

To: Homeland Security Grant Program Sub-grantees

From: Christopher Herrick, Director, Division of Emergency Management and Homeland Security

Date: October 1, 2015

Subject: Utilization of Vehicles purchased with Homeland Security Funding

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As a result of numerous inquiries at the national level regarding the use of vehicles purchased with Homeland Security Funds, the following guidance is being provided by the Division of Emergency Management and Homeland Security (DEMHS) to sub-grantees regarding authorized use of these vehicles:

- 1) For the purposes of the Homeland Security Grant Program, the definition of a vehicle is:  
A means of transportation specifically used for the transport of CBRNE terrorism response equipment and personnel to the incident site. Such forms of transportation include:
  - Mobile Command Post Vehicle
  - Hazardous Response (HAZMAT) Vehicle
  - Prime Movers for Equipment Trailers
  - 2-wheel personal transport vehicle (for transporting fully suited bomb technicians to the hot zone)
  - All-terrain, multi wheeled Vehicles
  - Deployment Vehicles
  - Any type of authorized trailer (MCI, DECON, Shelter)
  - Any type of Marine Vessel
  
- 2) When submitting a proposal to purchase a vehicle, sub-grantees must justify which of the subcategories under CBRNE Response Vehicles the proposed expenditure relates to. These can be found by accessing the Authorized Equipment List (<https://www.fema.gov/media-library/assets/documents/101566>).
  
- 3) Sub-grantees must be able to demonstrate how the purchase of the CBRNE Response Vehicle improves the Core Capabilities, as detailed in the State Preparedness Report.
  
- 4) Sub-grantees must demonstrate that the CBRNE Response Vehicle will be assigned as a “pool” vehicle and not to an individual. Sub-grantees must also demonstrate that written Mutual Aid agreements exist between surrounding towns, counties, public safety districts, statewide, interstate, and international depending on the level of commitment that the agency wishes to make.
  
- 5) CBRNE Vehicles purchased with Homeland Security Grant Program funds cannot be used as “General Use Vehicles” General use is defined as administrative and general use for a department and are unauthorized program expenditures. Examples of general use vehicles include:
  - Police Squad Cars (Patrol/Detective)
  - Administrative Vehicles
  - Executive Transportation

“Prime Movers” for the purpose of this policy can only be used when moving a trailer or other equipment to and from an event or training. They cannot be used for administrative purposes. Fire apparatus and non-CBRNE tactical / armored assault vehicles are not authorized.

6) Licensing, Registration and maintenance fees are the responsibility of the sub-grantee and are not allowable to be paid for with grant funds.