

Foreword

The Office of the Assistant Attorney General, Office of Justice Programs (OJP), in coordination with the National Domestic Preparedness Office, is providing funds to States for the purchase of specialized equipment for fire, emergency medical, hazardous materials response services, and law enforcement agencies. These funds will be used to enhance the capabilities of State and local units of government to respond to acts of terrorism involving chemical and biological agents, as well as radiological, nuclear, and explosive devices.

The threat of terrorist incidents in our Nation presents enormous challenges to the Federal Government and, more significantly, to State and local governments. To address these challenges, the Federal Government is committed to assisting State and local governments better prepare for and respond to terrorist incidents, should they occur. The role of the States in strategic planning—namely, the coordination of resources and responses—and in assessing overall State and local capabilities is a critical component of OJP’s State and local domestic preparedness initiative. Indeed, the critical role of local government agencies as the Nation’s primary first response groups must be reflected in any domestic preparedness plan the States develop. **In recognition of the role local jurisdictions play in any weapons of mass destruction (WMD) response, it is expected that local police, fire, hazardous material, and emergency medical units will receive the majority of funds under this program.**

Receipt of funds under the program will be contingent on a State’s development of two separate, but related, documents. The first is a State-based Needs Assessment, and the second is a Three-Year Statewide Domestic Preparedness Strategy. The Needs Assessment will require each State to assess its requirements for equipment, first responder training, and other resources involved in a WMD response. This Needs Assessment will form the basis of the Statewide Strategy. The Strategy will provide a “roadmap” of where each State will target grant funds received under the OJP equipment program and provide OJP a guide on how to target first responder training and other resources available through OJP’s Office for State and Local Domestic Preparedness Support. It is also important to understand that the Strategy is a multiyear document and will continue to guide deployment of these resources, by both the States for equipment funds and OJP for other resources, over the next 3 years.

Through this effort, \$51.8 million will be made available to the individual States under the Fiscal Year 1999 State Domestic Preparedness Equipment Program: \$8 million will be distributed to support State planning efforts and \$43.8 million will be available to support equipment purchases. The Attorney General and I believe that the best programs are those that reflect Federal, State, and local coordination and are built on an active partnership with State and local officials. Such partnerships are critical to the successful preparation of our

Nation's communities to deal with terrorist threats. Further, such partnerships will strengthen our Nation's capacity to respond to terrorist acts.

I look forward to developing a close working relationship with you and your colleagues during the implementation of this program to enhance State and local emergency response activities in preparation for an event that will hopefully never take place. Nonetheless, we must, as a Nation, be diligent and prepared for any terrorist activities.

Sincerely,

Laurie Robinson
Assistant Attorney General
Office of Justice Programs

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I. Background

The U.S. Department of Justice (DOJ), through the Office of the Assistant Attorney General, Office of Justice Programs (OJP), in coordination with the Federal Bureau of Investigation's (FBI's) National Domestic Preparedness Office, is providing financial assistance directly to States. This financial assistance is for the purchase of specialized equipment to enhance the capability of State and local agencies to respond to weapons of mass destruction (WMD) and terrorist incidents involving the use of chemical or biological agents, radiological explosives, and incendiary devices. This grant program, the Fiscal Year 1999 State Domestic Preparedness Equipment Program, will provide assistance to each of the Nation's 50 States.

The receipt of funds under OJP's Fiscal Year 1999 State Domestic Preparedness Equipment Program by each State is contingent upon the completion of two requirements: 1) the submission of the application, as described in this booklet, and 2) development of a Needs Assessment and a Three-Year Statewide Domestic Preparedness Strategy.

The development of the Statewide Strategy is not required with the initial application, given that its completion may require a substantial amount of time. Accordingly, the items contained in Section V of this booklet, Application Requirements, may be submitted first. Funding will be awarded after review of the initial application. This initial application should include the request for funds to support the planning and development of the Needs Assessment and Statewide Domestic Preparedness Strategy, as well as a request for those funds to be distributed under the Fiscal Year 1999 Program to support equipment purchases.

II. The Fiscal Year 1999 State Domestic Preparedness Equipment Program

A. Authorized Program Purpose

Funding is authorized by Public Law 105-277, the U.S. Departments of Commerce, Justice, and State; the Judiciary; and related Agencies Appropriations Act of 1999. As part of the OJP's first responder domestic preparedness initiative, the Conference Report (H. Rpt. 105-825, p. 998) accompanying DOJ's Fiscal Year 1999 Appropriations Act provides funding to ensure that first responders are properly equipped and prepared to respond to incidents of domestic terrorism involving chemical and biological agents, as well as radiological and explosive devices.

Pursuant to Conference Report language, equipment acquisition assistance will be provided to the Nation's 157 largest cities and localities, as well as the States.

The Fiscal Year 1999 State Domestic Preparedness Equipment Program will provide funding through grants to the Nation's 50 States to acquire personal protective; chemical, biological, and radiological detection; decontamination; and communications equipment. This equipment will enable the States and eligible Indian tribes to enhance their first response capabilities in the areas of fire, emergency medical, hazardous materials response services, and law enforcement at the State and local levels of government.

B. Unauthorized Program Expenditures

Expenditures for equipment such as vehicles and trailers, general-use laptop computers, computer monitors and printers, and video-monitoring equipment, as well as arms and ammunition, are not allowable under this grant.

Funds for this program may be used to enhance the capabilities of State and local first responders through the acquisition of personal protective; chemical, biological, and radiological detection; decontamination; and communications equipment in accordance with the Fiscal Year 1999 Authorized Equipment Purchase List (see Appendix E).

These funds are available *only* for first responder basic defensive equipment.

III. Eligible Applicants and Funding Availability

The equipment grant awards were determined by a base amount of \$250,000 to each State, with the balance of funds being distributed on a population-share basis. State population figures were determined from July 1, 1997, U.S. Bureau of the Census data. Further, each State will receive funds for conducting a Needs Assessment and developing a Statewide Domestic Preparedness Strategy. Again, a base amount of \$75,000 will be provided to each State, with the balance of funds being distributed on a population-share basis. Specific funding allocations for fiscal year 1999 are provided in this section.

The Governor of each State has designated a State agency to apply for and administer the grant funds. The State may elect to subgrant or award funds directly to cities or counties within the State that have not received equipment grants from OJP under the Fiscal Year 1999 County and Municipal Agency Domestic Preparedness Equipment Support Program (see Appendix D) or to retain the funds for use at the State level. Funds retained for use by the State must also benefit local units of government.

The Fiscal Year 1999 State Domestic Preparedness Equipment Program is intended to build first responder capabilities to respond to incidents of domestic terrorism at the local level. As such, States are encouraged to provide the majority of the funds in this program to local units of government. Grant funds may also be used to support broader domestic preparedness activities, such as regional hazardous materials teams or other State operations in which the State, as a first response agency, will assist local units of government.

