

## THIRA-SPR Unified Reporting Tool

Welcome to the Threat and Hazard Identification and Risk Assessment (THIRA) State Preparedness Report (SPR) Unified Reporting Tool. The THIRA is a standardized process for establishing capability targets. The SPR is a standardized self-assessment of current capability levels. FEMA collects THIRA and SPR data through this reporting tool.

The FY 2015 Homeland Security Grant Program (HSGP) requires that (1) states submit an SPR to FEMA by December 31, 2015 and (2) states submit capability goals and urban area THIRAs to FEMA no later than December 31, 2015. Urban areas will submit their THIRA to the designated State Administrative Agency; the state should coordinate with each eligible urban area to ensure that the urban area THIRA submissions occur in advance of the deadline, as the state must include the urban area's input when conducting the statewide SPR assessment. In compliance with THIRA submitter Urban Area Security Initiative (UASI) grants are encouraged to complete an SPR and submit it to FEMA.

In FY 2015, the Title II Homeland Security Grant Program (HSGP) requires FY 2015 Urban areas to submit a THIRA. In FY 2015, HSGP also requires that states to provide DPCSP and THIRA assessments. All of these assessments must be provided by December 31, 2015. Urban areas are not required to submit an SPR, however they are encouraged to coordinate with their respective state partners to ensure the SPR for the state or states in which the urban area geographically resides reflects their preparedness capabilities.

When completed, please email your finalized response (a completed version of this tool) to your FEMA Regional Federal Preparedness Coordinator (copying FEMA.SPR@fema.dhs.gov). Upon receipt, FEMA will acknowledge receipt of the submission via email.

Macros must be enabled for this tool to work properly.

For a Section 508 compliant version of this survey, please contact FEMA.SPR@fema.dhs.gov

Jurisdiction Name	
Assessments	
Point of Contact	Name: _____ Title: _____ Organization: _____ Email address: _____ Phone number: _____
Approving Authority	Name: _____ Title: _____ Organization: _____ Email address: _____ Phone number: _____ Approval Date: _____

## Paperwork Burden Disclosure Notice

**THIRA Form 0302-03**  
**PAPERWORK BURDEN DISCLOSURE NOTICE**  
**Threat and Hazard Identification and Risk Assessment (THIRA)**  
Public reporting burden for this form is estimated to average 400 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and reviewing the data needed, and reviewing and submitting the form. This collection of information is necessary for planning and preparing for the collection of community urban area data. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing this burden to Information Collection Project Manager, Department of Homeland Security, Paperwork Reduction Project (0302-03), Washington, DC 20533. (Burden estimate for this form is 400 hours per response.) (OMB Collection 0302-03). **NOTE: DO NOT SEND YOUR COMPLETED FORM TO THIS ADDRESS.**

Expiration Date: 09/30/15 FEMA Form 0302-03

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## Overview

This tool guides users in developing their THIRAs and SPRs. The THIRA follows a four-step process, as described in Comprehensive Preparedness Guide 201, Second Edition:

- Identify the Threats and Hazards of Concern.** Based on a combination of past experience, forecasting, expert judgment, and other available resources, communities identify a list of the threats and hazards of primary concern to the community.
- Give the Threats and Hazards Context.** Communities describe the threats and hazards of concern, showing how they may affect the community.
- Establish Capability Targets.** Communities assess each threat and hazard in context to develop a specific capability target for each core capability. The capability target defines success for the capability.
- Apply the Results.** For each core capability, communities estimate the resources required to meet the capability targets.

The SPR is a four-step process by which communities assess their current abilities to meet capability targets they established in Step 3 of the THIRA:

- Rate Current Capabilities.** For each core capability, communities rate their ability to achieve the capability targets in each of the elements: planning, organization, equipment, training, and exercises.
- Provide Context for Capability Ratings.** Communities provide context for their assessments by rating the priority they place on each core capability, describing their capability gaps and recent advances, and estimating the extent to which they will depend on higher levels of government to fill capability gaps.

Together, the THIRA and SPR help communities determine what they need to prepare for, what resources they require, and what their current levels of capability and capability gaps are. Communities can use this information to help them efficiently build and sustain preparedness capabilities.

## User Support

For technical assistance on preparing and submitting this THIRA and/or SPR, please contact your FEMA Regional Office:

Region I: Bruce Swett, Bruce.Swett@fema.dhs.gov, 617-822-4720  
Rich Nishize, Rich.Nishize@fema.dhs.gov, 617-454-7550  
Region II: Terry Flynn, Terry.Flynn@fema.dhs.gov, 212-880-3605  
Sara Medina, Sara.Medina@fema.dhs.gov, 212-680-6534  
Region III: Blair Hyde, Blair.Hyde@fema.dhs.gov, 215-915-5732  
Region IV: Holly Hildesheim, Holly.Hildesheim@fema.dhs.gov, 770-220-5634  
North Florida: Wanda Hensley@fema.dhs.gov, 770-220-5125  
Region V: Vince Parisi, Vince.Paris@fema.dhs.gov, 312-438-5297  
Region VI: Chad Swanson, Chad.Swanson@fema.dhs.gov, 960-898-5344  
Region VII: Brian Bell, Brian.Bell@fema.dhs.gov, 940-898-5128  
Region VIII: Rodney Odom, Rodney.Odom@fema.dhs.gov, 816-283-7026  
Region IX: Joel Palmer, Joel.Palmer@fema.dhs.gov, 552-677-7193  
Region X: Lynn Platter, Lynn.Platter@fema.dhs.gov, 303-235-4855  
Region XI: Mike Anderson, Mike.Anderson@fema.dhs.gov, 405-487-4154  
Andrew Herold-Kison, Andrew.Herold-Kison@fema.dhs.gov, 425-487-4784  
For questions regarding tool functionality and use, please see the 2015 Unified Reporting Tool User Guide, send an email to FEMA.SPR@fema.dhs.gov, or call 202-786-9576.

To request on-site technical assistance, please email PPOB.Nation@preparedness@fema.dhs.gov.