

- Enhance emergency plans to include hazard analysis as well as response procedures for emergencies involving transportation of hazmat, including radioactive materials,
- Assessment to determine flow patterns of hazmat within a state; between a state and another state, territory, or tribe; and the development and maintenance of a system to keep information current,
- Assessment of the need for regional hazmat emergency response teams,
- Assessment of local response capabilities,
- Emergency response drills and exercises associated with emergency preparedness plans,
- Support for technical staff related to planning efforts, and
- Additional activities approved by the Associate Administrator for Hazardous Materials Safety.

7) Other

Other includes sub-grants, rental space, and activities not covered under the other object class categories. Grantees should list each category or item in sufficient detail for PHMSA to determine the reasonableness of the cost relative to the activity to be undertaken.

Sub-grantee activities captured in "Other" may consist of:

- General preparedness planning (develop, improve, and implement transportation emergency plans under Title III),
- Hazmat commodity flow studies and hazard analysis,
- Regional response strategy selection,
- Hazmat drills and exercises to test state and county emergency response capabilities and identify gaps in training and planning,
- Hazmat tabletop exercises, and
- Hazmat communication exercises.

2.3 Planning Expenditures and Activities - Courses

2.3.1 Eligible Planning Courses

	Courses
✓	General Preparedness Planning (developing, improving, and implementing transportation emergency plans under EPCRA)
✓	Hazmat Flow Identification/Hazard Analyses
✓	Regional Response Strategy Selection

2.3.2 Low Priority Planning Courses

	Courses
L	Hospital Drills
L	Cruise Ship Exercises
L	Earthquake Exercises
L	Wildfire Exercises
L	All-Hazards Warning System Drills
L	Emergency Operating Center (EOC) Leadership Exercises
L	Urban Avalanche Exercises
L	National Incident Management System (NIMS) courses

2.3.3 Ineligible Planning Courses

	Courses
X	Pandemic Flu Exercises
X	Joint Terrorism Task Force (JTTF) Exercises

2.4 Planning Expenditures and Activities – Equipment

2.4.1 Eligible Planning Equipment

	Expenditures and Activities
✓	Computer equipment dedicated to HMEP Grant activities (use for operations purposes not allowable).
✓	Equipment dedicated to Emergency Response Drills associated with Emergency Preparedness Plans.

2.4.2 Low Priority Planning Equipment

	Expenditures and Activities
L	Purchase of the following software: <ul style="list-style-type: none"> • CAMEO Software • Software to manage Title III materials
L	Geographic Information System

2.4.3 Ineligible Planning Equipment

	Expenditures and Activities
X	Tier II Chemical Inventory Reports
X	Purchase of Hazardous Materials Publications, such as the following: <ul style="list-style-type: none"> • Emergency Response Guidebook (ERG) (<i>unless</i> used while conducting a specified training course).
X	Tier II Databases
X	WebEOC (EOC-Emergency Operations Center) mapping
X	Optional equipment not necessary for a specific training or drill exercise.

2.5 Planning Expenditures and Activities - Conferences

2.5.1 Eligible Planning Conferences

	Expenditures and Activities
✓	NASTTPO (National Association of SARA Title III Program Officials)
✓	State-wide conference emphasizing Hazmat emergency response capabilities, collaboration, networking, and planning opportunities for responders.
✓	IFAC Emergency Preparedness & Hazmat Response Conference

2.5.2 Low Priority Planning Conferences

	Expenditures and Activities
L	Regional HAZMAT Conferences and Workshops
L	Smaller-scale workshops put on by different contractors or organizations.

2.5.3 Ineligible Planning Conferences

	Expenditures and Activities
X	Public Officials Conference without sufficient tie-in to Hazmat Incidents in Transportation.
X	Fixed-facility hazmat preparedness - according to 49 CFR 110.40, transportation should be the emphasis of the planning activity.