**Fiscal Year 1999 State Domestic Preparedness Equipment Program
Allocation of Funds**

<u>State</u>	<u>Planning Grants</u>	<u>Equipment Grants</u>	<u>Total Award</u>
ALABAMA	\$144,000	\$756,000	\$900,000
ALASKA	\$85,000	\$321,000	\$406,000
ARIZONA	\$148,000	\$784,000	\$932,000
ARKANSAS	\$115,000	\$546,000	\$661,000
CALIFORNIA	\$588,000	\$4,031,000	\$4,619,000
COLORADO	\$137,000	\$706,000	\$843,000
CONNECTICUT	\$127,000	\$633,000	\$760,000
DELAWARE	\$87,000	\$336,000	\$423,000
FLORIDA	\$308,000	\$1,967,000	\$2,275,000
GEORGIA	\$194,000	\$1,127,000	\$1,321,000
HAWAII	\$94,000	\$389,000	\$483,000
IDAHO	\$94,000	\$392,000	\$486,000
ILLINOIS	\$264,000	\$1,644,000	\$1,908,000
INDIANA	\$168,000	\$937,000	\$1,105,000
IOWA	\$120,000	\$584,000	\$704,000
KANSAS	\$116,000	\$554,000	\$670,000
KENTUCKY	\$137,000	\$708,000	\$845,000
LOUISIANA	\$144,000	\$760,000	\$904,000
MAINE	\$95,000	\$396,000	\$491,000
MARYLAND			\$156,000
			\$847,000
			\$1,003,000
MASSACHUSETTS			\$172,000
			\$967,000
			\$1,139,000
MICHIGAN			\$231,000
			\$1,395,000
			\$1,626,000
MINNESOTA			\$150,000
			\$799,000
			\$949,000
MISSISSIPPI			\$118,000
			\$570,000
			\$688,000
MISSOURI			\$161,000
			\$883,000
			\$1,044,000
MONTANA	\$89,000	\$353,000	\$442,000
NEBRASKA			\$101,000
			\$444,000
			\$545,000
NEVADA			\$102,000
			\$447,000
			\$549,000
NEW HAMPSHIRE	\$94,000	\$387,000	\$481,000
NEW JERSEY			\$203,000
			\$1,194,000
			\$1,397,000
NEW MEXICO			\$103,000

			\$453,000
			\$556,000
NEW YORK			\$364,000
			\$2,375,000
			\$2,739,000
NORTH CAROLINA			\$193,000
			\$1,120,000
			\$1,313,000
NORTH DAKOTA	\$85,000	\$325,000	\$410,000
OHIO			\$253,000
			\$1,561,000
			\$1,814,000
OKLAHOMA			\$128,000
			\$639,000
			\$767,000
OREGON			\$127,000
			\$630,000
			\$757,000
PENNSYLVANIA			\$266,000
			\$1,659,000
			\$1,925,000
RHODE ISLAND	\$91,000	\$366,000	\$457,000
SOUTH CAROLINA			\$135,000
			\$691,000
			\$826,000
SOUTH DAKOTA	\$87,000	\$336,000	\$423,000
TENNESSEE			\$160,000
			\$879,000
			\$1,039,000
TEXAS			\$384,000
			\$2,528,000
			\$2,912,000
UTAH			\$108,000
			\$491,000
			\$599,000
VERMONT	\$84,000	\$319,000	\$403,000
VIRGINIA			\$182,000
			\$1,039,000
			\$1,221,000
WASHINGTON			\$164,000
			\$907,000
			\$1,071,000
WEST VIRGINIA			\$104,000
			\$463,000
			\$567,000
WISCONSIN			\$157,000
			\$856,000
			\$1,013,000
WYOMING	\$83,000	\$306,000	\$389,000
TOTAL	\$8,000,000	\$43,800,000	\$51,800,000

IV. Application Guidance

State applications need to be prepared according to the instructions contained in Section V and Section VI of this booklet.

An **original and two copies** of the application should be mailed to: Office of Justice Programs, Office for State and Local Domestic Preparedness Support, 810 Seventh Street NW., Washington, DC 20531. Applications **cannot** be submitted by facsimile. Please note that the ZIP Code 20001 should be used if applications are sent by commercial mail carriers such as Federal Express (FedEx) and United Parcel Service (UPS). The U.S. Postal Service uses ZIP Code 20531.

The Office of Justice Programs is also accepting applications electronically through the Grant Management System (GMS) located on the OJP Web site. To submit electronic applications, applicants must possess a user I.D. and a GMS password, which can be obtained by contacting the Office for State and Local Domestic Preparedness Support (OSLDPS) at 202-305-9887 or by creating a new account online. Instructions regarding electronic submissions are provided on the OJP Web site at www.ojp.usdoj.gov/fundopps.htm.

Notice of the availability of funds under the Fiscal Year 1999 State Domestic Preparedness Equipment Program will be published in the *Federal Register*. This program is eligible for coverage under Executive Order 12372, Intergovernmental Review of Federal Programs. Additional application guidelines and forms are available by contacting the National Criminal Justice Reference Service (NCJRS) at 1-800-851-3420 or the DOJ Response Center at 1-800-421-6770.

Inquiries regarding the application process, types of equipment that jurisdictions may wish to purchase, and other information required for the development of the Fiscal Year 1999 State Domestic Preparedness Equipment Program application may be directed to the following agencies:

- Questions regarding the application process, equipment procurement issues, development of the Needs Assessment and Statewide Domestic Preparedness Strategy application submission requirements, application content requirements, and other administrative elements regarding the Fiscal Year 1999 State Domestic Preparedness Equipment Program can be directed to the Office of Justice Programs, Office for State and Local Domestic Preparedness Support at 202-305-9887.
- Additional inquiries for information on this program and related WMD initiatives may be obtained from the National Domestic Preparedness Office by calling 202-324-8186.

Additional requests for information regarding this program or related WMD initiatives can be directed to your local FBI Field Office Weapons of Mass Destruction coordinator (see Appendix F). These contacts may be particularly useful if the coordinator in the Field Office has been working closely with your State in the revision and update of the Federal Response Plan.

V. Application Requirements

A. Standard Form 424, Application for Federal Assistance: The basic application form must be completed and provided by the applicant (see Appendix A). Copies are also available from the OJP Web site at www.ojp.usdoj.gov/oc/sforms.htm. The form should be completed and signed by the director of the agency designated by the Governor to apply for and administer the grant program. Applicants should identify their submissions as new, nonconstruction applications. These grants are offered by the U.S. Department of Justice, Office of Justice Programs. The program title listed in the *Catalog of Federal Domestic Assistance* (CFDA) is “Office of Justice Programs Fiscal Year 1999 State Domestic Preparedness Equipment Program.” When referring to this title, please use the following CFDA number: 16.007. The project period will be for a period not to exceed 36 months.

B. Fiscal Year 1999 State Domestic Preparedness Equipment Program State Budget: Each applicant must complete three separate budget documents (see Appendix A).

- The first document, Preliminary Budget Submission, should be completed and submitted with the initial application. This document will reflect basic budget information based on the State’s award information that is contained in this booklet. The immediate submission of this document will expedite the award process.
- The second document, Budget Detail Worksheet, OJP Form 7150/1 (5-95), should be completed and returned as soon as the State determines how the planning funds are to be used. This will allow the State to begin the actual planning for and the development of the Needs Assessment and Statewide Domestic Preparedness Strategy. States are advised to allocate travel funds for appropriate staff to attend OJP-sponsored Regional Workshops on the Statewide Strategic Planning requirements.
- The third document, Equipment Purchase Budget Detail Worksheet, should be completed and returned after the entities to receive equipment and the type of equipment to be purchased have been determined. This will permit the award of

subgrants to local units of government and/or the direct purchase of equipment by the State.

