

# FY2014 STATE HOMELAND SECURITY GRANT PROGRAM

## SUB-APPLICANT COVERSHEET

(see page 7 of applications instructions)

**Each sub-applicant agency requesting federal funds (within your county or tribe) must complete a separate sub-applicant coversheet for each project.**

Project Title: Crime Prevention Through Environmental Design, CPTED - Advanced Train the Trainer Course

County or Tribe: Multnomah County

Sub-Applicant Agency Requesting Funds: Multnomah County Emergency Management

Federal Funds Requested: \$ 15,000.00

Program Mailing Address:

501 SE Hawthorne, Ste 400

Portland OR 97214

Fiscal Mailing Address:

501 SE Hawthorne, Ste 400

Portland, OR 97214

Program Contact: Alice Busch

Title: Emergency Manager, Vul Pops Spec

E-mail: alice.busch@Multco.us

Phone number: (503) 988-6552 ext.

Fiscal Contact: Tabatha Millican

Title: Finance Specialist

E-mail: tabatha.millican@multco.us

Phone number: (503) 988-2446 ext.

Identify State Investment Justification: 4. Citizen Preparedness

Agency Federal Tax Identification Number: 93-6002309

Agency Data Universal Numbering System (DUNS) Number: 030784888

To obtain a DUNS number for your agency, please go to the D&B website at:  
<http://fedgov.dnb.com/webform>, or call the DUNS Number request line at 1-866-705-5711.

Completed required registration in System for Awards Management (SAM): Yes ☒ AM (initial)  
(your DUNS number is a required field to start your SAM Registration)

CAGE Number: 3N3M8 (found within your completed SAM)

To register in SAM, please go to the SAM website at [www.sam.gov/portal/public/SAM/](http://www.sam.gov/portal/public/SAM/).

My jurisdiction has a property/equipment tracking and monitoring system in place that complies with the requirements set forth in 44CFR Section 13. ☒ YES ☐ NO AM (initial)

Authorized Official for the Agency: Dave Houghton, Multnomah County Emergency Manager

Signature of Authorized Official: [Signature]

Date: 7/31/2014

Fiscal Year 2014

Oregon

EMERGENCY MANAGEMENT

**STATE HOMELAND SECURITY GRANT  
PROGRAM**

**PROJECT PLANNING WORKSHEET**

**MAY 2014**





# STATE HOMELAND SECURITY PROJECT PLANNING WORKSHEET

## Overview

This worksheet is for applicants applying for the FY2014 State Homeland Security Grant Program (SHSGP) funding in compliance with FY2014 Application Instructions and Grant Guidance. This worksheet must be completed in full and provide a detailed budget as identified in the application instructions. No more than seven (7) worksheets may be turned in per county or tribe.

## Project Information:

(See page 8 of application instructions)

<b>1. County or Tribe:</b>
----------------------------

Multnomah County
------------------

<b>2. Project Name:</b>
-------------------------

Crime Prevention Through Environmental Design, CPTED - Advanced Train the Trainer Course
--

<b>3. Total Federal Funding Requested:</b>
--

\$15,000
----------

## Investment Justification

(See page 8 of application instructions)

<b>4. Identify State IJ:</b>
------------------------------

4. Citizen Preparedness
-------------------------

## **Baseline: New or Ongoing Project**

**Capabilities that will be created or enhanced by the project.**

(See pages 8 and 9 of application instructions)

### **5. Project Phase: (Place an "X" in the corresponding box) (Point Value = 5)**

- ☐ Sustaining or maintaining a core capability acquired with Federal funding
- ☒ Sustaining or maintaining a core capability acquired without Federal funding
- ☐ Developing or acquiring a new core capability (new capabilities must be deployable)

#### **Description of Capabilities:**

Two people in Multnomah County and one person in Clackamas County have been trained to provide basic CPTED workshops. This proposed advanced course will capitalize on that work and increase our region's capacity for outreach.

The CPTED program elements are already incorporated into regional Citizen Corps outreach materials, however, due to a lack of instructors that section of our materials is rarely addressed during public outreach. Because this course will be open across the region, we anticipate the train the trainer advanced course will host at least 40 students. These students (soon to be instructors) will include CPTED elements in their existing outreach efforts throughout our communities. The potential to reach hundreds of citizens as well as creating long term infrastructure improvements by including CPTED elements in planning is a realistic and achievable goal.

