

Ark-Tex Council of Governments Homeland Security Allocation Process

The ATCOG Homeland Security Advisory Committee (HSAC) consists of emergency management coordinators, judges, mayors, fire chiefs, EMS directors, volunteer fire fighters, police chiefs, and representatives from the Texas Forest Service and Texas Department of Public Safety. Each of ATCOG’s nine counties is represented as well as the two major cities: The City of Texarkana and the City of Paris. The HSAC was created by Ark-Tex Council of Governments to advise the Board of Directors in all matters related to regional homeland security and to recommend to the Board of Directors plans and programs which improve the emergency response and recovery throughout the region which support and maintain the State of Texas Goals for Homeland Security in order to maximize effective and efficient use of resources.

Each year, ATCOG receives State Homeland Security Program funding to help prevent, mitigate, respond and recover from terrorism activities. ATCOG HSAC uses a scoring process to prioritize HSGD application.

The scoring process will score projects in categories of risk, reasonableness, and priority level, each category weighed equally. The scoring process will allot additional points to applicants applying for regional projects, applicants who participated in Development of the THIRA/SPR/IP, and applicants who did not receive funding the previous year grant year. Scores will be calculated, and projects will be prioritized/ranked by scores and recommended for funding in that rank order.

Up to 100pts	Up to 100pts	Up to 100pts	Bonus Points Awarded				
Risk	Reasonableness	priority level	Regional Project +5	Participated in Annual communication exercise +5	Participated in Special Events Data collection +5	participated in development of THIRA/SPR/IP +5	Did not received HSGD funding prior grant year +20

Grant Application Workshop

All grant applicants must attend the Grant Application Workshop in order to be eligible for grant funding.

The grant application workshop will include the following information:

- a. Who can apply and what activities are eligible under each funding opportunity
- b. Requirements for project problem statements with supporting data, goal statement, project activity explanations, current and target output and outcome measures, and budget categories and line items

- c. The project period for each funding opportunity
- d. Applicable rules, regulations, and certifications required
- e. Any prohibitions
- f. Civil rights rules related to applicant employees and projects or activities
- g. State strategies or funding preferences
- h. Potential jurisdictional funding allocations based on risk-based funding allocation formula
- i. Local policies and procedures that affect the COG's prioritization process
- j. Due dates for applicants to submit and certify applications

ATCOG Staff Review and HSAC Recommendation for Funding

Once all applications are received, the applications are reviewed by ATCOG staff to ensure completion and that all requested items are allowable. The HSAC reviews the projects to ensure all projects are in line with regional priorities (if applicable) and have met the regional eligibility requirement of 75% participation in the monthly ATCOG Communication Repeater Tests.

Applications are then scored via ballot in categories of risk, reasonableness, and priority level. The scoring process will allot additional points to applicants applying for regional projects, applicants whom participated in the Special Events data collection, Regional Communication Exercise, Development of the THIRA/SPR/IP, regional project, and applicants who did not receive funding the previous year grant year. Each HSAC member has plans and reports in possession and may bring these documents to the meeting for reference, but are not required. The committee's involvement provides an overarching knowledge of each jurisdiction within the region, which guides and aids the HSAC during the scoring of projects. Scores will be calculated and projects will be prioritized/ranked by scores and recommended for funding in that rank order.

ATCOG's project will be ranked as number (1) in the prioritization process and shall receive full funding. Any other special projects approved by the HSAC committee will be ranked as number (2) and so forth. LETPA projects will have priority funding until the 30% LEPTA threshold is met. Once met, the remaining LEPTA projects will resume ranking with the regular SHSP projects. In the event of a tie between two or more projects, the lowest rankings on each project involved will be dropped until the tie is broken. Applicants who submit multiple projects must identify which is their primary project for ATCOG prioritization ranking. Secondary projects will be ranked at the bottom based on their score and will only be funded if enough funds are available after all primary projects are funded. Jurisdictions may also apply for competitive state funding for projects with no limit, and these projects will not be scored by the HSAC committee. Any representative from the agency applying is prohibited from including his or her agency's project in the prioritization due to the conflict of interest policy in ATCOG's HSAC bylaws. All projects must be scalable. If the amounts of LETPA projects submitted do not meet the 25% LETPA requirement, ATCOG HSAC can increase the LETPA projects' amounts to meet the requirement.

Final Project Allocation

Following the committee meeting, the project allocation recommendation and prioritization results will be presented to the ATCOG Board of Directors for approval. Board approved prioritization will be submitted to the Office of the Governor for final determination.