

Response Area

Instructions for the Reviewer

Please provide a response to the submission. Once complete, scroll to the end and submit your response.

If you need additional information - do not submit a response - Instead, please work directly with the submitter (please do not forward the notification email to them). If you can not successfully review this request within a timely manner due to a lack of response then please deny the request.

Initial Review: Completed by HSGD Grant Manager Lead

Training Review: Completed by Training Coordinator

Review Conclusion

Approved

Not Approved (Fails Initial Review)

Not Approved (Fails Training Review)

Would you like to add comments for your approval?

Yes

No

Comments: (Required if Not Approved, and will be included in email to submitter. If approved, comments will be forwarded to HSGD Grant Manager only.)

Subgrantee Submission

Current HSGD Grant Manager

Submission Reference #

Part I: OOG Grant Information

Subgrantee Name

Regional Planning Commission (COG)

Project Title:

Grant Number

log into eGrants

Project Period From

Project Period To

Part II: Training Event Information

Name of Training Event

Name of Training Host/Location

Location Type

Out of Country Training

The grant guidance states that generally this is an unallowable cost unless approved in advance by DHS/FEMA.

In addition to State level training approval, the international travel request must be submitted through your OOG Grant Manager to FEMA.

Prepare a Justification Letter on your agency's letterhead and must be signed by your Authorized Official.

The justification must include a detailed explanation of why the proposed training is the only course/event that will fulfill a documented training need, is necessary, and unattainable within national borders.

Please include any documentation (Brochures, Web Page, Etc.) that is available when submitting the justification letter to HSGD.

I understand the additional requirements for training located outside of the US.

I already have FEMA approval and will forward this information to my HSGD Grant Manager. I will begin the process of requesting a review by FEMA.

Training Dates From

Training Dates To

Budget Line Item (BLI) as it appears on your eGrants approved budget

Item Amount (\$)

Part III: Benefit of Training

Describe how the proposed training event:

1) Falls within the FEMA mission and scope to prepare state, local, tribal, and territorial personnel to prevent, protect against, mitigate, respond to, and recover from acts of terrorism and catastrophic events:

2) Builds capabilities that (a) support specific training needs identified by the state, jurisdiction, and/or urban area, and (b) comport with the state's and/or urban area's Homeland Security Strategy:

3) Address specific tasks and/or competencies articulated in FEMA's Emergency Responder Guidelines and the Homeland Security Guidelines for Prevention and Deterrence:

4) Address specific core capabilities articulated in the National Preparedness Goal:

Do you have a document to attach?

- Yes
- No

Upload 1 Description

Upload 2 Description

Reviewer: A link to any uploaded file(s) is included in your email notification.

Provide link to training-related website, if available

Please provide any other pertinent information

Part IV: Authorization

Submitter Name

Submitter Phone:

Submitter Email