



U.S. DEPARTMENT OF HOMELAND SECURITY

FISCAL YEAR 2013

HOMELAND SECURITY GRANT PROGRAM

**SUPPLEMENTAL RESOURCE: HOMELAND
SECURITY INFORMATION NETWORK (HSIN)
GUIDANCE**



U.S. DEPARTMENT OF HOMELAND SECURITY

HSIN Guidance

Purpose

This document is intended to provide Federal Emergency Management Agency (FEMA) grant recipients with an overview of the Homeland Security Information Network (HSIN) and how to utilize monies received through FEMA funded awards towards the organization and support of HSIN user communities and information sharing activities.

Background

The HSIN program is dedicated to providing critical information sharing services to the whole community of preparedness partners as they develop and implement their core capabilities, related Target Capabilities, and the National Preparedness Goal.

HSIN is a tax payer funded, web-based portal provided by DHS to facilitate the sharing of sensitive but unclassified homeland security information between Federal, state, territorial, local, tribal, private sector and international mission partners. HSIN provides three valuable services for secure and trusted information sharing. First, HSIN is a shared place for homeland security user communities like law enforcement, emergency services, and critical sectors to collaborate on issues and operations. Second, HSIN is the distribution channel for homeland security reports and information and the conduit for information to the National Operations Center. Third, HSIN is becoming the central access point for the wealth of law enforcement and other data maintained by DHS. HSIN also allows users to collaborate and share information across communities and mission areas to better coordinate complex mission operations. HSIN served as the primary coordination platform for the U.S. Coast Guard recovery operations during the Deep Water Horizon oil spill, allowing state and local first responders and concerned agencies direct real time information exchange with the Coast Guard and BP. The HSIN program is focused on increasing state and local participation in HSIN, with particular emphasis on fusion centers and creating a state-centric, cross-mission approach to information sharing.

Allowable Uses of HSIN Funds

The list below includes a description of each funding type and how these funds can specifically be used to support of participation in HSIN. Further information about HSIN can be found on the DHS website: <http://DHS.gov>.

A. HSIN Community Development

HSIN Community Development refers to work done to organize, govern, and support a Community of Interest (COI), sub- COI, work group, or other collaborative group of HSIN users. Funds may be used for meetings of organizational bodies or governance boards, site administration and content management either by employees or contractors of the sponsoring entity, member recruitment and communications, and any other activity designed to create or sustain a HSIN community, including the creation of documentation or other artifacts.

For detailed descriptions of the HSIN community creation and governance process, please contact HSIN Outreach at HSIN.srm@dhs.gov.

B. Information Sharing and Operational Coordination Enhancement

Information sharing and operational coordination enhancement refers to participation in activities sponsored by DHS, the HSIN program, or one or more HSIN communities for the purpose of developing and/or expanding procedures, protocols, or standards that promote information exchange, knowledge management, situational awareness, and mission-oriented collaboration within and/or between communities of HSIN users. This funding type also includes efforts to integrate HSIN into fusion center operations and meet the Baseline Capabilities for State and Major Urban Area Fusion Centers. Activities include meetings, trainings, exercises, workshops, and conferences, along with the development of materials in support of these activities. Also covered are technical services to support integration of HSIN with state and local data sources.

C. Training

The HSIN program offers training to users and community administrators through a variety of methods. Training funds may be used for the costs associated with virtual and in-person participation in HSIN training courses and HSIN-related workshops and conferences. These courses and other events must be approved by the HSIN program. For a complete listing, please contact HSIN Outreach HSIN.srm@dhs.gov.

D. Travel

Funds used for travel are limited to allowable costs associated with the activities outlined in the above Allowable Uses of HSIN Funds section. Travel costs can include accommodations, transportation, meals and mileage for these activities. These costs must be reasonable and conform to the General Services Administration (GSA) schedule regarding all per diem travel expenses.