

Mississippi Office of  
Homeland Security  
FY25 Homeland Security  
Grant Program  
Grant Writing





# INTRODUCTIONS



# WHY DO I NEED GRANT WRITING?



Why do I need  
Grant Writing?



# **FY25 FEDERAL APPROPRIATION**

**FY25 Federal Appropriations are still pending Congressional approvals and guidance.**

Items within the FY25 Funding Guidance are subject to change, based on funding amounts; Federal Notice of Funding; Guidance and FEMA/DHS.

The Application is an Application and **not** a Guarantee of any funding.



Mississippi Office of Homeland Security  
2025 Homeland Security Grant Program  
Grant Funding Guidance

In the 2025 Homeland Security Grant Program Funding Guidance, information is provided to fill out the FY25 Grant Application.

Please read and follow the step-by-step instructions for each section.



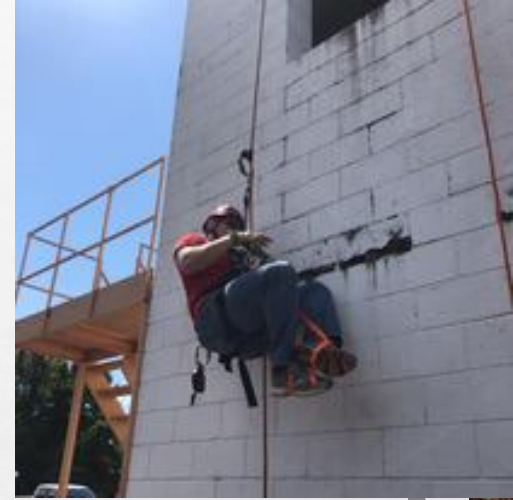
**KEY DATES  
FOR THE  
FY25  
HOMELAND  
SECURITY  
GRANT**

<b>Key Announcements</b>	<b>Key Dates</b>
<b>Notice of Funding Release of FY25 Grant Funds</b>	February 14, 2025
<b>FY25 Grant Application Release</b>	March 3, 2025
<b>Grant Writing Sessions (Virtual)</b>	March 10, 2025 & 10:00 a.m. March 19, 2025 @ 1:00 p.m.
<b>Application Deadline</b>	March 31, 2025, by 5:00 p.m.
<b>Application Review Period</b>	April 2025-June 2025 Initial Risk/Financial Assessment Review (April) Peer Review (April) Executive Award Review (May)
<b>Award Announcement</b>	July 1, 2025 (Tentative)
<b>Grant Orientation</b>	August 2025
<b>Grant Awards Released</b>	At Implementation Meetings (Tentative)
<b>Grant Packets Due and to be Returned to MOHS</b>	October 15, 2025 (Tentative)
<b>Grant Performance Period</b>	September 1, 2025-August 31, 2026
<b>Grant Closeout Deadline</b>	November 1, 2026





# Federal Award Overview:



Department of Homeland Security  
FY2025 Homeland Security Grant Program  
Assistance Listing Number (Formerly CFDA) 97.067

**Federal Grant Period: 9/1/2025-8/31/2028**

<https://www.fema.gov/grants/preparedness/homeland-security>

For more information about the FEMA Grant, Federal Notice of Funding and Preparedness Manual, please visit the website above.



# Program Objective



The objective of the FY2025 Homeland Security Grant Program (HSGP) is to fund state, local, tribal, and territorial efforts to prevent terrorism and prepare the Nation for threats and hazards that pose the greatest risk to the security of the United States.





# Program Purpose



The HSGP supports investments that improve the ability of jurisdictions nationwide to:

- **Prevent** a threatened or an actual act of terrorism.
- **Protect** citizens, residents, visitors, and assets against the threats that pose the greatest risk to the security of the United States.
- **Mitigate** the loss of life and property by lessening the impact of future catastrophic events.



# Program Purpose



The HSGP supports investments that improve the ability of jurisdictions nationwide to:

- **Respond** quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of a catastrophic incident; and/or
- **Recover** through a focus on the timely restoration, strengthening, accessibility, and revitalization of infrastructure, housing, and a sustainable economy, as well as the health, social, cultural, historic, and environmental fabric of communities affected by a catastrophic incident, and do so in a manner that engages the whole community while ensuring the protection of civil rights.



# NATIONAL PRIORITIES, MISSION AREAS, CORE CAPABILITIES

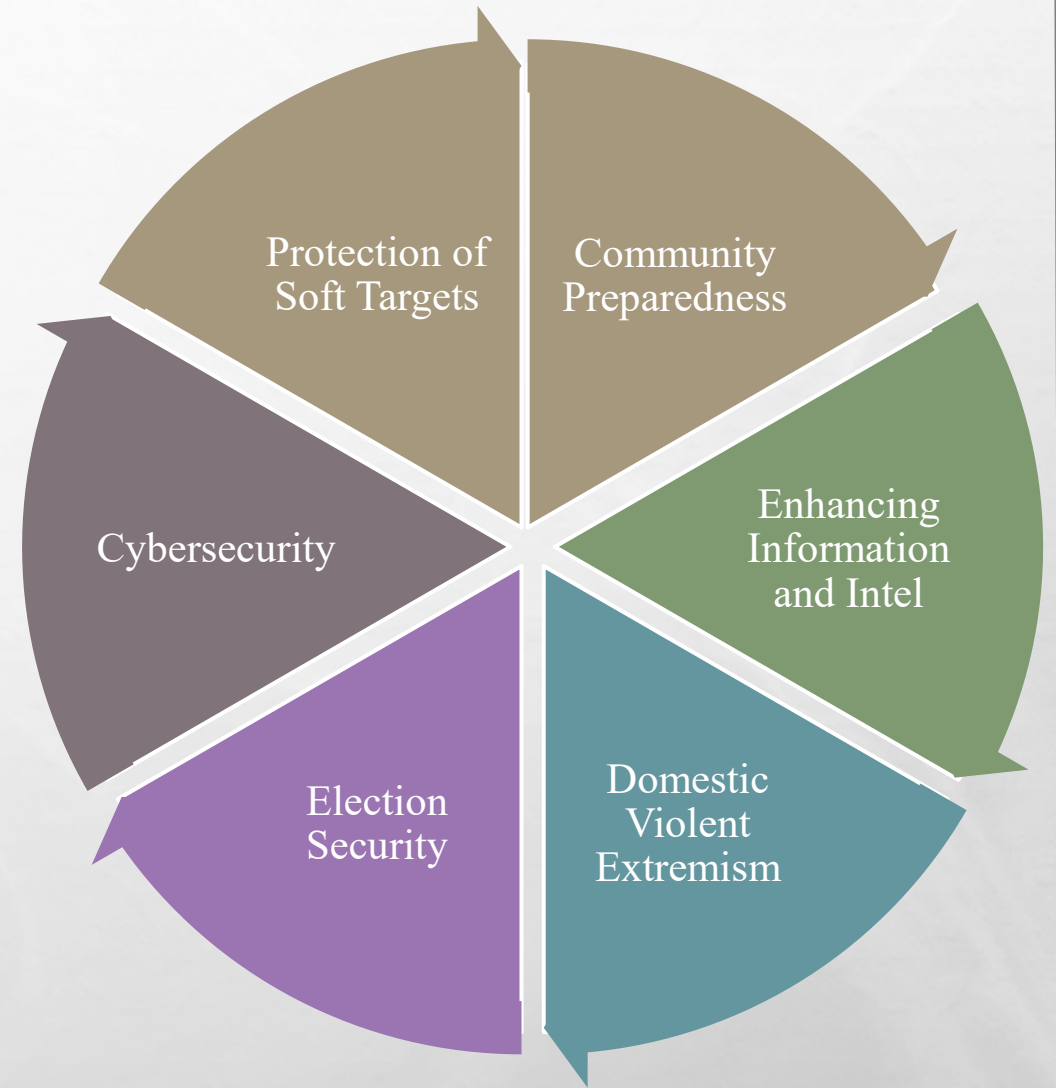




# National Priorities

For the FY25 grant cycle, the national priority areas will be prioritized for funding to align with the DHS/FEMA National Priority areas, set by the Department of Homeland Security.

