

Buffer Zone Protection Program Grant Program Guidelines and Program Overview

PROGRAM OVERVIEW

The Buffer Zone Protection Program (BZPP), as a component of the Infrastructure Protection Program (IPP), provides funds to increase the preparedness capabilities of responsible jurisdictions in communities surrounding high priority Critical Infrastructure /Key Resource assets through planning and equipment acquisition. The BZPP assists responsible jurisdictions in building effective prevention and protection capabilities that will make it more difficult for terrorists to conduct site surveillance or launch attacks within the immediate vicinity of selected CI/KR assets. These capabilities are enumerated in Buffer Zone Plans (BZPs) that:

- Identify significant assets at the site(s) that may be targeted by terrorists for attack.
- Identify specific threats and vulnerabilities associated with the site(s) and its significant assets.
- Develop an appropriate buffer zone extending outward from the facility in which preventive and protective measures can be employed to make it more difficult for terrorists to conduct site surveillance or launch attacks.
- Identify all applicable law enforcement jurisdictions and other Federal, State, and local agencies having a role in the prevention of, protection against, and response to terrorist threats or attacks specific to the CI/KR site(s) and appropriate points of contact within these organizations.
- Evaluate the capabilities of the responsible jurisdictions with respect to terrorism prevention and response.
- Identify specific planning, equipment, training, and/or exercise requirements to better enable responsible jurisdictions to mitigate threats and vulnerabilities of the site(s) and its buffer zone.

In developing and implementing the BZPs, security and preparedness officials at all levels should seek opportunities to coordinate and leverage funding from multiple sources, including Federal, State, and local resources.

Eligible jurisdictions have been notified of their allocations. Others should not apply.

ELIGIBLE COSTS

1. Planning. Planning activities are central to the implementation of the BZPP. Accordingly, responsible jurisdictions may use up to 15 percent of BZPP programmatic funds to support multi-discipline planning activities. FY07 BZPP funds may be used for a range of homeland security and critical infrastructure planning activities, such as:

1.1 -- Developing and implementing homeland security and CI/KR support programs and adopting DHS national initiatives limited to the following:

- Implementing the National Preparedness Goal, as it relates to implementation of the NIPP, and sector specific plans.
- Building or enhancing preventive radiological and nuclear detection programs.
- Modifying existing incident management and Emergency Operating Plans (EOPs) to ensure proper alignment with the NRP and the NIMS coordinating structures, processes, and protocols.
- Establishing or enhancing mutual aid agreements or MOUs to ensure cooperation with respect to CI/KR protection.
- Developing communications and interoperability protocols and solutions with the BZPP infrastructure site.
- Developing or enhancing radiological and nuclear alarm resolution reachback relationships across local, State and Federal partners.
- Developing or updating resource inventory assets in accordance to typed resource definitions issued by the NIMS Integration Center.
- Designing State and local geospatial data systems.

1.2 -- Developing related terrorism prevention and protection programs including:

- Planning to enhance preventive detection capabilities, security and population evacuation in the vicinity of specified CI/KR during heightened alerts, during terrorist incidents, and/or to support mitigation efforts.
- Multi-discipline preparation and integration across the homeland security community.
- Developing or enhancing radiological and nuclear alarm resolution protocols and procedures.
- Developing and planning for information/intelligence sharing groups and/or fusion centers.
- Acquiring systems allowing connectivity to Federal data networks, such as the National Crime Information Center (NCIC) and Integrated Automated Fingerprint Identification System (IAFIS), as appropriate.

1.3 -- Developing and enhancing plans and protocols, limited to:

- Developing or enhancing EOPs and operating procedures.
- Developing terrorism prevention/deterrence plans.
- Developing or enhancing cyber security plans.
- Developing or enhancing cyber risk mitigation plans.

- Developing public/private sector partnership emergency response, assessment, and resource sharing plans.
- Developing or updating local or regional communications plans.
- Developing plans to support and assist special needs jurisdictions, such as port authorities and rail and mass transit agencies.
- Developing and/or updating plans and protocols to support evacuation planning efforts. The VRPP must clearly show how any funds identified for planning activities support the implementation of prevention and protection capabilities of the responsible jurisdiction, as they are related to the identified CI/KR site(s).

