

Memorandum of Understanding/Memorandum of Agreement (MOU/MOA) Requirement

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Paperwork Burden Disclosure Notice

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State and local agencies are eligible applicants. However, the security services provided must be addressed in the regulated entities' security plans. A copy of an MOU/MOA with the identified regulated entities will be required prior to funding, and must include an acknowledgement of the security services and roles and responsibilities of all entities involved. This information may be provided using one of the attachment fields within <https://portal.fema.gov>.

The MOU/MOA must address the following points:

- The nature of the security that the applicant agrees to supply to the regulated facility (waterside surveillance, increased screening, etc.)
- The roles and responsibilities of the facility and the applicant during different Maritime Security (MARSEC) levels
- An acknowledgement by the facility that the applicant is part of their facility security plan

If the applicant is mentioned as a provider of security services under the port's AMSP, in lieu of an MOA/MOU, written acknowledgement from the AMSC members, or a letter from the Federal Maritime Security Coordinator validating this status, will be acceptable. *In addition, MOA/MOUs submitted in previous PSGP award rounds will be acceptable, provided the activity covered also addresses the capability being requested through the FY 2010 PSGP.*

If applicable, the signed MOU/MOA for State or local law enforcement agencies must be submitted with the grant application as a file attachment within <https://portal.fema.gov>. A sample MOU/MOA can be found in Appendix F – *Sample MOU/MOA Template*.

COTP Zone Abbreviation_Port Area_Name of Applicant_MOU
(Example: Hous_Galveston_Harris County_MOU)