**All applicants should prepare applications with the national priorities in mind.**



# National Priorities Area, Core Capabilities, Lifelines and Example Project Types

Priorities	Core Capabilities	Lifelines	Example Project Types
	<ul style="list-style-type: none"> <li>Risk management for protection programs and activities</li> </ul>		<ul style="list-style-type: none"> <li>Joint intelligence analysis training and planning with DHS officials and other entities designated by DHS</li> </ul>
Combating Domestic Violent Extremism	<ul style="list-style-type: none"> <li>Interdiction and disruption</li> <li>Intelligence and information sharing</li> <li>Planning</li> <li>Public information and warning</li> <li>Operational coordination</li> <li>Risk management for protection programs and activities</li> </ul>	Safety and Security	<ul style="list-style-type: none"> <li>Open-source analysis of disinformation and misinformation campaigns, targeted violence and threats to life, including tips/leads, and online/social media-based threats.</li> <li>Sharing and leveraging intelligence and information, including open-source analysis</li> <li>Execution and management of threat assessment programs to identify, evaluate, and analyze indicators and behaviors indicative of domestic violent extremists.</li> <li>Training and awareness programs (e.g., through social media, suspicious activity reporting [SAR] indicators and behaviors) to help prevent radicalization.</li> <li>Training and awareness programs (e.g., through social media, SAR indicators and behaviors) to educate the public on misinformation and disinformation campaigns and resources to help them identify and report potential instances of domestic violent extremism</li> </ul>
Enhancing Community Preparedness and Resilience	<ul style="list-style-type: none"> <li>Planning</li> <li>Public Information and Warning</li> <li>Community Resilience</li> <li>Risk Management for Protection</li> <li>Programs and Activities</li> <li>Mass Care Services</li> <li>Intelligence and Information Sharing</li> <li>Risk and Disaster Resilience Assessment</li> <li>Long Term Vulnerability Reduction</li> </ul>	Safety and Security	<ul style="list-style-type: none"> <li>Establish, train, and maintain Community Emergency Response Teams (CERT) and Teen CERT, with a focus on historically underserved communities, including procurement of appropriate tools, equipment and training aides.</li> <li>Local delivery of CERT Train-the-Trainer and CERT Program Manager to build local program training and maintenance capacity.</li> <li>Provide continuity training, such as FEMA's Organizations Preparing for Emergency Needs training, to faith-based organizations, local businesses, and community-based organizations such as homeless shelters, food pantries, nonprofit medical providers and senior care facilities to bolster their resilience to all hazards.</li> <li>Partner with local school districts to deliver the Student Tools for Emergency Planning curriculum or other educational programming to guide students on how to create emergency kits and family communications plans.</li> <li>Partner with key stakeholders to assist with completing the Emergency Financial First Aid Kit or a similar tool to bolster the disaster centric financial resilience of individuals and households.</li> <li>Execute <i>You are the Help Until the Help Arrives</i> workshops in concert with community-based organizations to bolster individual preparedness.</li> <li>Target youth preparedness using FEMA programming such as Prepare with Pedro resources and Ready2Help.</li> <li>Promote community planning, coordination, and integration of children's needs during emergencies through workshops like FEMA's Integrating the Needs of Children</li> <li>Community Mapping: identify community resources and characteristics in order to identify gaps in resources, identify hazards and vulnerabilities, and inform action to promote resilience.</li> </ul>

Priorities	Core Capabilities	Lifelines	Example Project Types
	<ul style="list-style-type: none"> <li>Public information and warning</li> <li>Operational coordination</li> <li>Risk management for protection programs and activities</li> </ul>		<ul style="list-style-type: none"> <li>and analytic entities; and other federal law enforcement and intelligence <a href="#">entities</a></li> <li>Cooperation with DHS officials and other entities designated by DHS in intelligence, threat recognition, assessment, analysis, and mitigation</li> <li>Identification, assessment, and reporting of threats of <a href="#">violence</a></li> <li>Joint intelligence analysis training and planning with DHS officials and other entities designated by DHS</li> </ul>
Combating Domestic Violent Extremism	<ul style="list-style-type: none"> <li>Interdiction and disruption</li> <li>Intelligence and information sharing</li> <li>Planning</li> <li>Public information and warning</li> <li>Operational coordination</li> <li>Risk management for protection programs and activities</li> </ul>	Safety and Security	<ul style="list-style-type: none"> <li>Open-source analysis of disinformation and misinformation campaigns, targeted violence and threats to life, including tips/leads, and online/social media-based <a href="#">threats</a></li> <li>Sharing and leveraging intelligence and information, including open-source analysis</li> <li>Execution and management of threat assessment programs to identify, evaluate, and analyze indicators and behaviors indicative of domestic violent <a href="#">extremists</a></li> <li>Training and awareness programs (e.g., through social media, suspicious activity reporting [SAR] indicators and behaviors) to help prevent <a href="#">radicalization</a></li> <li>Training and awareness programs (e.g., through social media, SAR indicators and behaviors) to educate the public on misinformation and disinformation campaigns and resources to help them identify and report potential instances of domestic violent extremism</li> </ul>
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## **National Priority: Cyber Security**

Cybersecurity investments must support the security and functioning of critical infrastructure and core capabilities as they relate to preventing, preparing for, protecting against, or responding to acts of terrorism.