3. Assurances, OJP Form 4000/3: The Assurances statement (see Appendix A), certifying compliance with all Federal statutes, regulations, policies, guidelines, and requirements, must accompany the application.
4. Certifications: The following three certifications must also accompany the application:
 - 1) Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements; 2) Non-Supplanting Certification; and 3) Equipment Coordination Certification (see Appendix A). The Equipment Coordination Certification requires the director of the State agency to ensure that:
 - *The application has been coordinated and developed in consultation with representatives of various fire, emergency medical, hazardous materials response services, and law enforcement units operating within the State.*
 - *Equipment obtained with these funds is consistent with and will be deployed as a part of the existing Terrorism Annex to the State's Emergency Management Plan.*
 - *Equipment acquired under this grant program will be deployed consistent with mutual aid agreements currently in effect in the State.*

Further, applicants requesting OJP grant funding should, to the extent possible, coordinate the State's equipment purchase activities with existing State Response Plans and/or the State's Terrorism Consequence Management Plan, involving the Federal Emergency Management Agency.

5. Standard Form-LLL, Disclosure of Lobbying Activities: Any applicant requesting a grant of more than \$100,000 should review and sign the lobbying certification form (see Appendix A), if applicable, after carefully reading the instructions provided in the form. Signing this form commits the applicant to compliance with the certification requirements under 28 CFR part 69, New Restrictions on Lobbying, and 28 CFR part 67, Governmentwide Debarment and Suspension (Nonprocurement) and Governmentwide Requirements for Drug-Free Workplace (Grants). The certification will be treated as material representing the fact and relied on by the U.S. Department of Justice in awarding grants.

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6. **Program Narrative:** The program narrative should be a brief and preliminary version of information required for the Statewide Domestic Preparedness Strategy. This section should also include, if the information is known at the time of application, a priority listing of jurisdictions indicating where grant funding will be used for equipment purchases.
 7. **Program Management Structure:** The State should describe how the program will be structured, organized, and managed within the State. The State should also provide an organizational chart of the administrative agency and describe how the program will be structured within the State organization of government.
 8. **Sensitive Information:** Information that may adversely affect the jurisdiction's response plans should be clearly identified and marked "Sensitive Information."

VI. Program Narrative

The program narrative should be no longer than 15 pages, not including appendices and/or annexes. Applications must include a description of how they were developed in consultation with representatives from fire, emergency medical, hazardous materials response services, and law enforcement agencies.

In addition, program narratives must include the following:

1. Problem Statement: The States must assess and define the nature and extent of the potential terrorism problem. This statement should be a brief and preliminary version of the information required for the Statewide Domestic Preparedness Strategy.

2. Overview of State's Capability: The State must provide a short description of its ability and resources to mitigate a terrorist incident at the State and local levels based on the training received, practical exercise experience, and equipment currently available. This assessment must take into account the status of at least four response disciplines—fire, emergency medical, hazardous materials response services, and law enforcement. This overview should be a brief and preliminary version of information required for the Statewide Domestic Preparedness Strategy.

3. Fiscal Year 1999 Equipment Procurement Plan: State agencies or jurisdictions receiving funding must demonstrate a need for equipment in the following categories: personal protective; chemical, biological, and radiological detection; decontamination; and communications equipment. The request for equipment to be

purchased should be based on a review of the equipment already available. The equipment assessment should reflect the needs of the fire, emergency medical, hazardous materials response services, and law enforcement disciplines. **These funds are available *only* for first responder basic defensive equipment.**

4. Implementation and Evaluation Plan: The State must provide a program implementation plan that includes a schedule of milestones of significant tasks for the procurement plan, as well as a list, in order of priority, of the jurisdictions to receive funding. The implementation and evaluation plan may be presented as a chart, identifying the steps the applicant will undertake to implement the program and the deadlines for completion of the equipment procurement process.

VII. Needs Assessment and Statewide Domestic Preparedness Strategy

In providing funding for fiscal year 1999 equipment grants, Congress directed that each State complete a needs assessment of State and local agency requirements and develop a three-year interagency, governmentwide implementation strategy to meet statewide needs. To effectively determine and enhance first responder capabilities across the Nation, this Needs Assessment and Statewide Domestic Preparedness Strategy will be required of all States accepting these funds. The Needs Assessment and Statewide Domestic Preparedness Strategy will provide information relative to the State's current gaps in resources and its projected response capabilities for three (3) years (1999, 2000, and 2001). The documents will also address the development of training, practical and situational exercises, and other program needs for first responder communities in the WMD terrorist arena. This information will enable OJP to provide the appropriate technical training on the use of the equipment purchased through this grant program and other technical assistance as needed.

The Needs Assessment is composed of three separate assessments: the Jurisdiction Risk Assessment, the Centers for Disease Control and Prevention's (CDC's) "Public Health Assessment Instrument for Emergency Preparedness," and the Capabilities and Needs Assessments. Based on the findings of the Needs Assessment, jurisdictions are to develop a three-year projection of required equipment, training, exercises, and technical assistance for all response disciplines. This information will then be used in the development of the Statewide Domestic Preparedness Strategy. The Strategy will include information regarding the jurisdictions involved, coordination efforts, nature and extent of the problem, current efforts, areas of greatest need, goals and objectives, and an evaluation plan.

It is anticipated that the development of the Needs Assessment and Statewide Domestic Preparedness Strategy will require substantial time to complete. Therefore, to expedite the expenditure of funds, fiscal year 1999 grant program funds will be awarded prior to the State's completion of the Needs Assessment and Statewide Strategy. Equipment needs that the State proposes to fund prior to the completion of the Statewide Strategy should be identified in the application and based on information the State has available at that time. These determinations should, however, project those areas of need resulting from the Needs Assessment and the Statewide Strategy. It is recommended that the needs of first responders in local jurisdictions be given precedence over those of State or regional agencies.

Additional guidance for conducting the Needs Assessment and developing the Statewide Domestic Preparedness Strategy can be found in Appendix C.

VIII. Administrative Requirements

A. General Requirements

1. Single Point of Contact (SPOC) Review: Executive Order 12372 requires applicants from State and local units of government or other organizations providing services within a State to submit a copy of the application to the State SPOC, if one exists and if this program has been selected for review by the State (see Appendix G). Applicants must contact their State SPOC to determine whether the program has been selected for State review. The date that the application was sent to the SPOC or the reason such submission is not required should be entered in block 16 on Standard Form 424, Application for Federal Assistance (see Appendix A).

2. Civil Rights: All recipients of Federal grant funds are required to comply with nondiscrimination requirements contained in various Federal laws. All applicants should consult the Assurances to review the applicable legal and administrative requirements of the statute that governs OJP-funded programs or activities. Section 809(c)(1), Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 U.S.C. 3789(d) of the Act provides that "no person in any state shall on the grounds of race, color, religion, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under or denied employment in connection with any programs or activity" in which Federal law enforcement assistance is provided under this chapter. Recipients of assistance under the OJP Office for State and Local Domestic Preparedness Support are subject to the provisions of Section 809(c) of the Act; Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973, as amended; Title IX of the

Education Amendments of 1972; the Age Discrimination Act of 1975; and the U.S. Department of Justice Non-Discrimination Regulations, 28 CFR part 42, subparts C, D, E, and G.

If any court or administrative agency makes a finding of discrimination on the grounds of race, color, religion, national origin, gender, disability, or age against a recipient of funds after a due process hearing, the recipient must agree to forward a copy of the finding to the OJP Office of Civil Rights. If the applicant is applying for a grant of \$500,000 or more, DOJ regulations (28 CFR 42.301) require an Equal Employment Opportunity Plan. The plan should be included with the application submission if it is not already on file.

