



# Stakeholder Engagement Plan

Fiscal Year 2009 Report to Congress

July 14, 2009



Homeland  
Security

*Office of the Secretary*

# Message from the Secretary

July 14, 2009

I am pleased to present the following report, "Stakeholder Engagement Plan," which has been prepared by the Federal Emergency Management Agency (FEMA).

The report has been compiled in response to requirements accompanying the *FY 2009 Department of Homeland Security Appropriations Act* (P.L. 110-329).

This document also provides my certification, after coordination with FEMA and as also required by P.L. 110-329, that processes to incorporate stakeholder input during grant guidance development and award distribution processes have been:

- Developed to ensure transparency and increase consultation about security needs for all-hazards;  
Formalized and made clear to stakeholders; and
- Formalized to ensure future use for each Fiscal Year.

Pursuant to congressional requirements, this report is being provided to the following Members of Congress:

The Honorable David E. Price  
Chairman, House Appropriations Subcommittee on Homeland Security

The Honorable Harold Rogers  
Ranking Member, House Appropriations Subcommittee on Homeland Security

The Honorable Robert Byrd  
Chairman, Senate Appropriations Subcommittee on Homeland Security

The Honorable George V. Voinovich  
Ranking Member, Senate Appropriations Subcommittee on Homeland Security

I would be pleased to respond to any questions you may have. Please do not hesitate to contact me at (202) 282-8350, FEMA Administrator W. Craig Fugate at (202) 646-4500, or the Department's Acting Chief Financial Officer, Peggy Sherry, at (202) 447-5751.

Yours very truly,



Janet Napolitano



# Executive Summary

The *Fiscal Year (FY) 2009 Department of Homeland Security Appropriations (DHS) Act* (P.L. 110-329) requires that the Federal Emergency Management Agency (FEMA) certify and report on the processes it utilizes to incorporate stakeholder input for grant guidance development and award distribution.

To fulfill this requirement, the Grant Programs Directorate (GPD) at FEMA has developed this report, which provides information on both existing outreach efforts and new or enhanced efforts planned for the future. By heavily engaging our stakeholders during the program planning, grant guidance development, and award distribution phases, FEMA believes that homeland security benefits achieved through Federal assistance are enhanced.

The success of our programs is dependent upon engaged collaboration and “buy-in” from our customers on the front end of the process, and we are committed to ensure widespread participation in and access to the annual assistance programs. While GPD continues to improve its stakeholder engagement efforts, it is also important to note that FEMA, in its grant administering activities, must remain a prudent steward of Federal grant dollars. State, local, and tribal “buy-in” is necessary, but this must be achieved while simultaneously directing the use of Federal grant dollars toward investments that best address the gaps in homeland security from a national perspective.

The Department considers this stakeholder plan a critical first step in codifying our processes and making the grant programs as transparent as possible. We will continue to make improvements each year as our stakeholders provide us with valuable feedback.



## Stakeholder Engagement Plan

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# I. Legislative Requirement

This document responds to the reporting requirement set forth in the *FY 2009 Department of Homeland Security Appropriations Act* (P.L. 110-329), which states:

## DEPARTMENTAL MANAGEMENT AND OPERATIONS Office of the Secretary and Executive Management

For necessary expenses of the Office of the Secretary of Homeland Security, as authorized by section 102 of the Homeland Security Act of 2002 (6 U.S.C. 112), and executive management of the Department of Homeland Security, as authorized by law, \$123,456,000 .... *Provided further*, That \$10,000,000 shall not be available for obligation until the Secretary of Homeland Security, in coordination with the Administrator of the Federal Emergency Management Agency, certifies to the Committees on Appropriations of the Senate and the House of Representatives that processes to incorporate stakeholder input for grant guidance development and award distribution have been: (1) developed to ensure transparency and increased consultation about security needs for all-hazards; (2) formalized and made clear to stakeholders; and (3) formalized to ensure future use for each fiscal year.

An additional provision of P.L. 110-329 states as follows:

## PROTECTION, PREPAREDNESS, RESPONSE, AND RECOVERY Federal Emergency Management Agency

For necessary expenses for management and administration of the Federal Emergency Management Agency... *Provided further*, That \$10,000,000 shall not be available for obligation until the Secretary of Homeland Security, in coordination with the Administrator of the Federal Emergency Management Agency, certifies and reports to the Committees on Appropriations of the Senate and the House of Representatives that processes to incorporate stakeholder input for grant guidance development and award distribution have been: (1) developed to ensure transparency and increased consultation about security needs for all-hazards; (2) formalized and made clear to stakeholders; and (3) formalized to ensure future use for each fiscal year.

