

FY2021 SHSP Project Application Instructions

Please utilize the provided guidance document and the following instructions to assist in completing the FY2021 SHSP Project Application documents. As always, please feel free to reach out to Public Safety and Justice Services (PSJS) if you need additional guidance.

Document Submission

Once the FY2021 Project Application documents have been completed, PSJS will be submitting these documents (in Microsoft Excel format) along with other documents to Ohio EMA.

Cuyahoga County Agencies:

- Project applications due to CCESAB Committee Chairs via email, with a copy to Larry Tafe and Lezlie White **by noon Friday, 7/23/21**.

All Other Agencies:

- Project applications must be submitted via email to PSJS **by noon, Friday 8/12/21**
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FY2021 SHSP Project Application Template Instructions

This project template has been streamlined to help give a high-level view of the project while providing enough details to accurately shape Ohio's Investment Justification application to FEMA. Please review the following instructions for assistance in completing this form.

Project Contact Information: Please provide contact information for the Person/Agency who will ultimately be responsible for developing the project details.

Application Requirements: Please answer the corresponding questions related to your project.

Project Budget: As accurately as possible, identify the projected cost of the items/services being purchased. Along with your application, please submit the source of your pricing (i.e. vendor quote, website pricing, invoice from recent purchase of same/similar item).

Funding Priority: Be sure to identify the allowable Funding Priority from the guidance document that applies to the project.

FEMA AEL #: Can be found at <https://www.fema.gov/authorized-equipment-list>

If you have questions or need additional assistance, please reach out to:

Larry Tafe, Senior Grants Coordinator
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Lezlie White, Grants Supervisor
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