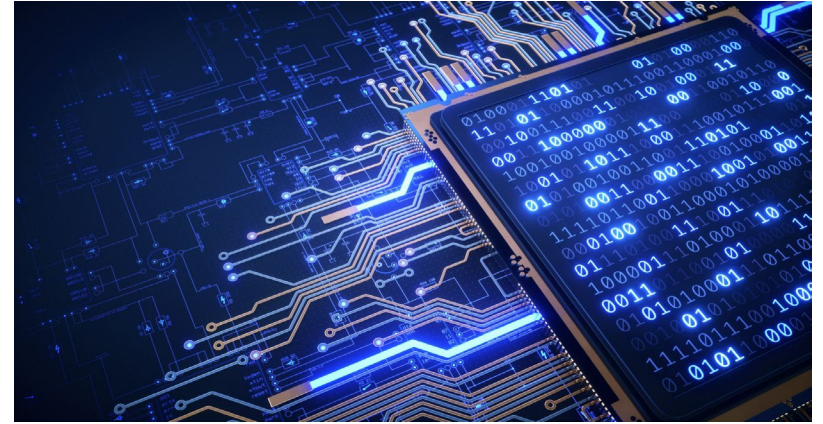
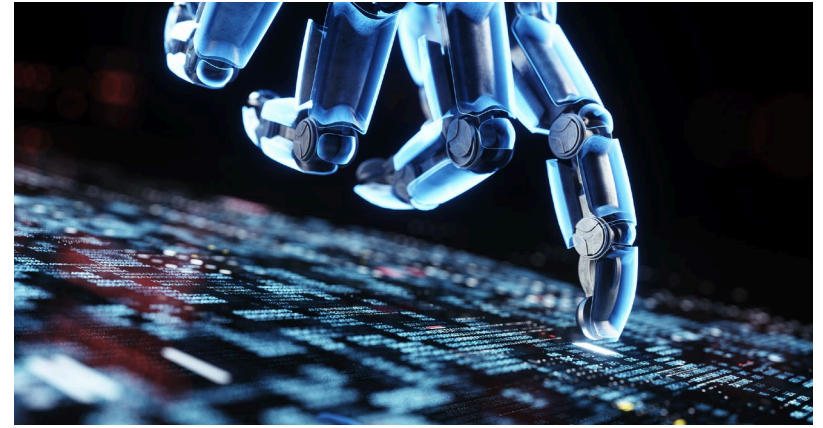
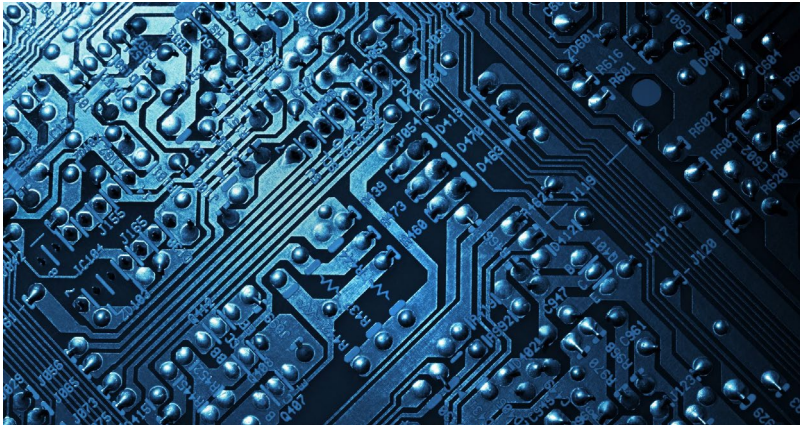


# National Priority: Cyber Security

## Potential Projects:

- Cybersecurity risk assessments
- Migrating online services to the “.gov” internet domain
- Projects that address vulnerabilities identified in cybersecurity risk assessments.
- Improving cybersecurity of critical infrastructure to meet minimum levels identified by the Cybersecurity and Infrastructure Security Agency (CISA), and the National Institute of Standards and Technology Cybersecurity Framework
- Cybersecurity training and planning





Mississippi Office of Homeland Security  
State and Local Cybersecurity Grant  
**Batch 3 Program Participation**



# National Priority: Protection Soft Targets/Crowded Places



Soft Target/Crowded Places Investments Justification: Soft targets and crowded places are increasingly appealing to terrorists and other extremist actors because of their relative accessibility and the large number of potential targets.



Given the increased emphasis by terrorists and other extremist actors to leverage less sophisticated methods to inflict harm in public areas, it is vital that the public and private sectors collaborate to enhance security of locations such as transportation centers, parks, restaurants, shopping centers, special event venues and similar facilities.





# National Priority: Protection Soft Targets/Crowded Places

## Potential Projects

- Physical security enhancements
- Closed-circuit television (CCTV)
- Security cameras
- Security screening equipment for people and baggage
- Lighting
- Access controls
- Fencing, gates, barriers, etc.



# National Priority: Information and Intelligence Sharing

Information and Intelligence Sharing and Cooperation Investment  
Justification: Cooperation and information sharing among state, federal and local partners across all areas of the homeland security enterprise, including counterterrorism – including both international and domestic terrorism, cybersecurity, border security, transnational organized crime, immigration enforcement, economic security and other areas is critical to homeland security operations and the prevention of, preparation for, protection against and responding to acts of terrorism, other threats to life and criminal acts of targeted violence.





# National Priority: Information and Intelligence Sharing

## Potential Projects:

- Fusion center operations
- Information sharing with all DHS components; fusion centers; other operational, investigative, and analytic entities; and other federal law enforcement and intelligence entities.
- Cooperation with DHS officials and other entities designated by DHS in intelligence, threat recognition, assessment, analysis, and mitigation.
- Identification, assessment, and reporting of threats of violence.
- Regional Fusion Centers.



# National Priority: Combating Domestic Violent Extremism

Combating Domestic Violent Extremism Investment Justification: Domestic violent extremists, including ideologically motivated lone offenders and small groups, present the most persistent and lethal terrorist threat to the homeland.

These violent extremists capitalize on social and political tensions, which have resulted in an elevated threat environment. They utilize social media platforms and other technologies to spread violent extremist ideologies that encourage violence and influence action within the United States.

Accelerated mobilization to targeted violence and/or radicalization to domestic terrorism, including driving lawful protests to incite violence, intimidate targets and promote their violent extremist ideologies.





# National Priority: Combating Domestic Violent Extremism

## Potential Projects:

- Open-source analysis of disinformation and misinformation campaigns, targeted violence and threats to life, including tips/leads, and online/social media-based threats.
- Sharing and leveraging intelligence and information, including open-source analysis
- Execution and management of threat assessment programs to identify, evaluate, and analyze indicators and behaviors indicative of domestic violent extremists.
- Training and awareness programs (e.g., through social media, suspicious activity reporting [SAR] indicators and behaviors) to help prevent radicalization.
- Training and awareness programs (e.g., through social media, SAR indicators and behaviors) to educate the public on misinformation and disinformation campaigns and resources to help them identify and report potential instances of domestic violent extremism



# National Priority: Community Preparedness

The focus on equity and investing in strategies that meet the needs of underserved communities will strengthen the whole of community system of emergency management.

Engaging the whole community requires all members of the community to be part of the emergency management team, including representatives of underserved communities, diverse community members, social and community service groups and institutions, faith-based and disability advocacy groups, academia, professional associations, the private and nonprofit sectors, and government agencies that may not traditionally have been directly involved in emergency management.





# National Priority: Community Preparedness

## Potential Projects:

- Establish, train, and maintain Community Emergency Response Teams (CERT) and Teen CERT, with a focus on historically underserved communities, including procurement of appropriate tools, equipment and training aides.
- Local delivery of CERT Train-the-Trainer and CERT Program Manager to build local program training and maintenance capacity.
- Provide continuity training, such as FEMA's Organizations Preparing for Emergency Needs training, to faith-based organizations, local businesses, and community-based organizations such as homeless shelters, food pantries, nonprofit medical providers and senior care facilities to bolster their resilience to all hazards.
- Community Mapping: identify community resources and characteristics in order to identify gaps in resources, identify hazards and vulnerabilities, and inform action to promote resilience.