Lastly, the Explanatory Statement which accompanies P.L. 110-329 includes the following provision:

## STAKEHOLDER INVOLVEMENT

The bill withholds \$10,000,000 until the Secretary of Homeland Security, in coordination with the Administrator of FEMA, certifies and reports to the Committees that certain conditions have been met regarding the process to incorporate stakeholder input for grant guidance development and award distribution. Input from State Administrative Agencies, Regional Working groups, Federal Preparedness Coordinators, the National Advisory Council, and other stakeholder groups shall be sought for this process, in accordance with the Senate report. A similar provision is included within the Office of the Secretary and Executive Management.

## II. Introduction

The GPD engages with stakeholders and grantees for all preparedness grant programs. In the past, outreach methods include annual programmatic monitoring, attendance at state and local DHS committee meetings/conferences/roundtable discussions/workshops, attendance at Congressionally-sponsored local “town meetings,” and FEMA-sponsored technical assistance offerings. FEMA’s Program Analysts are in daily contact with State Administrative Agency (SAA) representatives, Homeland Security Advisors, local sub-grantees, and regional partners to address grant-related issues. These types of interactions occur on a regular basis throughout the year.

Looking towards the immediate future, FEMA, in close cooperation with other DHS Component agencies, will continue to take the approach outlined in this document, which provides for:

- Active and continuous outreach to the larger homeland security community on issues related to both program guidance and overall policies and processes;
- Clearly defined opportunities for stakeholder input on the Future Year Program Plan for the grant process;
- Utilization of new media and technologies (e.g., webinars, on-line training) to provide continuous outreach and grant program education to our stakeholders that can be accessed on an “as needed” basis; and
- A codified process for outreach to the state and local community through the Quadrennial Homeland Security Review (QHSR) and enhanced coordination with the DHS Assistant Secretary for Intergovernmental Programs.

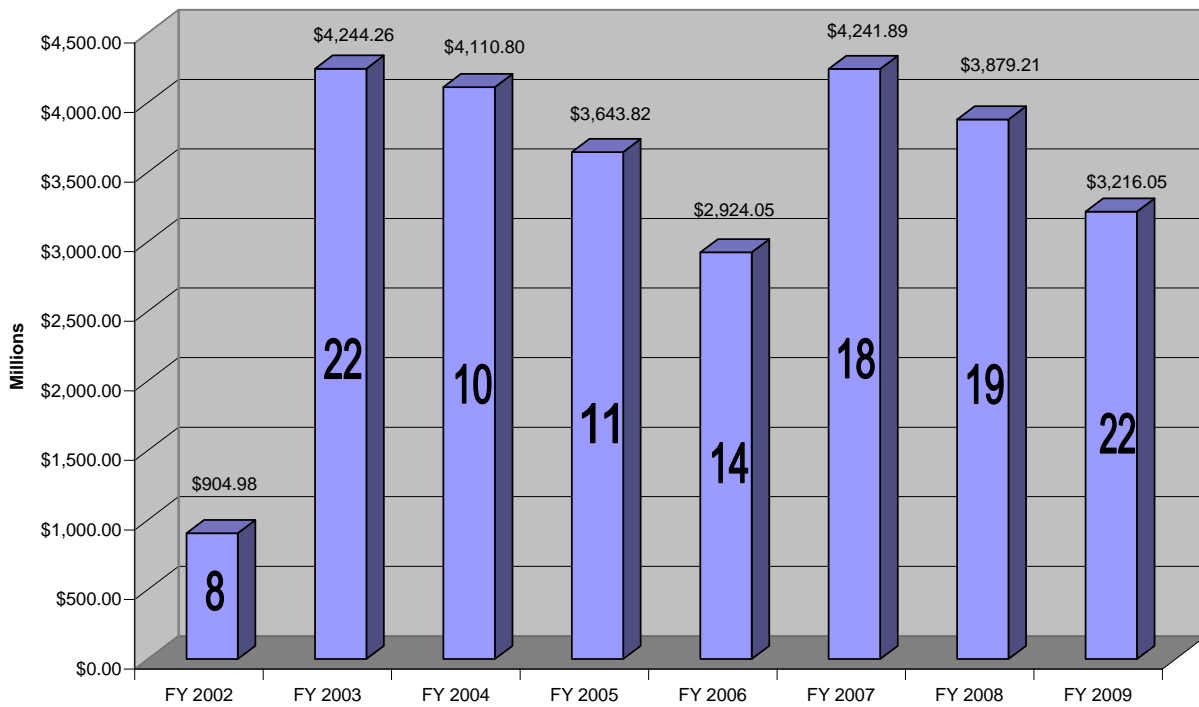
### III. History

The *Post-Katrina Emergency Management Reform Act of 2007* (P.L. 109-295) authorized the establishment of a “one stop shop” for grants within FEMA. This included the consolidation of three components within GPD:

- DHS Office of Grants and Training
- DHS Office of Grant Operations
- FEMA’s Grants Management Branch

Since FY 2006, the preparedness grant portfolio has grown substantially. As a result, the number of the Department’s stakeholder engagement activities has grown as well. Although the breadth of the programs has increased in the past four years, FEMA has worked to ensure that collaboration exists between all partners for its programs.

**GPD Program Growth, FY 2002-2009**



**Notes:**

The dollar amounts are based on awards made.  
 The large number within each bar represents the total number of grant programs per fiscal year.  
 FY 2003 and 2007 include supplemental grant funding.  
 FY 2008 and 2009 include anticipated AFG award amounts since awards have not been completed.  
 FY 2009 includes stimulus funding for TSGP, PSGP and FSCG based on appropriated amounts since awards are not complete.  
 This graphic represents only the preparedness portfolio, and not the full 52 disaster and non-disaster programs that GPD oversees.

Although stakeholder outreach has been a longstanding component of the grant programs, FEMA recognizes that continuous improvements in this area are necessary for the long-term success of grant recipients and the programs themselves. Therefore, the goals for increasing stakeholder outreach efforts include:

- A better understanding of the needs of the homeland security community relative to Federal financial assistance;
- An increase in the transparency of programs;
- Further focus on minimizing overlapping requirements and streamlining processes; and
- On a regular basis, identifying options for updating policies, guidance, and procedures.

In order to meet these goals, FEMA will engage the stakeholder community to identify potential modifications to grant programs in the out-years. Such changes would include:

- Changes to peer or national review panels;
- Changes and/or updates for application requirements;
- Suggested focus areas for the coming year's grants; and
- Consolidation of programs.



## IV. Overall Engagement Timelines

Over the last year, GPD has worked to increase its stakeholder outreach efforts and provide transparency in grant programs across the board. These efforts include additional after-action conferences or phone calls held at both the headquarters and regional levels to ensure maximum coverage, as well as increasing the transparency of the grant programs by giving all stakeholders more visibility and input into FEMA's program planning efforts.

In general, GPD's schedule for each year is relatively stable, and the program phases can be broken out as follows:

- *Quarter 1 of each Fiscal Year:* Based on an October 1st appropriation, FEMA releases the programmatic guidance for most (if not all) programs.
- *Quarter 2 of each Fiscal Year:* With the release of programmatic guidance in the first quarter, applications for most grant programs are due in the second quarter.
- *Quarter 3 of each Fiscal Year:* The majority of award allocations are announced, and grantees begin the implementation phase of their grant programs.
- *Quarter 4 of each Fiscal Year:* Stakeholder outreach efforts on all programs including, but not limited to, criteria development, funding priorities, adjustment to risk formulas, and overall programmatic changes. In most cases, award allocations for the year have already been finalized. Examples of outreach methodologies include:
  - Formal after-action conferences;
  - Conference calls with stakeholder groups by both regional and headquarters staff;
  - Annual roundtable meetings with grantees at the Regional Offices;
  - Annual monitoring visits with grantees;
  - Headquarters and regional participation in Urban Area Working Groups, Regional Transit Security Working Groups and Area Maritime Security Committee meetings; and
  - Attendance at various conferences sponsored by states, Urban Areas Security Initiatives (UASI), private sector entities, and advocacy groups such as the National Governors Association and the National Emergency Management Association.

Unlike other Federal grant programs, the constituency for FEMA's preparedness grants is extremely varied and diverse. Besides the traditional disciplines such as law enforcement, emergency management, and fire service, these grants reach governmental administrators, public works, private sector entities, and nonprofit organizations. Because of the need to reach such a large group, FEMA employs a number of different approaches, and engages the assistance of multiple DHS offices and Components, to reach as many communities as possible as frequently as possible.

Although it is not expected that FEMA will reach all potential grantees, we will certainly endeavor to reach out to as many communities as we can. In the coming Fiscal Year, FEMA

plans to continue its implementation of an enhanced plan for stakeholder engagement designed to improve transparency and increase information gathering.

