

Tribal Resource Guide

Department of Homeland Security



In order to counter the new threats and evolving hazards that are a part of today's security environment, the Nation must develop and maintain critical homeland security capabilities at all levels of our society. The Department of Homeland Security's (DHS) core mission cannot be achieved without participation and integration of the Nation's Tribes. Our integrated approach to homeland security involves multiple partners, whose roles and responsibilities are distributed within a broad-based community that shares a common interest in the public safety of this country and its communities.

Tribal nations are critical partners in our homeland security efforts, and DHS's Office of Intergovernmental Affairs (IGA) is committed to strengthening the Department's relationship with tribal nations. IGA's mission is to promote an integrated national approach to homeland security by coordinating and advancing federal interaction with state, local, tribal, and territorial (SLTT) governments. IGA is responsible for continuing the homeland security dialogue with executive-level partners at the SLTT levels, along with the national associations that represent them; and is the designated lead for tribal relations and consultation at the Department.

DHS's Office of Intergovernmental Affairs developed this guide to highlight some of the DHS resources available to tribal nations to keep our nations safe and secure. This document summarizes and provides links to training, publications, guidance, alerts, newsletters, programs, and services available from across the Department to federally-recognized tribal nations. This document is not exhaustive and will be maintained as a *living* document. The resource guide is organized by component and resource type, and serves as a *starting point* for locating DHS resources for tribal leaders and their staff. A comprehensive index is available to facilitate locating resources within the document.

IGA is committed to working with our Departmental and interagency partners to provide the assistance and support tribal nations require.

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Department Wide Resources

The Environmental Justice Program at the Department is not the responsibility of a single office, but rather a joint effort between the Office of Civil Rights and Civil Liberties (CRCL) and the Office of the Under Secretary of Management (USM) to involve component counterparts in improving recognition of environmental justice equities across their respective components. Environmental justice describes the commitment of the Federal Government, through its policies, programs, and activities, to avoid placing disproportionately high and adverse effects on the human health and environment of minority or low-income populations. As described in the 2010 Quadrennial Homeland Security Review (QHSR), our Nation's vision of homeland security is a homeland safe and secure, resilient against terrorism and other hazards, and where American interests and aspirations and the American way of life can thrive. In seeking to fulfill this vision, DHS aspires to avoid burdening minority and low-income populations with a disproportionate share of any adverse human health or environmental risks associated with our efforts to secure the Nation. DHS joins with other departments and agencies to appropriately include environmental justice practices in our larger mission efforts involving federal law enforcement and emergency response activities. For more information, go to http://www.dhs.gov/xabout/laws/editorial_0850.shtm.

Homeland Security Information Network (HSIN) Is a national secure and trusted web-

based portal for information sharing and collaboration between federal, state, local, tribal, territorial, private sector, and international partners engaged in the homeland security mission. HSIN is made up of growing network of communities, called Communities of Interest (COI). COIs are organized by state organizations, federal organizations, or mission areas such as emergency management, law enforcement, critical sectors, and intelligence. Users can securely share within their communities or reach out to other communities as needed. HSIN provides secure, real-time collaboration tools, including a virtual meeting space, instant messaging and document sharing. HSIN allows partners to work together instantly, regardless of their location, to communicate, collaborate, and coordinate. For more information, go to www.dhs.gov/HSIN.

Veterans Employment Program This Directive reaffirms the DHS commitment to providing employment opportunities and benefits to veterans seeking federal jobs and employees returning from active military duty. DHS believes that the expertise and experience

that veterans offer DHS and its organizational elements is of significant value to the DHS mission, and fully supports the laws and regulations providing for veterans' preference in federal employment.

<http://www.dhs.gov/xcitizens/veterans.shtm>

Office of Health Affairs

DHS Center of Excellence: National Center for Food Protection and Defense (NCFPD) establishes best practices, develops tools, and attracts researchers to prevent, manage and respond to food contamination events. Resources include Food and Agriculture Criticality Assessment Tool (FAS-CAT); FoodSHIELD, a web-based system for communication, coordination, community-building, education, and training among the Nation's food and agriculture sectors; Global Chronology of Incidents of Chemical, Biological, Radioactive and Nuclear Attacks from 1961-2005; Mass Production of Detection and Neutralizing Antibodies; Food Protection and Food Safety and Defense Graduate Certificate Programs; Risk Communication, Message Development/Evaluation and Training; decontamination protocols; and Regulatory, Policy, Technical, and Practical Issues related to

Contaminated Food Disposal. For more information, see <http://www.ncfpd.umn.edu> or contact universityprograms@dhs.gov.

Planning for 2009 H1N1 Influenza: A Preparedness Guide for Small Business DHS, the Centers for Disease Control (CDC), and the Small Business Administration developed this guide to help small businesses understand what impact a new influenza virus, like the 2009 H1N1 flu, might have on their operations, and the importance of a written plan for guiding businesses through a possible pandemic. For more information, see <http://www.flu.gov/professional/business/smallbiz.html>, or contact IP_Education@hq.dhs.gov.

Private Sector and Community Engagement

FEMA Industry Liaison Program is a point-of-entry for vendors seeking information on how to do business with FEMA during disasters and non-disaster periods of activity. The program coordinates vendor presentation meetings between vendors and FEMA program offices, establishes strategic relationships with vendor-supporting industry partners and stakeholders, coordinates Industry Days, conducts market research, responds to informal Congressional requests, and performs vendor analysis reporting. Vendors interested in doing business with FEMA should take the following steps: Register in the Central Contractor Registration (CCR) at www.ccr.gov, contact the FEMA Industry Liaison Program at <http://www.fema.gov/privatesector/industry/index.shtm>, or call the Industry Liaison Support Center at (202) 646-1895.

FEMA Small Business Industry Liaison Program provides information on doing business with

FEMA, specifically with regard to small businesses. Small business vendors are routed to the FEMA Small Business Analyst for notification, support and processing. For more information see <http://www.fema.gov/privatesector/industry/about.shtm> or contact FEMA-SB@dhs.gov.

Office of Small and Disadvantaged Business Utilization (OSDBU) serves as the focal point for small business acquisition matters, and works closely with all DHS components to implement the program. OSDBU makes available forecasts of contract opportunities, vendor outreach sessions, a list of component small business specialists, DHS prime contractors, and information about the DHS mentor-protégé program. See <http://www.dhs.gov/openforbusiness> or contact OSDBU at (202) 447-5555.

Research and Product Development

CBP Laboratories and Scientific Services coordinates technical and scientific support to all CBP trade and border protection activities. For more information, visit http://www.cbp.gov/xp/cgov/trade/automated/labs_scientific_svcs/.

Defense Technology Experimental Research (DETER) is a national cyber-security experimental infrastructure which enables users to study and evaluate a wide range of computer security technologies including encryption, pattern detection, intrusion tolerant storage protocols, next generation network simulations; as well as develop and share educational material and tools to train the next generation of cyber-security experts. Newsletters, published papers, videos and presentations can be viewed at <http://www.isi.edu/deter/>. Contact testbed-ops@isi.deterlab.net for more information.

DHS Small Business Innovation Research (SBIR) Program is designed to stimulate technological innovation, strengthen the role of small business in meeting DHS research and development needs, foster and encourage participation of socially and economically disadvantaged persons and women-owned small business concerns in technological innovation, and increase the commercial application of DHS-supported research or research and development results. SBIR research areas are chosen for their applicability to homeland security missions and address the needs of the seven DHS operational units. Additional information can be found at <https://www.sbir.gov>.

DHS Technology Transfer Program promotes the transfer and/or exchange of technology with industry, state, local and tribal governments, academia, and other Federal agencies. The technologies developed and evaluated within DHS can have potential commercial applications and dramatically enhance the competitiveness of individual small businesses as well as expand areas of cooperation for non-Federal partners. For more information, visit http://www.dhs.gov/xabout/structure/gc_1264_538499667.shtm.

Homeland Open Security Technologies works to improve Federal, state, and local government's ability to collaborate with the open source software communities focused on security. The objectives are to improve the process for government acquisition of open technology, encourage the contribution of government funded research to these communities, and identify and seed development in prioritized gaps. <http://www.cyber.st.dhs.gov/host.html>.

Mass Transit Security Technology Testing In coordination with TSA's Office of Security Technology and DHS's Office of Science and Technology, the Mass Transit Division pursues development of multiple technologies to advance capabilities to detect and deter terrorist activity and prevent attacks. TSA partners with mass transit and passenger rail agencies to conduct pilot testing of various security technologies. These activities evaluate capabilities in the varied operational

environments that prevail in rail and bus operations across the country. For more information, contact MassTransitSecurity@dhs.gov.

Minority Serving Institutions (MSIs) Programs include the Scientific Leadership Award (SLA) grant program and the Summer Research Team program. Both programs improve the capabilities of MSIs to conduct research, education, and training in areas critical to homeland security and to develop a new generation of scientists capable of advancing homeland security goals. The SLA program provides three to five years of institutional support for students and early career faculty. The Summer Research Team programs provide support for a ten week collaborative research experience between recipient MSIs and the Centers of Excellence. For more information, please visit Historical Funding Opportunity Announcements (CDG and SLA) at <http://grants.gov/>; DHS Scholars Program at <http://www.orau.gov/dhsed/>; or Summer Research Team Program at <http://www.orau.gov/dhsfaculty/>. For more information, please contact universityprograms@dhs.gov.

