



FY 2005 Port Security Grant (PSG) Program Frequently Asked Questions

1. What types of sonar are eligible for grant funds?

For FY 05 PSG Program sonar technology was listed as an ineligible cost (Part IV, Section C – Ineligible Activities/Costs, page 11), however this stipulation has been changed after further review by the SLGCP and the USCG. Four types of sonar devices will be eligible for funding under the Fiscal Year 2005 Port Security Grant Program: imaging sonar, scanning sonar, side scan sonar, and 3-dimensional sonar. These types of sonar devices must support the detection of underwater improvised explosive devices (IED) . The eligible types of sonar, and short descriptions of their capabilities, are provided below:

- **Imaging sonar** is a high-frequency sonar that produces "video-like" imagery using a narrow field of view. The sonar system can be pole-mounted over the side or surface of a craft or hand carried by a diver.
- **Scanning sonar** consists of smaller sonar systems that can be mounted on tripods and lowered to the bottom of the waterway. Scanning sonar produces a panoramic view of the surrounding area and can cover up to 360 degrees.
- **Side scan sonar** is placed inside of a shell and towed behind a vessel. Side scan sonar produces strip-like images from both sides of the device.
- **3-Dimensional sonar** produces 3-dimensional imagery of objects using an array receiver.

Other examples of security enhancements designed to enhance IED prevention and detection capabilities can be found in Appendix A of the Port Security Grant Program Guide and Application Kit , page A-1 and A-2.

2. How can I receive assistance in navigating the GMS system?

The GMS Help Desk can be reached at 1-888-549-9901 or ojp@ojp.usdoj.gov. Applicants can also review the on-line training support at <https://grants.ojp.usdoj.gov/gmsHelp/index.html>.



3. What is the Office for Domestic Preparedness (ODP)?

The Office for Domestic Preparedness (ODP) is the Federal agency, within the Department of Homeland Security (DHS), responsible for the management of the Port Security Grant Program. ODP will work with its partnering Federal agencies, the U.S. Coast Guard, the Maritime Administration, the Transportation Security Administration (TSA), the information Analysis and Infrastructure Protection Directorate (IAIP), Border and Transportation Directorate (BTS) to carry out Port Security Grant Program activities.

4. What is the National Environmental Policy Act (NEPA)?

ODP must analyze the potential environmental impacts, as required by the National Environmental Policy Act (NEPA), for projects being considered for Federal funding. The purpose of the NEPA review is to weigh the impact of major Federal actions (such as security enhancements) on elements such as adjacent communities, water supplies, historical buildings or culturally sensitive areas prior to construction.

Projects recommended for funding are required to provide additional detailed information on the activities to be conducted, locations, sites, possible construction activities, and any environmental concerns that may exist. Successful applicants will be contacted to complete the NEPA checklist immediately following the issuance of the Notice of Grant Award. The checklist will be reviewed by the Office of Domestic Preparedness' Environmental Officer for compliance. Results of the NEPA Compliance Review could result in the delay of project implementation or a project not being approved for funding.

Please be advised that projects cannot commence nor can project costs be incurred until NEPA compliance has been approved. Upon approval of the NEPA checklist, the ODP Program Manager will issue a signed Authorization to Commence Work notice via email to the grantee's Point of Contact.

5. What information will be required to accept a grant award and post award? In what format should the information be submitted? How will it be submitted to the Program Manager?

Grantees will be required to review and sign the award and special conditions, read the *OJP Financial Guide*, complete and return the Automated Clearing House (ACH) Vendor/Miscellaneous Payment Enrollment Form, access the appropriate payment systems, and meet reporting requirements.



Additional information can be found in the Fiscal Year 2005 Port Security Grant Program Guide and Application Kit, Appendix B : Sample Award Package on page B-1.

6. What payment system will be used for the Round 5 awards?

OJP uses two payment systems: Phone Activated Paperless System (PAPRS) and Letter of Credit Electronic Certification System (LOCES). Current LOCES users will see the addition of new ODP grants on the LOCES grant number listing as soon as the ODP award acceptance has been received. PAPRS grantees will receive a letter with the award package containing their PIN to access the system and Grant ID information.