These efforts can be described under two main categories: *Criteria Development* and *Technical Assistance/Outreach*.

***Criteria Development:***

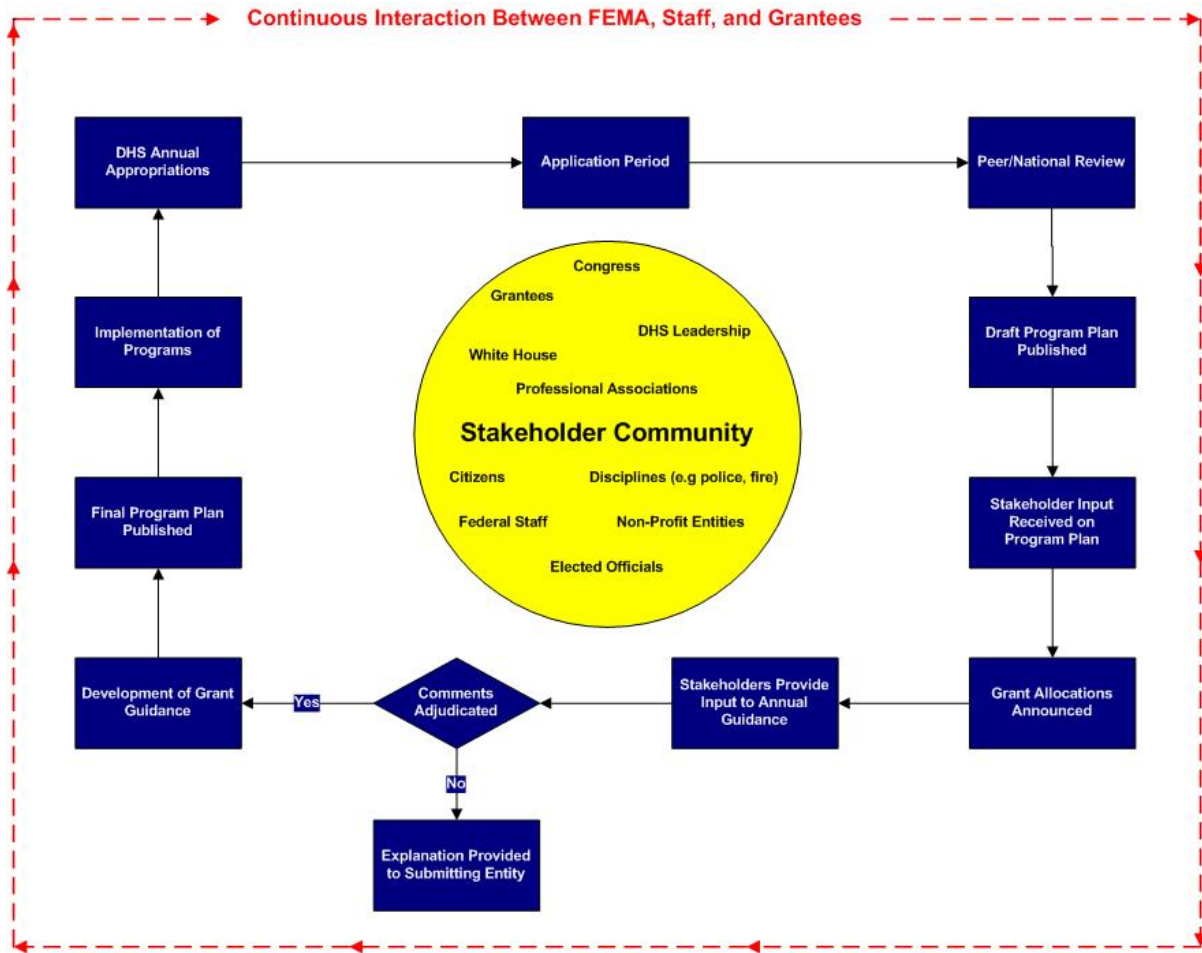
Each year, FEMA plans a robust schedule of outreach to grantees in order to fully engage with as many stakeholders as possible. We do not intend to limit the process to just a program by program view. FEMA will continue to use our existing mechanisms for communication to the field, such as information bulletins, to seek feedback from our stakeholder community. Consistent with our future program goals, FEMA will seek to expand the number and types of mechanisms we use to communicate with stakeholders, ensure wide dissemination of the annual program schedule (e.g., see the appendix of this document), and increase the opportunities for stakeholder input throughout the annual grant program cycle.

