



**G&T Information Bulletin
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TO: All State Homeland Security Advisors
All State Administrative Agency Heads
All State Administrative Agency Points of Contact
All Urban Area Points of Contact

FROM: Corey D. Gruber
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SUBJECT: Retroactive Intelligence Analyst Guidance for the Fiscal Year (FY) 2006
Urban Areas Security Initiative (UASI) and Law Enforcement Terrorism
Prevention Program (LETPP)

The FY 2007 Homeland Security Grant Program (HSGP) guidance updated provisions related to the hiring and training of staff and/or contractor intelligence analysts under FY 2007 UASI and the LETPP. This bulletin serves to make those provisions retroactive to FY 2006 UASI and LETPP allowable expenditures.

Under these provisions, UASI and LETPP funds may be used to hire new staff and/or contractor positions to serve as intelligence analysts to support information/intelligence fusion capabilities. In order to be hired as an intelligence analyst, new staff and/or contractor personnel must meet at least one of the following criteria:

- Successfully completed training to ensure baseline proficiency in *intelligence analysis and production* within six months of being hired; and/or,
- Previously served as an intelligence analyst for a minimum of two years either in a Federal intelligence agency, the military, or State and/or local law enforcement intelligence unit.

Costs associated with hiring new intelligence analysts are allowable for only two years, after which point, States and Urban Areas shall be responsible for supporting sustainment costs. Any combination of FY 2006 and 2007 UASI and LETPP funding may be used to support this intelligence analyst position for a maximum of two years.

The International Association of Law Enforcement Intelligence Analysts' (IALEIA) Educational Standard # 7 (page 14 of the IALEIA Analytic Standards booklet) provides standards on the categories of training needed for intelligence analysts. These include subject-matter expertise,

analytic methodologies, customer-service ethics, information handling and processing skills, critical thinking skills, computer literacy, and objectivity and intellectual honesty.

DHS grant funds may be used to ensure intelligence analysts are properly trained in fulfillment of this requirement. Grant funds may be used to support intelligence analyst training in the following manners:

- **Participation in DHS approved intelligence analyst training:** A list of approved courses is being identified and will be provided as soon as possible. States wishing to develop or sponsor intelligence analyst courses for a national audience should submit courses to G&T for review and approval. The list of approved courses will be frequently updated and is available in the G&T catalog at http://www.firstrespondertraining.gov/odp_webforms.
- **Limited participation in non-DHS approved intelligence analyst training:** States may send students to attend non-approved intelligence analysis courses for up to three offerings.

Participation in and/or the development of intelligence analyst courses must be in accordance with the processes outlined in Chapter III of the FY 2007 HSGP guidance. Additionally, a certificate of completion for all intelligence analyst training must be on file with the SAA and made available to Preparedness Officers upon request.

For more information, please contact your G&T Preparedness Officer or the G&T Helpline at (800) 368-6498 or askcsid@dhs.gov.