

UASI 101

A stakeholders guide to procuring goods and services!

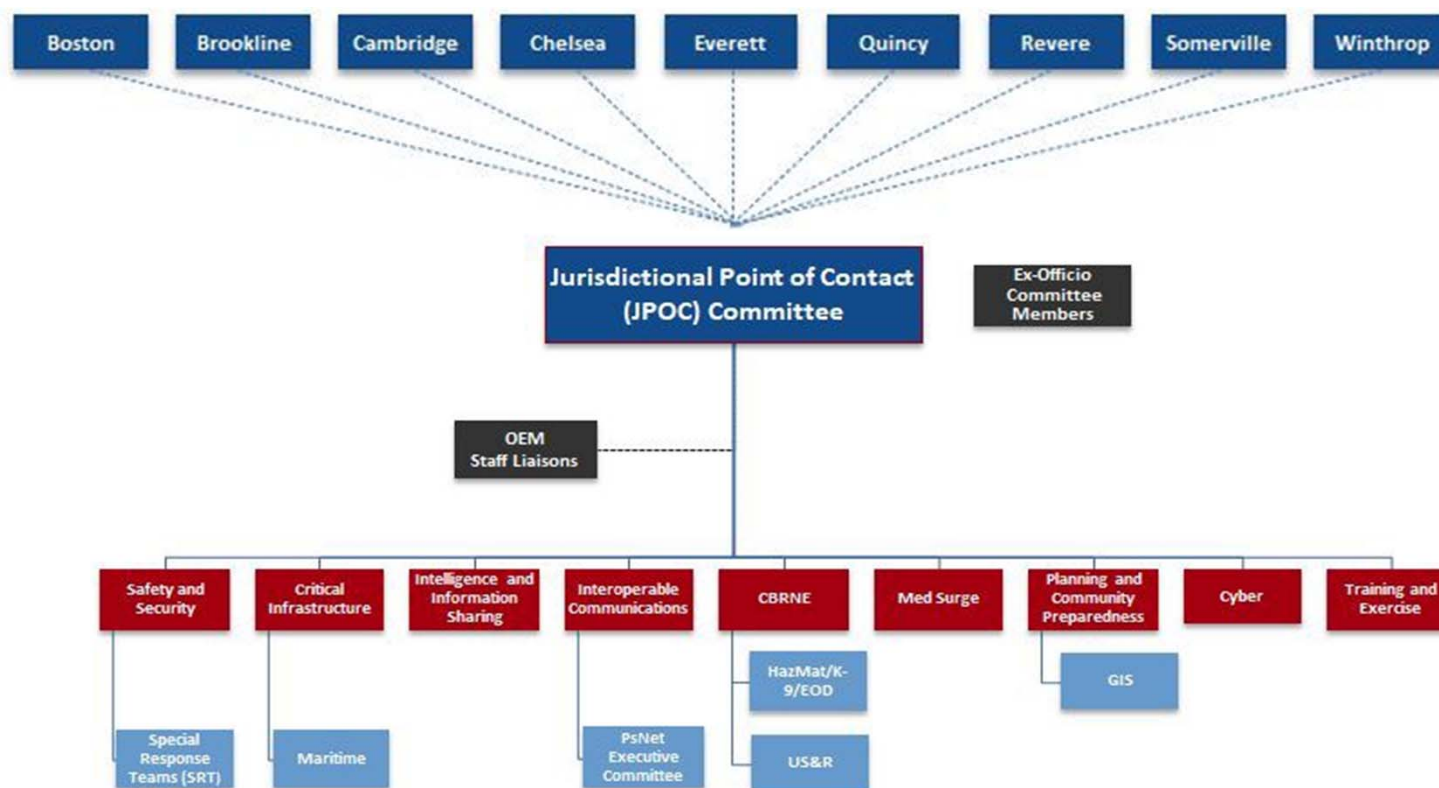
information in this powerpoint is subject to change pending OEM and JPOC policy changes



