



**Homeland
Security**

Fiscal Year (FY) 2007 Transit Security Grant Program (TSGP) Frequently Asked Questions (FAQs)

What is the purpose of the FY 2007 TSGP?

The purpose of the FY 2007 TSGP is to create a sustainable, risk-based program for the protection of transit systems and the traveling public from terrorism, with special emphasis on explosives and non-conventional threats that would cause major loss of life and severe disruption.

How many jurisdictions are eligible for the FY 2007 TSGP?

For FY 2007, 28 States may submit applications covering 36 urban areas¹, as referenced in the table attached at the end of these FAQs.

Who within those jurisdictions may apply for the FY 2007 TSGP?

Individual rail and intracity bus transit systems servicing FY 2007 Urban Areas Security Initiative (UASI) jurisdictions eligible to receive pass-through funds from the SAA are identified in the table attached to these FAQs.

The Governor of each State and territory has designated a State Administrative Agency (SAA) to apply for and administer funds from DHS. Accordingly, the relevant SAA is the only agent eligible to apply for the funds identified in this program announcement.

How much funding is available for the FY 2007 TSGP Program?

The FY 2007 TSGP will provide a total of \$171,780,000 for transit security.

The table below summarizes how funding is made available:

Transportation Mode	FY 2007 Funding
Tier I: rail & intracity bus	\$141,440,463
Tier II: rail & intracity bus	\$14,200,000
Amtrak	\$8,309,537
Ferry Systems	\$7,830,000
TOTAL	\$171,780,000

¹ For purposes of the FY 2007 TSGP, the following regions are counted as single urban areas: 1) Greater Los Angeles Area (comprised of the Los Angeles/Long Beach and Anaheim/Santa Ana UASI jurisdictions); 2) the Greater National Capital Region (comprised of the National Capital Region and Baltimore UASI jurisdictions); 3) the New York City/Northern New Jersey Area (comprised of the New York City and Jersey City/Newark UASI jurisdictions); and, 4) the Miami/Ft. Lauderdale Area.

What is the submission deadline for FY 2007 TSGP applications?

The application deadline for the FY 2007 TSGP is 11:59 PM EST, March 6, 2007.

How do eligible applicants submit applications for the FY 2007 TSGP?

The SAA must apply for FY 2007 TSGP funding through the Grants.gov system at <http://www.grants.gov>.

How does the FY 2007 TSGP improve homeland security?

The TSGP is one of five grant programs that constitute the Department of Homeland Security Fiscal Year 2007 Infrastructure Protection Program (IPP).² The IPP is one tool among a comprehensive set of measures authorized by Congress and implemented by the Administration to help strengthen the nation's critical infrastructure against risks associated with potential terrorist attacks.

What are the priorities of the FY 2007 TSGP?

The funding priorities for the FY07 TSGP reflect the Department's overall investment strategy, in which two priorities have been paramount: risk-based funding and regional security cooperation.

First, and based upon ongoing intelligence analysis, extensive security reviews, consultations with the transit industry and Congressional direction, DHS has once again focused the bulk of its available transit grant dollars on the highest-risk systems in our country's largest metropolitan areas. Eligible agencies were identified using a comprehensive, empirically-grounded risk analysis model that is described below in the section regarding eligible recipients.

Second, DHS places a very high priority on ensuring that all TSGP applications reflect robust regional coordination and can show an investment strategy that institutionalizes regional security strategy integration. This priority is a core component in the Department's statewide grant programs and the Urban Area Security Initiative grants.

In addition to these two overarching priorities, the Department identifies the following seven specific priorities as our highest priority selection criteria for the FY07 TSGP rail and bus grants:

1. *Protection of high risk/high consequence underwater and underground rail assets.* Many of the nation's largest transit systems have significant track miles and large concentrations of riders in rail systems that run underground and underwater. It is the highest priority of the FY07 TSGP to support measures that will protect underground rail system assets, and particularly underwater assets, from terrorist attack by improvised explosive devices (IEDs) or other threats that can damage or significantly breach such assets. Active coordination and regular testing of emergency evacuation plan can greatly reduce loss of life in serious incidents.
2. *Protection of other high risk/high consequence assets and systems that have been identified through system-wide risk assessments.* It is imperative that transit agencies focus countermeasure resources on their highest risk, highest consequence areas or systems. The

² The IPP's other components include grants targeted for marine ports, intercity bus companies, the trucking industry's Highway Watch program and the Buffer Zone Protection Program for other high-risk infrastructure facilities.

TSGP will particularly support development and enhancement of capabilities to prevent, detect and respond to terrorist attacks employing chemical, biological, radiological, nuclear and explosive (CBRNE) weapons, particularly IEDs. For example, a system-wide assessment may highlight the need to segregate critical security infrastructure from public access. One solution could be an integrated intrusion detection system, controlling access to these critical facilities or equipment. Transit systems should consider security technologies to help reduce the burden on security manpower. Using smart CCTV systems in remote locations could help free up security patrols to focus on more high risk areas.