# National Priority: Election Security

Securing election infrastructure and ensuring an election free from foreign interference are national security priorities. Threats to election systems are constantly evolving, so defending these systems requires constant vigilance, innovation, and adaptation.

**\*\* This could be removed in FY25\*\***







# National Priority: Election Security

## Potential Projects:

- Physical security planning support
- Physical/site security measures – e.g., locks, shatter proof glass, alarms, etc.
- General election security navigator support
- Cybersecurity risk assessments, training, and planning
- Projects that address vulnerabilities identified in cybersecurity risk assessments.
- Iterative backups, encrypted backups, network segmentation, software to monitor/scan, and endpoint protection.
- Migrating online services to the “.gov” internet domain



## **National Preparedness Goal**

**“A secure and resilient nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk.”**





# Mission Areas



Applicants are encouraged to consider investments and projects that support local, regional, and national efforts to support the five mission areas for Homeland Security:

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

**MISSION AREAS**



# Core Capabilities



Applicants **are encouraged** to also consider projects that meet the FEMA Core Capabilities within the National Preparedness goal.

There are thirty-two (32) core capabilities that fit within the five (5) mission areas that help build, sustain and agencies capabilities, along with close identified gaps.



# FEMA Core Capabilities

For more information on the core capabilities, please see the following link to FEMA Core Capability Development Sheets.

[https://www.fema.gov/sites/default/files/documents/fema\\_ccds-all-sheets.pdf](https://www.fema.gov/sites/default/files/documents/fema_ccds-all-sheets.pdf)

## Prevention

1. [Planning](#)
1. [Public Information and Warning](#)
2. [Operational Coordination](#)
3. [Intelligence and Information Sharing](#)
4. [Interdiction and Disruption](#)
5. [Screening, Search, and Detection](#)
6. [Forensics and Attribution](#)

## Protection

1. [Planning](#)
2. [Public Information and Warning](#)
3. [Operational Coordination](#)
4. [Intelligence and Information Sharing](#)
5. [Interdiction and Disruption](#)
6. [Screening, Search, and Detection](#)
7. [Access Control and Identity Verification](#)
8. [Cybersecurity](#)
9. [Physical Protective Measures](#)
10. [Risk Management for Protection Programs and Activities](#)
11. [Supply Chain Integrity and Security](#)

## Mitigation

1. [Planning](#)
2. [Public Information and Warning](#)
3. [Operational Coordination](#)
4. [Community Resilience](#)
5. [Long-Term Vulnerability Reduction](#)
6. [Risk and Disaster Resilience Assessment](#)
7. [Threats and Hazards Identification](#)

## Response

1. [Planning](#)
2. [Public Information and Warning](#)
3. [Operational Coordination](#)
4. [Infrastructure Systems](#)
5. [Critical Transportation](#)
6. [Environmental Response/ Health and Safety](#)
7. [Fatality Management Services](#)
8. [Fire Management and Suppression](#)
9. [Logistics and Supply Chain Management](#)
10. [Mass Care Services](#)
11. [Mass Search and Rescue Operations](#)
12. [On-Scene Security, Protection, and Law Enforcement](#)
13. [Operational Communications](#)
14. [Public Health, Healthcare, and Emergency Medical Services](#)
15. [Situational Assessment](#)

## Recovery

1. [Planning](#)
2. [Public Information and Warning](#)
3. [Operational Coordination](#)
4. [Infrastructure Systems](#)
5. [Economic Recovery](#)
6. [Health and Social Services](#)
7. [Housing](#)
8. [Natural and Cultural Resources](#)



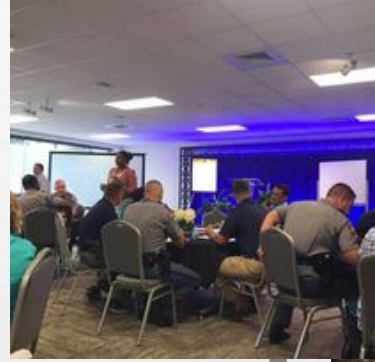
# Funding Eligibility







# Funding Eligibility



Only eligible applicants may apply for State Homeland Security Grant Program. Eligible applicants include those defined in the Department of Homeland Security Act of 2002:

**Local Units of government**: The term “local government means-

- A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of government (regardless of whether the council of governments is incorporated as a non-profit under State law), regional or interstate government entity, or agency or instrumentality of a local government.
- An Indian tribe or authorized tribal organization; and
- A rural community, unincorporated town or village, or other public entity.

**80% of ALL funds MUST go to Local Units of government.**



# Funding Eligibility



State Agencies: Under the SHSP, the State Administrative Agency (SAA) **may retain no more than 20 percent of funding** for expenditures made by the state on behalf of the local unit(s) of government.

**Funding outside of the 20 percent may occur only with the written consent of the local unit(s) of government and the approval of DHS/FEMA.**

The Mississippi Office of Homeland maintains all MOU's indicating written consent of the local unit(s) of government. All MOU's must be submitted to FEMA, approval and the award will be at the discretion of FEMA's approval, if funding will be allocated.

**Only 20% of funds can be received by a State Agency.**



# Funding Eligibility

Grant application requests are **not** a guarantee for funding. Grants may be funded in whole or partially funded. All funding considerations will be **based on need and how the project fulfills the needs of the MOHS priorities and programs.**

The total amount of funding is limited to the amount received by FEMA, national priorities, and the requirements of the grant.

Prioritize funding requests to items that **meet the needs** of the grant and applicant's department. Awards will be made to projects with the needs identified in the application.

**All funding requests must be reasonable and allowable.**

# What Can I Apply For??



If applicants have questions regarding the allowable or unallowable use of funding or need assistance in completing the application, please contact [mohsgrants@dps.ms.gov](mailto:mohsgrants@dps.ms.gov).

Applicants may also visit the FEMA website and review the Notice of Funding Opportunity to review all grant funding guidelines for this grant opportunity. Please see the link below:

<https://www.fema.gov/media-collection/homeland-security-grant-notices-funding-opportunity>





# Allowable Grant Items



## Equipment:

All requested equipment must be listed on the **FEMA Authorized Equipment List (AEL)** and must be listed under “FEMA related grant programs” for the Homeland Security Grant Program (HSGP). The applicant must indicate in the application the AEL number of the requested equipment, along with the description of items.

# **ALLOWABLE GRANT ITEMS**



# Allowable Grant Items- Radio/Communicative Devices

- Radio/communication devices **must** be compatible with the MSWIN Interoperable Communication System and be approved P-25 radios.
- MOHS will allow **up to \$3,000.00 per radio** purchased for the MSWIN system.



# Allowable Grant Items- Radio/Communicative Devices

- Exceptions may be requested by an agency for radios with a cost of \$3,000.00 or more, with a detailed justification.
  
- Please include the following details in the justification:
  - Cost of each radio
  - Quantity requested
  - Where the Radios will be used and installed?
  - Why the agency needs additional upgrades/costs from the standard radio.
  