Although this project capitalizes on a basic existing infrastructure, it is a stand-alone single phase project. Aside from procurement, preparation and promotion of the workshop, the project will be completed in 40 hrs.

Additionally, while this project has verbal support from two additional counties and will benefit the region (enrollment will be open to Oregon and SW Washington), it is being submitted as a Multnomah County project.



## **Project Description:**

**Provide a detailed description of this project.**

(See page 9 of application instructions)

<b>6. Description of Project:</b>	<b>(Point Value = 30)</b>
<p>The purpose of this project is to host a regional Advanced Crime Prevention Through Environmental Design, CPTED Train the Trainer course.</p> <p>Crime Prevention Through Environmental Design (CPTED) is based on the principle that proper design and effective use of buildings and public spaces in neighborhoods can lead to a reduction in fear as well as a reduction in the incidence of crime and an improvement in the quality of life. Participants of this advanced course will not only learn crime prevention through natural means (how natural access control and natural surveillance decrease the opportunity for crime), but also the different aspects of situational awareness. Participants will work together on a site survey and provide a group presentation of their results using CPTED strategies.</p> <p>In keeping with the whole community concept, this course will be promoted to a broad cross section of our regional community. In addition to Citizen Corps programs, the target audience includes: parks departments, law enforcement, schools, planning and development departments, offices of sustainability, departments of diversity and equity, professional architect firms, businesses, elected officials, the faith based community, apartment managers, neighborhood association members, special event facilities and centers, departments of transportation (Oregon State as well as cities in the region), and hospitals.</p> <p>Once trained, these individuals will be expected to deliver the CPTED training to citizens via Know Your Neighborhood and Map Your Neighborhood courses as well as Neighborhood Watch and other citizen training programs and outreach efforts.</p> <p>Currently only three local individuals are qualified to teach the basic course, none are qualified to teach the advanced course. The critical knowledge this advanced course provides has the potential to reduce crime and create greater situational awareness across the region. Lacking adequate trainers, or trained staff, it is impossible to roll out this course to the target audiences.</p> <p>Elements of the basic course teaches students how to assess conditions in neighborhoods and apply practical access control (doors, fences), surveillance (lighting, windows, landscaping), territorial reinforcement (signs, sidewalks, ordinances), and maintenance (code enforcement, community clean ups) to improve community, neighborhoods, and individual homes and businesses.</p> <p>This Advanced CPTED course provides additional intense practical applications. The</p>	

participants more comprehensively study lighting, landscaping, and traffic calming strategies and also review design plans and make suggestions for changes and enhancement based on previous learning.

Without this training, planning, development and construction of critical facilities (as well as high hazard public gathering areas) may not include the critical elements of CPTED. The lack of advisors with this knowledge to serve on teams minimizes our capacity to capitalize on the benefits of considering these elements in the design phase.

Cities and counties throughout the country are adopting CPTED ordinances requiring site plan reviews with crime prevention in mind. Law enforcement officers and citizen advocates who are especially trained in CPTED are now working closely with planners, architects, city officials, and educators to ensure the proper design of structures, schools, and neighborhoods. It is our intention to create the same level of partnership within our region.

### **Equipment or Services**

**Equipment or services to be purchased for the project.**  
(See page 9 of application instructions)

**7. Project Outputs:**

**(Point Value = 10)**



- 1.) An advanced Train the Trainer CPTED course open to regional partners.
- 2.) The creation of a cadre of 40 advanced CPTED trainers capable of teaching basic and advanced courses.

## **Capabilities**

**Capabilities that will be created or enhanced by the project.**

(See page 10 of application instructions)

<b>8. Project Outcomes:</b>	<b>(Point Value = 15)</b>
-----------------------------	---------------------------

- 1.) A reduction of crime in areas that implement CPTED elements.
- 2.) An increase in reporting valid suspicious activities or circumstances.
- 3.) An engaged and knowledgeable citizenry who understand the CPTED elements and encourage incorporating them in their various communities (worship, work, leisure).
- 4.) The potential for the incorporation of CPTED elements into new construction.
- 5.) The inclusion of CPTED elements into existing neighborhoods and communities (faith-based, schools, businesses, etc).