2. Equipment. Select Authorized Equipment List (AEL) categories are eligible for funding (see Table 2 below). The allowable equipment categories are listed on the web-based AEL on the Responder Knowledge Base (RKB), at <http://www.rkb.mipt.org>. DHS-adopted standards can be found at http://www.dhs.gov/xfrstresp/standards/editorial_0420.shtm. The AEL is housed on the Responder Knowledge Base along with separate listings for the Authorized Equipment List and the Standardized Equipment List (SEL). In some cases, items on the SEL are not allowable under BZPP, or will not be eligible for purchase unless specific conditions are met. Unless otherwise specified, maintenance costs/contracts for authorized equipment purchased using BZPP funding or acquired through G&T's Homeland Defense Equipment Reuse Program are allowable.

Table 2. BZPP Allowable Equipment Categories

- [2] Explosive Device Mitigation and Remediation Equipment
- [3] CBRNE Operational Search and Rescue Equipment*
- [4] Information Technology
- [5] Cyber Security Enhancement Equipment
- [6] Interoperable Communications Equipment
- [7] Detection Equipment
- [10] Power Equipment
- [13] Terrorism Incident Prevention Equipment
- [14] Physical Security Enhancement Equipment
- [15] Inspection and Screening Systems
- [16] Agricultural Terrorism Prevention, Response, and Mitigation Equipment
- [20.3] Intervention Equipment - Equipment, Fingerprint Processing, and Identification*
- [21] Other Authorized Equipment

* Only select sub-categories within AEL Category 3 and 20 are eligible for BZPP funding. These sections include: 3.1.6, 3.2.2, 3.2.3, 3.2.4, and 20.3. Other specialized equipment not listed in the above AEL categories may be requested by the responsible jurisdiction, as approved by the State. The responsible jurisdiction must provide a justification describing and/or identifying the following:

- The reason the equipment is requested.
- The target capabilities, per the TCL, the request will support and/or enhance.
- How other grant funding has been considered, or may be applied, to support the request.
- How the requested equipment will support the development and/or implementation of prevention and/or protection capabilities, per the TCL, within the responsible jurisdiction, as identified by the BZP.
- How the equipment will directly address a threat, vulnerability, and/or consequence directly related to the identified FY07 BZPP site and its responsible jurisdiction, as identified by the BZP (i.e., PPE for a jurisdiction responsible for a chemical facility).
- Address a specific threat, vulnerability, and/or consequence directly related to a heightened alert period, as related to the site and/or its sector.

Unless otherwise noted, equipment must be certified that it meets required regulatory and/or DHS-adopted standards to be eligible for purchase using these funds. In addition, agencies must have all necessary certifications and licenses for the requested equipment, as appropriate, prior to the request.

UNALLOWABLE COSTS

The following projects and costs are considered ineligible for award consideration:

- **Hiring of Public Safety Personnel.** BZPP funds may not be used to support the hiring of sworn public safety officers for the purposes of fulfilling traditional public safety duties or to supplant traditional public safety positions and responsibilities.
- **Construction and Renovation.** Construction and renovation is prohibited under the BZPP.
- **General-use Expenditures.** Expenditures for items such as general-use software (word processing, spreadsheet, graphics, etc), general-use computers and related equipment (other than for allowable M&A activities, or otherwise associated preparedness functions), general-use vehicles, licensing fees, weapons,

weapons systems and accessories, and ammunition are prohibited.

- **Federal Improvement.** Funds may not be used for the improvement of Federal buildings or for other activities that solely benefit the Federal government.
- **Training and Exercise Activities.** Any resulting training or exercise requirements identified through the BZPP may not be funded with FY07 BZPP funds, but may be funded through other overarching homeland security grant programs (i.e. State Homeland Security Program, Urban Areas Security Initiative, and/or Law Enforcement Terrorism Prevention Program funds) in accordance with their stipulated authorized expenditures.