- All justifications for radios requested with a cost of \$3,000.00 or more will be reviewed by the Executive Committee and approved by the members therein.



# Allowable Grant Items- Radio/Communicative Devices

If any agency requests radios over \$3,000.00 **WITHOUT** justification for additional costs, the request will be denied. If project is awarded without justification, radios will only be allowed at \$3,000.00.

Modifications for radio cost increases at the time of the award **will not** be allowable for 2025 grants. Amounts Awarded will be Amount Awarded.

# Allowable Grant Items- License Plate Readers

License Plate Readers: Requests for License Plate Readers will be considered for jurisdictions that apply, but jurisdictions that are in areas of need will be a priority.

- Stationary/Fixed LPR systems **are preferred and recommended**. Mobile LPR's are unlikely to be considered for award.
- LPR systems **must** be accessible with the Mississippi Analysis and Information Center (MSAIC).
- Awarded LPR systems **must** be available for information and intelligence sharing with the MSAIC.



# Allowable Grant Items- License Plate Readers

- The MOHS does not partner or establish preferences for any vendor or product. MOHS does require that data and information is shareable and accessible to the MOHS/MSAIC.
- Contractual services required for LPRS are for (1) year of service, which coincides with the (1) one year period of performance. Multiple years of contractual services **will not** be considered.
- Modifications for LPR changes from stationary/fixed to mobile at the time of the award **will not** be allowable for 2025 grants. Amounts awarded will be amounts awarded.

# Allowable Grant Items- Camera/Surveillance Systems

If Agency is considering camera or surveillance systems, the following justifications **will be required to be considered** .

- Does the Applicant currently have a camera system in place?
- Provide specific and detailed data to back up crime/terrorism in area.
- Detailed description on how crime is considered terrorism and how these cameras will reduce the terrorism component in the area.



# Allowable Grant Items- Camera/Surveillance Systems

If Agency is considering camera or surveillance systems, the following justifications **will be required to be considered** .

- Map(s) of where the camera/surveillance systems will be located and an assessment of why cameras/surveillance systems will be placed where selected.
- Provide detailed information on the video feed and recording of data can and will be shared with other partners for the reduction of terrorism

# Allowable Grant Items-Vehicle/ATV/Motorized Vehicles

If Agency is considering a vehicle/ATV/Motorized Vehicles, the following justifications **will be required to be considered** .

- How will this type of equipment increase the Homeland Security mission in your area?
- How will this type of equipment reduce terrorism in your area?
- Will this equipment be replaced by the currently by the same type of equipment? Yes or No.
- Who will be assigned to the equipment?



# **Allowable Grant Items- Items over \$75,000.00**

If Agency is considering items over \$75,000.00, the following justifications **will be required to be considered.**

- How will this item increase the Homeland Security Mission in your area?
- How will this item reduce terrorism in your area?

# Allowable Grant Items



**Environmental and Historical Preservation Compliance:** All projects that may have potential impact to the environment **will require** a FEMA Environmental Historic Preservation form. For more information, please see FEMA Policy 108-023-1

- Ground disturbances, new construction, modification/renovation of buildings (include the addition of cameras, security doors, etc.) will require an EHP form to be submitted.
- Renovation of and/or modification including installation of security and communication equipment to buildings or structures that are fifty (50) years old or older.



# Allowable Grant Items

**Environmental and Historical Preservation Compliance:** All projects that may have potential impact to the environment **will require** a FEMA Environmental Historic Preservation form. For more information, please see FEMA Policy 108-023-1.

- Security enhancements to improve perimeter security or any other construction or renovations that change or expand the footprint of the facility.
- Physical security enhancements including, but not limited to:
  - Lighting
  - Fencing
  - Closed Circuit Televisions
  - Motion Detection
  - Barriers, doors, gates and related security enhancements
  - Generators
  - License Plate Readers



# **UNALLOWABLE GRANT ITEMS**



# Unallowable Grant Items



The following items are considered unallowable by FEMA and/or the Mississippi Department of Homeland has deemed the items not permissible for funding. Applicants may also visit the FEMA website and review the Notice of Funding Opportunity to review all grant funding guidelines for this grant opportunity. Please see the link below,

<https://www.fema.gov/media-collection/homeland-security-grant-notices-funding-opportunity>

# Unallowable Grant Items

## Supplanting:

- Grant funds will be **used to supplement existing funds and will not replace (supplant) funds** that have been appropriated for the same purpose. Applicants or recipients may be required to supply documentation certifying that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.
- Grant funds can not be used for services or equipment that are already purchased and replace agency funds.

**Grant funds should supplement, not supplant!!!!!!!!!!**



# Unallowable Grant Items

- FEMA Approval:  
Grant funds may not be used for the purchase of equipment not approved by DHS/FEMA. Grant funds must comply with IB 426 and may not be used for the purchase of the following equipment: firearms; ammunition; grenade launchers; bayonets; or weaponized aircraft, vessels, or vehicles of any kind with weapons installed.
- Unallowable Items...
  - Weapons, Ammunition and Equipment
  - Small, unmanned Aircraft (SUAS) Drones.
  - Body Worn Cameras



# Unallowable Grant Items

- Maintenance Contacts:
  - Maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are only allowable in the following circumstances:
    - The use of DHS/FEMA preparedness grant funds for maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are allowable, as described in FEMA Policy FP 205-402-125-1 under all active and future grant awards, unless otherwise noted. Except for maintenance plans or extended warranties purchased incidental to the original purchase of the equipment, the period covered by maintenance or warranty plan must not exceed the POP of the specific grant funds used to purchase the plan or warranty.







# Unallowable Grant Items

Unauthorized exercise-related costs include:

- Reimbursement for the maintenance or wear and tear costs of general use vehicles (e.g., construction vehicles), medical supplies, and emergency response apparatus (e.g., fire trucks, ambulances).

Equipment

- Equipment/ supplies that are purchased for permanent installation and/or use, beyond the scope of the conclusion of the exercise (e.g., electronic messaging sign)

In-Direct Costs





# Unallowable Grant Items



Personnel, Overtime and Backfill costs:

- Hiring of sworn public safety officers or supplant safety positions and responsibilities.
- Salaries and personnel costs of planners, equipment managers, exercise coordinators and/or training coordinators.
- Please note that overtime and backfill for training and exercise are only allowable in the following circumstances:



# Unallowable Grant Items



## Training:

- Overtime and backfill for emergency preparedness and response personnel attending DHS/FEMA-sponsored and approved training classes only.
- Overtime and backfill expenses for part-time and volunteer emergency response personnel participating in DHS/FEMA training only.

## Exercises:

Overtime and backfill costs, including expenses for part-time and volunteer emergency response personnel participating in DHS/FEMA exercises

# Unallowable Grant Items

The following are common requests that are unallowable and/or unfunded:

- **Requests for equipment for routine/general use.**
  - All SHSP equipment requested must assist recipients and subrecipients in achieving core capabilities related to preventing, preparing for, protecting against, or responding to acts of terrorism.
  - For more information refer to “Explain how applicants proposed project supports terrorism preparedness” the of this RFP.