3. *Use of visible, unpredictable deterrence.* Visible and unpredictable security activities instill confidence and enhanced security awareness in the riding public, and deter attacks by disrupting the ability of terrorists to prepare for and execute attacks. Examples include the acquisition, training, and certification of explosives detection canine teams; training of law enforcement, security officials and front-line employees in behavioral pattern recognition; and procurement of mobile detection or screening equipment to identify the presence of explosives or their residue and other suspicious items on persons or in packages.
4. *Targeted counter-terrorism training for key front-line staff.* Effective employee training programs address individual employee responsibilities and provide basic security awareness to front line employees, including equipment familiarization, assessing and reporting incident severity, appropriate responses to protect self and passengers, use of protective devices, crew communication and coordination, and incident evacuation procedures. For example, well trained and rehearsed operators can help ensure that if an underground station has suffered a chemical agent attack, trains – and the riding public – are quickly removed from the scene, thus reducing their exposure and risk.
5. *Emergency preparedness drills and exercises.* In order to assess and enhance a system's capability to respond under the variety of serious incidents, transit agencies are encouraged to maintain an emergency drill and exercise program to test key operational protocols including coordination with first responders. The TSGP can support exercises related to terrorist attack scenarios (such as IED or CBRNE attacks), natural disasters and other emergencies. Such programs can take various forms, from table top exercises to more comprehensive multi-agency full-scale exercises. TSGP funds also support rigorous after action assessments to identify further system improvements.
6. *Public awareness and preparedness campaigns.* A public awareness and preparedness program can employ announcements, postings in stations and transit vehicles or other media to ensure awareness of heightened alert or threat conditions. Effective awareness programs enlist the public in becoming an informal part of an agency security plan. They should explain specific actions the public can take to contribute to strengthening system security³.
7. *Efforts in support of the national preparedness architecture.* Transit agencies are encouraged to take steps to embrace the national preparedness architecture priorities, several of which have already been highlighted as TSGP priorities. The following six national priorities are particularly relevant: expanding regional collaboration; implementing the National Incident Management System, the National Response Plan and the National Infrastructure Protection

³ For more information about citizen preparedness, see the Citizen Corps website at <http://www.citizencorps.gov/>.

Plan; strengthening information sharing and collaboration capabilities; enhancing interoperable communications capabilities; strengthening CBRNE detection and response capabilities; and improving citizen preparedness capabilities.

What are the key differences between the FY 2007 TSGP and the FY 2006 TSGP?

Key changes to the TSGP include:

- *Transit Security Funding Priorities* - The Transportation Security Administration (TSA) has identified key security funding priorities for transit systems.
- *Competitive Ferry Grants* – Guidance for Ferry Systems will now be distributed through a supplemental document and applications will be filed through a separate process.
- *Intercity Passenger Rail Security* – Funding for intercity passenger rail security is now integrated within the TSGP; there is no longer a stand alone Intercity Passenger Rail Security Grant Program. Amtrak remains the sole eligible applicant for these funds.
- *Combined Allocations for Rail and Intracity Bus* – To ensure maximum flexibility for addressing regional risks, the allocations for the rail and intracity bus modes are being provided as a single resource pool within each risk tier in FY 2007.
- *Project Minimums* - \$50,000 for training and/or exercises; \$250,000 for other projects.
- *Period of Performance* – Performance period is now 36 months.
- *Investment Justification* – All applicants will be required to submit an investment justification for each proposed project rather than a “transit system overview” and “project plan”.

General changes to the overall Infrastructure Protection Program (IPP) include:

- *Interaction with Grantees During Application Period* – In FY 2007, the Department is placing a strong emphasis on cooperative dialogue with stakeholders during the application period to ensure that applicants clearly understand program priorities and requirements, and that the projects submitted offer the best potential for risk mitigation.

Do activities under the FY 2007 TSGP fall under the National Environmental Policy Act (NEPA) requirements?

NEPA requires DHS to analyze the possible environmental impacts of each construction project funded by a DHS grant. The purpose of a NEPA review is to weigh the impact of major Federal actions or actions undertaken using Federal funds on adjacent communities, water supplies, historical buildings, endangered species, or culturally sensitive areas prior to construction. Grantees may be required to provide additional detailed information on the activities to be conducted, locations, sites, possible construction activities, possible alternatives, and any environmental concerns that may exist. Results of the NEPA Compliance Review could result in a project not being approved for DHS funding, the need to perform an Environmental Assessment or draft an Environmental Impact Statement.

How will applications be evaluated?

In evaluating Investment Justifications and Detailed Budgets the following factors will be considered:

1. *Funding priorities*
 - Projects will be evaluated on the extent to which they address the specific security requirements outlined in the FY 2007 Program Guidance and Application Kit.
2. *Cost effectiveness*
 - Projects will be evaluated on the expected impact on security relative to the investment.
3. *Ability to reduce risk of catastrophic events*
 - Projects will be evaluated and prioritized on their ability to reduce risk
4. *Sustainability without additional Federal funds and leveraging of other funding*
 - Projects will be evaluated and prioritized regarding the extent to which they exhibit a likelihood of success, or continued success, without requiring additional Federal assistance. Projects will also receive additional preference based on the commitment of an applicant to provide a cash match or operational equivalent regardless of amount and source. Projects will, however, be considered regardless of whether there is a match or equivalent.
5. *Timelines*
 - Projects will be evaluated on the ability of the applicant to complete the proposed project within submitted timeframes.
6. *Section 5307*
 - Recipients of Section 5307 grant funds from the Department of Transportation are required to allocate at least 1 percent of their annual award for security projects, or to certify that they do not need to allocate any of these funds for security projects. Applicants that receive Section 5307 grants and allocate at least 1 percent of their Section 5307 funds will receive additional preference for funding under the FY 2007 TSGP.

Are there additional resources available to assist in preparing an application?

DHS has included appendices within the Program Guidance that provide additional detailed guidance on key program requirements and the recommended format and content for application submission requirements for the FY 2007 TSGP.

In addition, G&T maintains a Centralized Scheduling and Information Desk (CSID) Help Line. The CSID is a comprehensive coordination, management, information, and scheduling tool developed by DHS through G&T for homeland security terrorism preparedness activities. Questions pertaining to the FY 2007 IPP application process should be directed to CSID. The CSID can be contacted at 1-

800-368-6498 or askcsid@dhs.gov. CSID hours of operation are from 8:00 am–6:00 pm (EST), Monday-Friday.