2.6 Table of Example Allowable Planning Activities

2.6.1 Examples of Allowable Activities

Examples of Allowable Activities
HOTZONE
TRANSCAER
International Association of Fire Chiefs (IAFC) International Hazmat Conference
Midwestern Hazmat Conference
Fire Department Instructors' Conference
Fire Rescue International
National Association of SARA Title III Program Officials (NASTTPO) Conference
Hazmat/LEPC Regional Conference
U.S. EPA Chemical Emergency Prevention and Preparedness (CEPP) Conferences
Hazmat Challenge
Regional Hazmat Workshops/Training/Conferences
Regional/Local Hazmat Preparedness Conferences
Hazmat Planning Conferences
Regional Hazard Analysis
Transportation and Handling of Radioactive Contaminated Injured Individuals
Commodity Flow Surveys
Multi-Agency Hazmat Drills
Hazmat disaster scenario Tabletop exercises
Aerial photography for use with Commodity Flows
Annual Hazmat Workshop
Attendance to the Regional Response Team (travel)
Planning Specialist Courses
Tri-state Hazmat Exercises
TRANSCAER Task Group and CHEMTREC Tour/Meeting
Area Plan triennial update and the design
EPA-RMP
SERC Annual Report

2.6.2 Table of Example Unallowable Planning Activities

Examples of Unallowable Activities
Fixed Facilities /Shelter-in-Place without correlation to transportation
Salaries for LEPC members

Micro-shredder
Town-wide alert system
Development and distribution of a Hazmat Calendar
FERRAT Kits
Hospital Drills
Cruise Ship Exercises
Earthquake Exercises
Wildfire Exercises
All-Hazards Warning System Drills
Emergency Operating Center (EOC) Leadership Exercises
Urban Avalanche Exercises
National Incident Management System (NIMS) courses
Pandemic Flu Exercises
Joint Terrorism Task Force (JTTF) Exercises
Geographic Information System
Purchase of Hazmat publications, such as: <ul style="list-style-type: none"> o Emergency Response Guidebook (ERG) (unless used while conducting a specified training course)
Public Officials' Conference without sufficient tie-in to Hazmat Incidents Transportation
Fixed-facility hazmat preparedness - according to 49 CFR 110.40, transportation should be the emphasis of the planning activity
Exhibitors for Outreach and Preparedness Booths
Data collection site visits
Community Emergency Response Teams (CERT), Neighborhood Watch and other community planning organizations
Local Emergency Planning Committee (LEPC) meeting expenses not related to hazmat transportation planning activities
Expenses counted as match funds toward another Federal grant program or cooperative agreement
Entertainment costs
Request for multi-year funding
Foreign travel
Purchase of cell telephone(s) – allowable at the State level for administration of the HMEP
Any costs disallowable or stated as ineligible in 49 Code of Federal Regulations (CFR) Part 110 Final Rule

2.7 Planning Expenditures and Activities - Miscellaneous

2.7.1 Eligible Planning – Miscellaneous

Expenditures and Activities	
✓	Hazmat drills and exercises to test state and county emergency response capabilities/emergency preparedness plans, and identify gaps in training and

	planning needs:
✓	Hazmat Tabletop Exercises - Multi-Agency Hazmat Drills Including Hazmat Spill Drills
✓	Hazmat Communications Exercises

2.7.2 Low Priority Planning – Miscellaneous

	Expenditures and Activities
L	Exhibitors for Outreach and Preparedness Booths
L	Data Collection Site Visits
L	Community Emergency Response Teams (CERT) and other community planning organizations
L	Local Emergency Planning Committee (LEPC) Meetings Expenses
L	Aerial Photography

2.7.3 Ineligible Planning - Miscellaneous

	Expenditures and Activities
X	Expenses counted as match funds toward another Federal grant program or cooperative agreement
X	Entertainment costs
X	Request for multi-year funding
X	Foreign Travel

Some of these courses may only be appropriate for advanced local, state, or regional hazmat teams that require advanced specialized training. Examples of suggested courses to meet the **specific mission and competency** are:

Courses	
✓	Hazmat Incident Command System (ICS), includes the following courses: <ul style="list-style-type: none"> • ICS-100: Introduction to the Incident Command System • ICS-200: Incident Command System for Single Resources and Initial Action Incidents • ICS-300: Intermediate Incident Command System • ICS-400: Advanced Incident Command System
✓	Industrial Fire Fighting- (rail yards, fuel transfer facilities, and ports)
✓	Confined Space Rescue
✓	Hazmat Basic Life Support/Advance Life Support – Medics respond to Hazmat calls
✓	Chemistry for Emergency Responders
✓	Marine Operations - Ship-board rescue, firefighting, and hazmat
✓	Airport Rescue Fire Fighting (aircraft response and rescue)
✓	Explosive Ordinance Disposal/Explosives in transportation
✓	Radiological (sources in transportation, but not Weapons of Mass Destruction.)
✓	Tank Car Specialty
✓	Cargo Tank Specialty
✓	Intermodal Tank Specialty
✓	Marine Tank Vessel Specialty
✓	Flammable Liquid Bulk Storage
✓	Flammable Gas Bulk Storage
✓	Radioactive Material Specialty in Transportation
✓	Tank Truck Rollover Simulator
✓	First Receiver Awareness Training