FEMA's enhanced process will include formal opportunities for existing and potential grantees to engage with FEMA GPD representatives, either through face-to-face meetings, Webinars, or teleconference calls. This is in addition to other outreach opportunities that FEMA participates in throughout the year, including grantee meetings, such as the annual UASI conference, monitoring visits, regional visits, and association meetings.

As noted above, many of the formal outreach opportunities for stakeholders occur in the fourth quarter of each Fiscal Year. However, FEMA will work with stakeholders to determine other timeframes in the annual process that would benefit from stakeholder input.

***Technical Assistance/Outreach:***

This process is ongoing throughout the year, and is depicted in the graphic noted on the following page as a continuous cycle.



One of FEMA’s strengths in working with stakeholders is its staff. This includes the Program Analysts within GPD at FEMA Headquarters and the Regional Investment Officers within FEMA Regions. For each grant program, there is an assigned Program Analyst or Investment Officer who serves as a point of contact for each grantee for all of our preparedness programs, acting as a source of information and a partner in helping states develop their investment justifications, state or urban area homeland security strategies, monitoring reports, and other reporting documents. The FEMA staff is in daily contact with the grantees on any number of items related to the grant programs, and those conversations also yield an ability to provide feedback on FEMA’s processes. In addition, GPD staffs a Centralized Scheduling and Information Desk (CSID), which is a non-emergency help desk for grantees that have questions. The CSID is available from 8 a.m. to 6 p.m., Monday through Friday.

In addition, throughout the year, stakeholders ask questions, seek clarification and provide feedback through multiple vehicles, some of which include several active electronic mailboxes. The following dedicated email accounts are monitored by FEMA staff on a daily basis to communicate with stakeholders:

- [ASKCSID@dhs.gov](mailto:ASKCSID@dhs.gov)
- [ASK-GMD@dhs.gov](mailto:ASK-GMD@dhs.gov)

- [HSGPReview@dhs.gov](mailto:HSGPReview@dhs.gov)
- [BZPP@dhs.gov](mailto:BZPP@dhs.gov)
- [PSIC@dhs.gov](mailto:PSIC@dhs.gov)
- [portsecuritygrants@dhs.gov](mailto:portsecuritygrants@dhs.gov)
- [ipassessments@dhs.gov](mailto:ipassessments@dhs.gov)
- [firegrants@dhs.gov](mailto:firegrants@dhs.gov)

FEMA staff review and adjudicate all comments, questions, and inquiries, received through these modes of communication. These types of interactions can affect future iterations of the grant programs by several means. For example, responses to questions posed by grantees at times result in formal “Frequently Asked Questions” (FAQ) documents which are circulated to wider stakeholder audiences. These FAQs are distributed at various times and venues, including program guidance release, award announcement, and after action conferences. Additionally, questions may signal to FEMA leadership that clarification on a particular matter is warranted, and as a result, information bulletins are issued to stakeholders.

FEMA GPD also works closely with FEMA’s National Preparedness Directorate to seek feedback on homeland security programs and issues on a monthly basis from two major constituency groups:

- The National Homeland Security Consortium, which is a unique, one-of-a-kind group of key state and local organizations, elected officials, the private sector, and others with roles and responsibilities for homeland security prevention, preparedness, response, and recovery activities. This Consortium is an outgrowth of those initial discussions regarding the need for enhanced communication and coordination between disciplines and levels of government. In addition to its efforts with DHS, the Consortium works in partnership with other Federal agencies such as the Department of Health and Human Services’ Centers for Disease Control and Prevention.
- The Executive Committee of the Homeland Security Advisors Council within the National Governors Association, which is a forum to bring together the 55 advisors appointed by the governors of each state and territory to share common concerns and develop strategies for managing homeland security threats.

In addition to this feedback process, in FY 2010 FEMA will publish an annual program plan to grantees laying out anticipated grant actions throughout the year, and ask our stakeholders to comment on that program plan. The draft program plan is provided in the appendix to this report, and reflects another opportunity to our customers to understand and influence the upcoming year’s schedule.

The outreach efforts codified in this engagement plan reach across all grant programs, and FEMA is committed to ensuring that every opportunity to hear from stakeholders and to make adjustments to grant guidance packages, as appropriate, is maximized.

FEMA has already had success with one of its new grant programs. In FY 2008, FEMA released a new grant program, the Emergency Operations Center Grant Program, with extensive

assistance from both the National Emergency Management Association and the International Association of Emergency Managers. This approach will be used as a model for other stakeholder engagements.