FY 2007 TSGP Eligible Transit Systems by Tier, State and Urban Areas

Tier	State	Urban Area	Eligible System	Eligible Mode	FY 2007	
I	CA	Bay Area	Alameda-Contra Costa Transit District (AC Transit)	Bus	\$13,820,695	
			Altamont Commuter Express (ACE)	Commuter Rail		
			Bay Area Rapid Transit District (BART)	Heavy Rail		
			Central Contra Costa Transit Authority	Bus		
			Golden Gate Bridge, Highway and Transportation District	Bus		
			Metropolitan Transportation Commission (Transbay Bus Terminal)	Bus		
			Peninsula Corridor Joint Powers Board (Caltrain)	Commuter Rail		
			San Francisco Municipal Railway (MUNI)	Commuter Rail, Light Rail, Bus		
			San Mateo County Transit Authority (SamTrans)	Bus		
			Santa Clara Valley Transportation Authority (VTA)	Light Rail, Bus		
			City of Los Angeles Department of Transportation	Bus		
			Foothill Transit	Bus		
			Long Beach Transit	Bus		
			Los Angeles County Metropolitan Transportation Authority	Heavy Rail, Light Rail, Bus		
	Orange County Transportation Authority (OCTA)	Bus				
	Santa Monica's Big Blue Bus	Bus				
	Southern California Regional Rail Authority (Metrolink)	Commuter Rail				
	DC/MD/VA	Greater National Capital Region (National Capital Region and Baltimore UASI Areas)	City of Alexandria (Alexandria Transit Company)	Bus	\$18,255,505	
			Fairfax County Department of Transportation	Bus		
			Maryland Transit Administration (MTA)	Commuter Rail, Heavy Rail, Light Rail, Bus		
			Montgomery County Department of Transportation	Bus		
			Potomac and Rappahannock Transportation Commission	Bus		
			Prince George's County Department of Public Works and Transportation	Bus		
			Virginia Railway Express (VRE)	Commuter Rail		
			Washington Metropolitan Area Transit Authority (WMATA)	Heavy Rail, Bus		
			Georgia Regional Transportation Authority	Bus		\$3,440,060
			Metropolitan Atlanta Rapid Transit Authority (MARTA)	Heavy Rail, Bus		
	IL/IN	Chicago Area	Chicago Transit Authority (CTA)	Heavy Rail, Bus	\$12,837,834	
			Northeast Illinois Commuter Railroad Corporation (METRA)	Commuter Rail		
			Northern Indiana Commuter Transportation District	Commuter Rail		
	MA	Boston Area	PACE Suburban Bus	Bus	\$15,324,394	
			Massachusetts Bay Transportation Authority (MBTA)	Commuter Rail, Heavy Rail, Light Rail, Bus		
	NY/NJ/CT	New York City/Northern New Jersey Area (New York City and Jersey City/Newark UASI Areas)	Connecticut Department of Transportation	Commuter Rail	\$61,000,000	
			Metropolitan Transportation Authority (MTA)	Heavy Rail, Commuter Rail, Bus		
			New Jersey Transit Corp. (NJT)	Light Rail, Commuter Rail, Bus		
			Port Authority of New York and New Jersey (PANYNJ)	Heavy Rail, Bus Terminals		
PA/NJ	Philadelphia Area	Westchester County Department of Transportation	Bus	\$9,702,940		
		Delaware River Port Authority (DRPA)	Heavy Rail			
		New Jersey Transit Corp. (NJT)	Commuter Rail, Light Rail, Bus			
II	AZ	Phoenix Area	City of Phoenix Public Transit Department	Bus	\$14,200,000	
			Valley Metro Regional Public Transportation Authority (Valley Metro)	Bus		
	CA	Sacramento Area	City of Tucson Transit	Bus		
			Sacramento Regional Transit District	Light Rail		
	CA	San Diego Area	North San Diego County Transit District (NCTD)	Commuter Rail, Bus		
			San Diego Metropolitan Transit System (MTS)	Light Rail, Bus		
	CO	Denver Area	Regional Transportation District	Light Rail, Bus		
			Jacksonville Area	Other Rail (AG)		
	FL	Miami/Fort Lauderdale (Miami and Fort Lauderdale UASI Areas)	Jacksonville Transportation Authority	Other Rail (AG)		
			Broward County Division of Mass Transit	Bus		
			Miami-Dade Transit	Heavy Rail, Other Rail (AG), Bus		
			South Florida Regional Transportation Authority (Tri-Rail)	Commuter Rail		
	FL	Orlando Area	Central Florida Regional Transportation Authority	Bus		
			Hillsborough Area Regional Transit Authority (HART)	Bus		
	FL	Tampa Area	Pinellas Sun Coast Transit Authority	Bus		
			Honolulu Area	Bus		
	HI	Honolulu Area	City and County of Honolulu Department of Transportation Services	Bus		
			New Orleans Area	Bus		
	LA	New Orleans Area	Jefferson Parish Department of Transportation	Bus		
			New Orleans Regional Transit Authority (NORTA)	Light Rail, Bus		
	MI	Detroit Area	City of Detroit Department of Transportation	Bus		
			Detroit Transportation Corporation	Other Rail (AG)		
	MN	Twin Cities Area	Suburban Mobility Authority for Regional Transportation	Bus		
			Metro Transit	Light Rail, Bus		
	MO	St. Louis Area	Bi-State Development Agency (Metro)	Light Rail, Bus		
			Madison County Transit District	Bus		
	NV	Las Vegas Area	Regional Transportation Commission of Southern Nevada	Bus		
			Buffalo Area	Light Rail		
	NY	Buffalo Area	Niagara Frontier Transp. Authority	Light Rail		
			Charlotte Area Transit System (CATS)	Bus		
	NC	Charlotte Area	Charlotte Area Transit System (CATS)	Bus		
			Cincinnati Area	Bus		
	OH	Cincinnati Area	Southwest Ohio Regional Transit Authority	Bus		
			Transit Authority of Northern Kentucky	Bus		
	OR	Portland Area	The Greater Cleveland Regional Transit Authority	Heavy Rail, Light Rail, Bus		
			Clark County Public Transportation Benefit Area (C-TRAN)	Bus		
PA	Pittsburgh Area	Tri-County Metropolitan Transportation District (Tri-Met)	Light Rail			
		Port Authority of Allegheny County	Light Rail, Bus			
RI	Providence Area	Rhode Island Public Transit Authority	Bus			
		Memphis Area	Light Rail			
TN	Memphis Area	Memphis Area Transit Authority	Light Rail			
		Dallas Area Rapid Transit (DART)	Light Rail, Bus			
		Fort Worth Transportation Authority (The T)	Bus			
		Trinity Railway Express (TRE)	Commuter Rail			
TX	Houston Area	Metropolitan Transit Authority of Harris County	Light Rail, Bus			
		San Antonio Area	Bus			
VA	Norfolk Area	VIA Metropolitan Transit	Bus			
		Hampton Roads Transit	Bus			
WA	Seattle Area	Central Puget Sound Regional Transit Authority (Sound Transit)	Commuter Rail, Light Rail			
		King County Department of Transportation	Bus			
		Pierce County Public Transportation Benefit Area Corporation (Pierce Transit)	Bus			
		Snohomish County Transportation Benefit Area Corporation (Community Transit)	Bus			
WI	Milwaukee Area	Milwaukee County Transit System	Bus			
		Amtrak				
Total					\$8,309,537	
Total					\$163,950,000	