**MOHS will not pay for items that are considered general use: computers; office supplies (paper, pens, ink cartridges); clothing (boots; t-shirts, pants), etc.**





# Unallowable Grant Items

General Use/Routine items are items that an agency supplies for everyday use. Unless items are specialized/required for the HSGP program, the MOHS will not award funds to cover the following items.

- Computers for Staff
- Patrol Vehicles. Vehicles used by general use staff.
- Office Supplies (Pens, Paper, Computer Supplies, Ink Cartridges)
- Unspecialized PPE (Boots, T-Shirts, Pants; Belts, Rain Coats; Embroidery for Clothing)
- General Law Enforcement Equipment: Flashlights, Road Vests, items that should be part of general law enforcement required gear.

Routine/General Use Items should be the responsibility of the agency. HSGP Grant funds are the prevention of terrorism. If items do not have a terrorism reduction impact, items **will not** be allowed.

# Unallowable Grant Items

The following are common requests that are unallowable and/or unfunded:

- Tactical law enforcement protective equipment for **routine use** or riot suppression. Items in this category are allowable only to supplement normal stores, to provide the surge capacity necessary for CBRNE terrorism response.
- Equipment for the whole agency.
- \$\$ Equipment over \$75,000.00 (Will require additional justification). Be Reasonable.





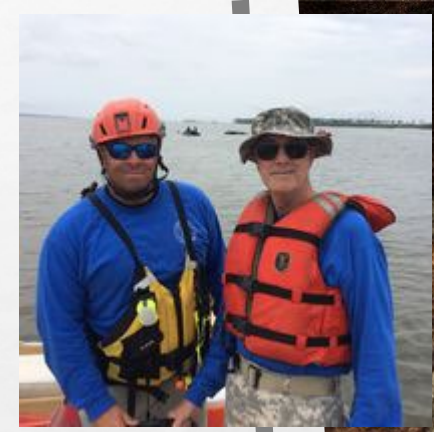
# Unallowable Grant Items

## Vehicles

- While certain vehicles are allowable, applications for vehicles will be reviewed on a case-by-case basis based on need, use, and justification.
- **General purpose vehicles (patrol cars, executive transportation, fire trucks and tactical/assault vehicles, etc.)**
- Reimbursement for the maintenance and/or wear and tear costs of general use vehicles, medical supplies, and emergency response apparatus.

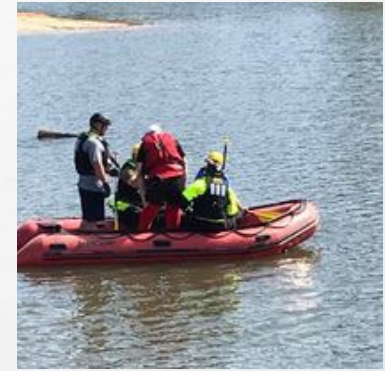


# Important Application Information





# When is the Application Due?



All HGSP applications and supporting documentation must be received by the Mississippi Office of Homeland Security offices by **March 31, 2025, by 5:00 p.m. CST.**

**DEADLINE**

# When is the Application Due?

Applications may be submitted before the deadline and encouraged. Applications received after this date and time may not be considered eligible for consideration.

To facilitate processing, please submit applications and supporting documentation via email to [mohsgrants@dps.ms.gov](mailto:mohsgrants@dps.ms.gov).





# Who can Apply?

- The applicant must not be listed on the suspended and debarred list.
- The applicant must not be listed on the Denied Parties List.
- The applicant must be NIMS complaint with NIMS Courses (100, 200, 700 and 800).
- Applicants must have a current and active DUNS/Unique Entity Identification number.
- Applicant must read and comply with 2 CFR 200.318 to 2 CFR 200.327 regulations.

# What do I need to Apply?

- Applicant must have written procurement standards per 2 CFR 200.318(a).
- Applicant must have written conflict of interest standards per 2 CFR 200.318(c).
- Applicant read and understands that certain telecommunications and video surveillance services or equipment are prohibited from being purchased using grant funds. See 2 CFR § 200.216 and 2 CFR § 200.471.
- Applicant must take necessary steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used, when possible, per 2 CFR 200.321.
- Applicant agrees that this federal funding does not supplant (replace) state, local, and agency monies in their organization's budget for the requested items in this application.





# What do I need to Apply?

**The following MUST items must be submitted, or the application will be considered incomplete.**

- Complete Application
- Agency Signatures
- UEI Certification (Must be Active) and UEI #
- Audit (Most Recent)
- NIMS Certification (100, 200, 700 & 800)
- Justifications (If Required)



# What Happens After Application is Submitted?



Applications  
Received

Applications  
Reviewed for  
Completeness

Applications-  
Risk/Financial  
Assessment

Application-  
Peer Review

Executive  
Planning and  
Funding  
Review



# Please Remember....

- **Funding is limited. Funding is competitive. Funding is NOT a guarantee!!**
- Please prioritize projects and requests. Awards will be made on the need identified, how the need will assist the State in the MOHS mission and if funds are available.
- Projects may be funded in whole or partially funded.

All applicants will receive a notice of award or notice of non-approval. All non-approval applications will be kept on file for (1) one year if funds become available. If funding becomes available, then a MOHS staff member will contact the agency to discuss opportunities.



# Please Remember....

## **Grant Orientation:**

At the receipt of the award packet, the agency will receive notice of an upcoming Grant Orientation meeting. The Grant Orientation will provide updates of the grant, award packet information, grant forms, information on required reporting and closeout. **Grant Orientation is mandatory.**





# Please Remember....

## **Submission of Grant Award/Reimbursement:**

Grant award packets will be required to be submitted back to the MOHS email address of: [MOHSgrants@dps.ms.gov](mailto:MOHSgrants@dps.ms.gov), by a deadline date.

Reimbursements will not be made to an agency until **all** award packets have been submitted and processed by MOHS grants staff. This may include the submission and approvals to FEMA for MOU's, special equipment requests/approvals and Environmental Historic Preservations forms.

# Let's Write a Grant Application







# Mississippi Office of Homeland Security

## Homeland Security Grant Program

### Grant Application

DATE OF APPLICATION							
NAME OF AGENCY							
MAILING ADDRESS							
CITY				ZIP CODE			
COUNTY							
AGENCY CONTACT NAME							
CONTACT PHONE NUMBER							
CONTACT EMAIL ADDRESS							
SIGNATORY AUTHORIZED OFFICIAL							
<i>(Name of Mayor, Board President, Commissioner, Head of Agency, etc.)</i>							
AUTHORIZED OFFICIAL EMAIL							
UEI NUMBER				EXP DATE			
<i>* Please provide a copy of UEI number and current status, as shown in SAM.gov.</i>							
CONGRESSIONAL DISTRICT				4th Congressional District <input type="button" value="v"/>			

Contact  
Information  
Page:

**Cost Category:**

- Contractual Services: List the total amount requested for contractual services (Task Forces Only)
- Equipment: List the total amount of equipment requested.
- Commodities/Supplies: List the total amount requested for commodities/supplies.
- Other: List the total amount of any items that may not fit into the above listed categories.
  
- Total of Grant: Add all section for a total grant amount requested.