7. What will be the financial, technical, and audit reporting requirements for awards?

The Terms and Conditions of your grant award will specify the reporting requirements. The reporting requirements are expected to be similar to previous rounds.

8. What are the requirements for the Transportation Worker Identification Credential compliance?

The Transportation Worker Identification Credential (TWIC) is designed to be an open architecture, standards-based system that follows published ANSI/NIST and ISO standards. Accordingly, port projects that involve new installations/upgrades to access control systems should exhibit compliance to these and related standards in their system design and implementation. Port card reader systems should be compliant with ISO 7816 and/or ISO 14443 for appropriate TWIC smart card compatibility. The TWIC program will enable the use of biometric recognition technologies in port access control systems, following guidelines provided by the ANSI INCITS 383-2004 "Biometric Profile -Interoperability and Data Interchange -Biometrics based Verification and Identification of Transportation Workers" document. The TWIC program will be compliant with the GSC-IS (Government Smart Card Interoperability Standard), and associated efforts that include the GSC-IAB PACS (Interagency Advisory Board Physical Access Control Systems) implementation guidelines and ICC data model.

9. What is the definition of a "port wide area"?

As per the FY 2005 Port Security Grant Program Application Kit Part II Section A, Page 3, Footnote 2, port areas are defined as the land adjacent to,



and within one mile of, the waterway that contains the federal navigation channel for a particular port.

10. Is my port considered within the definition of a “port wide area”?

If applicants satisfy one of the three criteria outlined in FY 2005 Port Security Grant Program Application Kit Part II Section A, Page 5 and are within one mile of the waterway that contains the navigable channel for one of the 66 eligible port areas, they will be considered eligible.

Further questions regarding port eligibility as it regards to port wide areas should be forwarded to the CSID help desk at askcsid@dhs.gov.

11. Is there an appeal process for “port wide area” definition?

There is no applicant eligibility appeal process for the FY 2005 Port Security Grant Program. Port wide areas are selected for funding based on risk.

12. What is the definition of cost sharing?

Cost sharing is defined as a cash matching system (hard), which includes cash spent for project-related costs. Allowable cash matches are those costs which are allowable with Federal funds with the exception of the acquisition of land, when applicable.

13. Can I submit more than five projects, if the projects are part of a layered security approach?

Only five projects are allowed per applicant.

14. Is there more specific information available in regards to equipment specifications (e.g., canines, trace detectors, walk through metal detectors for marine environments)? See appendix A.

For specific guidance on the canine programs, please visit the Port Security Grant Program Guide and Application Kit, Appendix A, page A-2 through A-3. All other requests should be directed to the program manager through askcsid@dhs.gov or 1-800-368-6498.

15. Will USCG approval be required for equipment installation?

USCG approval for equipment installation will be required if equipment is installed on a U.S. vessel that is inspected by the USCG. Please contact the



local COTP for a list of USCG inspected US Vessels for your port wide area. All other equipment installations must be in compliance with OSHA and local authority standards for installation and operations.

16. Will the budgets that are submitted with the applications need to be final?

The budget is a worksheet that may require adjustment and revision as the process moves forward. Please see Section IV, Program and Application Requirements, Paragraph D., Application Requirements, pages 11 through 13 for more information.

17. Are applicants required to develop a budget worksheet in Excel or is there a template for the budget worksheet available?

Please review Appendix C - Sample Budget and Detail Worksheet of the program application kit. You can also view the Sample Budget and Detail Worksheet at <http://www.ojp.usdoj.gov/fundopps.htm>

The Budget Detail Worksheet may be used as a guide to assist you in the preparation of the budget and budget narrative. You may submit the budget and budget narrative using this form or in the format of your choice (plain sheets, your own form, or a variation of this form). However, all required information (including the budget narrative) must be provided. Any category of expense not applicable to your budget may be deleted.

18. Is the FY 2005 Port Security Grant Program only open to previous awardees and not to new applicants?

The FY 2005 Port Security Grant Program is continuation of the Port Security Grant Program Rounds 1 through 4. This does not mean that an applicant must have previously been awarded funding during one of these rounds. If you fall into one of the categories outlined on page 5, Part II Section A - Eligible Applicants and operate at one of the 66 eligible port areas then you are eligible.