Note: "Other Rail" includes: 1) Automated Guideway (AG); and, 2) Cable Car (CC)

New Urban Areas and Transit Systems Eligible in FY 2007 for TSGP

Applicant Questions Raised during TSA Conference Calls (Through Feb 14, 2007)

Is the payment of salaries for police personnel an allowable expense under this year's guidance?

Costs incurred during training are allowable expenses. The grant will cover overtime and backfill, but will not cover salaries.

Knowing that Congress has approved roughly \$175 million for this grant, why is there a difference between that figure and the advertised available amount of \$171,780,000?

Legislation allows the Department of Homeland Security to use up to 3% of the overall grant for management and administrative costs related to administering the TSGP. The difference accounts for money that has been taken out to pay for management and administrative costs to the Federal government, prior to the release of funds.

Can you confirm that the applications must be submitted through the State Administrative Agencies (SAAs)?

That is correct. Transit agencies are still required to submit their applications through the SAAs, as well as posting projects on the DHS secure portal.

Are transit agencies limited to five (5) project submissions this year?

Tier I agencies are allowed to submit five (5) projects from Regional Working Groups and ten (10) for individual agency investments. Tier II applicants may submit 1 application with up to three (3) projects.

Are Amtrak and Ferry systems allowed to compete in Tier II?

No, Ferry and Amtrak stakeholders each have their own allocations and supplemental guidance.

Regarding the priority to enhance visible, unpredictable deterrence, how does this relate to proactive measures, such as train sweeps and patrolling stations? Does the grant cover overtime?

Proactive train sweeps and patrolling are aligned with that priority. But the funding of overtime costs do not extend to operational capabilities; they cover only training and exercise-oriented projects. The costs of which you are alluding are covered within a UASI Grant Program pilot program.

Regarding the investment justification and the timeline for submission for Tier I, is this part of the March 6, 2007, deadline?

No; for Tier I systems, full investment justifications are not required by March 6, 2007. They are required 90 days from the date of final award.

Are agencies required to fill out the investment justification for each separate project?

Yes. Only the first part (the agency background section) is required to be submitted once.

Is the March 6 deadline for Tier I and Tier II?

Yes, but different Tiers will be required to submit different items at that point. Tier I is required to submit their SF-424 application sheet while Tier II is required to submit applications and final project proposals. We will be in contact with you throughout this entire process to expedite pushing the money out to you.

Does the FY 07 guidance have any construction restrictions on it?

We'd like to submit this question for the record to have it accurately answered.

Regarding the minimum funding amounts in two categories, are agencies required to submit projects in each of these categories?

No. The minimum funding only means that if you have a project that requests funds in one of those areas, then that minimum amount of funding must be requested.

If we apply for canine teams under this grant, may the awarded amounts be used to supplement funds already received through the National Explosives Detection Canine Team Program and the TSGP program or are we limited to using funds for the purchase of new teams?

Any funds awarded through the TSGP can certainly supplement what you're already getting from the government. Food, medical care and other such maintenance costs for the dogs are not allowable costs. Please submit the details of this question in an email to askcsid@dhs.gov. We are really behind the use of funds for this program.

Is there a matching funds requirement this year?

A match is not currently required in the FY 07 guidance, though we are considering the possibility of a match requirement of up to 20% for FY 08.

Do the agencies have to reach consensus on regional projects?

We encourage you to do so, but we also encourage separate project plans from individual transit agencies. We're not going to require collaboration, though it is encouraged.

Is the Ferry Grant Program competitive?

Yes, similar to Tier I in transit, ferry systems within the same region will compete for the allocated funding for that region.

Does the minimum funding amount apply to ferry properties as well?

We believe it is consistent with other modes of transit, but please refer to the specific Ferry supplemental.

Does the whole project (investment justification) have to be in by March 6, 2007?

Yes, for Tier II.

Are the security priorities in writing anywhere?

Yes, they are explained in detail in the TSGP guidance on pages 2 through 4.

When does the 36 month Period of Performance (POP) begin?

The POP begins on the day the funds are awarded to the SAA (approximately early May).

Can funding be used to start up a canine team?

Yes, the TSGP provides money to initiate canine capabilities. However, funding cannot be used for items such as dog food and shots.

How is the risk analysis assessment of transit agencies going?

I believe this question spans several different agencies. There is a technical assistance program on how to conduct risk assessments, which is available on a first come first serve basis through G&T. Also, TSA has approximately 100 STSIs in various cities conducting base assessments. We'll call you to assist you in this matter.

When can we expect to hear back on the FY 06 Tier I process?

We hope to have the final project plans reviewed and funding approved within 3-4 weeks after the submission deadline (January 12, 2007). We want to coordinate with G&T to determine the final schedule before we commit to specific dates.