National Urban Security Technology Laboratory (NUSTL) tests, evaluates, and analyzes homeland security capabilities while serving as a technical authority to first responder, state, and local entities. NUSTL is a Federal technical resource supporting the successful development, integration, and transition of homeland security technologies into operational end-user environments. NUSTL's broad ranging relationships with the homeland security community enable the use of the New York metropolitan area as an urban

test location for the diverse technologies and systems being developed to prepare and protect our nation. For more information, contact nustl@dhs.gov.

Privacy Office

DHS Privacy Office sustains privacy protections and the transparency of government operations while supporting the DHS mission. The DHS Privacy Office ensures that DHS programs and operations comply with Federal privacy laws and policies. Members of the public can contact the Privacy Office with concerns or complaints regarding their privacy. For more information, visit www.dhs.gov/privacy, email privacy@dhs.gov, or call (202) 732-3300.

Guide to Implementing Privacy informs the public about how the DHS Privacy Office implements privacy at DHS. The guide provides an overview of the DHS Privacy Office's functions and transparency in day-to-day operations. For more information please visit http://www.dhs.gov/xabout/structure/editorial_0338.shtm.

Privacy Impact Assessments (PIAs) are decision-making tools used to identify and mitigate privacy risks at the beginning of and throughout the development life cycle of a program or system. They help the public understand what personally identifiable information (PII) the Department is collecting, why it is being collected, and how it will be used, shared, accessed, and stored. All PIAs issued by DHS may be found here: http://www.dhs.gov/files/publications/editorial_0511.shtm.

Civil Rights and Civil Liberties (CRCL)

Blue Campaign to Prevent Human Trafficking is the DHS human trafficking public outreach campaign. It provides critical human trafficking information to the public and provides a method for reporting suspected human trafficking activity. Immigration and Customs Enforcement (ICE) is the primary agency within DHS that fights human trafficking and conducts continuous outreach and training to U.S. and foreign law enforcement, and non-governmental and international organizations, in order to foster awareness and provide information on the latest investigative techniques and victim assistance practices. The public is encouraged to report all suspicious activity to ICE at (866) DHS-2ICE (1-866-347-2423). Informational material on human trafficking is produced in a variety of languages, and is available to law enforcement, NGOs, and international organizations and includes the following: a public service announcement, human trafficking brochure in several languages, and human trafficking indicator wallet cards. See <http://www.dhs.gov/humantrafficking.shtm>.

Community Roundtables CRCL leads, or plays a significant role, in regular roundtable meetings among community leaders and Federal, state, and local government officials. Some of these roundtables bring together American Arab, Muslim, South Asian, Middle Eastern, and Sikh communities with government representatives; other roundtables include immigrant communities and those with frequent DHS contacts. CRCL also conducts roundtables with young leaders of diverse communities. For more information please contact CRCLOutreach@dhs.gov.

CRCL Impact Assessments review Department programs, policies, and activities to determine whether these initiatives have an impact on the civil rights and civil liberties of those affected by the initiative. For more information about CRCL Impact Assessments, please visit www.dhs.gov/crcl.

CRCL Monthly Newsletter is distributed monthly to inform the public about CRCL activities, including how to make complaints; ongoing and upcoming projects; opportunities to offer comments and feedback; etc. Newsletters are distributed via an email list, posted on the CRCL website (www.dhs.gov/crcl), and made available to community groups for redistribution. Please contact CRCLOutreach@dhs.gov for more information.

Equal Employment Opportunity (EEO) Reports CRCL EEO & Diversity Division prepares and submits a variety of annual progress reports relating to the Department's EEO activities. For more information please visit www.dhs.gov/crcl.

E-Verify and Unfair Labor Practices Training is provided by CRCL staff on the responsibilities imposed upon the private sector when using E-Verify. Training includes best practices, examples of unlawful practices against workers, and instructions for how to prepare a human resources department. The training assists employer understanding of how to use E-Verify in a responsible manner without violating prohibitions against discrimination. In collaboration with U.S. Citizenship and Immigration Services, CRCL has created two videos, *Understanding E-Verify: Employer*

Responsibilities; and Worker Rights and Know Your Rights: Employee Rights and Responsibilities, to ensure employers and employees are knowledgeable about their rights and responsibilities. To view the videos, please visit www.dhs.gov/E-Verify or www.youtube.com/ushomelandsecurity. For more information, contact CRCL at crcltraining@dhs.gov, or call (202) 357-8258.

Forced Labor Resources The ICE Office of International Affairs investigates allegations of forced labor in violation of the Tariff Act of 1930 (19 U.S.C. § 1307). To request more information or a copy of the *A Forced Child Labor Advisory* booklet and brochure, please contact labor.iceforced@dhs.gov. If contacting ICE to report instances of imported goods mined, produced, or manufactured by forced labor, please provide as much detailed information and supporting documentation as possible, including the following: a full statement of the reasons for the belief that the product was produced by forced labor and that it may be or has been imported into the United States; a detailed description of the product; all pertinent facts known regarding the production of the product abroad. For the location of ICE foreign offices, please visit the ICE web site at <http://www.ice.gov>, click About Us, click International Affairs and select your country. ICE maintains a 24/7 hotline at (866) DHS-2-ICE.

Human Rights and Vulnerable Populations Civil Rights and Civil Liberties (CRCL) is the DHS single point of contact for international human rights treaty reporting and coordination. In coordinating treaty reporting for the Department, CRCL works across DHS and with other federal agencies and departments. At DHS, CRCL also ensures that U.S. human rights obligations are considered in Department

policies and programs. For more information please contact CRCLOutreach@dhs.gov

Human Rights Violators and War Crimes Center protects the public by targeting war criminals and those who violate human rights, including violators living both domestically and abroad. ICE investigators, intelligence analysts, and attorneys work with governmental and non-governmental agencies to accept tips and information from those who report suspected war criminals and human rights violators. Individuals seeking to report these abuses of human rights may contact the center at HRV.ICE@DHS.GOV.

Language Access CRCL provides resources, guidance and technical assistance to recipients of financial assistance from DHS to help ensure meaningful access to persons who are Limited English Proficient (LEP) as required by Title VI of the Civil Rights Act of 1964. CRCL is a member of the Federal Interagency Working Group on LEP, which hosts www.LEP.gov. For more information please contact crcl@dhs.gov.

Quarterly NGO Civil Rights / Civil Liberties Committee Meeting CRCL hosts regular meetings with representatives of over 20 civil society organizations primarily working on matters at the intersection of immigration and civil and human rights. Assisted by extensive grassroots networks, Committee members articulate the concerns of organizations and communities across the country on these issues. The CRCL Officer meets quarterly with the Committee to identify systemic and policy concerns relevant to CRCL. For more information please contact CRCLOutreach@dhs.gov.

The Office of Civil Rights and Civil Liberties (CRCL) Annual Reports to Congress Under 6 U.S.C. § 345 and 42 U.S.C. § 2000ee-1, CRCL is required to report annually to Congress about the activities of the Office. For more information, or to view the reports, please visit www.dhs.gov/crcl.

Victim Assistance Program (VAP) provides information and assistance to victims of Federal crimes, including human trafficking, child

exploitation, human rights abuse, and white collar crime. VAP also provides information to victims on post-correctional release or removal of criminal aliens from ICE custody. VAP has developed informational brochures on human trafficking victim assistance, crime victims' rights, white collar crime, and the victim notification program. For further information, please contact VAP at (866) 872-4973.

U.S. Coast Guard (USCG)

For over two centuries the U.S. Coast Guard has safeguarded our Nation's maritime interests in the heartland, in the ports, at sea, and around the globe. USCG protects the maritime economy and the environment, defends our maritime borders, and saves those in peril. This history has forged USCG's character and purpose as America's Maritime Guardian — *Always Ready* for all hazards and all threats. www.uscg.mil

America's Waterways Watch is a combined effort of the U.S. Coast Guard and its Reserve and Auxiliary components to enlist the active participation of those who live, work or play around America's waterfront areas. For more information, contact aww@uscg.mil visit <http://americaswaterwaywatch.uscg.mil>. To report suspicious activity call 877-24WATCH (877-249-2824).

U.S. Coast Guard Maritime Information eXchange ("CGMIX") makes U.S. Coast Guard (USCG) maritime information available to the public on the internet in the form of searchable databases. Much of the information on the CGMIX web site comes from the USCG's Marine Information for Safety and Law Enforcement

(MISLE) information system. For more information see <http://cgmix.uscg.mil/>.

The U.S. Coast Guard Navigation Center supports safe and efficient maritime transportation by delivering accurate and timely maritime information services and Global Position System (GPS) augmentation signals that permit high-precision positioning and navigation. See <http://www.navcen.uscg.gov/>.

For more information use the e-mail Inquiry located at http://www.navcen.uscg.gov/misc/NIS_contact_us.htm or call (703) 313-5900.

