Alaska Division of Homeland Security and Emergency Management

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| Federal Fiscal Year 2025 State Homeland Security Program (SHSP) Grant  Application Coversheet |

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| **Application Deadline 12:00 p.m., Wednesday, January 29, 2025** |

Application Checklist

Application Package includes the following:

1. Completed Federal Fiscal Year (FFY) 2025 State Homeland Security Program (SHSP) Grant Application Coversheet.

2. Completed Federal Fiscal Year (FFY) 2025 State Homeland Security Program (SHSP) Grant Project Application Form(s). ***Must complete one form for each individual project***.

3. Signatory Authority Form with required three (3) signatures for jurisdiction (available at https://ready.alaska.gov/Grants)

4. Proof of local jurisdiction Citizen Corps national database registration to support Citizen Corps/ Community Emergency Response Team (CERT) projects, if applicable.

5. Jurisdiction’s Procurement Policy

6. Jurisdiction’s Travel Policy (if travel is being requested)

If items 5 and 6 are available online, provide the web address (es) here: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

7. Print-out of Jurisdiction’s [www.SAM.gov](http://www.SAM.gov) Entity Overview record displaying the jurisdiction’s UEI Number

Attach any applicable Memorandum of Understanding (MOU) or Memorandum of Agreement (MOA) related to the inter-agency project.

Attach your jurisdiction’s last financial audit. Electronic copies are acceptable. If the document is available online, you may provide the web address here: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Jurisdiction:** |  |
| **Responsible Borough:**  **(if applicable)** |  |
| Submissions for a jurisdiction under a Borough are no longer required to be coordinated through the Borough. Jurisdictions may submit their applications independently of the Borough unless otherwise stated in the Borough’s policy. However, jurisdictions within a Borough should consider a courtesy copy to the Borough to strengthen prevention, protection, mitigation, response, and recovery within the whole community. | |

***Only four (4) projects per jurisdiction may be submitted. There is a limit of no more than three (3) equipment projects. An additional AlaskEx exercise may be included for a total of five (5) projects***.

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| --- | --- | --- | --- | --- | --- |
|  | | | Complete Applicable Boxes Below  Is the project: | | |
| Project Priority | Project Budget Category (drop-down options) | Project Title | Law Enforcement Related | National Priority Related | AK Assessment or WICF Gap?  Yes or No | Funding Request |
|  | Choose an item. |  |  |  |  | $ |
|  | Choose an item. |  |  |  |  | $ |
|  | Choose an item. |  |  |  |  | $ |
|  | Choose an item. |  |  |  |  | $ |
| **AlaskaEx** | |  |  |  |  | $ |
| **Total Requested SHSP Funds:** | | | | | | **$** |

**Jurisdiction Point of Contact for Project Applications**

**Name:**       **Telephone Number:**

**Address:**       **Fax Number:**

**Email Address:**

**Certification and Authorization to Submit Application**

**By signature below, the undersigned certify and acknowledge:**

the jurisdiction has a financial management system in accordance with the 2 CFR *OMB Guidance for Federal Assistance, §200.302 Financial management* and;

the jurisdiction complies with all local procurement policies and procedures and conforms to applicable state and federal law and the standards identified in 2 CFR *OMB Guidance for Federal Assistance,* *§200.317-.327 Procurement Standards* to include having a written code of standards when using federal funds and;

the undersigned has been duly authorized by the jurisdiction to submit this application and will comply with the assurances, agreements, and/or special conditions set forth upon receipt of the grant award.

**Jurisdiction Financial Officer**

**Printed Name:**       **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Signature

**Jurisdiction Signatory Official**

**Printed Name:**       **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Signature

Project Applications and Cover Sheet may be submitted electronically (in PDF format with complete signatures) or by mail or fax to:

**Division of Homeland Security and Emergency Management**

**Attn: Homeland Security Grants Administrator**

**PO Box 5750**

**JBER, Alaska 99505-5750**

**Email:** [mva.grants@alaska.gov](mailto:mva.grants@alaska.gov)

**Fax: (907) 428-7009 / Phone: (907) 428-7000 or 1-800-478-2337**