FEMA has also developed an overarching FEMA Grants Strategy which improves internal and external stakeholder partnerships and communication, ensures accurate, useful and timely information and services for grantees, and streamlines processes to promote collaboration and consistency across regions and programs.

This Grants Strategy presents a clear structure for improving strategic connections across the FEMA grant-making Directorates. The document includes both short and long-term approaches for overall coordination of the 52 FEMA grant programs to ensure the highest quality services to our state and local grantees. The Strategy will guide FEMA as we focus on our systems and information, program objectives and outcomes, and processes and procedures. In addition, it will create the framework by which we develop the benchmarks necessary to measure program outcomes, solidify coordination with internal and external stakeholders, and serve as the guide for improved customer service and business processes.

## V. Path Forward and Improvement Plan

The Department's annual efforts associated with the specific grant timelines cannot be the only outreach mechanism; FEMA continues to seek ways to bring its customers into the development stages of its programs and to make them a regular and integral part of the evaluation and assessment process.

In order to ensure that our efforts become formalized and institutionalized within the Department and have participation by our grantees, we are developing additional opportunities. Those efforts are described below.

### *FEMA/GPD's Future Year Program Planning:*

In June of 2009, FEMA sent out the FY 2009 program plan to all of the members of the CSID listserv, which includes a number of entities, including the SAAs, UASI points of contacts, and Emergency Management Agencies (EMAs). FEMA solicited their input on this program plan for moving forward into the FY 2010 cycle. This program plan is a linear depiction of the continuous engagement process noted in the graphic on page 7.

The program plan covers the following general areas:

- **Phase 1: Program Development and Eligibility Determinations.** During this phase, the program office develops guidance to communicate effectively to applicants the program purpose, priorities and requirements related to implementation.
- **Phase 2: Application Submission and Review.** Once program guidance and application requirements are released publicly, eligible applicants can submit applications for funding.
- **Phase 3: Allocations and Award Processing.** Department leadership makes the final determination on allocations under the competitive programs. These decisions may involve input from both the application review process and the risk analysis.
- **Phase 4: Implementation.** Grantees spend the grant award in accordance with the allowable activities scoped in the program guidance. They submit quarterly financial reports and semi-annual progress reports on implementation.
- **Phase 5: Evaluation.** Evaluation is conducted throughout the entire grant cycle. Data and trend analysis of grant reporting and monitoring input are completed annually. Feedback is also obtained on development, application review and allocations from Federal, state, local and private partners through a formal after-action process.

Although we believe that this plan is helpful in laying out the projected timeframes for grantees, we are confident that there may be additional data that would be helpful to the grantees. We will

provide a feedback mechanism for our grantees to provide comments on the program plan, and adjudicate the comments as we receive them. Finally, we will deliver the FY 2010 program plan to our grantees prior to the start of the Federal fiscal year. Through the continuous feedback loop, we will continue to evolve the program plan each year.

***DHS's Quadrennial Homeland Security Review (QHSR) Process:***

In addition to the efforts already outlined, the Department will engage heavily with state and local stakeholders in a more strategic approach. This will be accomplished through activities related to the QHSR.

The Department is required to conduct the first QHSR in 2009 and to submit a report to Congress on its findings by December 31, 2009. This is the first comprehensive review of the Department and the broader homeland security enterprise, which extends across multiple Federal departments and agencies as well as state, local, and tribal governments and the private sector.

FEMA senior management (Office of the Administrator) is actively participating in the QHSR, and has already taken steps to ensure accurate representation in the process from our multiple and diverse stakeholder groups who have an interest in homeland security and emergency management.

The DHS Office of Policy has the lead for conducting the QHSR, and is meeting on a regular basis with the Office of Intergovernmental Programs (IGP) to identify appropriate organizations for the QHSR study groups to help develop study analysis, as well as nominate representatives for the senior oversight and executive oversight committees. FEMA has played an active role in reviewing and enhancing the role of key stakeholders in this process.

DHS will also be asking the homeland security association community to give their input on an ongoing analysis generated by the working groups. We are working hard to define the online collaboration tools to facilitate this dialogue as well as get the homeland security associations to nominate representatives to the various groups. Even if members of the homeland security community are not on one of the working groups or oversight committees, they will have a chance to comment on products that are released by the Department, as IGP will make them available to all.

In addition to the outreach approach outlined above, FEMA will continue to seek out opportunities through the QHSR whereby state and local stakeholders may make meaningful contributions for the long term. FEMA has every expectation that this stakeholder outreach plan will continue to evolve over the next few years, as we work to codify the processes outlined herein. The Department is particularly interested in fully developing the QHSR process so that this may serve as a strategic platform for a number of cross-cutting initiatives.

