



FEMA

Grant Programs Directorate Information Bulletin
No. 419
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MEMORANDUM FOR: All State Administrative Agency Heads
All State Administrative Agency Points of Contact
All Urban Area Security Initiative Points of Contact
All State Homeland Security Directors
All State Emergency Management Agency Directors

FROM: Thomas DiNanno 
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Federal Emergency Management Agency

SUBJECT: **Purchase of Energetic Materials Using Homeland Security
Grant Program (HSGP) Funding**

I. Purpose

The purpose of this Information Bulletin (IB) is to provide guidance to Homeland Security Grant Program (HSGP) recipients on the purchase of energetic materials from authorized vendors for the purpose of training eligible Federal Bureau of Investigation (FBI) accredited bomb squads.

This IB supersedes the following guidance document previously issued by the Federal Emergency Management Agency (FEMA):

FEMA Policy (FP) 104-008-207-1, Guidance to State Administrative Agencies (SAA) on the purchase of Energetic Materials using specific DHS/FEMA Preparedness Grant Funding, issued on August 30, 2013

This IB is being issued to renew FEMA's policy on the purchase of energetic materials for the purpose of training FBI-accredited bomb squads, as originally stated in FP 104-008-207-1. The IB does not make any substantive changes to the policy stated in FP 104-008-207-1.

II. Applicability

- A. This IB applies to all recipients and subrecipients for all open awards issued under the HSGP, and specifically, the State Homeland Security Program (SHSP) and the Urban Area Security Initiative (UASI).

III. Guidance

A. Principles

1. SHSP and UASI funding can be used to purchase energetic materials to train FBI-accredited bomb squads. Any change to an investment or project based on a request for energetic materials must receive prior written approval from FEMA. States and territories, as direct grant recipients, will be required to submit a waiver on behalf of bomb squads in order to purchase energetic materials.
2. Only FBI-accredited bomb squads can acquire grant-funded energetic materials. Bomb squads are responsible for the safe storage, inventory, and handling of energetic materials in their possession. Use of energetic materials will be limited to training purposes, as well as use by certified bomb technicians assigned to accredited bomb squads.
3. Allowance for the use of grant funds to purchase energetic materials is intended to enhance bomb squad capabilities and proficiencies through training and practical exercises in simulated training environments.

B. Waiver Requests

1. States and territories must submit a waiver request to purchase energetic materials. Waiver requests must be submitted in writing to the recipient's assigned FEMA Grant Program Directorate (GPD) program analyst. Any requests made by subrecipients must be submitted through the SAA. Waiver requests must address the informational requirements listed below.
 - a. Proof of FBI bomb squad accreditation by including a copy of the squad accreditation certificate provided by the FBI.
 - b. An explanation of the goals and objectives that the request for energetic materials supports.
 - c. A description of where and how the energetic materials will be stored, including both stationary and mobile magazines. Supporting documentation must show that the storage facilities are in compliance with Title 27, CFR, Part 555 – Commerce in Explosives, Subpart K - Storage, as stated in the National Guidelines for Bomb Technicians, and it must include verification of an inventory process. The application must also describe the locations, under the control of accredited bomb squads, where any training will be conducted. Additional training sites under the control of accredited bomb squads may be reviewed by FEMA GPD subsequent to the initial grant approval. Applicants will acknowledge that they understand

and follow all Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) explosives guidelines, including the provision for ATF to audit storage magazines and explosive accountability, as well as the legal requirement to report any theft of explosives. Requests to use any non-ATF-certified training sites will require Environmental and Historic Preservation (EHP) review.

- d. Acknowledgement that the recipients of the energetic materials agree to follow all applicable Federal, state, local, territorial and tribal laws, rules and guidelines pertaining to explosives.
- e. The approximate date by which the materials will be expended or otherwise destroyed. This date must be within the period of performance of the grant being utilized for procurement.
- f. A detailed list of energetic materials and related supplies being requested. Examples of the types of energetic material eligible under this program include, but are not limited to:
 - 1) Sheet explosives, including Pentaerythritol Tetranitrate (PETN) and Research Department Explosive (RDX) based explosives
 - 2) Composition C-4 (C-4)
 - 3) Detonators
 - 4) Boosters
 - 5) Detonation Cord
- g. Acknowledgment that energetic materials obtained through FEMA grant programs will be inventoried separately from other materials in the possession of the bomb squad, will be used for training purposes only, and will not be transferred to any other entity/department, such as canine or tactical units.

C. Compliance Verification

- 1. The Preparedness Grants Division (PGD) within FEMA GPD is responsible for implementing the requirements outlined in this IB. PGD staff will collaborate, as necessary, with the Department of Homeland Security Office of Bombing Prevention in the processing waiver requests, and they will inform the appropriate FEMA regional office of waiver approvals.
- 2. Compliance with this IB will be verified during FEMA GPD desk reviews, site visits, and annual inspections performed by the ATF.

IV. Questions

Questions regarding this IB may be directed to AskCSID@fema.dhs.gov.

V. Review Date

This IB will be reviewed within five years from the date of issuance.