value
The answer is poor in that the benefit is not clear from the answer, and/or demonstrates poor benefit.	1	5
The answer is acceptable in that the benefit can be reasonably discerned from the answer, and/or demonstrates acceptable benefit.	2	30
The answer is good in that the benefit is clear from the answer, and/or demonstrates good benefit.	3	40
The answer is very good in that the benefit is clear from the answer, and/or demonstrates very good benefit.	4	50
The answer is excellent in that the benefit is clear, direct, detailed, and/or demonstrates excellent benefit.	5	90
The answer is exceptional in that the benefit is clear, direct, detailed, and/or demonstrates exceptional benefit.	6	100

Regional Criteria (3 of 4)		
Vetted Regionalism – 1) the proposal identifies a capability gap, 2) the project addresses the gap, and 3) the project includes letters of concurrence from jurisdictions identified in scope. Weight: 14%		
Scoring Statement	Score	Score Value
All 3 requirements are not met.	0	0
Requirements #1 and #2 are met, but not #3. However, the project aligns with regional priorities.	1	5
All 3 requirements are met	2	30

Regional Criteria (4 of 4)		
Resource Sharing - The project has a credible plan to share resources. The plan has 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). Weight: 11%		
Scoring Statement	Score	Score Value
The answer(s) is blank, non-responsive to the question.	0	0
The answer is poor in that the project has a plan to share resources, but does not have corroborating documentation.	1	5
The answer is acceptable in that the project has a plan to share resources, and provides corroborating documentation but documentation is incomplete or insufficient.	2	30
The answer is good in that the project has a plan to share resources, and provides corroborating documentation, but cooperation is single jurisdiction and/or single discipline.	3	40
The answer is very good in that the project has a plan to share resources, is multi-jurisdictional and/or multi-disciplinary, and provides corroborating documentation.	4	50
The answer is excellent in that the project has a plan to share resources, is multi-jurisdictional and multi-disciplinary, and provides corroborating documentation.	5	90
The answer is exceptional in that the project has a plan to share resources, is multi-jurisdictional, multi-disciplinary and multi-regional, and provides corroborating documentation.	6	100

Next Steps

Activity	Start	End
Proposal Submission		
Peer Review Sign-up		
Regional Meetings		
Peer/SME Review		
Awards announced		
Grant period start date		