The homeland security community is a large and diverse community, and we want to ensure that we are truly making our communities safer through the capabilities developed in these grant programs. We want to ensure that we are building capability and resiliency at all levels, and advising the Administration on the best path forward for future budgeting of grant dollars, as

well as ensuring we have the right combination of programs. If we can engage with our partners at the front end of the process, we will develop much better products for the homeland security community as a whole.



## VI. Appendix A: Draft FY 2010 Program Plan

<b>October 2009</b>	
<b>Oct 1 (estimated)</b>	DHS appropriations enacted
<b>Early Oct</b>	Final FY 2010 risk-based eligibility decisions made by DHS leadership (UASI, TSGP, PSGP, BZPP)
	FY 2010 HSGP, SHSP Tribal, NSGP, OPSG, RCPGP, TSGP, FRSGP Amtrak, PSGP, BZPP, IECGP, EMPG, DLSGP guidance rollout strategy finalized with Public Affairs and Legislative Affairs
<b>Oct 23</b>	FY 2010 HSGP, SHSP Tribal, NSGP, OPSG, RCPGP, TSGP, FRSGP Amtrak, PSGP, BZPP, IECGP, EMPG, DLSGP White House briefing on final eligibility, program guidance, and formula allocations
<b>Oct 30</b>	FY 2010 HSGP, SHSP Tribal, NSGP, OPSG, RCPGP, TSGP, FRSGP Amtrak, PSGP, BZPP, IECGP, EMPG, DLSGP Congressional briefing on eligibility, program guidance, and formula allocations (5-day requirement)
<b>Late Oct</b>	FY 2010 AFG guidance reviewed by GPD
<b>November 2009</b>	
<b>Nov 3</b>	FY 2010 HSGP, SHSP Tribal, NSGP, OPSG, RCPGP, TSGP, FRSGP Amtrak, PSGP, BZPP, IECGP, EMPG, DLSGP Congressional notification of allocations (3-day requirement)
<b>Nov 6</b>	FY 2010 HSGP, SHSP Tribal, NSGP, OPSG, RCPGP, TSGP, FRSGP Amtrak, PSGP, BZPP, IECGP, EMPG, DLSGP Guidance and Application Kit release (initiates 30/45/90 day application periods)
<b>Nov 30</b>	Initial draft of FY 2010 SAFER program guidance due
<b>December 2009</b>	
<b>Mid Dec</b>	GPD National Conference
<b>Dec 22</b>	FY 2010 EMPG applications due to DHS (30 days after guidance release)
<b>Dec 30</b>	FY 2010 SAFER guidance reviewed by GPD
<b>January 2010</b>	
<b>Jan 14</b>	FY 2010 TSGP, FRSGP Amtrak, PSGP, BZPP, IECGP, DLSGP applications due to DHS (45 days after guidance release)
<b>February 2010</b>	
<b>Early Feb</b>	FY 2010 PSGP Field Reviews and BZPP Federal Review
<b>Mid Feb</b>	FY 2010 IECGP, DLSGP Federal and National Reviews
	FY 2010 TSGP, FRSGP Amtrak, Federal Reviews
<b>Feb 15</b>	Post FY 2010 AFG guidance/notice