Additionally, the following initiatives and costs are considered **ineligible** for award consideration:

- Initiatives that do not address the implementation of programs/initiatives to build preparedness capabilities directed at identified facilities and/or the surrounding communities.
- The development of risk/vulnerability assessment models.
- Initiatives that fund risk or vulnerability security assessments or the development of BZPs and/or VRPPs.
- Initiatives in which Federal agencies are the beneficiary or that enhance Federal property.
- Initiatives which study technology development.
- Proof-of-concept initiatives.
- Initiatives that duplicate capabilities being provided by the Federal government.
- Operating expenses.
- Reimbursement of pre-award security expenses.
- Other indirect costs.
- Any other activities unrelated to the implementation of the BZPP, items not in accordance with the AEL, or previously identified as ineligible within this guidance, are not an allowable cost.

FINANCIAL REQUIREMENTS

Payments under this award will be made from federal funds obtained by the State through CFDA #97.067, supported under Consolidated Appropriations Act, 2008, P.L. 110-161. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

The Grantee's eligible expenditures under this Grant Agreement must be incurred by the Grantee by the Expiration date of the Grant Agreement. The Grantee will report on all expenditures pertaining to this Grant Agreement in WEGO. Final expenditure report must be received no later than 30 days after the Expiration date of this Grant Agreement;

The Grantee will submit a budget revision and/or work plan revision for any substitution of budget items, any deviation of more than 15% from the approved budget category amounts, or change in work plan from the Grantee's Application. Change requests for substitution of budget items, or a deviation of more than 15% from the approved budget category amount must be submitted in WEGO at least 60 days prior to the Expiration date of this Grant Agreement and before any expenditure may be made on the revised budget or work plan.

The Grantee shall have until 30 days after the expiration date of the Grant Agreement to liquidate all unpaid obligations related to the program that were incurred on or before the last day of the grant period and to submit a final expenditure report. If a report is not submitted within this time period, expenses claimed on the report may be disallowed;

The Grantee will submit financial status reports and/or narrative performance reports at least quarterly, but not more often than monthly. The narrative performance report shall consist of a comparison of actual accomplishments to the approved work plan in the Grantee's application. These reports must be submitted before reimbursement will be paid.

Funds approved under this grant contract shall be used to supplement, and shall not be used to supplant, non-federal funds dedicated to this effort. The Grantee 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.

PUBLICITY AND ENDORSEMENT

Any publicity regarding the subject matter of the grant agreement must identify the State and the U.S. Department of Homeland Security as the sponsoring agencies and must not be released without prior written approval from the State's Authorized Representative. The Grantee must not claim that the State endorses its products or services.

EQUIPMENT

The Grantee will:

Provide all necessary training to its employees concerning the use of equipment purchased through this grant, and shall

not permit the equipment to be tampered with or operated by individuals who are not properly trained. Assume total responsibility for the proper handling, use, and maintenance of the equipment and bear all costs of maintenance, repair, and/or replacement related to equipment. Equipment purchased through this grant is the property of the Grantee.

When practicable, any equipment purchased with grant funding shall be prominently marked as follows: "Purchased with funds provided by the U.S. Department of Homeland Security."

Applicants must apply through the online WEGO system, and complete the following forms as part of the application:

- Project Information Sheet
- Expense Budget Worksheet
- Terms and Conditions for Grantees That Are Not State Agencies

The Grantee agrees to comply with the following standards and requirements:

Federal Audit Requirements, included in this application

(http://www.hsem.state.mn.us/uploadedfile/Federal_Audit_Requirements.pdf);

Federal Assurances, included in this application (http://www.hsem.state.mn.us/uploadedfile/Federal_Assurances.pdf);

Certification Regarding Lobbying, for Grantees receiving \$100,000.00 or more, included in this application

(http://www.hsem.state.mn.us/uploadedfile/Certification_Regarding_Lobbying.pdf).

In addition, applicants should review the relevant program-specific sections of the Program Guidance for additional requirements. All grant recipients are assumed to have read, understood, and accepted the Program Guidance as binding.

Program Guidance can be obtained online at: http://www.hsem.state.mn.us/Hsem_Category_Home.asp?catid=2