U.S. Customs and Border Protection (CBP)

CBP is one of the Department of Homeland Security's largest and most complex components, with a priority mission of keeping terrorists, criminals and their weapons out of the United States. CBP also has responsibility for securing and facilitating trade and travel while enforcing hundreds of U.S. regulations, including immigration and drug laws. www.cbp.gov

CBP INFO Center Self Service Q&A Database is a searchable database with over 600 answers to commonly (and not so commonly) asked questions about CBP programs, requirements, and procedures. If visitors to the site are unable to find an answer to their question, they may also submit an inquiry or complaint for personal assistance. To use the searchable database, please visit https://help.cbp.gov/cgi-bin/customs.cfg/php/enduser/home.php?p_sid=YeyXThOj, or call the CBP INFO Center at (877) CBP-5511 or (703) 526-4200.

National Gang Intelligence Center (NGIC) is a multi-agency effort that integrates the gang intelligence assets of Federal, state, and local law enforcement entities to serve as a centralized intelligence resource for gang information and analytical support. The mission of the NGIC is to support law enforcement agencies through timely and accurate information sharing and strategic/tactical

analysis of Federal, state local and tribal law enforcement intelligence focusing on the growth, migration, criminal activity, and association of gangs that pose a significant threat to communities throughout the United States. The NGIC concentrates on gangs operating on a national level that demonstrate criminal connectivity between sets and common identifiers and goals. Because many violent gangs do not operate on a national level, the NGIC will also focus on regional-level gangs. The NGIC produces intelligence assessments, intelligence bulletins, joint agency intelligence products, and other non-standard intelligence products for our customers. For more information, please contact the NGIC, (703) 414-8600.

Report any suspicious activity to 1-800-BE-ALERT.

Federal Emergency Management Agency (FEMA)

FEMA's mission is to support our citizens and first responders to ensure that as a Nation we work together to build, sustain, and improve our capability to prepare for, protect against, respond to, recover from, and mitigate all hazards. www.fema.gov

Community Emergency Response Team (CERT)

This program helps train people to be better prepared to respond to emergency situations in their communities. It is a resource for the private sector to use to ensure its employees are prepared for all hazards. During emergencies, CERT members can give critical support to first responders, provide immediate assistance to survivors, and organize volunteers at a disaster site. CERT members can also help with non-emergency projects that help improve the safety of the community. For more information visit www.citizencorps.gov/cert or contact cert@dhs.gov.

DisasterAssistance.gov DisasterAssistance.gov is a secure, user-friendly U.S. government web portal that consolidates disaster assistance information in one place. If you need assistance following a presidentially declared disaster that has been designated for individual assistance, go to www.DisasterAssistance.gov to register online. Local resource information to help keep citizens safe during an emergency is also available. Currently, 17 U.S. government agencies, which sponsor almost 60 forms of assistance, contribute to the portal. For web site technical assistance, contact (800) 745-0243.

Emergency Management Institute Programs

The Emergency Management Institute (EMI) offers several programs that are designed for people who have emergency management responsibilities. The training is free of charge; however, individuals from the private sector or

contractors to state, local or tribal governments must pay their own transportation and lodging fees. EMI has an integrated training approach and encourages individuals from private sector to participate in our courses. EMI's programs include, but are not limited to, the Master Trainer Program, Master Exercise Practitioner Program, Professional Development Series, Applied Practices Series and FEMA's Higher Education Program. For more information, see <http://www.training.fema.gov/Programs/> or call (301) 447-1286.

Flood Map Assistance Center (FMAC) provides information to the public about National Flood Insurance Program rules, regulations, and procedures. The FMAC is often the first point of contact between FEMA and various flood map users. The FMAC's goal is to provide the appropriate information to callers to help them understand the technical issues involved in a particular situation. In addition to taking incoming telephone calls, Map Specialists respond to mapping-related e-mail inquiries, and also review and process Letter of Map Amendment (LOMA), Letter of Map Revision Based on Fill (LOMR-F), and Letter of Determination Review (LODR) requests. There are available resources for Engineers/Surveyors, Insurance Professionals and Lenders, and Floodplain Managers.

For more information, call (877) FEMA-MAP (877-336-2627) or e-mail FEMAMapSpecialist@riskmapcds.com.

Private Sector E-alert The FEMA Private Sector Division, Office of External Affairs, publishes periodic e-alerts providing timely information on topics of interest to private sector entities. The FEMA Private Sector Web Portal aggregates FEMA's online resources for the private sector. Content includes best practices in public-private partnerships, weekly preparedness tips, links to training opportunities, planning and preparedness resources, information on how to do business with FEMA, and more. For more information visit www.fema.gov/privatesector. Sign up for the alert at FEMA-Private-Sector-Web@dhs.gov.

Incident Command System is a standardized, on-scene, all-hazards incident management approach that:

- Allows for the integration of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure.
- Enables a coordinated response among various jurisdictions and functional agencies, both public and private.
- Establishes common processes for planning and managing resources.

ICS is flexible and can be used for incidents of any type, scope, and complexity. ICS allows its users to adopt an integrated organizational structure to match the complexities and demands of single or multiple incidents.

ICS is used by all levels of government—Federal, state, tribal, and local—as well as by many nongovernmental organizations and the private sector. ICS is also applicable across disciplines. It is typically structured to facilitate activities in five major functional areas: Command,

Operations, Planning, Logistics, and Finance/Administration. All of the functional areas may or may not be used based on the incident needs. Intelligence/Investigations is an optional sixth functional area that is activated on a case-by-case basis.

As a system, ICS is extremely useful; not only does it provide an organizational structure for incident management, but it also guides the process for planning, building, and adapting that structure. Using ICS for every incident or planned event helps hone and maintain skills needed for the large-scale incidents.

Map Modernization Management Support (MMMS): The FEMA [Federal Insurance and Mitigation Administration](#) (FIMA) distributes a [guidance document](#) each year to assist FEMA staff and MMMS Partners in preparing, developing, and managing the activities of MMMS. This document is organized to assist the MMMS Partner and FEMA in administration, funded activities, eligibility and evaluation criteria, scoring criteria, reporting requirements, technical capabilities, contracting requirements, standards, certification, funding, and Cooperative Agreement management. Additionally, the guidance document informs MMMS Partners of programmatic issues that MMMS Partners should comment on in their business plan updates and includes a list of FEMA MMMS Regional Coordinators.

National Flood Insurance Program focuses on Flood Insurance, Floodplain Management, and Flood Hazard Mapping. Nearly 20,000 communities across the U.S. and its territories participate in the NFIP by adopting and enforcing floodplain management ordinances to reduce future flood damage. In exchange, the NFIP makes Federally-backed flood insurance

available to homeowners, renters, and business owners in these communities. See www.floodsmart.gov. Flood insurance agents should visit www.agents.floodsmart.gov or e-mail asktheexpert@riskmapcdfs.com.

National Incident Management System (NIMS) provides a systematic, proactive approach to guide departments and agencies at all levels of government, nongovernmental organizations, and the private sector to work seamlessly to: prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life and property and harm to the environment. Web site: www.fema.gov/nims. Questions regarding NIMS should be directed to FEMA-NIMS@dhs.gov or (202) 646-3850.

National Response Framework (NRF) is a guide to how the Nation conducts all-hazards response. It is built upon scalable, flexible, and adaptable coordinating structures to align key roles and responsibilities across the Nation, linking all levels of government, nongovernmental organizations, and the private sector. It is intended to capture specific authorities and best practices for managing incidents that range from the serious but purely local, to large-scale terrorist attacks or catastrophic natural disasters. For more information, visit <http://www.fema.gov/nrf>.

National Training and Education Division (NTED) courses are delivered in the following formats: Resident – Instructor-led classroom training is provided at a training facility; Mobile – Also referred to as non-resident, mobile training can be performed by FEMA funded instructors at any location; Web-Based – Web-based or ‘online’ training is done via the internet and is often self-paced (no instructor);

or Indirect – Indirect training includes training courses taught by instructors (non-FEMA or training partner staff) that have completed a ‘Train the Trainer’ course. For more information, visit www.firstrespondertraining.gov.

Contact the program via phone at (800) 368-6498 or e-mail askCSID@dhs.gov.

Ready Indian Country FEMA, as part of the Federal government, has a nation-to-nation relationship with Alaska Native and tribal governments as reflected in our Tribal Policy. FEMA works with tribal officials to help communities be prepared before an emergency and recover afterward.

Readiness planning is essential for all American Indians and Alaska Natives, and there are special considerations when families live on tribal lands located far from urban centers.

For ordering publications on Ready contact FEMA-Publications-Warehouse@FEMA.gov or call 1-800-BE-READY (1-800-237-3239). Multiple copies can also be requested by downloading the Ready Publications Order Form (PDF), and mailing or faxing it to the FEMA Warehouse at 1-800-480-2520. www.ready.gov/indiancountry

Repetitive Flood Claims Program (RFC) grant program was authorized by the Bunning-Bereuter-Blumenauer Flood Insurance Reform Act of 2004 (P.L. 108–264), which amended the National Flood Insurance Act (NFIA) of 1968 (42 U.S.C. 4001, et al). Up to \$10 million is available annually for FEMA to provide RFC funds to assist states and communities in reducing flood damage to insured properties that have had one or more claims to the [National Flood Insurance Program \(NFIP\)](#).

Federal / Non-Federal Cost Share

FEMA may contribute up to 100 percent of the total amount approved under the RFC grant award to implement approved activities, if the Applicant has demonstrated that the proposed activities cannot be funded under the [Flood Mitigation Assistance \(FMA\) program](#).

