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Illinois Terrorism Task Force

Members


Adams/McDonough Counties
American Public Works Assoc.
American Red Cross
Archer -Daniels-Midland
Associated Fire Fighters of IL
Central Management Services
Cities of Bloomington-Normal
Cities of Champaign-Urbana
City of Aurora
City of Chicago
City of Joliet
City of Naperville
City of Peoria
City of Rockford
City of Springfield
Cook County ESDA
Dept. of Homeland Security/FEMA-Region V
DuPage County OEM
Federal Bureau of Investigation
Governor's Office
IL Assoc. of Chiefs of Police
IL Assoc. of Public Health Administrators
IL Assoc. of School Boards
IL Attorney General's Office
IL Board of Higher Education
IL Campus Law Enforcement Administrators
IL College of Emergency Physicians
Illinois Community College Board
IL Coroners Association
IL Department of Agriculture
IL Department of Corrections
IL Department of Human Services
IL Department of Military Affairs
IL Department of Natural Resources
IL Department of Public Health
IL Department of Transportation
IL Education Association
IL Emergency Management Agency
IL Emergency Services Management Assoc.
IL Environmental Protection Agency
IL Firefighters Association
IL Fire Chiefs Association
IL Fire Services Association
IL Fire Service Institute
IL Health Care Association
IL Law Enforcement Alarm System
IL Law Enforcement Training & Standards Bd.
IL Municipal League
IL National Emergency Number Association
IL Office of the State Fire Marshal
IL Public Health Mutual Aid System
IL Public Works Mutual Aid Network
IL Security Chiefs Association
IL Sheriffs Association
IL State Police
IL States Attorneys Association
Kane County ESDA
Lake County ESDA
Metro East (St. Clair-Madison)
Mutual Aid Box Alarm System
Quad Cities (Moline-E. Moline-Rock Island)
Regional Superintendents of Schools
School Crisis Assistance Team
Secretary of State Police
U.S. Attorney's Office
U.S. Postal Inspectors
Will County EMA

Committees

Bioterrorism
Chicago/Cook County UASI
Communications
Crisis Response & Prevention
Elected Officials
Emergency Management
Fire Mutual Aid
Information Technology
Law Enforcement Mutual Aid
Private Sector
Public Information
Science & Technology
Training
Transportation
Volunteers and Donations

ITTF POLICY STATEMENT 2009 (10)

TO: U.S. Department of Homeland Security, Federal Preparedness Fund Sub-recipients

FROM: Mike Chamness, Chair
Illinois Terrorism Task Force 

DATE: October 7, 2009

SUBJECT: Illinois Terrorism Task Force Policy Statement Regarding Sub-recipient Documentation Required for Biannual Strategy Implementation Report (BSIR) **(to supersede ITTF Policy Statement 2008 (4))**

INTRODUCTION

Governor's Executive Order 2003 (17) created the statewide homeland security advisory committee, the Illinois Terrorism Task Force (ITTF). The ITTF is responsible for developing and helping to implement the state's homeland security strategy as an advisory body to the Governor and overseeing the management and administration of federal preparedness grants. The task force continues to build upon a strong foundation of established working partnerships among its over 60 members, which represent all public safety agencies and associations and every community in Illinois.

GENERAL POLICY STATEMENT

All sub-recipients of U.S. Department of Homeland Security (DHS) funding must submit to the ITTF by January 15 and July 15, throughout the stated performance period of the grant agreement and inter-agency agreement, a current Discipline Allocation Worksheet, or other documents as required, for federal fiscal year (FFY) 2006 and later grants. The information reported in these worksheets will be for the period of January 1 to June 30 (reported by July 15), and July 1 to December 31 (reported by January 15).

One Discipline Allocation Worksheet (referred to as "Attachment B") must be submitted for each grant or inter-agency agreement for which DHS funds are received. The failure of a sub-recipient to submit these reports to the ITTF as outlined will be considered non-compliance with the terms and conditions of the grant or inter-agency agreement.

BACKGROUND

In February 2005, DHS required all states and territories to submit through the Federal on-line reporting system a report on their planned and actual grant expenditures in accordance with the goals and objectives in their Homeland Security Strategy for the FFY 2004, Homeland Security Grant Program (HSGP). States and territories are required to update this information for all subsequent DHS allocations received on a biannual basis for all subsequent grants throughout the performance period of the grant. The requirement to provide this information through the Federal on-line reporting system is outlined in the program guidance and application kit for each DHS grant.

BIANNUAL STRATEGY IMPLEMENTATION REPORT (BSIR)

Following award of a DHS grant, the State of Illinois is responsible for providing updated obligation and expenditure information on a regular basis through the completion and submission of a BSIR report. The BSIR submission will satisfy the narrative requirement in Box 12 of the biannual Categorical Assistance Progress Report (CAPR – OJP Form 4587/1) as required in the grant application.

DHS requires states to submit the BSIR within 30 days after the end of the reporting period (July 30 with a reporting period of January 1 through June 30, and on January 30 with a reporting period of July 1 through December 31). Updated obligation and expenditure information must be provided with the BSIR to show progress made toward meeting strategic goals and objectives. Future awards and fund draw down of funds may be withheld by DHS if a state fails to submit the report according to this schedule.

EXCEPTION TO THE POLICY

If there is an extenuating circumstance that would prevent a sub-recipient organization from adhering to this policy, the authorized representative must request an exception to the policy in writing to the IEMA Director or ITTF Chair or his/her designee prior to the stated submission date established in this statement. The IEMA Director or ITTF Chair reserves the right to establish more stringent requirements for the submission of documentation to support the submission of the BSIR based on programmatic and organizational needs.

EFFECTIVE DATE OF THE POLICY

This policy is effective upon the issuance of the FFY 2006 grant or inter-agency agreement.