We understand that regional consensus is not required prior to submitting our projects. What happens if operators submit separate projects and agencies request more money than has been awarded for the region?

We encourage you to continue to do what has worked for you in the past. Collaboration is a great way to go. We also anticipate open dialogue with the regions and agencies throughout the process to help address these types of issues.

I'd like to discuss the Investment Justification (IJ) versus the sample budget detail worksheet. The worksheet seems to be a generic OPM tool, while the IJ is very specific to DHS. Why do we have to write the same information down twice in different formats?

The sample budget detail form provides a suggestion of how to organize your budget information. The IJ is a required submission that must be completed in that format. In addition, you must submit a budget detail form, but it does not have to be in the format included in the grant guidance.

Is the Investment Justification (IJ) form coming out in an Excel format? If so, when will we be receiving it?

We're putting the finishing touches on this and will be contacting you very soon regarding a template that should be used.

In the Investment Justification (IJ) form, section II.C states, “Please describe the relevance to Regional Transit Security Strategy (RTSS).” This language isn’t in the FY07 guidance. Do I need to address this in my application?

You are not required to address the RTSS, and there is no deadline for submission of such a strategy. However, you are encouraged to reevaluate the RTSS this year. Please keep in mind that not submitting an updated RTSS will not be held against your system during the project proposal review period.

I have an Investment Justification (IJ) question referring to page 34 of the guidance. Are you really requiring approval of the IJ by all agencies within the region prior to submission of our projects? Do all IJs have to be approved at the regional level, including individual agency projects, or is this only a requirement for regional projects?

We will have to address this issue and follow up with you on this question later.

Referring to page 2 of the guidance, when will the preliminary review period occur, within the 90 day window following the award or prior to the start of this period?

We are planning on having an initial kickoff conference in April and that will be followed by a two week period when we would like to see draft projects proposals.

Is Tier II only permitted to submit 3 project proposals?

Yes. We’re working on getting the Information Bulletin out ASAP so that you can be aware of all of these types of changes and additions.

For FY 2007 TSGP, are both the applications and Investment Justifications (IJs) due on March 6, 2007, or are the IJs due at a later date?

For Tier I, the IJs are due at a later date. The Tier I applications must be submitted by March 6, 2007, by the State Administrative Agency (SAA) through www.grants.gov. DHS has 60 days after that to officially award the grants (around May 5, 2007). After the award date, Tier I applicants have 90 days to submit their final IJs (around August 3, 2007).

For Tier II, both the applications and IJs are due on March 6, 2007 via www.grants.gov.

There are 30 priorities related to the national preparedness architecture. How are the applicants expected to align/how should they align?

The answer to this question is lengthy. Please submit the question to askcsid@dhs.gov for a formal response.

Will applicants be given assistance with their IJs to help prepare them?

Applicants will be given assistance in terms of clarification and process questions. However, they will not receive assistance regarding what they should write and how it should be written. Please clarify the exact assistance you need, and we can better identify whether it will be given. Also, attending one of the Tier II conferences may help clear up issues and process questions.

The grant guidance says that each agency is allowed to submit 10 individual Investment Justifications. We have been working through our Regional Transit Security Working Group (RTSWG). Should these 10 Investment Justifications be approved/negotiated within the rubric of the RTSWG?

We encourage all applicants to coordinate within their region, and the RTSWG is an excellent way to do that. However, the requirement for approval at the regional level by all the transit systems is dependent on whether you are in Tier I or Tier II. Tier I systems are required to coordinate with their fellow transit agencies in the region. Tier II systems only require approval from your SAA. While we still encourage Tier II systems to coordinate with other eligible systems, it is not required.

This question is regarding canine teams. Guidance has been given saying that the government will finance start-up costs for canine teams, but will not fund costs for existing teams. We just received grant funding to start-up a canine team, but the team has not become operational yet. In this case, can we still benefit from the grant program, or is this considered an existing canine team?

In this case, it is considered as an existing canine team because the first three years for that team is being paid for from grant funds you already received. Since the start-up costs for the canine team have been paid for previously, additional costs are not eligible.

Now that we have submitted our revised and final FY06 Tier I project plans, when will we hear back?

Project plans are currently being reviewed by the panel. We expect to be finished by the end of February. We anticipate that grant adjustment notices will be issued by G&T by the end of March, authorizing the release of funds.

For the FY06 Tier I project plans, we received a lot of comments back on our draft project plans, which we responded to, and we believe we addressed them sufficiently. If there are still issues with the final project plans being reviewed, what is the process?

There are three possible outcomes for the final FY06 Tier I project plans submitted:

1. The project plan is adequate and meets security priorities, in which case the panel will recommend full funding for the project.
2. The panel finds the concept for the project plan is good and technically should be funded, but they have some additional clarifications they want from the system and/or condition(s) placed on the award. In this case, the transit system will be notified that the project is acceptable, but must meet conditions before the funding is released for the project.
3. The panel finds that the project does not address security needs appropriately, and may decide to not fund that particular project.

We are reviewing the options on how to deal with any funds that may be left over. One of the options is to allow a follow-on competition for the left over funds within the same region. For example, if a region was awarded \$10M, and their approved/successful projects total \$8M, then the additional \$2M will be re-competed among the transit systems within that region.

We were asked to provide a lot of detail in regards to the proposed budget, including titles and estimated hours, which is much more detailed than other Federal or state grants. Can we assume that the budget estimate is just that – an estimate, as one part of the project may run over, and another part may run under? Can we make adjustments post-award as appropriate?

Yes, the budget estimate is just an estimate, and you are able to make post-award adjustments, given the following guidelines: Adjustments can be made for up to 10% of total costs across categories without prior approval. If the amount of the change exceeds 10% of the total costs, then you need to request an adjustment to budget. That request should be made through the SAA.