19. What coordination is occurring among states, local port authorities and the Captains of the Port, to ensure all vested parties are aware of grant determinations so that limited resources are maximized when port security grants are made to independent terminal operators?

Field level reviews will be managed by the applicable USCG COTP in coordination with the MARAD Region Director and applicable State



Administrative Agency or Agencies (where feasible). Each COTP will review the applications provided by ODP for their port area against criteria outlined in the FY 2005 Port Security Grant Program Guide and Application Kit. After completing their field reviews, the COTPs will submit a prioritized listing of projects for each port area to ODP for the national review process. ***A final listing of awards for each port area will be provided to the applicable COTP, MARAD Region Director, Area Maritime Security Committee and State Administrative Agency or Agencies.***

20. Will my port be eligible in future rounds?

Future rounds of the Port Security Grant Program have not been determined. Information regarding funding for future rounds, including specific ports that would be eligible, is not available at this time.

21. Can this program be used for construction or is this program mainly focused on the installation of equipment?

Yes. The Port Security Grant Program can be used for construction.

22. Are organizations that have received grants in the last three years from ODP required to complete the financial capability questionnaire?

In accordance with the Fiscal Year 2005 Port Security Grant Program Guide and Application Kit, page 15, "All nongovernmental (non-profit and commercial) organizations that apply for funding with ODP that have not previously (or within the last 3 years) received funding from ODP must complete the Accounting System and Financial Capability Questionnaire. The required form can be found at <http://www.ojp.usdoj.gov/oc>. This information may be provided using one of the attachment fields within the on-line GMS application."

23. The FY 05 PSG Program Guidelines and Application Kit states that private entities that apply must demonstrate a cash match of at least 50% of the total amount requested in Federal funding in order to be considered. Does this requirement apply to not-for-profit entities?

Not for profit entities that apply for funding under the FY 2005 Port Security Grant Program will not be subject to the 50% cash match requirement. A consortium or an association using FY 2005 Port Security Grant Program funds to provide layered security protection to federally regulated facilities is required to be the sole administrator of those funds. Part II, Section A – Eligible Applicants, page 6 of the FY 2005 Port Security Grant Program



Guidelines and Application Kit states that public entities are prohibited from submitting applications on behalf of private companies and then sub-awarding funds applied for to those private companies to avoid the cash match requirement.

24. How was the list of eligible ports determined? Why is this particular port ineligible for the FY 05 Port Security Grant Program?

As detailed on page 3 of the FY 2005 Port Security Grant Program Guidelines and Application Kit, the Nation's 129 largest volume ports (as defined by the U.S. Army Corps of Engineers) were evaluated using a risk formula that considered consequence, vulnerability and threat. The U.S. Coast Guard (USCG), Information Analysis and Infrastructure Protection (IAIP) Directorate, and the Office of State and Local Government Coordination and Preparedness (SLGCP) developed and applied this formula as part of the Department's efforts to ensure the delivery of limited homeland security resources is focused on the areas of greatest risk nationally.

The SLGCP, IAIP, and USCG team reviewed and calculated consequence elements (people, economic, and national security), vulnerability elements (distance from open water, number of port calls, and presence of tankers) and threat elements (intelligence information, operational indicators, and plausibility). Based on the combined risk formula, 66 port areas emerged as the highest risk ports. The resulting risk calculations are considered Sensitive Security Information (SSI) and the threat information employed is classified.

Although some ports are not eligible for the FY 2005 Port Security Grant Program, other grant programs within SLGCP also provide funds for port security initiatives. Information on other grant funding opportunities can be found at www.ojp.usdoj.gov/fundopps.htm.

25. Will a port authority be subject to the MOU/MOA requirement if applying as part of a consortia or association using layered security protection to regulated facilities?

In accordance with the FY 2005 Port Security Grant Program Guidelines and Application Kit(page 14, paragraph 4, MOU/MOA Requirements for Consortia or Associations), a copy of an MOU/MOA is required when a MTSA-regulated consortia or association provides layered security to eligible MTSA regulated facilities. In addition, the layered protection must be addressed in the regulated entities' security plan. The MOU/MOA must include an acknowledgement of the layered security and roles and responsibility of all involved entities. A port authority will not be required to have a MOU/MOA,



but a description of the layered protection roles and responsibilities for each MTSA regulated entity must be included the application program narrative.