3. Administrative Provisions: For the Fiscal Year 1999 State Domestic Preparedness Equipment Program, the limitations cited in this section and all other administrative provisions authorized under sections 801–809 of the Omnibus Crime Control and Safe Streets Act of 1968, as amended (hereafter referred to as the Act), shall apply.

a. Land acquisition. No funds shall be used for land acquisition.

b. Civil justice. No funds or other assistance shall be used with respect to civil justice matters except to the extent that such civil justice matters bear directly and substantially on criminal justice matters or are inextricably intertwined with criminal justice matters.

c. Federal law enforcement personnel. Nothing in the enabling legislation authorizes the use of Federal law enforcement personnel to investigate violations of criminal law other than violations with respect to which investigation is authorized by other provisions of the law.

d. Direction, supervision, and control. Nothing in the enabling legislation shall be construed to authorize the Attorney General or the Federal law enforcement community to exercise any direction, supervision, or control over any police force or other criminal justice agency of an applicant for Federal law enforcement assistance.

B. Financial Requirements

1. Non-Supplanting Certification: The application package must include a signed certification affirming that Federal funds will be used to supplement existing funds for equipment purchases and will not replace (supplant) funds that have been appropriated for the same purpose. Potential supplanting will be addressed in the application review as well as in the preaward review, postaward monitoring, and the

audit. Applicants or grantees 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.

2. Match Requirement: None.

3. Passthrough Requirement: Funds granted to the State may be further subgranted by the State to units of local government to carry out the program contained in the approved application. The portion of funds to be distributed to local units of government should be determined by the needs of the jurisdictions, as based on the Needs Assessment conducted for the grant program. The Fiscal Year 1999 State Domestic Preparedness Equipment Program is intended to build local first responder capability to respond to incidents of domestic terrorism. Accordingly, States are encouraged to provide the majority of funds in this program to local units of government.

4. Audit Requirement: State governments must comply with the organizational audit requirements of OMB Circular A-128, which states that a recipient that receives more than \$25,000 in Federal funds during its fiscal year is required to submit an audit report to its cognizant Federal agency. Recipients that receive less than \$25,000 in Federal funds are exempt from audit requirements. The Attorney General and the Comptroller General of the United States shall have access, for audit and examination, to any books, documents, and records of recipients of Fiscal Year 1999 State Domestic Preparedness Equipment Program assistance provided under this subdivision that, in the opinion of the Attorney General or the Comptroller General, are related to the receipt or use of such assistance. The grantee will give the sponsoring agency or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.

5. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements: Applicants should review and sign the form included in this application kit after carefully reading the instructions provided with the form. Signing this form commits the applicant to compliance with the certification requirements under 28 CFR part 69, New Restrictions on Lobbying, and 28 CFR part 67, Governmentwide Debarment and Suspension (Nonprocurement) and Governmentwide Requirements for Drug-Free Workplace (Grants). The certification will be treated as a material representation of the fact upon which reliance will be placed by the U.S. Department of Justice in awarding grants.

6. Suspension or Termination of Funding: The Office of Justice Programs may suspend or terminate funding, in whole or in part, or other measures may be imposed for any of the following reasons:

- Failing to comply substantially with the requirements or statutory objectives of the Violent Crime Control and Law Enforcement Act of 1994, program guidelines issued thereunder, or other provisions of Federal law.
- Failing to make satisfactory progress toward the goals or strategies set forth in this application.
- Failing to follow grant agreement requirements or standard or special conditions.
- Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.
- Failing to submit reports.
- Filing a false certification in this application or other report or document.

Before taking action, OJP will provide the grantee reasonable notice of intent to impose measures and will make efforts to resolve the problem informally. Hearing and appeal procedures must comport with U.S. Department of Justice regulations in 28 CFR part 18.

IX. Reporting Requirements

A. Annual Progress Reports

The State shall annually submit a report that contains information regarding the activities carried out under the Fiscal Year 1999 State Domestic Preparedness Equipment Program to the Office for State and Local Domestic Preparedness Support. These reports are to be submitted to OSLDPS no later than December 31 for the activities undertaken and the results achieved during the prior fiscal year.

The annual progress reports must include the following information:

- A summary of the activities carried out under the equipment program and an assessment of the impact of such activities on meeting the needs identified in the Statewide Domestic Preparedness Strategy.

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- An explanation of how the Federal funds provided under this program were coordinated with the response disciplines and mutual aid agreements operating within the State.

B. Financial Status Reports

Financial Status Reports (Standard Form 269A) are due on the 45th day following the end of each calendar quarter. A report must be submitted every quarter the award is active. The final financial report is due 120 days after the end date of the award. The Office of the Comptroller will provide a copy of this form in the initial award package. The grantee is responsible for submitting financial status reports. Future awards and fund drawdowns may be withheld if the progress and financial reports are delinquent.

Appendix A

Administrative Application Package

**Standard Form 424,
Application for Federal Assistance**

Assurances, OJP Form 4000/3

**Certification Regarding Lobbying; Debarment,
Suspension and Other Responsibility Matters; and
Drug-Free Workplace Requirements,
OJP Form 4061/6**

**Standard Form-LLL,
Disclosure of Lobbying Activities**

Fiscal Year 1999 State Domestic Preparedness Equipment Support Program

Equipment Coordination Certification

I certify that:

- *The application has been coordinated and developed in consultation with representatives of the various fire, emergency medical, hazardous materials response services, and law enforcement agencies within the State.*
- *Equipment obtained with these funds is consistent with and will be deployed as a part of the existing Terrorism Annex to the State's Emergency Management Plan.*
- *Equipment acquired under this grant program will be deployed consistent with the mutual aid agreements currently in effect in the State.*

State Agency Director

Name

Title

Agency

State

Fiscal Year 1999 State Domestic Preparedness Equipment Support Program

Non-Supplanting Certification

I certify that any funds awarded under the Fiscal Year 1999 State Domestic Preparedness Equipment Program will be used to supplement existing funds for program activities, and will not replace (supplant) non-Federal funds.

State Agency Director

Name

Title

Agency

State

Fiscal Year 1999 State Domestic Preparedness Equipment Program

State Agency Budget

The budget submission process will generally be conducted in three stages. Forms for these submissions are found within this section.

The first three budget submissions will be required as part of the application, planning and development of a statewide strategy, and purchase of equipment.

- The initial submission will simply entail completion of the Preliminary Budget Submission. This form must be included in the application for the State funding.
- The Budget Detail Worksheet, OJP Form 7150/1 (5-95), should be submitted when the State has determined how the planning funds are to be used.
- The Equipment Purchase Budget Detail Worksheet should be completed and returned after the entities to receive equipment and the type of equipment to be purchased have been determined.

Fiscal Year 1999 State Domestic Preparedness Equipment Support Program

Preliminary Budget Submission

This form is required for the initial submission for program funds.

0.1 Statewide Strategy Development funds (Planning Grant) \$ _____

II. Equipment Grant funds \$ _____

Total State Award \$ _____

**Budget Detail Worksheet, OJP Form 7150/1 (5-95)
and Sample Worksheet**

Fiscal Year 1999 State Domestic Preparedness Equipment Program

Equipment Purchase Budget Detail Worksheet

State: _____

Date: _____

Equipment Purchase Total Cost: _____

Instructions:

List all local jurisdictions first, in priority ranking, on separate pages. State agencies should be listed last.
Indicate the Equipment Category, Item, Unit Cost, Quantity, Total Cost, and Discipline for which the equipment will be bought. Use additional pages as needed.
Add total costs of equipment requests for all jurisdictions and place that total at the top of this page.