<b>March 2010</b>	
<b>Mar 1</b>	FY 2010 AFG application period begins
<b>Early Mar</b>	DHS Senior Leadership makes final determination on FY 2010 TSGP, FRSGP, Amtrak, PSGP, BZPP, IECGP, DLSGP allocations
	FY 2010 TSGP, FRSGP Amtrak, PSGP, BZPP, IECGP, DLSGP allocation announcement strategy finalized with Public Affairs and Legislative Affairs
<b>Mid Mar</b>	FY 2010 EMPG awards processed and final awards issued
<b>Mar 22</b>	FY 2010 HSGP, SHSP Tribal, NSGP, OPSG, RCPGP applications due to DHS (90 days after guidance release)
<b>Mar 29</b>	FY 2010 TSGP, FRSGP Amtrak, PSGP, BZPP, IECGP, DLSGP White House allocation briefing
<b>April 2010</b>	
<b>Early Apr</b>	FY 2010 NSGP, OPSG, RCPGP applications reviewed by Federal stakeholders
<b>Apr 2</b>	FY 2010 AFG application period ends
<b>Apr 5</b>	FY 2010 TSGP, FRSGP Amtrak, PSGP, BZPP, IECGP, DLSGP Congressional briefing (5-day requirement)
<b>Apr 7</b>	FY 2010 TSGP, FRSGP Amtrak, PSGP, BZPP, IECGP, DLSGP Congressional notification of allocations (3-day requirement)
<b>Apr 12</b>	FY 2010 TSGP, FRSGP Amtrak, PSGP, BZPP, IECGP, DLSGP allocation announced (60 days after applications due)
<b>Mid Apr</b>	Peer reviewers conduct independent review of FY 2010 HSGP and SHSP Tribal Investment Justifications
<b>May 2010</b>	
<b>Early May</b>	FY 2010 HSGP and SHSP Tribal peer review panels convene
<b>Late May</b>	DHS Senior Leadership makes final determination on FY 2010 HSGP, SHSP Tribal, NSGP, OPSG, RCPGP allocations
	FY 2010 HSGP, SHSP Tribal, NSGP, OPSG, RCPGP allocation announcement strategy finalized with Public Affairs and Legislative Affairs
<b>May 17</b>	Post FY 2010 SAFER guidance
<b>June 2010</b>	
<b>Jun 1</b>	FY 2010 SAFER application period begins
<b>Late June</b>	FY 2010 TSGP, FRSGP Amtrak, PSGP, BZPP, IECGP, DLSGP awards processed and final awards issued
<b>July 2010</b>	
<b>July 2</b>	FY 2010 SAFER application period ends
<b>Early July</b>	FY 2010 AFG awards and Congressional notification begins

<b>July 14</b>	FY 2010 HSGP, SHSP Tribal, NSGP, OPSG, RCPGP White House allocation briefing
<b>July 21</b>	FY 2010 HSGP, SHSP Tribal, NSGP, OPSG, RCPGP Congressional briefing (5 day requirement)
<b>July 23</b>	FY 2010 HSGP, SHSP Tribal, NSGP, OPSG, RCPGP Congressional notification of allocations (3-day requirement)
<b>July 28</b>	FY 2010 HSGP, SHSP Tribal, NSGP, OPSG, RCPGP allocations announced (90 days after applications due)
<b>August 2010</b>	
<b>Early Aug</b>	FY 2010 SAFER awards and Congressional notification begins
<b>Aug 23</b>	FY 2010 Post FP&S program guidance
<b>September 2010</b>	
<b>Sept 7</b>	FY 2010 FP&S application period begins
<b>Late Sept</b>	FY 2010 HSGP, SHSP Tribal, NSGP, OPSG, RCPGP awards processed and final awards issued
<b>October 2010</b>	
<b>Oct 8</b>	FY 2010 FP&S application period ends
<b>November 2010</b>	
<b>Late Nov</b>	FY 2010 SAFER awards and Congressional notification ends
<b>December 2010</b>	
<b>Late Dec</b>	FY 2010 AFG awards and Congressional notification ends

## VII. Appendix B: Acronym List

This appendix provides a comprehensive list of the acronyms used in the Stakeholder Engagement Plan.

<b>Acronym</b>	<b>Description</b>
AFG	Assistance to Firefighters Grant Program
BZPP	Buffer Zone Protection Program
CSID	Centralized Scheduling and Information Desk
DHS	Department of Homeland Security
DLSGP	Driver's License Security Grant Program
EMA	Emergency Management Agency
EMPG	Emergency Management Performance Grants
FAQ	Frequently Asked Question
FEMA	Federal Emergency Management Agency
FP&S	Fire Prevention and Safety
FRSGP	Freight Rail Security Grant Program
FSCG	Fire Station Construction Grants
FY	Fiscal Year
G&T	Department of Homeland Security Office of Grants & Training
GPD	Grant Programs Directorate
HSGP	Homeland Security Grant Program
IECGP	Interoperable Emergency Communications Grant Program
IGP	Office of Intergovernmental Programs
NEMA	National Emergency Management Association
NGA	National Governors Association
NSGP	Nonprofit Security Grant Program
OGO	Department of Homeland Security Office of Grant Operations
OPSG	Operation Stonegarden
P.L.	Public Law
PSGP	Port Security Grant Program
PSIC	Public Safety Interoperable Communications
QHSR	Quadrennial Homeland Security Review
RCPGP	Regional Catastrophic Preparedness Grant Program
SAA	State Administrative Agency
SAFER	Staffing for Adequate Fire and Emergency Response
SHSP	State Homeland Security Program
TSGP	Transit Security Grant Program
UASI	Urban Areas Security Initiative
U.S.C.	United States Code