Severe Repetitive Loss Program (SRL) grant program was authorized by the Bunning-Bereuter-Blumenauer Flood Insurance Reform Act of 2004, which amended the National Flood Insurance Act of 1968 to provide funding to reduce or eliminate the long-term risk of flood damage to severe repetitive loss (SRL) structures insured under the [National Flood Insurance Program \(NFIP\)](#).

Purpose: To reduce or eliminate claims under the NFIP through project activities that will result in the greatest savings to the National Flood Insurance Fund (NFIF).

Federal / Non-Federal cost share: 75 / 25 percent; up to 90 percent Federal cost-share funding for projects approved in states, Territories, and Federally-recognized Indian tribes with FEMA-approved Standard or Enhanced Mitigation Plans or Indian tribal plans

that include a strategy for mitigating existing and future SRL properties.

The Emergency Lodging Assistance Program provides prompt lodging payments for short term stays in the event of a declared disaster. The program is administered by Corporate Lodging Consultants, a federal government contractor and the largest outsourced lodging services provider in North America.

For more information, see <http://ela.corplodging.com/programinfo.php>, contact femahousing@corplodging.com, or call (866) 545-9865.

Voluntary Private Sector Preparedness Accreditation and Certification Program (PS-Prep) The purpose of PS-Prep is to enhance nationwide resilience in an all-hazards environment by encouraging private sector preparedness. The program will provide a mechanism by which a private sector entity such as a company, facility, not-for-profit corporation, hospital, stadium, or university, can certify that it conforms to one or more preparedness standards adopted by DHS. Participation in the PS-Prep program is completely voluntary. No private sector entity will be required by DHS to comply with any standard adopted under the program. However, DHS encourages all private sector entities to seriously consider seeking certification on one or more standards that will be adopted by DHS.

Tornado Safety Initiative assesses building damages and identifies lessons learned after tornadoes occur, funds research on shelter design and construction standards, develops best practices and technical manuals on safe rooms and community shelters, and produces public education materials on tornado preparedness and response. FEMA produces technical manuals for engineers, architects, building officials, and prospective shelter

owners on the design and construction of safe rooms and community shelters. For more information, visit <http://www.fema.gov/plan/prevent/saferoom/index>.

U.S. Fire Administration's National Fire Academy (NFA) Training Programs enhance the ability of fire and emergency services and allied professionals to deal more effectively with fire and related emergencies. NFA offers courses in the following subject areas: Arson Mitigation, Emergency Medical Services, Executive Development, Fire Prevention: Management, Fire Prevention: Public Education, Fire Prevention: Technical, Hazardous Materials, Incident Management, Management Science, Planning and Information Management and

Training Programs. NFA offers residential training at its Emmitsburg, Maryland facility and off-campus training throughout the United States, as well as online self-study courses free of charge. For more information, see <http://www.usfa.dhs.gov/nfa/index.shtm> or call (301) 447-1000.

U.S. Fire Administration Publications encourage Americans, including private sector constituents, to practice fire safety and protect themselves and their families from the dangers of fire.

Order NFA publications online at <http://www.usfa.dhs.gov/applications/publications/> Contact the U.S Fire Administration via email, usfa-publications@dhs.gov, or phone, (800)561-3356.

Office of Infrastructure Protection (IP)

From energy systems that power our neighborhoods, to transportation networks that move us around our communities and the country, to facilities that provide our families with safe drinking water, critical infrastructure and key resources (CIKR) impact nearly every aspect of our daily lives. In short, CIKR is an umbrella term referring to the assets of the United States essential to the nation's security, public health and safety, economic vitality, and way of life. CIKR is divided into 18 separate sectors, as diverse as agriculture and food, emergency services, and cyber networks. Because this critical infrastructure provides our country with the enormous benefits and services and opportunities on which we rely, we are very mindful of the risks posed to CIKR by terrorists, pandemic diseases, and natural disasters. At the Department of Homeland Security, we know that these threats can have serious effects, such as cutting populations off from clean water, power, transportation, or emergency supplies. Secretary Napolitano is working to raise awareness about the importance of our nation's critical infrastructure and to strengthen our ability to protect it. The Department oversees programs and resources that foster public-private partnerships, enhance protective programs, and build national resiliency to withstand natural disasters and terrorist threats. www.dhs.gov/criticalinfrastructure

Buffer Zone Protection Program (BZPP) is a DHS administered infrastructure protection grant program targeted to local law enforcement (LLE). The BZPP provides funding to LLE for equipment acquisition and planning activities to address gaps and enhance security capabilities. It is also designed to increase first responder capabilities and preparedness by bringing together private sector security personnel and first responders in a collaborative security planning process that enhances the buffer zone – the area outside a facility that can be used by an adversary to conduct surveillance or launch an attack, around individual assets.

Detailed BZPP annual grant guidance is available on the DHS/FEMA grants web site at <http://www.fema.gov/government/grant/bzpp/>

Critical Infrastructure and Key Resource (CIKR) Asset Protection Technical Assistance Program (CAPTAP) is a weeklong course designed to assist law enforcement, first responders, emergency management, and other homeland

security officials understand the steps necessary to develop and implement a comprehensive CIKR protection program in their respective jurisdictions through the facilitated sharing of best practices and lessons learned. This includes understanding processes, methodologies, and resources necessary to identify, assess, prioritize, and protect CIKR assets, as well as those capabilities necessary to prevent and respond to incidents, should they occur. Through a partnership with the National Guard Bureau (NGB), the U.S. Army Research, Development and Engineering Command (RDECOM), and the DHS Office of Infrastructure Protection (IP) Infrastructure Information Collection Division (IICD), this service also provides Web-based and instructor-led training on Protected Critical Infrastructure Information (PCII) and the use of the *Automated Critical*

Asset Management System (ACAMS) and *Integrated Common Analytical Viewer (iCAV)* tools. For more information, contact IICD Training Team at TrainingHelp@hq.dhs.gov. www.dhs.gov/files/programs/gc_11956795773_14.shtm.

Food and Agriculture Sector Criticality Assessment Tool (FASCAT) is a web-based tool used to identify specific systems-based criteria, unique for the Food and Agriculture Sector and utilized for HIRAC data call submissions and identification of infrastructure critical systems for industry owners and operators. See www.foodshield.org. For more information, contact Food.AG@hq.dhs.gov.

Guide to Critical Infrastructure and Key Resources (CIKR) Protection at the State, Regional, Local, Tribal, & Territorial Level outlines the attributes, capabilities, needs, and processes that a state or local government entity should include in establishing its own CIKR protection function that integrates with the National Infrastructure Protection Plan (NIPP) and accomplishes the desired local benefits. This document is available by contacting the NIPP Program Management Office at NIPP@dhs.gov.

Infrastructure Protection Program: The overarching goal of the National Infrastructure Protection Plan (NIPP) is to build a safer, more secure, and more resilient America by preventing, deterring, neutralizing, or mitigating the effects of deliberate efforts by terrorists to destroy, incapacitate, or exploit elements of our Nation's CIKR and to strengthen national preparedness, timely response, and rapid recovery of CIKR in the event of an attack, natural disaster, or other emergency. The NIPP provides the unifying structure for the integration of existing and future CIKR

protection efforts and resiliency strategies into a single national program to achieve this goal. The NIPP framework supports the prioritization of protection and resiliency initiatives and investments across sectors to ensure that government and private sector resources are applied where they offer the most benefit for mitigating risk by lessening vulnerabilities, deterring threats, and minimizing the consequences of terrorist attacks and other manmade and natural disasters. The NIPP risk management framework recognizes and builds on existing public and private sector protective programs and resiliency strategies in order to be cost-effective and to minimize the burden on CIKR owners and operators.

Protection includes actions to mitigate the overall risk to CIKR assets, systems, networks, functions, or their inter-connecting links. In the context of the NIPP, this includes actions to deter the threat, mitigate vulnerabilities, or minimize the consequences associated with a terrorist attack or other incident. Protection can include a wide range of activities, such as improving security protocols, hardening facilities, building resiliency and redundancy, incorporating hazard resistance into facility design, initiating active or passive countermeasures, installing security systems, leveraging "self-healing" technologies, promoting workforce surety programs, implementing cybersecurity measures, training and exercises, business continuity planning, and restoration and recovery actions, among various other activities.

Private Sector Counterterrorism Awareness Workshop This one-day Workshop improves the knowledge of private sector security professionals by providing exposure to key elements of soft target awareness, surveillance

detection, and improvised explosive device (IED) recognition. The Workshop's training materials enhance and reinforce participants' knowledge, skills, and abilities related to preventing, protecting against, responding to, and recovering from terrorist threats and incidents. The Workshop outlines specific counterterrorism awareness and prevention actions that reduce vulnerability and mitigate the risk of domestic terrorist attacks. This Workshop can accommodate 100 to 250 participants. To request training contact your State Homeland Security Advisor (HSA).

Protective Measures Course This two-day Course enhances Commercial Facilities Sector awareness on how to devalue, detect, deter, and defend facilities from terrorism, by providing the knowledge and skills necessary in understanding common vulnerabilities and employing effective protective measures. The Course includes lessons learned and industry best practices in mitigating terrorist attacks. It serves as a follow-up to the Soft Target Awareness Course focusing more on implementation than awareness. This course can accommodate 35 participants. To request training contact your State HSA.