Training that meets the **core competency** requirements listed in National Fire Protection Association (NFPA) 472, June 2008 edition. Examples of acceptable core competency training are:

Training Core Competency Areas	
✓	Awareness

✓	Operations
✓	Technician
✓	Hazmat Incident Commander
✓	Hazmat Officer
✓	Hazmat Safety Officer

Chemical Specific Training, such as the following:

Chemical Specific Training	
✓	Ammonia Response
✓	Ethanol Response
✓	Chlorine Response

Attendance at Hazmat Refresher courses, such as the following:

Courses	
✓	Developing a Plan of Action
✓	Chemistry of Hazmat-Part I
✓	Chemistry of Hazmat-Part II
✓	Surveying a Hazmat Incident
✓	General Competencies
✓	Level A Personal Protective
✓	Level B Personal Protective
✓	ID of Methods and Procedures

Additional training courses:

Courses	
✓	Hazmat for Emergency Management System (EMS)
✓	Hazmat for Dispatcher
✓	Hazmat Containers
✓	Hazardous Materials Monitoring Refresher
✓	Hazmat Level B Dress-out and Decon
✓	Hazmat Technical Decon Refresher

✓	Hazmat Decontamination Drug Lab Training
✓	Containment and Control
✓	Haz-Cat Training

3.3.2 Low Priority Training Courses

	Courses
L	All-Hazards Training courses
L	Cardiopulmonary Resuscitation (CPR) classes
L	Rope Rescue Training
L	Emergency Medical Technician (EMT) Training
L	Red Cross Shelter Training
L	Employee Readiness Training
L	Hazmat decontamination in a hospital setting
L	Hospital Drills
L	Cruise Ship Exercises
L	Earthquake Exercises
L	Wildfire Exercises
L	All-Hazards Warning System Drills
L	Emergency Operating Center (EOC) Leadership Exercises
L	Urban Avalanche Exercises
L	National Incident Management System (NIMS) courses
L	Low Priority Training Expenditures and Activities – Equipment
L	Creation and maintenance of training websites
L	All-Hazards Warning System Drills
L	Purchase of the following software: <ul style="list-style-type: none"> o CAMEO Software o Software to manage Title III materials
L	Geographic Information System
L	Exhibitors for Outreach and Preparedness Booths
L	Data Collection Site Visits
L	Upgrades to simulation software for as-needed training courses

3.3.3 Ineligible Training Courses

Courses	
X	Courses not related to responding to hazmat emergencies
X	Training for personnel who are not directly involved in providing hazmat emergency response services (e.g., hospital personnel who may have indirect contact with persons needing medical treatment due to an emergency involving hazmat)
X	Full-Scale School Violence Prevention
X	Emergency Preparedness Presentation to Child Care Providers
X	Full-Scale School Violence Prevention
X	Weapons of Mass Destruction (WMD) Terrorism courses
X	Weapons of Mass Destruction (WMD) Radiological Training
X	Pandemic Flu Exercises
X	Joint Terrorism Task Force (JTTF) Exercises

3.4 Training Expenditures and Activities - Equipment

3.4.1 Eligible Training Equipment

Expenditures and Activities	
✓	Purchase of computer equipment used exclusively for activities allowable under this HMEP Grant (i.e., approved computer-based training activities).
✓	Purchased or rental equipment necessary to provide specific training, whether consumed in the training (e.g., firefighting foam used during specific training exercises, photographic film) or otherwise (e.g., a training suit). In most cases, equipment costs are expected not to exceed 5 percent of the total cost of the grant awarded and must be fully justified.
✓	Publications, manuals, and other materials necessary to provide training and are used by instructor(s) and trainees--where appropriate, this may include the printing and copying of such materials and any cost of distributing these materials (such as mailing the materials to trainees in advance of the first training session).