Jurisdiction of _____

Equipment Category	Item	Unit Cost	Quantity	Total Cost	Discipline
Personal Protective					
Detection					
Decontamination					
Communications					

Total Jurisdictional Request:

Fiscal Year 1999 State Domestic Preparedness Equipment Program

Equipment Purchase Budget Detail Worksheet (continued)

State: _____

Date: _____

Jurisdiction of _____

Equipment Category	Item	Unit Cost	Quantity	Total Cost	Discipline
Personal Protective					
Detection					
Decontamination					
Communications					

Total Jurisdictional Request:

Fiscal Year 1999 State Domestic Preparedness Equipment Program

Equipment Purchase Budget Detail Worksheet

State: Alaska Date: 3/25/2000

Equipment Purchase Total Cost: \$21,000

Sample

Instructions:

List all local jurisdictions first, in priority ranking, on separate pages. State agencies should be listed last. Indicate the Equipment Category, Item, Unit Cost, Quantity, Total Cost, and Discipline for which the equipment will be bought. Use additional pages as needed.
Add total costs of equipment requests for all jurisdictions and place that total at the top of this page.

Jurisdiction of Anchorage

Equipment Category	Item	Unit Cost	Quantity	Total Cost	Discipline
Personal Protective	Kappler Level B	\$1,200	20	\$24,000	(10) Police (10) Fire (25) Police (25) Fire (100) Police, Fire
	Scott M2 SCBA	\$260	50	\$13,000	
	Nitride Gloves	\$45	100	\$4,500	
Detection	APED 2000	\$7,500	4	\$30,000	(4) Fire
	3 Gas Monitor	\$4,500	2	\$9,000	(2) Fire
	Gas Monitor Filters	\$300	4	\$1,200	(4) Fire
Decontamination	Mode Decon Shower	\$550	8	\$4,400	(4)Fire (4) HazMat
	Collection Pools	\$180	8	\$1,440	(4)Fire (4) HazMat
	Zumro Decon Shelter	\$1,500	4	\$6,000	(4)HazMat
Communications	Motorola 800Mghz Radios	\$1,200	25	\$30,000	(15) HazMat (10) Fire
	Motorola UHF/VHF Repeater	\$21,000	1	\$21,000	HazMat
Total Jurisdictional Request:				\$144,540	

Fiscal Year 1999 State Domestic Preparedness Equipment Program

Equipment Purchase Budget Detail Worksheet(continued)

State: Alaska

Date: 3/25/2000

Sample

Jurisdiction of Anchorage

Equipment Category	Item	Unit Cost	Quantity	Total Cost	Discipline
Personal Protective	Level A Suits	\$1,500	20	\$30,000	(10) Fire (10) HazMat
	Level B Suits	\$1,200	10	\$12,000	(10) Police
	MSA SCBA 45-minute bottles	\$1,400	10	\$14,000	(10) Police
	MP/2C Masks	\$200	25	\$ 5,000	(10) Police (15) Fire
Detection	Mass Spectrometer	\$98,000	1	\$98,000	HazMat
Decontamination	Zumro Decon Shelter	\$1,500	7	\$10,500	(4) Fire (3) Police
Communications	Motorola Voice Activated Interface Module	\$348	20	\$6,960	(5)Fire (5) Police (5) HazMat (5)EMS
Total Jurisdictional Request:				\$176,460	

Appendix B

Application Checklist

Application Checklist

Standard Form 424, Application for Federal Assistance (Appendix A)

Assurances, OJP Form 4000/3 (Appendix A)

Certification Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters;
and Drug-Free Workplace Requirements, OJP Form 4061/6 (Appendix A)

Standard Form-LLL, Disclosure of Lobbying Activities (Appendix A)

Equipment Coordination Certification (Appendix A)

Non-Supplanting Certification (Appendix A)

Preliminary Budget Submission (Appendix A)

Program Narrative

Application Mailing Instructions. Mail an original and two copies of the application to:

For U.S. Mail: Office of Justice Programs
Office for State and Local Domestic Preparedness Support
810 Seventh Street NW.
Washington, DC 20531

For FedEx, UPS, and other commercial carriers, use the following ZIP Code: 20001

OJP Electronic Filing Instructions. Visit the OJP Web site at www.ojp.usdoj.gov.

Appendix C

Guidance for Conducting a Needs Assessment and Developing a Three-Year Statewide Domestic Preparedness Strategy

Needs Assessment and Three-Year Statewide Domestic Preparedness Strategy

An Overview

I. INTRODUCTION

Conducting a Needs Assessment and developing a Three-Year Statewide Domestic Preparedness Strategy are conditions of the State's acceptance of grant funds under the Fiscal Year 1999 State Domestic Preparedness Equipment Program. The Needs Assessment and Statewide Strategy should provide a comprehensive blueprint for the coordination and enhancement of response efforts to WMD terrorism incidents, as well as for the utilization of Federal, State, and local resources within the State. All information requested for the completion of the Needs Assessment is designed for use in the development of the Statewide Strategy.

The Needs Assessment and Statewide Strategy should cover the fiscal years 1999, 2000, and 2001 and may be submitted separate from and subsequent to the Fiscal Year 1999 State Domestic Preparedness Equipment Program application.

The Office for State and Local Domestic Preparedness Support has developed Needs Assessment and Statewide Strategy tools to aid jurisdictions in conducting risk, capability, and needs assessments to help prioritize the expenditure of grant funds within the State. The Federal Bureau of Investigation's "Threat Assessment" and the Centers for Disease Control and Prevention's "Public Health Assessment Instrument for Emergency Preparedness" are available for use in the assessment process. The Office of Justice Programs will hold Regional Workshops for the State agencies to provide direct technical assistance for the development of the Needs Assessment and Statewide Strategy. These regional workshops are tentatively scheduled for March 2000.

II. NEEDS ASSESSMENT

1. The Needs Assessment is actually composed of three separate assessments, which must be conducted by each participating jurisdiction. These are:
 1. **Jurisdiction Risk Assessment:** This assessment requires an analysis of the jurisdiction's vulnerability (Vulnerability Assessment) to and threat (FBI's "Threat Assessment") of a WMD terrorism incident. These individual assessments are integrated into the process to yield the Jurisdiction Risk Assessment, which is a prerequisite for determining a jurisdiction's needs.

1.1 Centers for Disease Control and Prevention’s “Public Health Assessment Instrument for Emergency Preparedness”: This is an assessment of public health performance for emerging preparedness. The completion of this assessment is a prerequisite for each jurisdiction’s three-year projection of needs. Each jurisdiction’s assessment must be submitted to the State Administrative Agency (SAA) for use in the development of the Statewide Domestic Preparedness Strategy.

1.2 Capabilities and Needs Assessments: The Capabilities Assessment documents a jurisdiction’s current and required operational capabilities for all response disciplines in all program areas. The Needs Assessment provides the requirements to go from current to required operational capabilities. This information will provide input for the three-year Statewide Strategy for all program areas in all disciplines.

Detailed guidance and related forms for conducting the assessments will be provided by OJP.