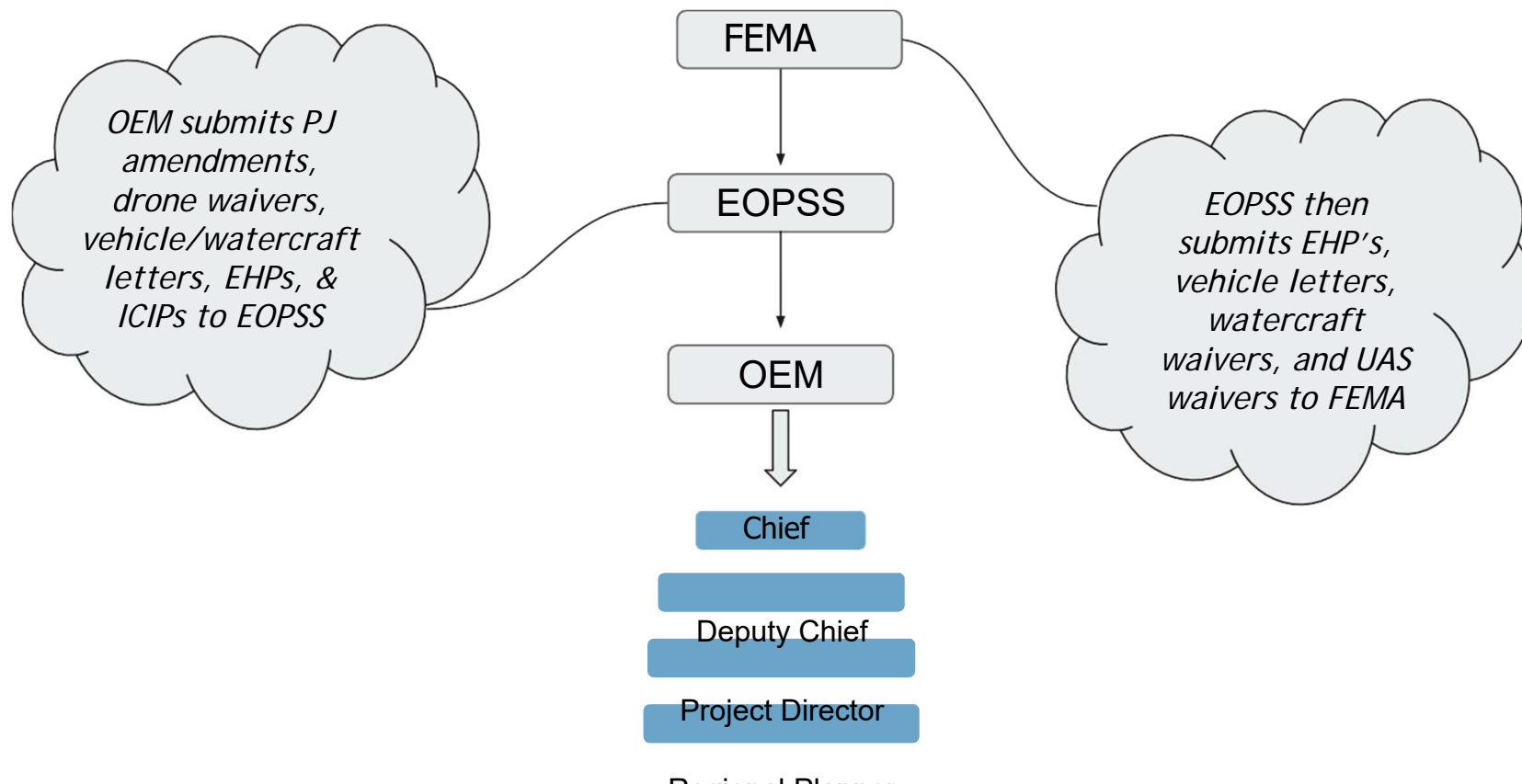
Background Information

- The Urban Area Security Initiative (UASI) Grant Program is a DHS/FEMA funded grant that provides funding to enhance regional preparedness and capabilities in designated high-threat, high-density areas to prevent, protect against, respond to, and recover from terrorist attacks
- Equipment, training, and other services *must* have a nexus to terrorism
- Each grant lasts for three years, but the funds are generally available to us for 2.5 years (starting in January and ending in June)
- UASI resources are procured two ways, with the help of your Regional Planner; either through OEM/COB Procurement or Award Letter ([30b](#) *compliance is still required, regardless*)

MBHSR Organizational Chart



UASI Organizational Approval Chart





What purchases are allowable?

- Must have a nexus to terrorism
- Must fall within the Project Justification for the specific Goal Area
 - Can be updated with approval from EOPSS
- Cannot be supplanting your operational budget
- No weapons or weapons accessories

Ask your Regional Planner if you're unsure!



Award Letter v. OEM Procurement

Award Letter:

- Your agency handles the procurement: purchase + payment + submit reimbursement request
- OEM Procurement:

You submit quote/pre-req to us and we handle everything else



Award Letter - Reimbursement Request

When a community requests an Award Letter, they must submit a reimbursement packet to OEM.

- The following items should be included in a reimbursement request packet:
 - Reimbursement request letter
 - A purchase order from the communities finance department
 - Vendor invoices
 - Proof of payment (copies of the check and/or other financial information clearly showing payment)
 - Coversheet (a breakdown of every purchase/line item with the approved AEL, price, & description)
 - Any other 30b procurement documentation to prove the community went through the proper procurement process