## **State Strategy:**

**Identify all goals and objectives in the State Homeland Security Strategy supported by this project.**

(See page 10 of application instructions)

<b>9. Project Goals and Objectives:</b>	<b>(Point Value = 5)</b>
---	--------------------------

This project addresses Oregon State Strategy - Goal 6: Enhance Oregon's Citizen Corps (CC) and Voluntary Organization based programs statewide. Specifically Objective 2: Develop a public awareness campaign to increase citizen interest statewide in Citizen Corps Programs and foster citizen participation; and Objective 3: Increase the number of trained organized citizen volunteers.

Peripherally, Goal 2 is also relevant: Increase the ability to investigate, disrupt, deter, and dismantle international and domestic terrorist efforts in Oregon.

Objective 4: Include preventative measure components in all state, local, and regional

CBRNE/WMD exercises.

Additionally this project is guided by national trends. For example, Tampa FL has a requirement that all new development must have CPTED elements included or project are not approved for construction. It is likely that CPTED will soon be adopted universally as a design element that is of pivotal importance to homeland security.

### **Proposed Funding by Solution Area:**

**Provide the Proposed Funding amount to be obligated from this project towards Planning, Organization, Equipment, Training, and Exercises (POETE). (Please provide amounts for all that apply) (See page 11 of application instructions)**

<b>10. Proposed Funding:</b>		<b>(Point Value = 5)</b>
<b>Solution Area</b>	<b>Amount of Proposed Funding \$</b>	<b>Funds dedicated to LETPA*</b>
	<b>SHSP</b>	
Planning	\$15,000	\$0
Organization	\$0	\$0
Equipment	\$0	\$0
Training	\$0	\$0
Exercises	\$0	\$0
<b>Total Proposed Funding:</b>	<b>\$1</b>	<b>\$78</b>

*\* If applicable, provide the proposed funding amount that is expected to be obligated towards Law Enforcement Terrorism Prevention Activities (LETPA).*

### **Core Capabilities:**

**Select all Core Capabilities supported by this Project. (Place an "X" in the corresponding boxes)**

(See page 11 of application instructions)

<b>11. Project Core Capabilities:</b>		<b>(check all that apply)</b>
<input type="checkbox"/> Access Control and Identity Verification	<input type="checkbox"/> Operational Communications	
<input checked="" type="checkbox"/> Community Resilience	<input type="checkbox"/> Operational Coordination	
<input type="checkbox"/> Environmental Response/Health and Safety	<input type="checkbox"/> Planning	
<input type="checkbox"/> Infrastructure Systems	<input type="checkbox"/> Public Information and Warning	
<input type="checkbox"/> Intelligence and Information Sharing	<input type="checkbox"/> Screening, Search, and Detection	
	<input type="checkbox"/> Situational Assessment	



- |   |  |
|---|--|
| <input type="checkbox"/> Interdiction and Disruption<br><input type="checkbox"/> On-Scene Security and Protection | <input type="checkbox"/> Threats and Hazard Identification |
|---|--|

**Milestones:**

**Identify Milestones by quarter, with start and end dates, which will be achieved within the period of performance.**

(See page 11 of application instructions)

12. Project Milestones:		(Point Value = 15)	
Quarter	Milestones	Start Date (mm/yyyy)	End Date (mm/yyyy)
1	Secure dates and location for training. Begin promoting course.	10/2014	12/2014
2	Submit RFP and secure vendor.	01/2015	03/2015
3	Secure training team and finalize targeted curriculum.	04/2015	06/2015
4	Host course , review evaluations, create instructor cadre list and disseminate to regional partners.	7/2015	9/2015

## **Sustainment:**

**Identify how you will sustain the project.**

(See page 12 of application instructions)

### **13. Sustainment:**

**(Point Value = 15)**

Upon completion of the Advanced CPTED Train the Trainer course, the region will have a cadre of trained personnel capable of providing continuing education. No significant additional costs are required. Several agencies and organizations have expressed interest in attending the training and their commitment to carry forward the elements of CPTED throughout their communities will create a sustainable program. The benefits generated through the incorporation CPTED elements, such as lowered crime rates, increased neighborhood cohesion, and the minimization of business interruption will also help sustain the program.