2. Three-Year Projection—Inventory and Overall Recommendations: Based on the results of its Needs Assessment, each jurisdiction should complete a three-year projection for all program areas (equipment, training, exercises, and technical assistance) for all response disciplines (fire service, hazardous materials (HAZMAT) response units, emergency medical service (EMS), law enforcement, public works, and public health). Additionally, each jurisdiction must complete an inventory of emergency response teams (ERTs) and provide their overall recommendations to enhance, change, or assist domestic preparedness on a statewide basis. Forms for the projection, inventory, and recommendation will be provided by OJP.

The SAA should collect all assessments, projections, inventories, and recommendations from each jurisdiction and summarize this information, which should be submitted to OSLDPS along with the Statewide Domestic Preparedness Strategy. The assessments, projections, inventories, and recommendations will serve as a baseline of information in preparing the Statewide Strategy.

III. STATEWIDE DOMESTIC PREPAREDNESS STRATEGY

The Statewide Domestic Preparedness Strategy should be based upon jurisdictional risk, public health, capabilities, and needs assessments provided by the jurisdiction, as well as three-year projections, related inventories, and recommendations. The Statewide Strategy should also include the following components:

1. Identification of Jurisdictions: In developing their Statewide Strategies, SAAs must include the capabilities and roles of the various jurisdictions throughout their States. For this process, a jurisdiction is defined as the responsible entity for providing a coordinated response to a WMD terrorism incident. All rural areas must be included as part of a

jurisdiction in the Statewide Strategy. Additionally, during the assessment process all supporting response agreements, such as mutual aid agreements, Emergency Management Assistance Compacts (EMACs), and the Interstate Civil Defense and Disaster Compact (ICDDC) should be considered. Equipment compatibility among supporting jurisdictions should also be considered before completing the Statewide Strategy.

The State should identify and prioritize all jurisdictions that will benefit from this program. Subsequently, an SAA should notify jurisdictions that it will assist them in conducting the jurisdiction-level Needs Assessment, which is critical in the development of a Statewide Domestic Preparedness Strategy.

- B. Coordination:** State efforts to coordinate program activities among emergency response services (i.e., fire services, hazardous materials response units, emergency medical services, law enforcement agencies, public works, and public health services) should be described in the strategy. Further, efforts to balance and coordinate different components of the response system (planning, equipment, training, and exercising) and the impact of each component on the others (e.g., equipment on training) should be described in the Statewide Strategy.

How the Statewide Domestic Preparedness Strategy enhances Federal, State, and local cooperation and avoids duplication of efforts should be also described. Federal agencies involved with the various dimensions and stages of WMD incidents include the Federal Bureau of Investigation, Federal Emergency Management Agency, U.S. Department of Defense, U.S. Department of Energy, Environmental Protection Agency, Centers for Disease Control and Prevention/Public Health Services, and U.S. Department of Justice. As previously indicated, Centers for Disease Control and Prevention and Federal Bureau of Investigation assessments have been integrated into this process. Other grant sources in addition to OJP, such as those Federal agencies mentioned above, should be considered along with the resources available to conduct the Statewide Strategy. As a result, the most efficient and effective use of the limited resources can be achieved.

- C. Problem Statement:** To develop an effective Statewide Strategy, the State should first define the nature and extent of the potential terrorism problem within its borders and analyze how efficiently and effectively jurisdictional emergency response resources can respond to WMD terrorism incidents. Defining the nature and extent of the problem should include:

An assessment of activist/extremist groups in the State and its surrounding area.

The history of past acts of terrorism committed within the State.

The potential critical targets for acts of terrorism within the State.

The level of preparedness to respond to acts of terrorism within the State, including:

1. Emergency response equipment.
 2. Training.
 3. Exercises.
 4. Technical assistance.
4. **Current Efforts:** Before making decisions on new programs required to address the response to domestic terrorism, the State should identify its current activities and level of effort directed toward domestic preparedness. The following should be considered during the assessment process:

Current systems that exist to identify and track activist/extremist groups that may affect the State.

Inventory of potential targets for acts of terrorism within the State.

Level of training available for responding to a WMD terrorism incident.

Level of equipment adequate to protect responders, detect agents (chemical, biological, and radiological), decontaminate responders and contaminated victims, and communicate during an incident.

Incident or Unified Command System availability.

Efforts should include an assessment of the available resources in fire services, hazardous materials response units, emergency medical services, law enforcement, public works, and public health services elements. The analysis should contain a list of the qualifying initiatives undertaken to ensure user accountability as well as a listing of the specific State budget information.

- E. Resource Needs:** The Statewide Strategy should identify gaps in services and areas where additional resources are needed to develop a systemwide capability to respond to WMD terrorism incidents. This section should also include a review of the need for changes in legislation, procedures or interagency cooperation (mutual aid agreements) that would increase the effectiveness of responses to WMD terrorism incidents. The resource needs of each response discipline (fire services, hazardous materials response units, emergency medical services, law enforcement, public works, and public health services elements) should be addressed to include personal protective, detection, decontamination, and communications equipment.

This section should also address the need for multijurisdictional efforts, including Federal, State, and local cooperation (mutual aid agreements) and interstate efforts through emergency management assistance compacts (EMAC and ICDDC). A description of existing coordination among jurisdictions should also be outlined. Additionally, this section should contain an analysis of response consistency and coverage throughout the State and the integration of jurisdictional plans.

- F. Areas of Greatest Need:** States should establish criteria for determining priority areas of greatest need. The Statewide Strategy should contain the assessment and analysis for each participating jurisdiction in addition to summary data forms and analysis for the entire State.
- 7. Statewide Strategy Impact on the Response to WMD Terrorism: As the State's current Statewide Strategy is reviewed and modified or a new Statewide Strategy is developed, it is important to assess the impact of the current strategy on the problem.
- H. Goals and Objectives:** The information and data gathered and analyzed in the definition of the nature and extent of the problem, identification of current efforts, resource needs, gaps in services, identification of jurisdictions of greatest need, and analysis of the impact of the current Statewide Strategy serve as the basis for the Statewide Strategy to address emergency response to WMD terrorism incidents in the State.

The Statewide Strategy should also identify the financial or personnel resources needed to meet the objectives, set priorities for implementing the objectives, allocate resources, and establish timeframes for accomplishing the objectives. Program priorities for the use of the formula grant funds will flow from the development of the Statewide Strategy. The Strategy should also address the use of other Federal, State, local, and private resources and plans for legislative and administrative changes needed to implement the Statewide Strategy.

A comprehensive strategy should contain broad-based goals in the areas of training, exercises, equipment, technical assistance, and planning. For each goal, the State should establish objectives and an implementation plan. The following example is provided to illustrate this point:

Example: Training Goals

- 1. State Goal:** To improve the ability of emergency first responders to respond to an act of terrorism by using OJP-developed training.
- 2. First Objective:** To train all emergency responders at the Awareness Competency Level.

3. Implementation Plan: To provide the Awareness Course for Law Enforcement to all law enforcement responders and the Awareness Course to all fire, emergency medical, and hazardous materials response services.

IV. INFORMATION COLLECTION

The collection of viable information is essential to conducting the Needs Assessment and the subsequent development of the Statewide Strategy. The availability of information will vary among the States and jurisdictions within the States. Not all information on the report forms will be available from all jurisdictions. However, the development of mechanisms to gather all such information should be a goal for the State and jurisdictions. As a result, the consistency in strategy development and decisionmaking processes for the State and the jurisdiction will be improved. In addition to current jurisdictional information, possible sources of additional information include FBI WMD coordinators, Emergency Responder Management Associations, the Federal Emergency Management Agency, and other State and Federal agencies.

