

## TSGP Investment Justification Template

Public reporting burden for this form is estimated to average 17 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting the form. You are not required to respond to this collection of information unless it displays a valid OMB control number. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472, Paperwork Reduction Project (1660-NEW) **NOTE: Do not send your completed form to this address.**

TSGP applicants must submit a complete investment justification for each proposed investment. The investment justification categories are:

- I. Background
- II. Strategic and Program Priorities
- III. Impact
- IV. Funding/Implementation Plan

Investment Heading	
Date	
State	
Urban Area	
Agency Name	
Investment Name	
Investment Phase	
Is this a Multi-Agency investment? If yes, which agencies?	
Investment Amount	\$

### I. Background

**Note: This section only needs to be completed once per application, regardless of the number of investments proposed. The information in this section provides background/context for the investment(s) requested, but does not represent the evaluation criteria used by DHS for rating individual investment proposals.**

I.A. Identify the transit agency and that agency's point(s) of contact for this investment.	
Response Type	Narrative
Response Instructions	<p>For the transit agency (or lead agency) undertaking the investment, identify the following:</p> <ul style="list-style-type: none"> <li>• Point of contact's (POC) name and title;</li> <li>• POC's full mailing address;</li> <li>• POC's telephone number;</li> <li>• POC's fax number;</li> <li>• POC's email address; and,</li> <li>• Also include the corresponding information for the single authorizing official for your organization—i.e., the individual authorized to sign a grant award.</li> </ul>
Response:	

I.B. Describe the operating system for the transit agency undertaking this investment.	
Response Type	Narrative
Response Instructions	<p>For the transit agency (or lead agency) undertaking this investment, describe the following:</p> <ul style="list-style-type: none"> <li>• Infrastructure;</li> </ul>

	<ul style="list-style-type: none"> <li>• Ridership data;</li> <li>• Number of passenger miles;</li> <li>• Number of vehicles;</li> <li>• Types of service and other important features;</li> <li>• System map;</li> <li>• Geographical borders of the system and the cities and counties served; and,</li> <li>• Other sources of funding being leveraged for security enhancements</li> </ul>
Response	

**I.C. Discuss the capabilities the transit agency already has in place, and the capabilities the transit agencies needs in the future.**

Response Type	Narrative
Response Instructions	<p>For the transit agency undertaking this investment, describe the following:</p> <ul style="list-style-type: none"> <li>• Discuss the efforts/capabilities the transit agency has in place to protect any underwater tunnel infrastructure from attacks involving IEDs: <ul style="list-style-type: none"> <li>o Specific attention should be paid to any enhancements achieved as a result of FY05/06/07/08 TSGP funding;</li> </ul> </li> <li>• Discuss the efforts/capabilities the transit agency has in place for prevention, detection and response capabilities relative to IEDs and CBRN devices generally: <ul style="list-style-type: none"> <li>o Specific attention should be paid to any enhancements in these capabilities achieved as a result of FY05/06/07/08 TSGP funding;</li> </ul> </li> <li>• Discuss the efforts/capabilities the transit agency has in place for visible and unpredictable deterrence: <ul style="list-style-type: none"> <li>o Specific attention should be paid to any enhancements in these efforts achieved as a result of FY05/06/07/08 TSGP funding;</li> </ul> </li> <li>• Discuss the efforts/capabilities the transit agency has in place for additional high consequence risk mitigation efforts, visible and unpredictable deterrent efforts, training programs for employees, emergency drills and citizen awareness activities: <ul style="list-style-type: none"> <li>o Specific attention should be paid to any enhancements in these capabilities achieved as a result of FY05/06/07/08 TSGP funding;</li> <li>o Please provide the following information: <ul style="list-style-type: none"> <li>▪ What percentages of employees have been trained in the last three years in DHS-approved courses? Please list the specific course names with the percentages. At a minimum, provide information about basic training courses, as listed in the training cost matrix.</li> <li>▪ How many VIPR teams do you currently operate? What is the composition of your VIPR teams?</li> <li>▪ How many K-9 teams do you currently operate?</li> <li>▪ How many explosive detection teams do you currently operate?</li> </ul> </li> </ul> </li> <li>• Discuss what the transit agency needs in the future relative to protection of any underwater tunnel infrastructure from attacks involving IEDs;</li> <li>• Discuss what the transit agency needs in the future for prevention, detection and response capabilities relative to IEDs and CBRN devices (including sensors, canine units, etc.);</li> <li>• Discuss what the transit agency needs in the future for visible/unpredictable deterrence efforts; and,</li> <li>• Discuss what the transit agency needs for high consequence risk mitigation needs, anti-terrorism training programs for employees, emergency drills and citizen awareness activities.</li> </ul>
Response	