There is a lot of confusion about canine teams. We initially submitted a FY06 Tier I project for the contracting of canine teams and contracting of handlers. The initial review comments we received said that those costs were not allowed, but the conference call notes from January 17, 2007 state that contracting for canine teams is an allowable cost (even though this is not specified in the guidance). In this case, we are talking about a separate and new contract and not a continuation of an existing contract for the canine teams. Is this eligible?

Canine teams are an eligible project for a system that has their own police force. For systems that do not have their own police force, the only way to obtain canine team patrol capability is to hire a contract team. In previous years, that was allowed, but with the expectation that when you award that contract, the canine team becomes an added capability that the system has. In the follow-on years (after the grant period of performance), there is the expectation that the transit system would pick up the cost of sustaining those teams. However, this is not entirely in the spirit of the guidelines. If a canine team is contracted for the 3 years of the grant period of performance, and those 3 years are up, the capability does not remain within the system anymore, and is therefore no longer a functional security capability. We are re-examining the issue and will take it up for further clarification.

There is a minimum on FY07 projects (non-training/exercise) of \$250K. We have a project that we started in FY06 but could not fully fund, and want to fund the remainder of it with FY07 funds. The amount needed to complete the project is less than \$250K, but the total for the project is greater than \$250K. Can we ask for less than \$250K given that the total project costs more than \$250K?

No. We are trying to make sure that individual award amounts are not less than \$250K.

We understand that March 6, 2007, is the deadline for Tier II systems to have their Investment Justifications in. For Tier I, is it true that we only have to submit the application? In addition, when are Tier I Investment Justifications due?

You are correct – only applications, submitted by the SAA, are due by March 6, 2007, for Tier I systems. The official due date for Tier I Investment Justification submissions is 90 days after G&T has officially awarded the funds to the SAA. In May, G&T will award the money to the SAA for the entire region. We will be asking Tier I systems to submit draft Investment Justifications by the first week of May so that TSA can look at them and provide feedback. Following this draft evaluation, the transit systems will have a period of time to revise and resubmit the Investment Justifications.

Is it possible to get an extension for the grant period of performance based on a delay in reviewing the FY06 proposals?

The 30-month grant period of performance is fixed. If you would like an extension, you will need to request a grant adjustment for an extension through the SAA to the transportation preparedness officer at G&T who will review and consider the request. The general information you will need to have is the amount of time extension requested, rationale/justification for the extension, and anticipated budget impacts.

In previous grant cycles, we were able to request budget reallocations (the ability to move funds from one project to another) because of the delivery schedules. Is this still available to grantees, given the compressed timelines for FY06?

Budget reallocation is a possibility, but we strongly urge you to discuss this with your SAA and transportation preparedness officer at G&T, in advance of submitting a formal request, in order to determine whether the new scope still fits the original intent of the award. If you are proposing a new project to reallocate funds to, then we also have to look at it to ensure it addresses the transit security priorities.

When and where are the Tier I Conferences being held?

We're targeting April 10 and 12, as suggested by the timelines on our website, but we have yet to determine the locations.

Did the equipment list given out at the Tampa Stakeholder Conference specify vendors or providers?

No. The list only specifies equipment and does not list vendors or providers. Please refer to page 22, Appendix 2 of the grant guidance for specifications regarding authorized equipment. In addition, the authorized equipment list can be found on the Responder Knowledge Base at www.rkb.mipt.org/ael.cfm.

What came out of the Tier 2 conferences that we should be aware of?

TSA and G&T answered the questions that came up. We restated and clarified issues in the guidance and did not introduce any new material that our stakeholders should not be familiar with. We will be posting the conference summary on our website. Until then, the following describes the agenda covered during the conferences:

- Opening Remarks
- Overview of the TSGP Grant Guidance and Investment Justification
- Overview of the Transit Security Fundamentals
- Considerations for Preparing Investment Justifications
- Evaluation of Investment Justifications
- Overview of the FY 2006 Grants Process
- Questions and Answers
- Closing Remarks

Tier II Stakeholder Conference Q&A Sessions

Tampa, Fla. – February 9, 2007

Can regional projects include systems that are not on the Eligible System List in the grant guidance?

No. Only eligible systems may be considered as part of a regional project. Therefore, if you are the only eligible system in your UASI jurisdiction, then you cannot submit a regional application.

Can we include our pedestrian ferry system in our investments?

No, because it is not listed as an eligible ferry system. However, we will consider this new information for FY 2008. Also, you may be able to apply for the pedestrian ferry under the Port Security Grant Program.

How is the term “regional” defined for this grant program in terms of regional projects?

“Regional” encompasses all of the eligible transit systems within the defined UASI jurisdiction, possibly including multiple modes (rail and/or intracity bus). The region is the defined UASI jurisdiction, and regional projects would include multiple eligible transit systems within that UASI jurisdiction. You can only apply for a regional project if there is more than one eligible system in your UASI jurisdiction. However, you can also try and apply under the UASI grant program for regional projects, even if the transit systems are not eligible under TSGP.

Will the STSIs come down and evaluate my transit system?

Right now, the STSIs are evaluating the top 50 transit systems. However, if you make a formal request, they will come and evaluate your system. Tell the STSI that you are a newly eligible system and need them to conduct an assessment for the FY 2007 TSGP.

Does the evaluation process look favorably on a cash match, even though a match is not required?

Yes, a match will be looked upon favorably as a match shows that the transit system is dedicated to the investment. Also, the match can be in-kind (personnel, resources), and not just cash.

If my state has received grants before (with the SAA as the applying entity), can I assume that the SAA already has a valid DUNS number and CCR registry?

While that may be a safe assumption, we still recommend that you follow up with your SAA to make sure that their information and registration is current to avoid any last minute submission problems.

Are allowable costs the same between FTA and TSGP?

Not necessarily. What FTA allows and what TSGP allows are different; do not make the assumption that what is allowable under FTA will be allowable under TSGP. Please consult the grant guidance and the Allowable Expenditure List (AEL) for clarification on allowable and unallowable costs.