If there is insufficient information to adequately analyze a jurisdiction's capability, the jurisdiction should still be included in the statewide collection of information and placed accordingly on the prioritization list. The forms and formats provided for the Needs Assessment and Statewide Strategy will facilitate the collection of information by the State from the various jurisdictions, and enable consistent analysis of jurisdictional capabilities.

Each State is encouraged to use the instruments that will be provided in a subsequent mailing to conduct the Needs Assessments. To validate the requirements submitted to OJP for funding under this grant program, these instruments help to provide uniform data and consistent information from the States.

V. EVALUATION

The evaluation of the Statewide Strategy is the responsibility of the designated SAA for each State. The SAA is responsible for establishing a formal plan to evaluate the effectiveness of its Statewide Strategy in improving its ability to respond to a WMD terrorism incident. In this plan, the State should describe the mechanisms and methods it has or will establish to evaluate the impact of the Statewide Strategy on the response to potential WMD terrorism incidents in the State and the programs and projects funded to implement the Statewide Strategy. At a minimum, the State should report its progress in attaining the objectives established for each goal based on the performance measure for each objective. For example, the attainment of training objectives can be measured by the number of individuals and teams who have successfully completed requested training by course and discipline. The impact of exercises can be measured by results documented in the formal After Action Report for each exercise. The amount of equipment ordered and received, by type and discipline, is a measure of success for equipment acquisition. Technical assistance can be measured by the effect achieved by the particular use of this

resource. Additionally, a subjective appraisal of the progress toward preparedness for response can be covered in the narrative.

Appendix D

**Jurisdictions That Have Received Funding Through the
Fiscal Year 1999 County and Municipal Agency Domestic
Preparedness Equipment Support Program**

Appendix E

Fiscal Year 1999 Authorized Equipment Purchase List

Fiscal Year 1999 Authorized Equipment Purchase List

The authorized equipment purchase list was derived from the Standardized Equipment List (SEL), which was developed by the Interagency Board (IAB) for Equipment Standardization and Interoperability. IAB compiled the SEL on behalf of the National Domestic Preparedness Office (NDPO) to determine what types of equipment are available to terrorist-incident emergency response teams. Because the SEL contains lists of general-use and support equipment, an authorized purchase list was derived from the SEL to identify specific types of equipment in four limited categories that are authorized for purchase under the OJP Fiscal Year 1999 State Domestic Preparedness Equipment Program. The categories of equipment are personal protective, detection, decontamination, and communications. A cross-section of officials representing the Public Health Service (PHS), the Federal Emergency Management Agency (FEMA), the U.S. Department of Energy (DOE), the U.S. Department of Justice (OJP and FBI), and State and local hazardous materials experts assisted by identifying unallowable equipment purchases and developing an allowable/authorized equipment purchase list.

Using the sample budget worksheets in Appendix A as a guide, please list your State's equipment purchase requests for fiscal year 1999. Authorized equipment purchases may be made in the following categories:

1. Personal Protective Equipment (PPE).
2. Chemical, Biological, or Radiological Detection Equipment.
3. Chemical, Biological, or Radiological Decontamination Equipment.
1. Communications Equipment.

1. Personal Protective Equipment. Equipment that is worn to protect the individual from hazardous materials and contamination. Protection may vary and is divided into four levels based on the degree of protection afforded.

Level A. Selected when the greatest level of skin, respiratory, and eye protection is required. The following items constitute Level A equipment for consideration:

Reusable or limited-use fully encapsulated chemical resistant suit ensemble
Butyl hoods and gloves
Reusable fully encapsulated training suits
Testing equipment for fully encapsulated suits
Closed circuit rebreather* or open circuit self-contained breathing apparatus (SCBA) or, when appropriate, Supplied Air Breathing Apparatus (SABA)

* Due to cost and utility of closed circuit rebreathers, a full and complete justification must be provided to obtain approval to purchase the equipment.
Spare cylinders for rebreathers or SCBA and service/repair kits

Chemical resistant gloves, including thermal, as appropriate to hazard
Personal Cooling System; vest or full suit with support equipment
Chemical Resistant Boots; steel or fiberglass toe and shank
Two-Way Local In-Suit Communications
Personnel Accountability System to alert for downed personnel (specific to SCBA use only)
HAZMAT gear bag

Level B. Should be used when the highest level of respiratory protection is necessary but a lesser level of skin protection is required. The following constitute Level B equipment and should be considered for use:

Hooded Chemical Resistant Clothing or Full Coverage Level B Suits
Butyl hoods and gloves
Closed circuit rebreather* or open circuit SCBA or, when appropriate, SABA
Spare cylinders for rebreathers, SCBA, or SABA, and service/repair kits
Chemical resistant gloves, including thermal, as appropriate to hazard
Personal Cooling System; vest or full suit with support equipment
Chemical Resistant Boots; steel or fiberglass toe and shank
HAZMAT gear bag

* Due to cost and utility of closed circuit rebreathers, a full and complete justification must be provided to obtain approval to purchase the equipment.

Level C. Should be used when the concentration(s) and type(s) of airborne substances are known and the criteria for using air-purifying respirators are met. The following constitute Level C equipment and should be considered for use:

Hooded Chemical Resistant Clothing
Butyl hood and gloves
Full Face Air Purifying Respirators with appropriate cartridges or positive pressure units (Powered Air Purifying-PAPR)
Personal Cooling System; vest or full suit with support equipment
Chemical Resistant Boots; steel or fiberglass toe and shank
HAZMAT gear bag
Emergency Escape Breathing Apparatus (EEBA) 10 minutes or longer

Level D. Selected when no respiratory protection and minimal skin protection is required, the atmosphere contains no known hazard, and work functions preclude splashes, immersion, or the potential for unexpected inhalation of, or contact with, hazardous levels of any chemicals.
Escape mask for self-rescue

Note: During WMD response operations, the incident commander determines the appropriate level of personal protective equipment. As a guide, Levels A, B, and C are applicable for chemically, biologically, and radiologically contaminated environments. Personnel entering protective postures must undergo medical monitoring prior to and after entry.

2. Chemical, Biological, or Radiological Detection Equipment. Equipment to monitor, sample, identify, and observe chemical, biological, or radiological contamination throughout the area or at specific points, and those items to support detection activities.

Chemical and Radiological

M-8 Detection Paper for Chemical Agent (weapons-grade) detection

M-9 Detection Paper (roll) for Chemical Agent (weapons-grade) detection

M-256 Detection Kit for Chemical Agent (weapons-grade—blister: CX/HD/L; blood: AC/CK; and nerve: GB/VX) detection

M-256 training kit

Hazard Categorizing (HAZCAT) Kit

Point Chemical Agent Detector and Alarm

Stand-Off Chemical Detector, FTIR (infrared)

Handheld Chemical Agent Monitor with training set

Container Sample Transfer/Small Infectious Substance

Air and Liquid Detector Tube System

Colormetric tube/chip kit with additional tubes/chips

Multigas meter

Combustible gas indicator

Photoionization Detector (PID)

Flame Ionization Detector (FID)

Field Deployable Gas Chromatography/Mass Spectrometer (GC/MS)*

Radiation-monitoring equipment (pancake probes and gigometer tubes)

Electronic Radiation Detection

Radiological dosage meter such as self-reading dosimeters, chargers, and film badges

Pesticide-screening kit

* Gas Chromatographic/Mass Spectrometers are extremely expensive to purchase, require highly trained technicians to operate, and are difficult and costly to maintain.