**II. Strategic and Program Priorities**

**II.A. Provide an abstract for this investment.**

Response Type	Narrative
Response Instructions	<ul style="list-style-type: none"> <li>• Describe what the project is, how it will be executed, and its purpose as it relates to the needs outlined in section I.C.</li> <li>• State which project effectiveness grouping the project falls under</li> <li>• Define the vision, goals, and objectives for the risk reduction, and summarizes how the proposed investment will fit into the overall effort to meet the critical infrastructure security priorities (including integration into existing security protocols);</li> <li>• Describe the specific needs and/or resource limitations that need to be addressed;</li> <li>• Identify any potential partners and their roles and staffing requirements, and provide information on any existing agreements such as Memoranda of Understanding (MOU);</li> <li>• Identify specific equipment needs (e.g., number of facility cameras, number of security lights, amount of security fencing, etc.) and other details for training, awareness, exercises, and other programs, if applicable (e.g., number of people to be trained, length of training, type of training, number of printed materials, number of agencies and staff members involved in exercise planning, execution, and review);</li> <li>• Describe progress made on the security project this investment will be completing, if applicable; and,</li> <li>• Reference use of prior year grant funds, if applicable</li> </ul> <p><i>Note: Ensure that details on purchases within this section match what is outlined in the detailed budget.</i></p>
Response	

**II.B. Describe how this investment specifically addresses one or more of the project effectiveness groups identified in the current year's Grant Guidance, and how it addresses the agency's security plan and Regional Transit Security Strategy.**

Response Type	Narrative
Response Instructions	<p>Describe how the investment addresses one or more of the following:</p> <ul style="list-style-type: none"> <li>• Training, operational deterrence, drills, public awareness activities</li> <li>• Multi-user high-density key infrastructure protection</li> <li>• Single-user high-density key infrastructure protection</li> <li>• Key operating asset protection</li> <li>• Other Mitigation Activities</li> </ul> <p>Outline how the investment specifically addresses the transit agency's security plan and regional strategies.</p> <ul style="list-style-type: none"> <li>• Multi-u</li> </ul>
Response	

**III. Impact**

**III.A. Discuss how the implementation of this investment will decrease or mitigate risk. Describe how the**

project offers the highest risk reduction potential at the least cost. Include output and outcome metrics	
Response Type	Narrative
Response Instructions	<ul style="list-style-type: none"> <li>• Discuss how this investment will reduce risk (e.g., reduce vulnerabilities or mitigate the consequences of an event) in a cost effective manner by addressing the needs and priorities identified in earlier analysis and review;</li> <li>• Identify the nature of the risk and how the risk and need are related to show how addressing the need through this investment will also mitigate risk (e.g., reduce vulnerabilities or mitigate the consequences of an event); and,</li> <li>• Outline the expected, high-level impacts this investment is expected to attain or achieve if implemented, and potential negative impacts if the investment is not implemented.</li> </ul>
Response	