<b>GRANT APPLICANT FUNDING REQUEST BY COST CATEGORY</b>	
<b>COST CATEGORY</b>	<b>AMOUNT REQUESTED</b>
<b>CONTRACTUAL SERVICES</b>	
<b>EQUIPMENT</b>	
<b>COMMODITIES/SUPPLIES</b>	
<b>OTHER</b>	
<b>TOTAL OF GRANT AMOUNT REQUESTED</b>	
	<b>\$ 0.00</b>



# Problem Identification & Description

1. Number of Square Miles: List Number of square miles where the agency is located. Ex. City of New York-15 miles or County of Yorktown-180 miles.
2. Number of Population: List the number of the population where the agency is located.
3. Number of Officers/Staff working in Agency: List the number of officers and/or staff that work in the agency.
4. Agency Type: Select the type of agency that the applicant is applying as.

PROBLEM IDENTIFICATION & DESCRIPTION					
AGENCY DEMOGRAPHIC INFORMATION					
NUMBER OF SQUARE MILES					
POPULATION					
NUMBER OF AGENCY STAFF					
AGENCY TYPE					
<input type="checkbox"/>	LAW ENFORCEMENT	<input type="checkbox"/>	FIRE SERVICE	<input type="checkbox"/>	EMERGENCY SERVICES/EMA
<input type="checkbox"/>	CITY/COUNTY	<input type="checkbox"/>	SCHOOL DISTRICT	<input type="checkbox"/>	OTHER

## II. Agency's Top Terrorism Threat and Terrorism Hazard

Describe applicant's top terrorism threat.

***TERROISM THREAT** is a technological or human caused occurrence by an individual, entity, or action that has or will cause potential to harm to life, information, operations, the environment and/or property.*

### II. AGENCY'S TOP TERRORISM THREAT & TERRORISM HAZARD

*TERROISM THREAT is a technological or human caused occurrence by a individual, entity, or action that has or will cause potential to harm to life, information, operations, the environment and/or property.*

### BRIEFLY DESCRIBE THE AGENCY'S TOP TERRORISM THREAT



## II. Agency's Top Terrorism Threat and Terrorism Hazard

Describe applicant's top terrorism hazards.

*"**TERRORISM HAZARD**" is a potentially dangerous or harmful threat that is can unwanted outcomes. Hazards can include threats of terrorism, bomb scares, bombings, use of chemical, nuclear, and radiological weapons. A hazard is an intent to cause mental or physical injury or death for the purpose of advancing a person, organization, or agenda of extreme fear and intimidation.*

*"**TERROISM HAZARD**" is a potentially dangerous or harmful threat that is can unwanted outcomes. Hazards can include threats of terrorism, bomb scares, bombings, use of chemical, nuclear, and radiological weapons. A hazard is an intent to cause mental or physical injury or death for the purpose of advancing a person, organization, or agenda of extreme fear and intimidation.*

BRIEFLY DESCRIBE THE AGENCY'S TOP TERRORISM HAZARD

# Preparedness Gaps:

The Preparedness Gaps Section will be considered a large weight in the awarding of programs for FY25.

PREPAREDNESS GAPS
<i>Provide a detailed description of any preparedness gaps that hinder your agency's ability to prevent, protect, mitigate, respond to, and recover from threats and hazards. Include in the following information in your response:</i>
1. A clear identification of the Agency <u>PREPAREDNESS GAP(s)</u> , include operational or resource(s) deficiencies of the agency.
2. The process or method used to identify the <u>PREPAREDNESS GAP(s)</u> ( e.g., specific real-training events, training exercises, threat assessment, or after-action reports). Use specific data and provide examples to illustrate how these <u>PREPAREDNESS GAP(s)</u> have impacted your agency's operations.
3. Describe how the requested funding, resources, training, or equipment will increase your agency capabilities to address these <u>PREPAREDNESS GAP(s)</u> .
4. Explain how this project will support TERRORISM PREPAREDNESS and RESPONSE for the agency?



# Preparedness Gaps:

The Preparedness Gaps Section will be considered a large weight in the awarding of programs for FY25.

1. A clear identification of the Agency PREPAREDNESS GAP(s), include operational or resource(s) deficiencies of the agency.

2. The process or method used to identify the PREPAREDNESS GAP(s) ( e.g., specific real-training events, training exercises, threat assessment, or after-action reports). Use specific data and provide examples to illustrate how these PREPAREDNESS GAP(s) have impacted your agency's operations.

# Preparedness Gaps:

The Preparedness Gaps Section will be considered a large weight in the awarding of programs for FY25.

3. Describe how the requested funding, resources, training, or equipment will increase your agency capabilities to address these PREPAREDNESS GAP(s).

4. Explain how this project will support TERRORISM PREPAREDNESS and RESPONSE for the agency?



# National Priority

## National Priority:

Please mark the National Priority that the Agency will support with the funds received.

1. Cyber Security: Enhancing Cyber Security
2. Information and Intelligence Sharing: Enhancing information and intelligence sharing and cooperation with federal agencies, including MOHS and Department of Homeland Security
3. Domestic Violent Extremism: Addressing violent extremism in applicants' area.
4. Soft Targets/Crowded Places: Enhancing the protection of soft targets in crowded places.
5. Community Preparedness: Enhancing community preparedness in the event of a terrorism incident.
6. Election Security: Enhancing Election Security in the event of terrorism incidents.

NATIONAL PRIORITY			
<i>Please mark which National Priority that the Agency will support with funding received.</i>			
<input type="checkbox"/>	COMMUNITY PREPAREDNESS	<input type="checkbox"/>	INFORMATION & INTELLIGENCE SHARING
<input type="checkbox"/>	CYBERSECURITY	<input type="checkbox"/>	SOFT TARGETS/CROWDED PLACES
<input type="checkbox"/>	ELECTION SECURITY	<input type="checkbox"/>	VIOLENT EXTREMISM

# Mission Area

Please mark which Mission Area that the Agency will support with funding received.

MISSION AREA			
<i>Please mark which MISSION AREA that the Agency will support with funding received.</i>			
<input type="checkbox"/>	PREVENTION	<input type="checkbox"/>	RESPONSE
<input type="checkbox"/>	PROTECTION	<input type="checkbox"/>	RECOVERY
<input type="checkbox"/>	MITIGATION		



## **Mission Area:**

Sections 1-5: Please mark the Mission Area(s) that the agency will support with funding received.

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

## Grant Budget Request:

**Contractual Services:** Include a detailed assessment of contractual services within the program area in which applicant will be applying. Also, include a cost estimate for all contractual needs (rental, shipping costs, etc.). All expenses must be in accordance with current state and federal guidelines.

GRANT BUDGET REQUEST			
<i>All information provided in the Grant Budget section is a request. There are no guarantees for funding. Funding may be partial. Please provide items based on priority and NEED. Items MUST be justifiable for the needs listed above for threats and hazards.</i>			
CONTRACTUAL SERVICES			
<i>Contractual Services should be requested for one (1) year of service only. All expenses must be in accordance to current state and federal guidelines. Agency should be prepared to be able to continue contractual services, if future awards or services are not approved.</i>			
Type of Contractual	Amount of Service	Quantity of Service	Total
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			0.00
TOTAL CONTRACTUAL SERVICES			\$ 0.00



## VII. Grant Budget Request:

**Equipment:** All Equipment must be allowable, reasonable and must be essential to the project. All equipment must be on the FEMA Authorized Equipment List. Unallowable equipment: Guns, Ammunition, Body Cameras and Drones. (See Guidance for more Information)

AEL Numbers must be included in the application. Funding must be tied to threats, hazards, and capability gaps. Equipment must be essential to the program. Fill out a section for each type of equipment requested. Add the total of all equipment costs at the end of the equipment section.

