ODP Information Bulletin
No. 175 June 9, 2005

TO: All State Administrative Heads
    All State Administrative Agency Points of Contact
    All State Homeland Security Directors
    All State Emergency Management Directors

FROM: Matt A. Mayer
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SUBJECT: Additional Guidance on the Urban Areas Security Initiative (UASI)
          Homeland Security Assistance for Nonprofit Organizations FY05 ISIP
          Reporting

Under the Fiscal Year (FY) 2005 Homeland Security Appropriations, $25,000,000 of UASI
funding is made available to 18 Urban Areas for grants to 501(c)(3) nonprofit organizations
determined to be at risk of terrorist attack (see Section I of the FY05 Homeland Security Grant
Program Guidance for a list of participating urban areas). This information bulletin serves as
clarification on the requirements for the reporting of these funds in the FY05 Initial Strategy
Implementation Plan (ISIP).

Although funding may not be obligated at the time of FY05 ISIP submission, nonprofit
allocations must be accounted for in the FY05 ISIP. In order to meet the 80% pass-through
requirement, a solicitation must be issued to 501(c)(3) nonprofit organizations within 60 days of
the grant award. SAAs that have not already accounted for this funding in their FY05 ISIP are
advised to:

1. Designate one subgrantee for each urban area receiving 501(c)(3) nonprofit assistance
   funding as the placeholder for these funds. This subgrantee should account for the entire
   nonprofit assistance solicitation in that urban area. For the legal agency name, use the
   formatting convention “[Legal Agency Name] Nonprofit Assistance.” Ensure that the
   subgrantee is aligned with the appropriate urban area.
2. Identify a generic project and provide details regarding the planned project(s). Name the
   project “Nonprofit Assistance Solicitation.”
3. Align the “Nonprofit Assistance Solicitation” project to a goal from the Urban Area
   Strategy.

This designated subgrantee will serve as a placeholder in the FY05 ISIP, until awards are made
and funds are allocated to the authorized 501(c)(3) program participants.