#### IV. Funding & Implementation Plan

IV.A. Investment Funding Plan.	
Response Type	Numeric and Narrative
Response Instructions	<ul style="list-style-type: none"> <li>• Complete the chart below to identify the amount of funding being requested for <u>this investment only</u>;</li> <li>• Funds should be requested by allowable cost categories (i.e., planning, organization, equipment, training, exercises, and management and administration.);</li> <li>• Applicants must make funding requests that are reasonable and justified by direct linkages to activities outlined in this particular investment; and,</li> <li>• Applicants must indicate whether additional funding (non-FY 2009 TSGP) will be leveraged for this investment.</li> </ul> <p><i>Note: Investments will be evaluated on the expected impact on security relative to the amount of the investment (i.e., cost effectiveness). An itemized Budget Detail Worksheet and Budget Narrative must also be completed for this investment. See the next section of this document for a sample format.</i></p>
Response	

The following template illustrates how applicants should indicate the amount of FY 2009 TSGP funding required for the investment, how these funds will be allocated across the cost elements, and what non-FY 2009 TSGP funds will be utilized where appropriate:

	Federal Grant Request Total	Other Funding Sources Applied	Grand Total
<i>Planning</i>			
<i>Operational Packages</i>			
<i>Equipment</i>			
<i>Training</i>			
<i>Exercises</i>			
<i>M&amp;A</i>			
<b>Total</b>			

IV.B. Discuss funding resources beyond this grant request that have been identified and will be leveraged to support the implementation and sustainment of this investment. Discuss your long-term sustainability plans for the investment after these grant funds have been expended, if applicable.	
Response Type	Narrative
Response Instructions	<ul style="list-style-type: none"> <li>• Give the expected total life-span for this investment if fully implemented and sustained through completion;</li> <li>• Discuss other funding sources (e.g., non-TSGP grant programs, public or private agreements, future fiscal year grants) that you plan on utilizing for the implementation and/or continued sustainment of this investment;</li> </ul>

	<ul style="list-style-type: none"> <li>• If no other funding resources have been identified, or if none are necessary, provide rationale as to why the requested FY 2009 TSGP funding is sufficient for the implementation and sustainment of this investment; and,</li> <li>• Investments will be evaluated on the extent to which they exhibit a likelihood of success, or continued success, without requiring additional Federal assistance. Investments will also be evaluated on if the transit agency provides a match.</li> </ul>
Response	

**IV.C. Provide a high-level timeline, milestones and dates, for the implementation of this investment. Up to 10 milestones may be provided.**

Response Type	Narrative
Response Instructions	<ul style="list-style-type: none"> <li>• Only include major milestones that are critical to the success of the investment;</li> <li>• While up to 10 milestones may be provided, applicants should only list as many milestones as necessary;</li> <li>• Milestones are for this discrete investment – those that are covered by the requested FY 2009 TSGP funds and will be completed over the 36-month grant period;</li> <li>• Milestones should be kept to high-level, major tasks that will need to occur;</li> <li>• Identify the planned start date associated with the identified milestone. The start date should reflect the date at which the earliest action will be taken to start achieving the milestone;</li> <li>• Identify the planned completion date when all actions related to the milestone will be completed and overall milestone outcome is met; and,</li> <li>• List any relevant information that will be critical to the successful completion of the milestone (such as those examples listed in the question text above).</li> </ul>
Response	

*Note: After completing each the template for each investment, applicants should review the information provided to ensure accuracy, particularly the Milestone Dates and the Investment Funding Plan.*

**Responsible Transit Security Provider  
Investment Justification Approval Form**

<b>Name of Investment Justification</b>	
Name	
Title	
Signature of Responsible Transit Agency Security Provider	
Name	
Title	
Signature of Transit Agency	
<b>Name of Investment Justification</b>	
Name	
Title	
Signature of Responsible Transit Agency Security Provider	
Name	
Title	
Signature of Transit Agency	
<b>Name of Investment Justification</b>	

Name	
Title	
Signature of Responsible Transit Agency Security Provider	
Name	
Title	
Signature of Transit Agency	
<b>Name of Investment Justification</b>	
Name	
Title	
Signature of Responsible Transit Agency Security Provider	
Name	
Title	
Signature of Transit Agency	
<b>Name of Investment Justification</b>	
Name	
Title	
Signature of Responsible Transit Agency Security Provider	
Name	
Title	
Signature of Transit Agency	