3.4.2 Low Priority Training Equipment

Expenditures and Activities	
L	Creation and maintenance of training websites

3.4.3 Ineligible Training Equipment

Expenditures and Activities	
X	Purchase of Hazardous Materials Operations Equipment, such as the following: <ul style="list-style-type: none"> • Self-Contained Underwater Breathing Apparatus (SCUBA) • PPE (Personal Protective Equipment) • Monitoring Equipment
X	Optional equipment not necessary for a specific training or drill exercise
X	Tier II Chemical Inventory Reports
X	WebEOC (EOC: Emergency Operations Center) mapping
X	Optional equipment not necessary for a specific training or drill exercise

3.5 Training Expenditures and Activities - Conferences

3.5.1 Eligible Training Conferences

Conference attendance is eligible if the majority of the conference is devoted to hazmat training and the courses meet the qualifications of the National Curriculum. Some examples of previously approved conferences are:

Conferences	
✓	<p>Hot Zone</p> <p>www.hotzone.org</p> <p>The HOTZONE Committee is composed of representatives from the local, state, and federal levels of the HAZMAT response community serving Federal Region 6. This annual training conference provides HAZMAT technical training and promotes professional relationships within Region 6 to meet the unique needs of this region.</p>
✓	<p>TRANSCAER</p> <p>www.transcaer.com</p> <p>TRANSCAER® (Transportation Community Awareness and Emergency Response) is a voluntary national outreach effort focusing on assisting communities with preparing for, and responding to, possible hazmat transportation-related incidents. TRANSCAER educates emergency responders and their communities and includes safety training cars from the Firefighters Education and Training Foundation.</p>

✓	<p>International Association of Fire Chiefs (IAFC) International Hazmat Conference www.iafc.org The IAFC hosts the International Hazardous Materials Response Team Conference, which presents “what’s new in hazmat” and how it impacts today’s hazmat teams on the job.</p>
✓	<p>Midwestern Hazmat Conference http://www.emerysafety.com/mhmrc/index.html Two-day conference on hazmat and related response training presented by instructors in the hazmat response community.</p>
✓	<p>Fire Department Instructors Conference (FDIC) http://www.fdiconlineevent.com Comprehensive training for all levels of fire service practitioners with more than 24 hands-on training evolutions, 34 pre-conference workshops, and more than 160 classroom presentations.</p>
✓	<p>FRI (Fire Rescue International) http://fri.iafc.org/ Presented by the IAFC, Fire Rescue International (FRI) annually brings together more than 13,000 fire and emergency service leaders from across North America and around the globe for 5 days of networking, learning, and collaboration.</p>
✓	Regional and state hazmat conferences
✓	Regional Hazmat Workshops/training/conferences
✓	National Association of SARA Title III Program Officials (NASTTPO)
✓	U.S. EPA Chemical Emergency Prevention and Preparedness (CEPP) Conferences

3.5.2 Low Priority Training Conferences

Conferences	
L	Local Hazmat Training Conferences
L	Smaller-scale Training Conferences put on by different contractors or organizations.

3.5.3 Ineligible Training Conferences

Conferences	
X	Weapons of Mass Destruction (WMD) Terrorism Conferences
X	Conference without sufficient tie-in to Hazmat Incidents in Transportation

3.6 Training Expenditures and Activities – Miscellaneous

3.6.1 Eligible Training – Miscellaneous

	Expenditures and Activities
✓	Instructor(s) and trainees' reimbursement for tuition and travel expenses to and from a training facility.
✓	Instructor(s) and trainees' reimbursement for room and board while at the training facility.
✓	Facility rental costs' reimbursement--strongly recommend recipient agencies use an available facility without charge, whenever possible.
✓	Expenses associated with training by a person (including a department, agency, or instrumentality of a state or political subdivision thereof, or a tribe), and activities necessary to monitor such training including, but not limited to, examinations, critiques, and instructor evaluations.
✓	Provision of staff to manage the training effort designed to result in increased benefits, proficiency, and rapid deployment of local and regional responders.

3.6.2 Low Priority Training – Miscellaneous

	Expenditures and Activities
L	Upgrades to simulation software for as-needed training courses.
L	Other costs (must be in accordance with amounts allowed under applicable governmental regulations).
L	Purchase of food or other refreshments. Working lunch or light refreshments are conditionally allowable.

3.6.3 Ineligible Training – Miscellaneous

	Expenditures and Activities
X	Salary (including overtime) of trainees and any other employees who "backfill" positions of trainees during the period of training.
X	Expenses counted as match funds toward another Federal grant program or cooperative agreement.
X	Entertainment costs
X	Other costs (must be in accordance with amounts allowable under applicable governmental regulations).
X	Request for multi-year funding.