We already have existing on-board cameras, but we want to enhance the system to include hot-spots and wi-fi capability. Is that an allowable, viable project?

Yes. Enhancements to existing functionality are allowable projects, including upgrades for real-time monitoring and enhancing responding capabilities.

We have an ongoing project that is Federally (FTA) funded. However, we did not get all the funding we wanted for the project, so we were not able to include all of the functionality desired. Can we apply for enhancements to this ongoing project, such as the ability to see and monitor real-time on-board cameras?

Yes, so long as you are not supplanting funds and as long as the enhancements serve a viable security purpose.

The grant guidance talks about attachments to www.grants.gov – what exactly does that mean? Do we need to attach a separate concept paper?

You can attach multiple documents besides the application to www.grants.gov, depending on what is required by the grant program. In this case, concept papers are replaced by the investment justification and detailed budget. Therefore, you do not need to attach a separate concept paper, but do need to attached the investment justification and detailed budget.

Why is the timeframe for applying so short?

The timelines this year were mandated by Congress in an attempt to ensure that the funding is awarded quickly.

If we want technical assistance when creating our investment justification (e.g., formatting), who can we go to?

For formatting help, you can use the investment justification template that has been created. The template is pre-formatted to ensure consistency with the grant guidance requirements.

Since we have a short period of time to develop our investment justifications, we will have to use budget estimates rather than real/quoted amounts. Is it better to assume an estimate on the high side?

It is perfectly reasonable to submit budget estimates, as long as the estimates are within a reasonable range. However, you cannot put in a “contingency” line-item. Also be careful that your estimate is not too high, as then the review panel may deem it to be unreasonable.

We would like to install an electrical fence for perimeter security, but the electrical requirement of the fence is greater than our current electrical capacity. Can we include the electrical upgrade component as part of the project?

Yes. In this case, the electrical upgrade would be considered part of a complete project.

Columbus, Ohio – February 12, 2007

Where can I get a copy of the investment justification Excel template?

The Excel template is posted on the TSA website, and should be on the G&T website as well. If you submit a formal request, we will also email it to you.

I heard on an earlier conference call that Tier II transit systems are limited to submitting three investments, but now I'm hearing the limit is 10 investments. What is the correct number?

Individual transit systems may submit up to 10 investments per system.

Does the investment justification get into a lot of detail on the budget? How much budget detail is necessary?

No, the investment justification itself does not get into budget detail, but the budget detail worksheet should. You are required to submit both the investment justification and a detailed budget for each investment. You should provide enough detail so that the reviewer will understand what you are asking for. If you do not provide sufficient details in the budget detail worksheet, it may delay your award down the chain. For example, if you are applying for CCTV, then include the number of cameras, how much each camera costs, where they are going to be installed, etc.

For the budget detail worksheet, are we required to use the example provided in Appendix 5 in the grant guidance, or can we use our own worksheet?

You can use your own worksheet/format to address your budgets; what is included in Appendix 5 is only a suggested example. We will take any format for the budget detail, but you must use the investment justification format provided. The budget detail serves multiple purposes – to get a better understanding of what you're doing and how you're doing it, and to provide flexibility to scale the project down based on the awarded funding left. It also helps G&T to verify that the requested funding is spent in alignment with the guidance and the law. In the end, use whatever format is best for you, but one that still provides sufficient detail to help DHS make an informed decision as to who to fund and what to fund.

The UASI grant program is a very large scope, and multiple projects are combined into one investment. However, TSGP seems to be more focused on smaller, discrete projects – is that accurate?

Yes.

Can I submit an investment with multiple projects beneath it, for example perimeter security for both bus and rail, rather than one investment for rail perimeter security and one investment for bus perimeter security?

Yes, so long as it makes sense as one project.

I work closely with a UASI working group. We are working on a project together between the UASI and transit groups. Since UASI awards will be announced a couple of months after TSGP,

what happens if we receive funding through TSGP but not through UASI (and therefore only have part of the funds needed)?

We recommend submitting projects that are sustainable enough to be stand-alone, that will exhibit a viable security impact on their own. If the project is not standalone, then it may not have a high likelihood of success, and therefore will be considered lower on the priority scale for funding.

Are there any limitations to training in terms of what type of training or courses we can provide? Can I put together the training, or does it have to come from an approved list?

You can set up your own courses, but also be sure to consider the training courses provided and approved by G&T that can be paid for with TSGP funds. There is also joint FTA/TSA training provided, a list of which is available on the FTA website.

For exercises, do we need to follow DHS or FTA exercise guidance/guidelines?

You can set up exercises however you wish, so long as it is viable and provides security benefits.

Are we still submitting separate rail and intracity bus applications?

No. There is only one pool of funding for both rail and intracity bus, so the applications you submit can be for one or both. If the investment is specifically for either rail or intracity bus, make it clear which it is for, as the risk faced by the bus system is different from risk faced by the rail system, and risk will be taken into consideration this year for funding decisions.

Is more weight given to fully implementing and completing a project, the sustainment of an existing project, or completing a phase of a project?

In general, we like to fund projects that can be completed within the period of performance of the grant and with the funding requested/provided. However, funding phases of projects is also acceptable, so long as there is tangible value at the end of the project.

In general, is flowery wording discouraged, and detail encouraged?

Yes. The more specific and clearer you are, the easier it is for us to evaluate your project, and “flowery” language tends to get in the way of the clear details.

What do you mean by scalability?

Give us the full picture of the investment, but also say what you can do with limited or partial funding, or if the investment can be implemented/executed in phases. Therefore, we can have the opportunity to “scale back” the complete project if not enough funds are available. That way, you still receive funds to implement some part of the investment that still provides a sustainable security value. The more we know how scalable your project is, the better position we are to be able to fund part of it if there is not enough money to fund the entire project.