EQUIPMENT				
<i>All equipment must be on the FEMA Authorized Equipment List (AEL). You can find the AEL at <a href="https://www.fema.gov/grants/tools/authorized-equipment-list">https://www.fema.gov/grants/tools/authorized-equipment-list</a>. Equipment <b>MUST</b> be for terrorism based programs and activities. (See Funding Guidance for more information).</i>				
FEMA AEL Number:	Description of Equipment:	Item Cost	Quantity	Equipment Total:
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
				\$ 0.00
TOTAL COST OF EQUIPMENT				\$ 0.00

## Grant Budget Request:

**Commodities/Supplies:** Include a detailed assessment of commodity/supply expenses within the program area in which applicant are applying. Also, include a cost estimate for all additional grant expenses (, gloves, traffic safety cones, flashlights, reflective safety vests, etc.). All expenses must be in accordance with current state and federal guidelines. Items are not identified as equipment.

COMMODITIES/SUPPLIES			
<i>Include a detailed assessment of other grant expenses within the program area in which you applying. Also, include a cost estimate for all additional grant expenses (e.g., gloves, traffic safety cones, flashlights, reflective safety vest, triage kits, etc.) All expense must be in accordance to current state and federal guidelines. These items are disposable and not equipment.</i>			
ITEM	ITEM COST	QUANTITY	TOTAL COST
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
TOTAL COST OF COMMODITIES/SUPPLIES			\$ 0.00



## Grant Budget Request:

**Other Expenses:** Include a detailed assessment of other expenses that are needed within the program area in which applicant will be applying.

OTHER EXPENSES			
<i>Additional items listed in this category must have detailed justification for requests. These items do not fall within any of the above listed categories.</i>			
Type of Expense	Item/Description	COST	TOTAL
Travel <input type="button" value="v"/>			
Travel <input type="button" value="v"/>			
Travel <input type="button" value="v"/>			
Travel <input type="button" value="v"/>			
Travel <input type="button" value="v"/>			
TOTAL OTHER EXPENSES			\$ 0.00

**Grant Budget Requests:**

<b>ADDITIONAL JUSTIFICATION FOR OTHER EXPENSES</b>	
<b>TOTAL AMOUNT REQUESTED</b>	<b>\$ 0.00</b>

# Prior Grant Experience:

Please fill out the below section to the best of applicant's knowledge. Please mark applicants answer by a Yes or No Response. Complete all sections.

PRIOR GRANT EXPERIENCE		
<i>Please answer YES or NO to the following questions.</i>		
	YES	NO
Has your agency received federal and/or state grants similar to the MOHS Grant?		
Does your agency have at three (3) years of receiving federal grant funds? Does not have to be MOHS related.		
Has your agency received MOHS Grant funds within the past three (3) years?		
Has your agency ever received any corrective actions from a Audit Report?		
Has the agency administration remained unchanged during the 2024 grant year? For example: (Chief, Sheriff, SGA, Financial Officer, Program Staff)		
Can this project be completed by August 30, 2026?		



## Agency Audit:

### AGENCY AUDIT

Non-federal organizations, which expend \$1,000,000.00 or more in federal funds during a fiscal year, will be required to have an audit performed in accordance with 2 CFR Part 200, Subpart F. Applicant **MUST** provide a copy of their latest audit report, if Applicant meets the funding threshold. Attach a copy of the latest audit to this Application.

I certify that the Applicant's associated city/county/organization does **NOT** expect, to be required to have an audit performed under 2 CFR Part 200, Subpart F, for the above listed program.

I certify that the Applicant's associated city/county/organization, **WILL BE** required to have an audit performed under 2 CFR Part 200, Subpart F. A copy of the audit report **MUST** be attached at the time of Application submission.

# NIMS Compliance

The National Incident Management System (NIMS) guides all levels of government, nongovernmental organizations (NGO), and the private sector to work together to prevent, protect against, mitigate, respond to, and recover from incidents. NIMS provides stakeholders across the whole community with the shared vocabulary, systems, and processes to successfully deliver the capabilities described in the National Preparedness System.

As recipients and subrecipients of federal preparedness (non-disaster) grant awards, jurisdictions and organizations **must achieve, or be actively working to achieve**, all the NIMS Implementation Objectives.

The objectives can be found on the NIMS webpage at: <https://training.fema.gov/nims/>

# NIMS Compliance

Under Executive Order #932, Mississippi established NIMS as the standard for incident management within the State. The U.S. Department of Homeland Security/Federal Emergency Management Agency guidance provides that accepting grant funding is conditioned upon NIMS compliance. This jurisdiction attests that we continue to strive toward NIMS compliance, as provided under federal and State NIMS guidance.

This jurisdiction understands receiving and/or using U.S. Department of Homeland Security grant funds remains conditional upon NIMS compliance. Non-compliance of NIMS can result in funds being withheld or reallocated from our jurisdiction because of ineffective NIMS support and participation.



# NIMS Compliance

## NIMS COMPLIANCE

As part of the Grant Application process, each agency MUST provide a copy of the NIMS Compliance certifications. This includes NIMS Certifications 100, 200, 700, 800, for a one (1) member of the agency. If a member of the agency needs to complete this training they can go to: <https://training.fema.gov/nims/>. Documentation MUST be attached at the time of Application submission.

# Application Submission Compliance/Application Contact

Please read the following statements, if applicants agency agrees with the submission compliance, please have the person completing the Application fill out the following:

## APPLICATION SUBMISSION COMPLIANCE/ APPLICATION CONTACT

I certify that I am an employee of the aforementioned agency or have been hired by the agency to apply on their behalf for the Grant. All parties have knowledge and approved of the contents of this Application, Budget Request and all information provided within.

--	--	--	--	--	--	--	--	--	--

With name

**APPLICANT SIGNATURE**

**APPLICANT NAME (PLEASE PRINT)**

**DATE**

**APPLICANT TITLE**





# LET'S WRAP IT UP





# Items Required for a COMPLETE Application Submission

**The following MUST items must be submitted, or the application will be considered incomplete.**

- Complete Application
- Agency Signatures
- UEI Certification (Must be Active) and UEI #
- Audit (Most Recent)
- NIMS Certification (100, 200, 700 & 800)
- Justifications (If Required)

# Items Required for a **COMPLETE** Application Submission

If required items are missing with the submission, the Application will be tagged as **incomplete**.

**Missing Information and Documentation could result in not being awarded or awarded reduced levels.**

**WHAT IS AWARDED IS AWARDED!!**

**FY25 GRANT  
APPLICATION  
DUE TO MOHS**

**Due March 31, 2025  
By 5:00 p.m.**







**Questions**



**Questions**

**Questions**