Multnomah County Emergency Management

2

DATE

(See page 12 of application instructions, Point Value = 15)

[illegible]

Subapplicant: Multnomah County Emergency Management

Project Number: 3

Project Name: CPTED

(See page 12 of application instructions, Point Value = 15)

(See page 12 of appendices for instructions, 1 point value 10)

IJ	Core Capability	Planning/Description of Expense	Total Cost	Agency	Discipline		
4. Citizen Preparedness	Community Resilience	CPTED Training Instructor (travel, time, per diem, hotel)	\$10,000	MCEM	EMA		
4. Citizen Preparedness	Community Resilience	CEU certification for planners and architects	\$1,000	MCEM	EMA		
4. Citizen Preparedness	Community Resilience	refreshments and manuals	\$3,500	MCEM	EMA		
4. Citizen Preparedness	Community Resilience	promotion of course	\$500	MCEM	EMA		
Planning Subtotal			\$15,000				
IJ	Core Capability	Training Course	Item/Expense	Number Trained	Total Cost	Agency	Discipline
					\$0		
					\$0		
					\$0		
Training Subtotal					\$0		
IJ	Core Capability	Exercise/Description of Activities	Total Cost		Agency	Discipline	
			\$0				
			\$0				
			\$0				
			\$0				
Exercise Subtotal			\$0				
Equipment Subtotal			\$0				
PROJECT TOTAL					\$15,000		



(See page 13 of application instructions)

Grant Programs Directorate



Homeland  
Security

OMB Control#: 1660-0115  
Expiration Date: 10/31/2013  
FEMA Form: 024-0-1

DEPARTMENT OF HOMELAND SECURITY  
FEDERAL EMERGENCY MANAGEMENT AGENCY  
**ENVIRONMENTAL AND HISTORIC PRESERVATION SCREENING FORM**  
**Paperwork Burden Disclosure Notice**

*Public reporting burden for this form is estimated to average 8 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting the form. You are not required to respond to this collection of information unless it displays a valid OMB control number. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472, Paperwork Reduction Project (1660- 0115) NOTE: Do not send your completed form to this address.*

**Completing the Screening Form:**

This form must be attached to all project information sent to the Grant Programs Directorate (GPD) to initiate environmental and historic preservation (EHP) compliance review, per the National Environmental Policy Act (NEPA) and other EHP laws and executive orders. *There is no need to complete and submit this form if the grant scope is limited to planning, management and administration, classroom-based training, table-top exercises and functional exercises, or purchase of mobile and portable equipment where no installation needed.* Information Bulletin 345 (September 1, 2010) provides details on these activities. The form must be completed by someone with in-depth understanding of project details and location. Completion of this form does not conclude the EHP review process and FEMA may need to contact you for further information. Not providing requested information may result in funding release delays. This form is intended to be completed electronically. The following website provides a version of this form that is suitable for printing and completing by hand as well as additional guidance such as on how to make an aerial map: <http://www.fema.gov/plan/ehp/ehp-applicant-help.shtm#5>.

To check (X) a box (for example, ☐ Yes ☐ No), left double-click using your mouse and a Check Box Form Field Options box will appear, then under the Default Value, select Checked and press OK (see figure, right). To write in a text field (\_\_\_\_), select the text field with your mouse and begin typing.