Protective Security Advisor (PSA) Program Established in 2004, the PSA Program provides a locally-based DHS infrastructure security expert as the link between state, local, tribal, territorial, and private sector organizations and DHS infrastructure protection resources. PSAs assist with ongoing state, local and tribal critical infrastructure and key resources (CIKR) security

efforts, coordinate vulnerability assessments and training, support incident management, and serve as a vital channel of communication between private sector owners and operators of CIKR assets and DHS. Private sector owners and operators interested in contacting their PSA should contact the DHS Protective Security Advisor (PSA) Field Operations Staff: PSAFieldOperationsStaff@hq.dhs.gov or (703) 563-3430.

Regional Resiliency Assessment Program (RRAP) The Regional Resiliency Assessment Program identifies CIKR dependencies, interdependencies, cascading effects, resiliency characteristics, regional capabilities, and security gaps. The analysis details the risk and consequences of an incident or attack, and the integrated preparedness and protection capabilities of the affected CIKR owners and operators, local law enforcement, and emergency response organizations.

Results can be applied to enhance the overall security posture of the facilities, surrounding communities, and geographic region using risk-based investments in equipment, planning, training, processes, procedures, and resources.

Science and Technology Directorate (S&T)

The S&T Directorate's mission is to improve homeland security by providing to customers state-of-the-art technology that helps them achieve their missions. S&T customers include the operating components of the Department, and state, local, tribal and territorial first responders and officials.

www.dhs.gov/scienceandtechnology

The **FirstResponder.gov** mission is to provide a portal that enables Federal, state, local, and tribal first responders to easily access and leverage Federal web services, information on resources, products, standards, testing and evaluation, and best practices, in a collaborative environment. The portal provides first responders with information to develop or deploy technologies that would enhance homeland security. See

www.firstresponder.gov.

First Responder Communities of Practice is an online network of vetted, active, and retired first responders, emergency response professionals; and Federal, state, local, or tribal Homeland Security officials sponsored by the DHS S&T's First Responder Technologies (R-Tech) program. Registered members of this professional network share information, ideas, and best practices, enabling them to more efficiently and effectively prepare for all hazards. See www.firstresponder.gov or <https://communities.firstresponder.gov>.

Centers of Excellence (COE) network is an extended consortium of hundreds of universities generating ground-breaking ideas for new technologies and critical knowledge, while also relying on each other's capabilities to serve the Department's many mission needs.

All Centers of Excellence work closely with academia, industry, Department components and first-responders to develop customer-

driven research solutions to 'on the ground' challenges as well as provide essential training to the next generation of homeland security experts. The research portfolio is a mix of basic and applied research addressing both short and long-term needs. The COE extended network is also available for rapid response efforts.

Managed through the Office of University Programs, the Centers of Excellence organize leading experts and researchers to conduct multidisciplinary homeland security research and education. Each center is university-led or co-led in collaboration with partners from other institutions, agencies, national laboratories, think tanks and the private sector. For more information, visit http://www.dhs.gov/files/programs/editorial_0498.shtm.

Federal Law Enforcement Training Center (FLETC)

FLETC serves as an interagency law enforcement training organization for 90 Federal agencies. FLETC also provides services to state, local, tribal, and international law enforcement agencies. FLETC is headquartered at Glynco, GA, near the port city of Brunswick, halfway between Savannah, GA, and Jacksonville, FL. In addition to Glynco, FLETC operates two other residential training sites in Artesia, NM, and Charleston, SC. FLETC also operates a non-residential in-service re-qualification and advanced training facility in Cheltenham, MD, for use by agencies with large concentrations of personnel in the Washington, D.C. area.

FLETC has oversight and program management responsibilities at the International Law Enforcement Academies (ILEA) in Gaborone, Botswana, and Bangkok, Thailand. FLETC also supports training at other ILEAs in Hungary and El Salvador.

Law Enforcement Leadership Institute The LELI delivers its training programs “seminar style” in facilities that are dedicated to and fashioned for law enforcement leaders. Classes are conducted in a conference facility that includes two classrooms, six breakout rooms, a relaxing lounge area and a business center complete with internet access, printers, copiers and facsimile services. Our staff is committed to providing students not only with training that meets their leadership needs, but also with the support and service that recognizes and respects their leadership role. State, local, and tribal agencies are welcome to register.

Contact Information

Law Enforcement Leadership Institute
Federal Law Enforcement Training Center
1131 Chapel Crossing Road
Building 397
Glynco, GA 31524
Telephone: (912) 267-2153
Fax: (912) 267-2745
Email: [FLETC-
LawEnforcementLeadershipInstitute@dhs.gov](mailto:FLETC-LawEnforcementLeadershipInstitute@dhs.gov)

The Office of State and Local (OSL) Training at FLETC provides tuition-free and low cost

training to state, local, campus, and tribal law enforcement agencies. Programs are conducted at select sites throughout the country and are usually hosted by a local law enforcement agency in the area.

The introductory and advanced training programs OSL delivers are developed with the advice, assistance and support of Federal, state, local, tribal and campus law enforcement agencies. Training is continuously updated to ensure accuracy and relevance to today's issues.

Contact Information

Federal Law Enforcement Training Center
1131 Chapel Crossing Rd., Bldg. 2200
Glynco, GA 31524
Email: stateandlocaltraining@dhs.gov
Phone: (800) 743-5382 (912) 267-234

The National Drug Intelligence Center

The mission of NDIC is to provide strategic drug-related intelligence, document and computer exploitation support, and training assistance to the drug control, public health, law enforcement, and intelligence communities of the United States in order to reduce the

adverse effects of drug trafficking, drug abuse, and other drug-related criminal activity.

The Rural Policing Institute (RPI) is a Congressionally-mandated initiative of the Federal Law Enforcement Training Center (FLETC). Public Law 110-53 requires the RPI to evaluate the needs of law enforcement agencies and other emergency responders in rural areas; develop expert training programs based on identified needs; deliver training programs to rural law enforcement officers and other emergency response providers; and conduct outreach efforts to ensure rural agencies are aware of the training.

The RPI currently offers advanced and specialized training to law enforcement officers and other emergency response providers who operate in rural areas. Please visit the links below to learn more about RPI training.

Contact Information

Rural Policing Institute
Federal Law Enforcement Training Center
1131 Chapel Crossing Rd.
Glynco, GA 31524
Email: RuralPolicingInstitute@dhs.gov
Phone: (800) 743-5382 or (912) 267-2345

U.S. Immigration and Customs Enforcement (ICE)

Human Trafficking: “Blue Campaign”

ICE has produced wallet-sized human trafficking indicator cards—available in 16 languages—to highlight differences between smuggling and trafficking and identify key signals for recognizing a trafficking victim.

To complement the indicator cards, ICE has also produced an informational pamphlet that focuses on ICE’s law enforcement role and victim-centered approach in combating human trafficking, and highlights recent investigative successes.

ICE has created a brochure providing a concise, comprehensive overview of Continued Presence — which provides victims of human trafficking temporary permission to remain in the United States — including eligibility and application guidelines.

If You Have the Right to Work, Don’t Let Anyone Take it Away Poster is a poster with Department of Justice information regarding discrimination in the workplace. See <http://www.uscis.gov/files/nativedocuments/e-verify-swa-right-to-work.pdf>.

Law Enforcement Information Sharing Services (ICE Pattern Analysis and Information Collection System)

The Law Enforcement Information Sharing (LEIS) Service is a web-based data exchange platform, hosted by the Department of Homeland Security, that allows law enforcement agencies to rapidly share and access data related to criminal and national security investigations.

The automated LEIS Service offers a more efficient system for requesting and sharing investigative information, helping investigators to more quickly identify patterns, connections, and relationships between individuals and criminal organizations.

The LEIS Service currently provides Federal, state, local, tribal, and international law enforcement agency partners with access to more than 2.6 million subject records related to persons of interest, including suspects in child pornography, drug smuggling, immigration fraud, alien smuggling, and a wide range of other cases.

Law Enforcement Support Center (LESC) is a national enforcement operations facility administered by U.S. Immigration and Customs Enforcement (ICE), the largest investigative agency in DHS. The LESL is a single national point of contact that provides timely customs information, immigration status and identity information, and real-time assistance to local, state, and Federal law enforcement agencies on aliens suspected, arrested, or convicted of criminal activity. Located in Williston, Vermont, the LESL operates around the clock 365 days a year to assist law enforcement officers.

The LESL also receives queries from Federal, state, and local correctional and court systems seeking information about individuals in custody or encountered elsewhere in the criminal justice system. Law enforcement officers have immediate access to alien records entered with the National Crime Information Center and certain immigration information from alien files maintained by DHS. Records can be accessed by using the formatted Immigration

Alien Query screen incorporated within each state's law enforcement communications system.

Office of Intelligence and Analysis (I&A)

The I&A Intelligence Training Branch (ITB) manages an effective and agile training academy that integrates dynamic classroom instruction, mobile training teams, and cutting edge distance learning technologies to instill common language, purpose, and unity of responsibility needed to build today's Homeland Security Intelligence Professional. ITB's courses include curriculum on intelligence analysis, collection, and risk analysis. In addition, I&A offers workshops that augment ITB's analytic training via the Analytic Tradecraft Development Program. I&A's tradecraft workshops provide specific guidance and practice in applying Intelligence Community (IC) analytic standards for improving the quality of intelligence products, as well as critical thinking and presentation skills. DHS Training Sponsorships are available to tribal officials with an interest in homeland security. To obtain the latest I&A training catalog, contact IA-Registrar@hq.dhs.gov or call (202) 282-8866. For information about the analytic tradecraft workshops, contact IA_TradecraftWorkshops@hq.dhs.gov. I&A's training and workshops follow:

Alternative Analysis: Focuses on several simple techniques that explore alternative explanations or hypotheses to help analysts avoid mindsets or frames of reference about a problem that can blind them to other possibilities. (I&A analytic tradecraft workshop for analysts).

