TO:    State Administrative Agencies
       State Homeland Security Advisors

FROM:   C. Suzanne Mencer

SUBJECT:    Revised Operational Cost Guidance

ODP’s Information Bulletin #135, dated October 1, 2004 revised program guidance for operational overtime costs associated with providing enhanced law enforcement operations in support of federal agencies for increased border security and border crossing enforcement in selected states, during the pre-election and pre-inauguration period of heightened terrorist threat. This period runs from October 1, 2004 through January 21, 2005. This operation has been named “Operation Stonegarden”.

ODP’s program guidance for this period is further revised to allow for the payment of travel and perdiem for law enforcement officials while engaged in activities related to Operation Stonegarden. Northern and southern border jurisdictions may use available Critical Infrastructure Protection (CIP) funds received through the FY 2003 State Homeland Security Grant Program, Part II (SHSGP II) to support these activities.

Travel and perdiem expenses must be included in the operational plans submitted to Customs and Border Protection Headquarters, and must be included in budget detail worksheets submitted through the State Administrative Agency (SAA).

For further information, please contact your Preparedness Officer or the ODP Helpline at 1-800-368-6498.