*Submit completed form with necessary attachments to GPDEHPInfo@dhs.gov with the following information in the e-mail subject line: EHP Submission: Project Title, Subgrantee Name; Grant Award Number (Example, EHP Submission: Courthouse Camera Installation, Any Town, State, 12345).*

**Complete all of Section A, Section B, all of each portion(s) of Section C corresponding to checked blocks in Section B, and all of section D that apply to the project.**

**A. PROJECT INFORMATION (complete all)**

DHS Grant Award Number: \_\_\_\_\_

Grant Program: .....State Homeland Security

Grant Program, SHSP

Fiscal Year:.....2014

Project Title: .....Crime Prevention Through Environmental Design, CPTED - Advanced Train the Trainer Course

Grantee (SAA): .....Multnomah County

Sub grantee: .....Multnomah County  
Emergency Management

Grantee POC:.....Rachel Philofsky

Subgrantee POC:.....Alice Busch

Mailing Address: .....501 SE Hawthorne, Ste 400  
Portland OR 97214

Mailing Address:.....501 SE Hawthorne, Ste 400  
Portland OR 97214

E-mail: .....Rachel.philofsky@multco.us

E-mail: .....Alice.Busch@Multco.us

Dollar value of grant (if known): 15,000

**B. PROJECT TYPE**

Please check ALL the block(s) that best fit the scope of the project.

- ☐ 1. Training and Exercises. Go to page 2. Complete all of Section C.1.
- ☐ 2. Purchase of Equipment. Go to page 3. Complete all of Section C.2.
- ☐ 3. Physical security enhancements. Go to page 3. Complete all of Section C.3.
- ☐ 4. Renovations/upgrades/modifications to existing structures. Go to page 3. Complete all of Section C.4.
- ☐ 5. New construction/addition. Go to page 4. Complete all of Section C.5.
- ☐ 6. Communication towers, related equipment, and equipment shelters. Go to page 5. Complete all of Section C.6.
- ☒ 7. Other. If your project does not match any of these categories, go to page 6. Complete Section C.7

*The following information is required to initiate EHP review of the project. Based on the project's scope of work, determine which project type applies below and complete that section. For multi-component projects or those that may fit into multiple project types, complete the section that best applies and provide a complete project description. The project description should contain a brief summary of what specific action is proposed, where it is proposed, and how it will be implemented. If the project involves multiple locations, information for each must be provided. Attach additional pages, if needed.*

Provide a complete project description: Host a Crime Prevention Through Environmental Design, CPTED - Advanced Train the Trainer course.

**C. PROJECT DETAILS**

1. ☐ Training and Exercises (check each that applies): ☐ Classroom-based ☐ Field-based  
All training must provide the following:



Environmental and Historic Preservation Screening Form

- a. Describe the scope of the proposed training or exercise (purpose, frequency, materials, and equipment needed, number of participants, and type of activities required) (Attach additional pages, if needed):.....
- b. Will the field-based training take place at an existing facility having established procedures for that particular proposed training and exercise, and that conforms with existing land use designations (refer to Information Bulletin #329 ([http://fema.dps.mo.gov/empg/IB%20329\\_20090902.pdf](http://fema.dps.mo.gov/empg/IB%20329_20090902.pdf)) for further information)? ..... ☐ Yes ☐ No
- If yes, please provide the name and location of the facility (physical training site address or latitude-longitude):.....
  - If no, provide the location (physical project address or latitude-longitude) and a full description of the area where training will occur: .....
- c. Does the field-based training/exercise differ in any way (including, but not limited to frequency, amount of facilities/land used, materials or equipment used, number of participants, type of activities) from previously permitted training exercises and training practices? ..... ☐ Yes ☐ No
- If yes, explain any differences between the proposed activity and those that were approved in the past, and the reason(s) for the change in scope: .....
- d. Will any equipment or structures need to be installed to facilitate training?..... ☐ Yes ☐ No
- If yes, explain how and where this is proposed to be done (include site-specific color photographs: .....
2. ☐ Purchase of equipment
- a. Specify what equipment, and the quantity: .....
- b. Provide AEL number(s) (if known):.....
- c. Will this equipment be installed? ..... ☐ Yes ☐ No
- If Yes, go to page 6. Complete Section D.
3. ☐ Physical security enhancements and or installations (for example: installation of back-up generators, fencing, cameras, building/room access control, bollards, motion detection systems, x-ray machines, and lighting).
- a. Describe what, how, and where improvement(s)/installation(s) will occur in/on the facility/building/structure: .....
- b. Provide project location (physical project address and latitude-longitude): .....
- c. Will the new equipment/improvements use the existing power supply systems? ..... ☐ Yes ☐ No
- If no, describe new power source and installation (such as utility trenching):.....
- d. If generator installation, please state the capacity (KW): .....
- If a separate fuel tank is also included, describe if it is to be installed above or below ground, and its capacity (gallons): .....
- e. Go to Page 6. Provide additional project details in Section D.
4. ☐ Renovations/upgrades/modifications to existing structures.