Basic Intelligence and Threat Analysis Course: Provides students with the foundational knowledge of DHS analytical missions, processes, and procedures. The course modules include *Critical Thinking and Analytic Methods*; *Principles of Intelligence Writing and Briefing*; and *Vulnerability, Threat, and Risk Assessment*. Throughout the course, students apply their newly acquired knowledge in numerous homeland security practical exercises. Student knowledge is assessed through graded written products, briefings, quizzes, and examinations. (ITB's in-resident course).

Clearance Nominations are available to tribal officials with a bona fide need to access classified information in the course of their

official duties. These tribal officials must be engaged with their local fusion center and be committed to information sharing. To request clearance information contact the DHS representative at the fusion center located in the Tribe's state.

Critical Thinking and Analytic Methods: Provides foundational knowledge in critical thinking and analytic methodologies. Throughout the course, students apply critical thinking knowledge and analytical methodologies via a homeland security-based exercise. Student knowledge is assessed through written products and briefings. (ITB's entry level mobile training and distance learning course for DHS analysts).

Homeland Secure Data Network (HSDN) is a classified, wide-area network that allows the federal government to move information and intelligence to SLTT partners at the Secret level. To obtain access to HSDN, a tribal representative must be engaged with their local fusion center that has a DHS Intelligence Officer embedded and have a Secret level clearance.

For additional information on the availability of HSDN please contact the DHS Intelligence Officer embedded in the fusion center located in the Tribe's state.

IC Tradecraft Standards for Analysts: Focuses on effective writing of I&A intelligence products using the analytic standards established by the Office of the Director of National Intelligence's IC Directive 203, Analytic Standards. Analysts learn the eight standards of analytic tradecraft and practice applying them through a series of hands-on exercises. (I&A analytic tradecraft workshop for analysts occasionally offered via video teleconference).

Managing Analysis: Designed specifically for managers, focuses on improving analytic tradecraft through a deeper understanding and application of the analytic standards. Managers explore best practices for fostering quality analytic production in their units. (I&A analytic tradecraft workshop for managers).

Mid-Level Intelligence and Threat Analysis Course: Provides experienced DHS intelligence professionals the opportunity to expand and enhance knowledge and skills critical to their performance and to the success of the Intelligence Enterprise (IE). The course is designed to ensure maximum student involvement. With intra-departmental participation, there is ample opportunity for students to participate in instruction, table-top exercises, site visits, and to share individual experiences and practices from their home components/organizations. This curriculum is aligned with DHS core performance competencies and with the following tradecraft and core competencies from the IC Analytic Framework: analysis, community fundamentals, engagement and integration, critical thinking, leadership, and communication. Students are

evaluated through a written test, practical exercises, instructor evaluation, and peer evaluations. (ITB's in-resident course)

Open Source Practitioners Course (OSINT): For DHS IE, Federal, state, local, tribal, and territorial intelligence/law enforcement professionals and first preventer/first responder personnel. This course enables students to define the Open Source landscape, conduct open source research, assess the utility of open source tools, and utilize various consolidated research resources. Students are evaluated through practical exercises and instructor evaluation. (ITB's entry level mobile training and distance learning course for DHS analysts).

Principles of Intelligence Writing and Briefing: Introduces writing and briefing techniques within the IE and provides a foundation in communication principles: close reading, analytical writing, and effective briefing. Throughout the course, students apply learned skills by preparing finished written products and briefs via homeland security-based case studies. (ITB's entry-level mobile training and distance learning course for DHS analysts).

Regional Analytic Advisor Plan (RAAP): This exchange among fusion center analysts, SLTT partners and Regional Analytic Advisors builds analytic centers of excellence at the fusion center level, ensuring the highest quality intelligence support to SLTT partners throughout the Homeland Security Enterprise. For more information or questions, contact IA.RAAP@hq.dhs.gov.

Reports Officers Briefing Course (ROBC): Designed to prepare entry-level Reports Officers for assignments in which they will draft, edit, review, and submit Intelligence Information Reports (IIRs) for publication. The

ROBC focuses less on the format and mechanics of writing a report and more on gaining an understanding of the Reports Officer's role in the DHS IE, policies and procedures that must be followed to ensure HIRs appropriately represent the Department, and the capabilities and limitations inherent to the DHS Reporting Program. Students are evaluated through practical exercises and instructor evaluation. (ITB's in-resident course).

State and Major Urban Area Fusion Centers serve as primary focal points of information sharing between Federal, state, local, tribal, and territorial governments. Fusion centers support the receipt, analysis, gathering, and sharing of threat-related information between the federal government and partners at all levels of government. Fusion centers are owned and operated by state and local entities. Fusion centers are uniquely situated to empower frontline law enforcement, public safety, fire service, emergency response, public health, and private sector security personnel to understand local implications of national intelligence, thus enabling tribal officials to better protect their communities. For assistance in developing a partnership with their local fusion center, tribes may contact [IA Tribal@dhs.gov](mailto:IA_Tribal@dhs.gov) or call (202) 447-4074.

Tribal Program is a central point of contact for tribal officials to obtain information about the

resources available in the DHS Office of Intelligence and Analysis. The Tribal Program conducts outreach and education across Indian Country to encourage tribes to participate in their local fusion centers. In addition, the Tribal Program provides expertise to the Department and fusion centers on homeland security issues facing Indian Country. For additional information please contact IA_tribal@dhs.gov or call (202) 447-4074.

Vulnerabilities and Threat Risk Assessment (VTRA): Introduces students to domestic and transnational threats facing the Homeland culminating in the creation of a vulnerability and risk assessment. Students will develop an understanding of how to evaluate threats, identify vulnerabilities in an area of responsibility, and assess threats to vulnerabilities to create risk assessments. Throughout the course, students are provided the opportunity to apply the lessons they have learned through a number of practical exercises designed to enhance their skill in creating vulnerability, threat, and risk assessments. Student knowledge is assessed through written products and briefings. (ITB's entry-level mobile training and distance learning course for DHS analysts).

Transportation Security Administration (TSA)

The Transportation Security Administration (TSA) was created in the wake of 9/11 to strengthen the security of the Nation's transportation systems and to ensure the freedom of movement for people and commerce. TSA employs a risk-based strategy to secure U.S. transportation systems, working closely with stakeholders in aviation, rail, transit, highway, and pipeline sectors, as well as the partners in the law enforcement and intelligence community. The agency sets the standard for excellence in transportation security through its people, processes, technologies and use of intelligence to drive operations.

Airspace Waivers: Certain areas of the National Airspace System are restricted to general aviation operations, unless an airspace waiver is granted following a thorough security threat assessment. These areas are in place to mitigate the threat of an airborne attack against key assets and critical infrastructure on the ground. TSA shares the responsibility with the FAA for managing the airspace waivers process. The General Aviation Division's Airspace Waivers Branch manages the security portion of the process and assists with the review of general aviation aircraft operators who request to enter areas of restricted airspace. Pilots must possess a copy of the waiver when filing a flight plan and during flight operations.

For further information, visit:
http://www.tsa.gov/what_we_do/tsnm/general_aviation/programs_aw.shtm

Contact phone number: 571-227-2071

Counterterrorism Guides TSA has created four Highway Security Counterterrorism Guides (Trucking, Motorcoach, School Transportation and Infrastructure). Each guide is a pocket-sized flip chart covering the following topics: Pre-Incident Indicators, Targets and Threats, Tactics, Prevention/Mitigation, Security Exercises, Chemical Biological Radiological Nuclear (CBRN), Licensing and Identification and Points of Contact.

Motorcoach

- [Employee Guide to Motorcoach Security Brochure](#)
- [Motorcoach Awareness Poster for Terminals: "Watch for Suspicious Items"](#)
- [Motorcoach Awareness Poster for Terminals: "Watch for Suspicious Behaviors"](#)

School Bus

- [Employee Guide to School Bus Security brochure](#)
- [School Transportation Employee Awareness Poster](#)
- [Laminated Security Awareness Driver Tip Card](#)
- School Transportation Security Awareness (STSA) DVD

Trucking

- [Security Guide for Owner-Operator Independent Drivers Association Members \(OODA\)](#)
- [Security Guide for Tank Truck Carrier Employees](#)

- [Security Guide for Private and Contract Carrier Company Employees](#)
- [Security Guide for Truck Rental Company Employees](#)

DVD based training programs In addition to these documents, TSA has developed two DVD based training programs. The first is entitled *Pipelines: Countering IEDs* and is intended to familiarize pipeline company employees and contractors with the threat posed by Improvised Explosive Devices (IEDs). This DVD employs four modules which familiarize viewers with the threat posed by IEDs, how to spot potential IEDs, how to respond to suspicious objects, and how to work with responding agencies in the event an IED is discovered or detonated on company property. This DVD incorporates interactive quizzes which can be used to test participants' knowledge at the end of each module.