In our region, we have rail, bus, airport, and port. A lot of times it makes more sense to do a project across all these modes. If I submit an investment to enhance the rail system, but it also

helps the airport (which makes sense from an economies of scale perspective), how will that be received?

TSGP funds can only be used for transit, therefore they could only go towards the transit-portion of any larger project. Also consider leveraging other funding sources for the airport piece, because when you address all of the security pieces together, the cost for each specific piece goes down, but benefit goes up, which is good. On the other hand, if you can show how the funding of the transit project provides other security benefits to other modes (thereby enhancing the overall security in the region), then that is good as well, but make clear that the funding you are requesting is only funding transit with other modes benefiting.

Is an investment considered regional if we include police, local law enforcement, etc.?

No. Regional investments only refer to collaborating with other eligible transit systems within your UASI jurisdiction.

Select Applicant Questions Raised through AskCSID Following Release of FY 2007 TSGP Guidance

Can funding available under the 2007 TSGP be used to supplement the costs of participation in the TSA Explosive Detection Canine Program? What is contemplated is that the \$40,000 per year per canine team available under that program be earmarked to pay operating costs of the program and funds under the TSGP would be used to absorb capital costs e.g. vehicles outfitted with kennels.

Funding under the FY2007 TSGP may be used to purchase equipment in support of the TSA Canine Program. All expenditures must meet the criteria for allowable costs as shown in Appendix A of the FY2007 TSGP program Guidance and Application Kit. Please note the specific unallowable costs as shown in Section B of Appendix A.

The Secretary in his press conference stated, “The port security grants, for example, will include a field review coordinated through the Coast Guard captain of the port to make sure projects are being prioritized based on local experience and expertise.” The Transportation Security Administration will do the same thing for our bus and rail grants. The PSGP Guidelines discusses the field review but I looked into the 07 Guidance for the Transit Security Grant and could not find any verbiage to that effect.

DHS works with Regional Transportation Security Working Groups (RTSWG) in each of the Tier 1 Urban Areas. The RTSWGs are composed of representatives of the transportation authorities within their region (including rail, bus, and ferry systems), state officials, and local transportation security officials. These regularly scheduled meetings provide the field review to prioritize their projects. In addition, DHS will host conferences for Tier 2 Urban Areas in three different regions to meet representatives of regional transportation agencies and local officials. The conferences are designed to discuss the grant program and solicit their input including regional concerns and priorities.

Proposals for the FY 2006 TSGP were limited to five pages. Is there a page limitation for FY 2007 project plans?

The Investment Justification is the format required for the FY2007 TSGP. The page limitations are explained in the Investment Justification template located in Appendix 4, Pages 35-45 of the FY TSGP Program Guidance and Application Kit.

Can you confirm the following timeline information: 1. The SAA must submit our application by 3/6/07. 2. DHS/G&T must act on our application within 60 days. 3. Upon receipt of the award from G/T, the SAA must distribute to transit agencies within 60 days. Where does the 90-day submittal period for our Investment Justification come into play? In addition, does the preliminary review of our proposals take place during this 90-day period?

The timeline is as follows: 1) The SAA must submit the applications by 3/6/07. 2) DHS/G&T will act on the applications within 60 days. 3) The conditional award (money is obligated to the SAA but not available until the conditions are lifted) is made to the SAA. 4) 90 days from the conditional award to the SAA the Investment Justifications are due (the preliminary review of the proposals take place during this 90-day period). 5) Once the decisions are made on the project selections G&T will remove the conditions and within 60 days the SAA must obligate at least 97 percent of the funds awarded to

the designated transit systems. The 36-month program period begins upon the conditional award to the SAA.

Under what conditions can staff salaries be charged against 2007 TSGP funds?

Please see Appendix 2 for the 2007 Transit Security Grant Program (TSGP) Guidance regarding the use of TSGP funds for hiring of full or part staff and contactors or consultants to support Planning activities (not for the purpose of hiring public safety personnel), Training related activities, Exercise related activities, and Management and Administration expenses related to pre-application submission management activities and application requirements or meeting compliance with reporting/data collection requirements, including data calls. Other than for the uses listed above, a Personnel cost is listed as an unallowable expense.

What is the definition of "Investment" as in Investment Justification?

The term “investment” is similar to the term project. For example, an investment can be an interoperable communication project/plan or a fencing and lighting project/plan.

In the event that all funds in a particular region were not awarded due to the review panel's evaluation, should interested transit agencies submit a new proposal for review or re-submit a previous proposal, preferably one that received funding? Is the agency whose project(s) did not receive funding eligible to submit a different proposal? If my agency receives a share of these remaining funds, does the performance period change to reflect the new award?

If all funds are not awarded within a particular region, the eligible agencies in that region will be notified of the additional amount of grant money that is available. Agencies can then decide which projects (either previously submitted or new) they want to submit to compete for additional money. The original award date would be used to determine for the period of performance. This will shorten the time for the additional projects to be completed by several months. Agencies should consider this when identifying projects and developing proposals for additional funding.

Could you please tell me what restrictions there are on the 3% administration funding for the SAA under the Transit Security Grant Program. Specifically, is it allowable to provide these funds to local police departments and/or sheriffs to supplement rail security at trains stations and freight yards outside of the Region in which the grant is based?

The 3% is intended to aid the state in deferring actual costs associated with managing the grant process. The state at their discretion may choose to pass through the entire funding to the eligible recipients. The use of TSGP funding to fund additional security at facilities or agencies that are not eligible for TSGP funding is not allowable.

How should we handle indirect costs and indirect cost rates, since transit systems are sub-grantees? Are you going to approve sub-grantee indirect costs?

In consultation with our Office of Grant Operations (OGO), we have determined that indirect costs are not an allowable expense for sub-grantees. The grantee (State) may use funds for indirect costs based on a federally approved indirect cost rate as part of their M&A but total funds used may not exceed the 3% allowed by the guidance.