Environmental and Historic Preservation Screening Form

- a. Provide detailed description of modifications: .....
- b. Provide project location (physical project address and latitude-longitude): .....
- c. Will any equipment need to be installed? ..... ☐ Yes ☐ No
- If yes, please note in Section 2, (purchase of equipment).
- f. Go to Page 6. Provide additional project details in Section D.
5. ☐ **New construction/addition (for example: emergency operations centers, docks, piers, security guardhouse).**
- a. Provide detailed scope of work (site acreage, new facility square footage/number of stories, utilities, parking, stormwater features, etc): .....
- b. Provide project location (physical project address or latitude-longitude): .....
- c. Will any equipment need to be installed? ..... ☐ Yes ☐ No
- If yes, please note in Section 2 (purchase of equipment).
- d. Will the new building/facility/renovations use existing utilities? ..... ☐ Yes ☐ No
- If no, describe installation of new utilities in (a) above (including trenching):.....
- e. Go to Page 6. Provide additional project details in Section D.
6. ☐ **Communication towers, related equipment, and equipment shelters**
- a. Provide a detailed description of the project .....
- b. Provide project location (physical project address or latitude-longitude):.....
- c. Provide the elevation above mean sea level of the project location: .....
- d. For projects involving antenna(s) installations on existing towers:
- Provide the height of the existing tower: .....
  - The height of the tower following the installation of the new antenna(s): .....
- e. For new tower projects, state the total height (in feet) of the communication tower or structure including any antennae to be mounted: .....
- If the proposed tower height is greater than 199 feet above ground level, state why this is needed to meet the requirements of the project: .....
  - Will the tower be free-standing or require guy wires? ..... ☐ Free standing ☐ Guy wires
  - If guy wires are required, state number of bands and how many: .....
  - State why a guyed tower is needed to meet the requirements of this project: .....
  - What kind of lighting will be installed, if any (for example: white strobe, red strobe, or steady burning?):.....
- f. A general description of terrain (For example: mountainous, rolling hills, flat to undulating): .....
- g. Describe the frequency and seasonality of fog/low cloud cover: .....



Environmental and Historic Preservation Screening Form

- h. Provide a list of habitat types and land use on and adjacent to the tower site (within ½ mile), by acreage and percentage of total (e.g., woodland conifer forest, grassland, agriculture) waterbody, marsh): .....
- i. Is there evidence of bird roosts or rookeries present within ½-mile of the proposed site?..... ☐ Yes ☐ No
- a. If yes, describe: .....
- Distance to nearest wetland area (for example: forested swamp, marsh, riparian, marine) and coastline if applicable: .....
- i. Distance to nearest telecommunication tower: .....
- j. Have measures been incorporated for minimizing impacts to migratory birds?..... ☐ Yes ☐ No
- If yes, describe: .....
- k. Has an FCC registration been obtained for this tower? ..... ☐ Yes ☐ No
- If yes, provide Registration #: .....
- l. Has the FCC E106 process been completed? ..... ☐ Yes ☐ No
- m. Has the FCC Tower Construction Notification System (TCNS) process been completed? ..... ☐ Yes ☐ No
- If yes, attach all relevant environmental documentation submitted as part of the registration process including use of the Tower Construction Notification System (TCNS), if applicable. FRN# .....
- n. Will any equipment or structures need to be installed? ..... ☐ Yes ☐ No
- If yes, explain what type how and where this is proposed to be done (*attach additional pages, if pages needed*): .....
- o. Will equipment be co-located on existing FCC licensed tower or other structure?..... ☐ Yes ☐ No
- If yes, identify the type of structure: .....
- p. Go to Page 6. Provide additional project details in Section D.

7. ☒ **Other.** For any project that does not fit a category listed above, please provide a thorough summary of the proposed action and location. Include as much detail as necessary to ensure someone not personally familiar with the project is able to conduct an EHP review.