Biological

Specific Bioimmunoassay Test Kit

Biological Sampling Kit with Aerosol Collector

3. Chemical, Biological, or Radiological Decontamination Equipment. Equipment and material used to clean, remediate, remove, or mitigate chemical or biological contamination.

DOE possesses geographically dispersed capabilities to handle nuclear or radiological contamination.

Chemical

M-295 individual decontamination kit for chemical warfare agents

Decontamination system for individual and mass application:

- Decontamination system supplies
- Water Bladder, Decontamination Shower Waste Collection
- Trailer, Multiwater Source, and Prime Mover (must be appropriate for tier-level response of Tier Three level or Tier Four level only)*
- Emergency Decontamination Shelters

Reusable Decontamination Litters/Roller Systems

Reusable Extraction Litters, rollable

Colored/nonviewable cadaver bags (CDC standard/nonpermeable and NBC Compatible)

Transportation and shipping containers for contaminated clothing and equipment (requires justification for tier-level use)

* Grant funds may be used to purchase medical pharmaceuticals indicated with asterisks for personal protective equipment for first responders. Grantees are responsible for replenishing items after shelf-life expiration date(s).

Biological

High Efficiency Particulate Attractor (HEPA) dry decontamination vacuum

Medical—Purchases authorized for use in decontamination operations:

2Pam Chloride*

Atropine 2mg/ml, 25ml vial*

Atropine Auto Injector*

CANA Auto Injectors*

Autovent 3000 pediatric and adult multigang/portOxylator/ventilators

Adult, child, and infant masks

Nasopharyngeal Airway 4, 5, 6, 7, and 8mm

Oropharyngeal Airway 50, 60, 70, 80, 90, and 100mm

Oxygen Cylinder Super D

Oxygen Mask with Tubing

Oxygen Tank Regulator

* Grant funds may be used to purchase medical pharmaceuticals indicated with asterisks for personal protective equipment for first responders. Grantees are responsible for replenishing items after shelf-life expiration date(s).

4. Communications Equipment. Equipment and systems providing connectivity and electrical interoperability between local and interagency organizations to coordinate WMD response operations.

Multichannel (UHF/VHF) encrypted radios with chargers and two extra batteries and accessories and Trickle chargers with field programming capability

In-suit or hand-held communication systems for long-range/two-way, encrypted, voice, video, and data transmission, capable of cross-band repeat

Computer systems designated for use in an integrated system to assist with detection and communication efforts*

Personnel Accountability System to alert for downed personnel (specific to SCBA use only)

* Stand-alone general-use laptops, printers, CD-ROMs, etc., are not allowable. Allowable computer systems must be linked with integrated software packages designed specifically for chemical and/or biological agent detection and communication purposes.

Appendix F

List of FBI WMD Coordinator Contacts

FBI WMD Coordinator Contacts

Name	Field Office	Telephone Number
Washburn, Eric Maxwell, Tony	Albany	(518) 431-7332
		Albuquerque (505) 224- 2319
Lynch, Thomas P.		Anchorage (907) 265- 9547
Schwalbach, Greg R.		Anchorage (907) 265-9553
Stewart, William Barry, James T.	Atlanta	(404) 679-9000
		Baltimore (410) 281- 0347
Jernigan, David K.		Birmingham (256) 539- 1711
Chisholm, Russ		Boston (617) 223- 6223
Ferrari, Michael		Buffalo (716) 843- 4331
Martinez, David		Charlotte (704) 331-4564
Kaeding, Howard		Chicago (312) 786- 3789

Wallschlaeger, Mark

Chicago
(312) 786-2643

Bustamante, Bennie

Cincinnati
(513) 562-5740

McGinty, Jr., Albert

Cleveland
(216) 622-

Pitts, William
Strauss, Stan
Tabb, Jay

Columbia
Dallas

6683
(803) 254-3011
(214) 922-7351

Dallas
(214)

Airey, Joseph

922-7213

Denver
(303) 629-

Howland, Keith

3088

Denver
(719) 329-

Perdue, Timothy

6542

Detroit
(313) 237-4181

Turner, Patrick S.
Schmidt, Kurt
Van Bulen, Mark A.
Mohajerin, Thatcher

El Paso
El Paso
El Paso

(915) 832-5000
(915) 832-5000
(915) 832-5000

Harris, Michael

Honolulu
(808) 566-4310

Houston
(713) 693-

Landers, Jr., Benjamin

3817

Houston
(713) 693-3823

Smith, Charles G.

Indianapolis

		3301	(317) 639-
Farhart, Michael			Jackson
			(601) 948-
		5000	
Olshack, David			Jacksonville
			(904) 727-
		6250	
Dalton, Thomas M.	Kansas City	(816) 512-8822	
Velasco, Edward M.	Knoxville	(423) 544-0751	
Salvador, Robin	Las Vegas	(702) 383-3581	
Smythe, Lance	Little Rock	(501) 228-8453	
Miles, Kevin G.	Los Angeles	(310) 477-6565	
Lane, Kenneth D.			Louisville
			(502) 569-
		3820	
Brown, John W., III			Memphis
			(901) 747-
		9623	
Bellamy, John			Miami
			(305) 787-
		6122	
DePriest, Robert			Miami
			(305) 787-
		6563	
Formico, Michele			Milwaukee
			(414) 291-
		4280	

FBI WMD Coordinator Contacts (continued)

Name	Field Office	Telephone Number
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Deans, Thomas C. Brookman, Phillip	Milwaukee	(414) 291-4335
		Minneapolis (612) 376- 3372
English, Charles		Mobile (334) 415-3242
Doyle, Michael		Newark (973) 622- 5613
Moss, Mark	New Haven	(203) 786-7034
Curtis, Ronald D.	New Orleans	(504) 522-4671
Ronayne, Peter	New York	(212) 384-8342
Jackolski, John		Norfolk (757) 455- 2531
Alexander, Frank	Oklahoma City	(405) 290-3746
Kuker, Kathleen	Oklahoma City	(405) 290-7770
Stofko, Bruce		Omaha (402) 493- 8688
Rigopoulos, Christopher	Philadelphia	(215) 418-4097
Garcia, George	Phoenix	(602) 650-3216
Freilino, Earl P.		Pittsburgh (412) 456- 9318
Kouchi, Gerald	Portland	(503) 423-9706
Dunham, Thomas	Portland	(503) 423-9708
Stieler, Thomas	Richmond	(804) 261-8024
Born, Robert	Sacramento	(916) 977-2222
Sheehan, Joseph		Sacramento (916) 977- 2259
Parker, Ronald	St. Louis	(314) 589-2561
Klinevachter, Kelly	Salt Lake City	(801) 579-4615
Spencer, Claron (Chip)	Salt Lake City	(801) 579-4626

Rose, Robert	San Antonio	(210) 978-5363
Sylvester, John	San Diego	(619) 514-5614
Lightfoot, John	San Francisco	(510) 251-4162
Wall, Kenneth J.	San Francisco	(510) 251-4168
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Appendix G

Single Points of Contact