

**STATE OF CONNECTICUT
DEPARTMENT OF
EMERGENCY MANAGEMENT AND HOMELAND SECURITY**

**EMERGENCY OPERATIONS CENTER
GRANT PROGRAM**



GRANT APPLICATION

APPLICATION DUE DATE July 18, 2008 at 4:00 PM

Strategic Planning and Grants Administration

25 Sigourney Street - Hartford, CT 06106

FY08 EOC Grant Program Investment Justification Template

Investment Heading	
Emergency Operations Center Applicant Name:	
FY 2008 EOC Grant Program Project Name:	
Investment Phase – Construction or Renovation ¹	
Investment Amount ²	
Grantee Match Requirement: Describe how the 25% program match requirement for the FY 2008 EOC Grant Program award will be met.	

¹“Construction” as defined in this program, refers to building a new facility or any changes to the footprint of an existing facility, while “renovation” refers to internal improvement to an existing facility.”

² An EOC may request up to \$1,000,000 for a construction project or up to \$250,000 for a renovation project.

Continued on next page...

I. Background

Note: The information in section **I.A.** provides background and context for the Investment requested. Section **I.B.** represents an evaluation of a needs assessment used by FEMA for rating individual Investment proposals.

I.A. Provide a brief abstract for this Investment.

Response Type	Narrative
Page Limit	Not to exceed ½ page
Response Instructions	Describe, at a high level, what will be implemented and what will be accomplished by this Project Investment.
Response	Type your response here. The box will expand as you type. Please remember the ½ page limit.

I.B. Provide a needs assessment description for the Project, focusing on the outlined areas.

Response Type	Narrative
Page Limit	Not to exceed 1 page
Response Instructions	<ul style="list-style-type: none">• Certification that a facility assessment¹ has been conducted, including:<ul style="list-style-type: none">○ Date of assessment and○ Conductor of assessment;• Outline how the project will address the identified deficiencies or needs identified in the assessment
Response	Type your response here. The box will expand as you type. Please remember the 1 page limit.

¹ Information on conducting facility assessments will be forthcoming by July 1st.

II. Investment Impact

II. Describe how the project efficiently enhances EOC capabilities

Response Type	Narrative
Page Limit	Not to exceed ½ page
Response Instructions	<ul style="list-style-type: none">• Describe how the project will enhance emergency management capabilities for the State, local, or tribal applicant.• Describe how the project will accomplish this in a cost effective manner.
Response	Type your response here. The box will expand as you type. Please remember the ½ page limit.

III. Pre-Existing Planning

III. Describe any pre-existing planning efforts that have been conducted for this Investment.

Response Type	Narrative
Page Limit	Not to exceed ½ page
Response Instructions	<ul style="list-style-type: none">• Description of any pre-existing planning that has taken place relative to the deficiencies noted in the facility assessment, including:<ul style="list-style-type: none">○ Architectural plans developed

	<ul style="list-style-type: none"> ○ Permits in Place • Description of any pre-existing planning that has taken place relative to the proposed project • Description of hazard-resistance design guidance utilized as part of the pre-existing planning, such as but not limited to <ul style="list-style-type: none"> ○ FEMA 426/452 for identifying and mitigating manmade and terrorist threats ○ FEMA 361 and FEMA 543 for identifying and mitigating flood and wind hazards ○ FEMA 310 (ASCE 31) and FEMA 356 for identifying and mitigating seismic hazards • Description of any current activities that have taken place relative to rectifying the identified deficiencies or needs identified in the assessment
Response	Type your response here. The box will expand as you type. Please remember the ½ page limit.

IV. Funding and Implementation Plan

IV.A. Investment Funding Plan.

Response Type	Narrative
Page Limit	Not to exceed 1 page
Response Instructions	<ul style="list-style-type: none"> • This section will focus solely on the amount funds being requested for this construction or renovation project (up to \$1,000,000 for construction projects or up to \$250,000 for renovation projects). • Applicants must make funding requests that are reasonable and justified by direct linkages to activities outlined in this particular Investment. • Applicants must complete and attach SF 424 C: Budget Information – Construction Programs available at: http://www.grants.gov/agencies/aapproved_standard_forms.jsp#1 • Submittal of the 424C by applicants will not count towards the 1-page limitation identified in this section <p><i>Note: Investments will be evaluated on the expected impact on security relative to the amount of the Investment (i.e., cost effectiveness).</i></p>
Response	Type your response here. The box will expand as you type. Please remember the 1 page limit.

IV.B. Identify up to five (5) potential challenges to the effective implementation of this Investment.

Response Type	Narrative
Page Limit	Not to exceed ½ page
Response Instructions	<ul style="list-style-type: none"> • For each identified challenge, provide a brief description of how the challenge will be addressed and mitigated, and indicate a probability of occurrence (high, medium, or low); • The response should focus on the implementation only; • Consider the necessary steps and stages that will be required for successful implementation of the Investment; • Identify areas of possible concern or potential pitfalls in terms

	of Investment implementation; and, <ul style="list-style-type: none"> • Explain why those areas present the greatest challenge to a successful Investment implementation.
Response	Type your response here. The box will expand as you type. Please remember the ½ page limit.

IV.C. Describe the management team, including roles and responsibilities, that will be accountable for the oversight and implementation of this Investment, and the overall management approach they will apply for the implementation of this Investment.

Response Type	Narrative
Page Limit	Not to exceed ½ page
Response Instructions	<ul style="list-style-type: none"> • Explain how the management team members will organize and work together in order to successfully manage the Investment.
Response	Type your response here. The box will expand as you type. Please remember the ½ page limit.

IV.D. Discuss funding resources beyond the FY 2008 EOC Grant Program that have been identified and will be leveraged to support the implementation and sustainment of this Investment.

Response Type	Narrative
Page Limit	Not to exceed ½ page
Response Instructions	<ul style="list-style-type: none"> • In addition to the required cash or - in - kind match, discuss other funding sources (e.g., non-FY 2008 EOC Grant Program funds, public or private agreements, future fiscal year grants) that you plan on utilizing for the implementation and/or continued sustainment of this Investment; • If no other funding resources have been identified beyond the required cash match, or if none are necessary, provide rationale as to why the requested FY 2008 EOC Grant Program funding is sufficient for the implementation and sustainment of this Investment.
Response	Type your response here. The box will expand as you type. Please remember the ½ page limit.

IV.E. Provide a high-level timeline, milestones and dates, for the implementation of this Investment. Possible areas for inclusion are: major acquisitions or purchases, and management and administration updates. Up to 10 milestones may be provided.

Response Type	Narrative
Page Limit	Not to exceed ½ page
Response Instructions	<ul style="list-style-type: none"> • Only include major milestones that are critical to the success of the Investment; • While up to 10 milestones may be provided, applicants should only list as many milestones as necessary; • Milestones are for this discrete Investment – those that are covered by the requested FY 2008 EOC Grant Program funds and will be completed over the period of performance for the grant; • Milestones should be kept to high-level, major tasks that will need to occur; • Identify the planned start date associated with the identified

	<p>milestone. The start date should reflect the date at which the earliest action will be taken to start achieving the milestone;</p> <ul style="list-style-type: none">• Identify the planned completion date when all actions related to the milestone will be completed and overall milestone outcome is met; and,• List any relevant information that will be critical to the successful completion of the milestone (such as those examples listed in the question text above).
Response	Type your response here. The box will expand as you type. Please remember the ½ page limit.