- a. Project Summary: The purpose of this project is to host a regional Advanced Crime Prevention Through Environmental Design, CPTED Train the Trainer course. This is a classroom based training. Crime Prevention Through Environmental Design (CPTED) is based on the principle that proper design and effective use of buildings and public spaces in neighborhoods can lead to a reduction in fear as well as a reduction in the incidence of crime, and an improvement in the quality of life. Participants of this advanced course will not only learn crime prevention through natural means (how natural access control and natural surveillance decrease the opportunity for crime), but also the different aspects of situational awareness. Participants will work together on a site survey and provide a group presentation of their results using CPTED strategies. In keeping with the whole community concept, this course will be promoted to a broad cross section of our regional community. In addition to Citizen Corps programs, the target audience includes: parks departments, law enforcement, schools, planning and development departments, offices of sustainability, departments of diversity and equity, professional architect firms, businesses, elected officials, the faith based community, apartment managers, neighborhood association

members, special event facilities and centers, departments of transportation (Oregon State as well as cities in the region), and hospitals. Once trained, these individuals will be expected to deliver the CPTED training to citizens via Know Your Neighborhood and Map Your Neighborhood courses as well as Neighborhood Watch and other citizen training programs and outreach efforts.

b. Provide additional project details in Section D.

**D. OTHER PROJECT RELATED INFORMATION (complete all that apply)**

The following website may provide some additional EHP related guidance and resources to help complete this section <http://www.fema.gov/plan/ehp/ehp-applicant-help.shtm#5>.

1. If work is proposed on/in an existing building(s) or structure(s) provide the year built:.....
  - If the building or structure involved is over 45 years old and significant renovation, rehabilitation, or modification has occurred, please provide the year(s) and briefly describe the nature of remodeling: .....
2. If the project affects the exterior of the building, are there any known buildings and/or structures that are 45 years or older in the immediate project area? ..... ☐ Yes ☒ No/NA
  - If yes, please provide the location, ground-level color photos of these, and identify their location(s) on the aerial map.
3. Is the building or structure on which work is proposed a historic property or in a historic district, or are there any adjacent historic properties? ..... ☐ Yes ☒ No
  - Information about historic properties may be found on the National Register of Historic Places at <http://nrhp.focus.nps.gov/natreghome.do?searchtype=natreghome> or the respective State Historic Preservation Office may have information on their website.
4. Will ground disturbance be required to complete the project? ..... ☐ Yes ☒ No
  - If yes, provide total extent (depth, length and width) of each unique ground disturbing activity. Light poles, bollards and fencing are each unique ground disturbing activities (For example, six light poles, 24" dia. x 4' deep; trenching 12" x 500' x 18" deep): .....
5. Has the ground been previously disturbed? ..... ☐ Yes ☐ No
  - If yes, please describe the current disturbed condition of the area (for example, parking lot, roadway right-of-way, commercial development): .....
6. Are there technical drawings or site plans available, if yes please attach. .... ☐ Yes ☐ No
7. Attach color site photographs:
  - Ground-level color site photos that provide context and show where site work/physical installations are proposed (label photos),
  - Ground-level color photographs of each side of the building involved.
  - Aerial color photograph with project limits outlined and with the location of any proposed installations identified.
  - Aerial color photograph(s) showing all ground disturbing activities (if applicable).
8. Is the project part of an approved plan such as a Master Plan or an Implementation Plan or any larger action/project? ..... ☐ Yes ☒ No
  - If yes, provide the plan/project name and brief description: .....
9. Is there any *previously* completed environmental documentation for this project (for example: Environmental Impact Statement, Environmental Assessment, wetland delineation, archaeological study)? ..... ☐ Yes ☒ No

Environmental and Historic Preservation Screening Form

- If yes, please attach documentation. If a NEPA document, what was the decision? (*Check one, and please attach*):

☐ Finding of No Significant Impact (FONSI) or

☐ Record of Decision (ROD)

Name of preparing agency: ..... \_\_\_\_\_

Date approved: ..... \_\_\_\_\_

10. Is there any *previously* completed agency coordination for this project (for example correspondence with the U.S. Fish and Wildlife Service, State Historic Preservation Office (SHPO), Tribal Historic Preservation Office (THPO), or permitting agencies?..... ☐ Yes ☒ No

- If yes, please attach documentation unless included in NEPA documentation identified above.