The second DVD is *Protecting Pipeline Infrastructure: The Law Enforcement Role*. Identifying a gap in the existing training materials, TSA developed this DVD training program to enhance the understanding of pipeline systems and their security issues by law enforcement officials. This DVD provides a basic understanding of how pipeline systems function, the principal products they transport, as well as a description of the threats to, and vulnerabilities of, pipelines. Law enforcement officials will achieve a better understanding of the usual measures taken to protect pipelines, and actions they can take to assist in this effort during times of heightened security.

First Observer Program The First Observer program is a domain awareness and identification of possible security threat reporting system with a 24/7 call center.

Additionally, there is an Information Sharing and Analysis Center (ISAC) that sends information to the caller within 72 hours if threats are realized in the community. Contact 1-888-217-5902 to report for any suspicious activity. First Observer training curriculum is available. Register for the program by sending send information to highwaysecurity@dhs.gov.

Freight Rail Security Awareness Brochure A supplemental brochure, "Freight Rail Security Awareness," is available as a PDF file and can be customized by companies to meet their needs.

The CD and Brochure can be ordered by sending an email to freightrailsecurity@dhs.gov or by visiting the TSA web site at http://www.tsa.gov/what_we_do/tsnm/freight_rail/training.shtm.

General Aviation (GA) Secure Hotline TSA developed and implemented a GA hotline in partnership with the National Response Center. The GA Hotline serves as a centralized reporting system for general aviation pilots, airport operators, and maintenance technicians wishing to report suspicious activity at their airfield. Hotline phone number: 1-866-GA-SECUR (1-866- 427-3287)

GA Security Guidelines This document constitutes a set of federally endorsed guidelines for enhancing airport security at GA facilities throughout the Nation. It is intended to provide GA airport owners, operators, and users with guidelines and recommendations that address aviation security concepts, technology, and enhancements. http://www.tsa.gov/assets/pdf/security_guidelines_for_general_aviation_airports.pdf

Highway Government & Sector Coordinating Council (SCC) The objective of the Highway

Government Coordinating Council (GCC) is to coordinate highway and motor carrier security strategies and activities, to establish policies, guidelines and standards, and to develop program metrics and performance criteria for the mode. Highway Motor Carrier (HMC) has an active SCC for private industry to partner with senior government officials to collaborate and communicate on security initiatives designed to enhance the protection of the transportation sector's critical infrastructure and key resources. Please contact Boyd A. Stephenson at bstephenson@trucking.org to become a member of SCC.

HMC Brochures Available Highway Security Counterterrorism Guides, Awareness Brochures, Tip Cards, Posters, and training information can be found at www.TSA.Gov/Highway or for additional information email highwaysecurity@dhs.gov.

HMC I-STEP Program HMC I-STEP is an interactive, tabletop exercise program designed to test, verify and measure the effectiveness of security plans and protocols of our security partners. The main benefit to conducting an HMC I-STEP is to collect information on what is currently working in the highway mode and sharing the lessons learned and best practices. I-STEP exercises are held for all highway transportation sub-modes at various locations across the U.S. and stakeholders are encouraged to attend and actively participate. Specific date and location information can be found on the HMC website.

IED Recognition and Detection for Railroad Industry Employees Training CD TSA has produced a CD-ROM-based training program entitled, "IED Recognition and Detection for Railroad Industry Employees." This is a self-paced program that leads users through four

separate modules that focus on heightening rail employees' awareness of suspicious activity. Topics include an overview of the terrorist threat, high risk targets, improvised explosive device recognition, and inspection and response procedures.

Law Enforcement Officers Flying Armed (LEOFA)/ National Law Enforcement Telecommunications System (NLETS) Program

TSA's Office of Law Enforcement/Federal Air Marshal Service (OLE/FAMS) maintains oversight of the Law Enforcement Officers Flying Armed (LEOFA) program. The program assists Federal, state, local and tribal law enforcement agencies, who meet certain requirements, with the ability to travel armed on commercial aircraft. In support of this program, OLE/FAMS provides training to qualified law enforcement agencies that are able to demonstrate a need to fly armed. Qualified Federal agencies receive a Unique Federal Agency Number (UFAN), while state, local and tribal agencies utilize the National Law Enforcement Telecommunications System (NLETS) to transmit a message to TSA in order to fly armed. For general questions or guidance related to Law Enforcement Officers flying armed, please contact the Office of Law Enforcement/Federal Air Marshal Service, Liaison Division at (703) 487-0033 or LEOFA@dhs.gov.

Recommended GA Security Action Items TSA issued "Recommended Security Action Items for General Aviation Aircraft Operators" and "Recommended Security Action Items for Fixed Base Operators." These voluntary action items are measures that aircraft operators and fixed base operators should consider when they develop, implement or revise security plans or other efforts to enhance security.

http://www.tsa.gov/assets/pdf/ga_fbo.pdf
http://www.tsa.gov/assets/pdf/ga_ao.pdf

TSA Pipeline Security Guidelines and Pipeline Smart Security Practice Observations TSA has developed two significant documents to assist pipeline operators in securing their operations, the *TSA Pipeline Security Guidelines* and *Pipeline Smart Security Practice Observations*. The *Guidelines* document, which was issued in April 2011, provides explicit TSA recommendations for pipeline industry security practices. The *Smart Practice Observations* is a tool for pipeline security professionals seeking concepts or ideas to improve their security program. This document is a compilation of the smart security practices that were observed by the Pipeline Security Division during Corporate Security Reviews and Critical Facility Inspections of pipeline companies.

TSA Website/ Highway & Motor Carrier E-mail

TSA's main portal to highway security information is our HMC website (www.tsa.gov/highway). All TSA programs and initiatives can be found and researched from this portal. Additionally, HMC uses an email address (highwaysecurity@dhs.gov) to send, receive and facilitate communications with Federal, state, local, tribal and private sector stakeholders as deemed appropriate.

TSA Security Clearance Highway and Motor Carrier Program Office (HMC) will nominate, process, file and maintain Security Clearances as part of the Private Industry Clearance Program in conjunction with the Office of Personnel Security (PERSEC). Contact Young Ah Kim at Youngah.kim@tsa.dhs.gov.

DHS Grants

Assistance to Firefighter Grants (AFG) A program of the Federal Emergency Management Agency, grants are awarded to fire departments to enhance their ability to protect the public and fire service personnel from fire and related hazards. Three types of grants are available: Assistance to Firefighters Grants (AFG), Staffing for Adequate Fire and Emergency Response Grants (SAFER), and Fire Prevention and Safety Grants (FP&S). For more information visit www.fema.gov/firegrants/.

Community Assistance Program, State Support Services Element (CAP-SSSE): The Community Assistance Program –State Support Services Element (CAP-SSSE) program derives its authority from the National Flood Insurance Act of 1968, as amended, the Flood Disaster Protection Act of 1973, and from 44 CFR Parts 59 and 60. This program provides funding to states to provide technical assistance to communities in the National Flood Insurance Program (NFIP) and to evaluate community performance in implementing NFIP floodplain management activities. In this way, CAP-SSSE helps to:

- Ensure that the flood loss reduction goals of the NFIP are met,
- Build state and community floodplain management expertise and capability, and
- Leverage state knowledge and expertise in working with their communities.

For more information visit

www.fema.gov/plan/prevent/floodplain/fema-cap-ssse.shtm.

Community Disaster Loan Program: Provide funds to any eligible jurisdiction in a designated disaster area that has suffered a substantial loss of tax and other revenue. The jurisdiction must demonstrate a need for financial assistance to perform its governmental functions. For more information visit www.fema.gov/government/grant/fs_cdl.shtm.

Emergency Management Performance Grant: The purpose of the EMPG Program is to make grants to states to assist state, local, tribal and territorial governments in preparing for all hazards, as authorized by the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121 et seq.). Title VI of the Stafford Act authorizes FEMA to make grants for the purpose of providing a system of emergency preparedness for the protection of life and property in the United States from hazards and to vest responsibility for emergency preparedness jointly in the federal government and the states and their political subdivisions. The federal government, through the EMPG Program, provides necessary direction, coordination, and guidance, and provides necessary assistance, as authorized in this title so that a comprehensive emergency preparedness system exists for all hazards. For more information visit www.fema.gov/government/grant/empg.

Emergency Operations Center Grant Program: The FY 2010 EOC Grant Program is intended to improve emergency management and preparedness capabilities by supporting flexible, sustainable, secure, strategically located, and fully interoperable EOCs with a focus on addressing identified deficiencies and needs. Fully capable emergency operations facilities at

the state, local, and tribal levels are an essential element of a comprehensive national emergency management system and are necessary to ensure continuity of operations and continuity of government in major disasters or emergencies caused by any hazard. The purpose of the guidance in this document is to assist FEMA and partners in preparing, developing, and managing grant activities. For more information visit www.fema.gov/government/grant/eoc/index.shtm.

Fire Management Assistance Grant Program: Fire Management Assistance is available to state, local and tribal governments, for the mitigation, management, and control of fires on publicly or privately owned forests or grasslands, which threaten such destruction as would constitute a major disaster.