11. Provide FEMA Flood Insurance Rate Map (FIRM), with project limits outlined. FIRM maps can be created from: <http://www.fema.gov/hazard/map/firm.shtm>

12. Provide U.S. Fish and Wildlife Service, National Wetlands Inventory (NWI) Map created from: <http://www.fws.gov/wetlands/Data/Mapper.html>



## NIMS COMPLIANCE FORM

(See page 15 of application instructions)

This NIMS Compliance Form **MUST** be completed by each agency requesting or benefiting from funding.

In Federal Fiscal Years 2005-2014, all recipients of (or those receiving direct benefit from) federal preparedness funding were required to complete the National Incident Management System (NIMS) requirements.

Please CHECK THE BOX next to each action your organization has completed. **If your organization cannot verify compliance with all listed NIMS requirements, you will not be eligible to receive or benefit from the FY2014 Homeland Security grants.** Oregon NIMS requirements guidance can be found at:

[http://www.oregon.gov/OMD/OEM/plans\\_train/NIMS.shtml#Welcome\\_to\\_NIMS\\_for\\_Oregon](http://www.oregon.gov/OMD/OEM/plans_train/NIMS.shtml#Welcome_to_NIMS_for_Oregon)

If you have questions about NIMS compliancy, contact the State NIMS Point of Contact, Zach Swick by email at [zach.swick@state.or.us](mailto:zach.swick@state.or.us), or by phone at (503) 378-2911 Ext. 22233.

☒ NIMS Adoption Implementation Objectives

- Formally adopt NIMS for your agency/department
- Designate a NIMS POC (single point of contact) for your agency/department
- Ensure agencies/departments receiving Federal preparedness funds (or benefit from) are NIMS compliant.

☒ Planning Implementation Objectives

- Revise Emergency Operations Plans to incorporate NIMS components, principles and policies
- Promote and develop intrastate and interagency Mutual Aid Agreements and assistance agreements for your jurisdiction

☒ Training Implementation Objectives

- Completion of the following:
  - IS-100b (Introduction to ICS)
  - IS-200a (ICS)
  - ICS-300 (ICS – classroom only)
  - ICS 400 (ICS – classroom only)
  - IS-700a (Introduction to NIMS)
  - IS-701a (Introduction to Multi-Agency Coordination System)
  - IS-702a (Public Information Systems/NIMS)
  - IS-703a (NIMS Resource Management)
  - IS-704 (Communications & Information Management)
  - IS-706 (NIMS Intrastate Mutual Aid)
  - IS-800b (National Response Framework)

NOTE: Each agency/department must identify within your organization "who" must take "what". For more information reference OEM's "Who Takes What" by visiting the above NIMS link.

☒ Exercises Implementation Objectives

- Incorporate NIMS concepts and principles into all training/exercises
- Plan for/participate in all-hazards exercise program (Homeland Security Exercise and Evaluation Program)
- Incorporate corrective actions (identified in exercises) into preparedness and response plans and procedures

☒ Communications and Information Management

- Use plain language and common/consistent terminology (no 10 or 12-code, et cetera)
- Present consistent and accurate information during an incident or event (common operating picture)

☒ Resource Management

- Inventory resource assets
- Ensure interoperability of equipment, communications, data
- Utilize resource typing for intrastate/interstate mutual aid requests
- Initiate credentialing system (state level - already completed)

☒ Command and Management

- Implement ICS (manage all events and incidents using ICS)
- Coordinate response objectives through use of integrated Multi-Agency Coordination Systems (MACS/EOCs)
- Institutionalize Public Information (Joint Information Systems and Joint Information Centers) during an incident or planned event
- Ensure Public Information procedures and processes can gather, verify, coordinate and disseminate information during an incident or planned event

Authorized Signature: \_\_\_\_\_

Date: 7/31/2014

Title: Director Agency: Multnomah County Office of Emergency Management