The Fire Management Assistance declaration process is initiated when a state submits a request for assistance to the FEMA Regional Director at the time a "threat of major disaster" exists. The entire process is accomplished on an expedited basis and a FEMA decision is rendered in a matter of hours.

For more information visit www.fema.gov/government/grant/fmagp/index.shtm.

Fire Prevention & Safety Grants: The Fire Prevention and Safety Grants (FP&S) are part of the Assistance to Firefighters Grants (AFG), and are under the purview of the Grant Programs Directorate in the Federal Emergency Management Agency. FP&S Grants support projects that enhance the safety of public and firefighters from fire and related hazards. The primary goal is to target high-risk populations and reduce injury and prevent death. In 2005,

Congress reauthorized funding for FP&S and expanded the eligible uses of funds to include Firefighter Safety Research and Development. For more information visit the website www.fema.gov/firegrants/fpsgrants/index.shtm

Flood Mitigation Assistance Program: The FMA program was created as part of the National Flood Insurance Reform Act (NFIRA) of 1994 (42 U.S.C. 4101) with the goal of reducing or eliminating claims under the [National Flood Insurance Program](http://www.fema.gov/government/grant/nfip/index.shtm) (NFIP). FEMA provides FMA funds to assist states, tribes, and communities implement measures that reduce or eliminate the long-term risk of flood damage to buildings, manufactured homes, and other structures insured under the National Flood Insurance Program. For more information visit www.fema.gov/government/grant/fma/index.shtm.

Hazard Mitigation Grant Program: The Hazard Mitigation Grant Program (HMGP) provides grants to states and local governments to implement long-term hazard mitigation measures after a major disaster declaration. The purpose of the HMGP is to reduce the loss of life and property due to natural disasters and to enable mitigation measures to be implemented during the immediate recovery from a disaster. The HMGP is authorized under Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act. For more information visit www.fema.gov/government/grant/hmgp/index.shtm.

Homeland Security Grant Program: Homeland Security Grant Program (HSGP) provides a primary funding mechanism for building and sustaining national preparedness capabilities. HSGP is comprised of five interconnected grant programs:

- State Homeland Security Program (SHSP)
- Urban Areas Security Initiative (UASI)
- Operation Stonegarden (OPSG)
- Metropolitan Medical Response System (MMRS)
- Citizen Corps Program (CCP)

For more information visit

www.fema.gov/government/grant/hsgp/index.shtm.

Pre-Disaster Mitigation Program: The Pre-Disaster Mitigation (PDM) program provides funds to states, territories, tribal governments, communities, and universities for hazard mitigation planning and the implementation of mitigation projects prior to a disaster event.

Funding these plans and projects reduces overall risks to the population and structures, while also reducing reliance on funding from actual disaster declarations. PDM grants are to be awarded on a competitive basis and without reference to state allocations, quotas, or other formula-based allocation of funds. For more information visit www.fema.gov/government/grant/pdm/index.shtm.

Public Assistance Grant Program: The mission of the Federal Emergency Management Agency's (FEMA) Public Assistance (PA) Grant Program is to provide assistance to state, local and tribal governments, and certain types of Private Nonprofit organizations so that communities can quickly respond to and recover from major disasters or emergencies declared by the President.

Through the PA Program, FEMA provides supplemental Federal disaster grant assistance for debris removal, emergency protective measures, and the repair, replacement, or restoration of disaster-damaged, publicly owned facilities and the facilities of certain Private Non-Profit (PNP) organizations. The PA Program also encourages protection of these damaged facilities from future events by providing assistance for hazard mitigation measures during the recovery process. For more information visit www.fema.gov/government/grant/pa/index.shtm.

Reimbursement for Firefighting on Federal Property: Under Section 11 of the Federal Fire Prevention and Control Act of 1974, reimbursement may be made to fire departments for fighting fire on property owned by the Federal government. Only firefighting costs over and above normal operating costs are reimbursable. Claims are submitted to USFA and are reviewed by the Deputy Administrator to ensure they meet the criteria outlined in the Code of Federal Regulations. For more information visit www.usfa.fema.gov/fireservice/grants/rfff/.

Staffing For Adequate Fire & Emergency Response Grants (SAFER): The Staffing for Adequate Fire and Emergency Response Grants (SAFER) was created to provide funding directly to fire departments and volunteer firefighter interest organizations to increase the number of trained, "front line" firefighters available in their communities. The goal of SAFER is to enhance the local fire departments' abilities to comply with staffing, response and operational standards established by the NFPA and OSHA (NFPA 1710 and/or NFPA 1720 and OSHA

1910.134). For more information visit www.fema.gov/firegrants/safer/index.shtm.

Tribal Homeland Security Grant Program:

THSGP provides supplemental funding directly to eligible tribes to help strengthen the nation against risks associated with potential terrorist attacks. The THSGP enhances the ability of tribal nations to prevent, protect against, respond to, and recover from potential terrorist attacks and other hazards. Pursuant to the 9/11 Commission Act, a directly eligible Tribe applying for a grant shall designate an individual to serve as a tribal liaison with the Department of Homeland Security (DHS) and other Federal, state, local, and regional government officials. The THSGP is an important part of the

Administration's larger, coordinated effort to strengthen homeland security preparedness by including tribal nations. The THSGP implements objectives addressed in a series of post-9/11 laws, strategy plans, and Homeland Security Presidential Directives. For more information visit

<http://www.fema.gov/government/grant/thsgp/index.shtm>.

Appendix A

Department of Homeland Security Contacts

COMPONENTS	POC	Email	Phone Numbers
CBP	Michael Chavira	cbp-state-local-tribal-liaison@dhs.gov	(202) 344-3315
CBP	ACE Help Desk		(800) 927-8729
CBP	Air & Marine Operations Center (AMOC)		(951) 656-8000
CBP	Carrier Liaison Program	clp@dhs.gov	(202) 344-3440
CBP	CBP INFO Center		(877) CBP-5511
CBP	Client Representative Office		(571) 468-5000
CBP	Electronic System for Travel Authorization (ESTA)		(202) 344-3710
CBP	Global Entry	cbp.goes.support@dhs.gov	(866) 530-4172
CBP	Industry Partnership Program	industry.partnership@dhs.gov	(202) 344-1180
CBP	Intellectual Property Rights Help Desk	ipr.helpdesk@dhs.gov	(562) 980-3119 ext. 252
CBP	Intellectual Property Rights Policy and Programs	iprpolicyprograms@dhs.gov	
CBP	National Gang Intelligence Center		(703) 414-8600
CBP	Private Aircraft Travel Entry Programs	private.aircraft.support@dhs.gov	
CBP	Secure Freight Initiative	securefreightinitiative@dhs.gov	
CBP	Trusted Traveler Programs (NEXUS, SENTRI, FAST)	cbp.goes.support@dhs.gov	
CRCL	Disability Preparedness	Disability.preparedness@dhs.gov	(202) 357-8483
CRCL	Training	crcltraining@dhs.gov	(202)357-8258
CRCL	Tanya Cantrell	Tanya.Cantrell@dhs.gov	(202) 254-8214
CS&C	Control Systems Security Program (CSSP)	CSSP@dhs.gov	
CS&C	Cybersecurity Evaluation Tool	CSET@dhs.gov	
CS&C	Information Technology Sector	ncsd_cipcs@hq.dhs.gov	
CS&C	Office of Emergency Communications	oec@hq.dhs.gov	
CS&C	Software Assurance Program	software.assurance@dhs.gov	
CS&C	U.S. Computer Emergency Readiness Team (US-CERT)	info@us-cert.gov	(888) 282-0870
CS&C	US-CERT Secure Operations Center	soc@us-cert.gov	888-282-0878
DHS	Center for faith-based and Neighborhood Partnerships	infofbc@dhs.gov	
DHS	Homeland Security Information Network (HSIN)	hsin.helpdesk@dhs.gov	866-430-0162
DHS	Lessons Learned and Information Sharing (LLIS)	feedback@llis.dhs.gov	866-276-7001
DHS	National Information Exchange Model Program	niempmo@niem.gov	
DNDO	Steven Gunnink	D.Gunnink@HQ.DHS.GOV	(202) 254-7106
FEMA	Richard Flores	richard.flores@dhs.gov	(202) 646-4663

FLETC	Terry Todd	terry.todd@dhs.gov	(575) 746-5717
I&A	Lorinda Riley	lorinda.riley@dhs.gov	(202) 447-4074
ICE	Lorena Balanta	Lorena.balanta@dhs.gov	(202) 732-3925
NPPD	Jim Caverly (IP)	jim.caverly@hq.dhs.gov	(703) 603-5011
OHA	Kate Alford	Kate.Alford@dhs.gov	(202) 254-6855
OPS	Gabrielle Gallegos	gabrielle.gallegos@HQ.DHS.GOV	(202) 343-2493
PRIV	Ken Hunt	ken.hunt@HQ.DHS.GOV	(703) 235-0762
S&T	Milton Nenneman	Milton.nenneman@dhs.gov	(202) 841-7898
TSA	Howard Goldman	Howard.Goldman@dhs.gov	(571) 227-2679
USCG	Kirstin Riesbeck	Kirstin.riesbeck@uscg.mil	(202) 245-0527
USCIS	Victoria Porto	victoria.porto@dhs.gov	(202) 272-9025

DHS IGA: Director of Tribal Affairs, Steve Golubic, 202-282-9429, steve.golubic@dhs.gov