Instructions for Submitting a Notice of Interest (NOI) in EMGrantsPro

Log into" https://my.iowahomelandsecurity.org/app/#home?o=startdate+desc&p=1&pp=50&s=

Once Registration is complete, the next step in requesting funds is to submit a Notice of Interest (NOI). The NOI provides initial data of the type of project requesting to complete.

1. Type in Username and Password
2. On the right side of the screen there will be an icon to "Apply for Grant" Click on this icon to begin the process.
3. Click the dropdown box for "Grant" Select "0000-NOI Portal-Projects in Development (HMGP) (Notice of Interest)
4. Click the dropdown box "Project Type" Select the project type that best fits the your request.
5. Click "Create". This action will create the NOI
6. Complete the NOI with assistance from the following screen shots.

Once the NOI has been submitted, it will be reviewed. If complete and eligible an email approving the NOI will be sent to the contact. A project officer will follow up with a phone call/email identifying the steps to complete the application. If further data is required or the NOI is determined ineligible, contact regarding the required data/ineligibility will be made.

Note: Once the NOI has been approved an application is automatically created in EMGrantsPro. See instructions "How to Complete an Application".

https://iaem.test.mb3online.com/app/#146344?t=routing

my.IowaHomelandSecurity....

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EMGrantsPro

Home | Damage Self Reporting | Open Grants

Iowa Homeland Security & Emergency Management **Test Site**

my.IowaHomelandSecurity.org tracks Emergency Management grants in Iowa. The system manages the process from application through closeout.

Returning User Login:

Email:

Password:

Remember Me

Sign In | Register

Forgot Login?

Log Into EMGrantsPro

About

This site is for the online application and management of Public Assistance (PA) and Mitigation grants from FEMA to State and local governments and Indian tribes.

News Releases

Jan 25, 2013 - **New Grant Management System Launched**
The new Grant Management System for Iowa Homeland Security & Emergency Management Agency was launched today....

Contact

Address:
Iowa Homeland Security & Emergency Management
7900 Hickman Road, Suite 500
Windsor Heights, IA 50324

Phone:
515-725-3231
Fax:
515-725-3260
Email:
support@iowahomelandsecurity.org

my.IowaHomelandSecurity.org
Iowa Homeland Security & Emergency Management
Version 4.0.026
System Requirements
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https://iaem.test.mb3online.com/app/#home?o=grantnumber+asc

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ACCOUNTS | PROJECTS | FINANCES | PERSONNEL | Welcome, John Doe | LOGOUT

My Home

Quick Start Guides?

Welcome to my.IowaHomelandSecurity.org! To view training videos, reference user guides, or submit a support ticket, see the help icon located in the top-right corner of the screen (?).

Open Grants

Quick Search: 1 results

Grant #	Grant Name	Applicant Name	Proj Count
0000	NOI Portal - Projects In D...	Iowa Homeland Security and Emergency Management Department	1

Applicant You Represent

Iowa Homeland Security and Emergency Management Department

Apply for Grant

New Damage Assessment

My Inbox Summary

Inbox | 0 total

Drafts | 0 total

Scheduled Meetings

< No Meetings Scheduled >

Follow-ups

< No Follow-ups >

No Quarterly Reports Due

< No Quarterly Reports >

Step #1: Click On "Apply For A Grants"

my.IowaHomelandSecurity.org

Iowa Homeland Security & Emergency Management

Version 4.0.026

System Requirements

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7900 Hickman Road, Suite 500
Windsor Heights, Iowa 50324

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F 515-725-3260
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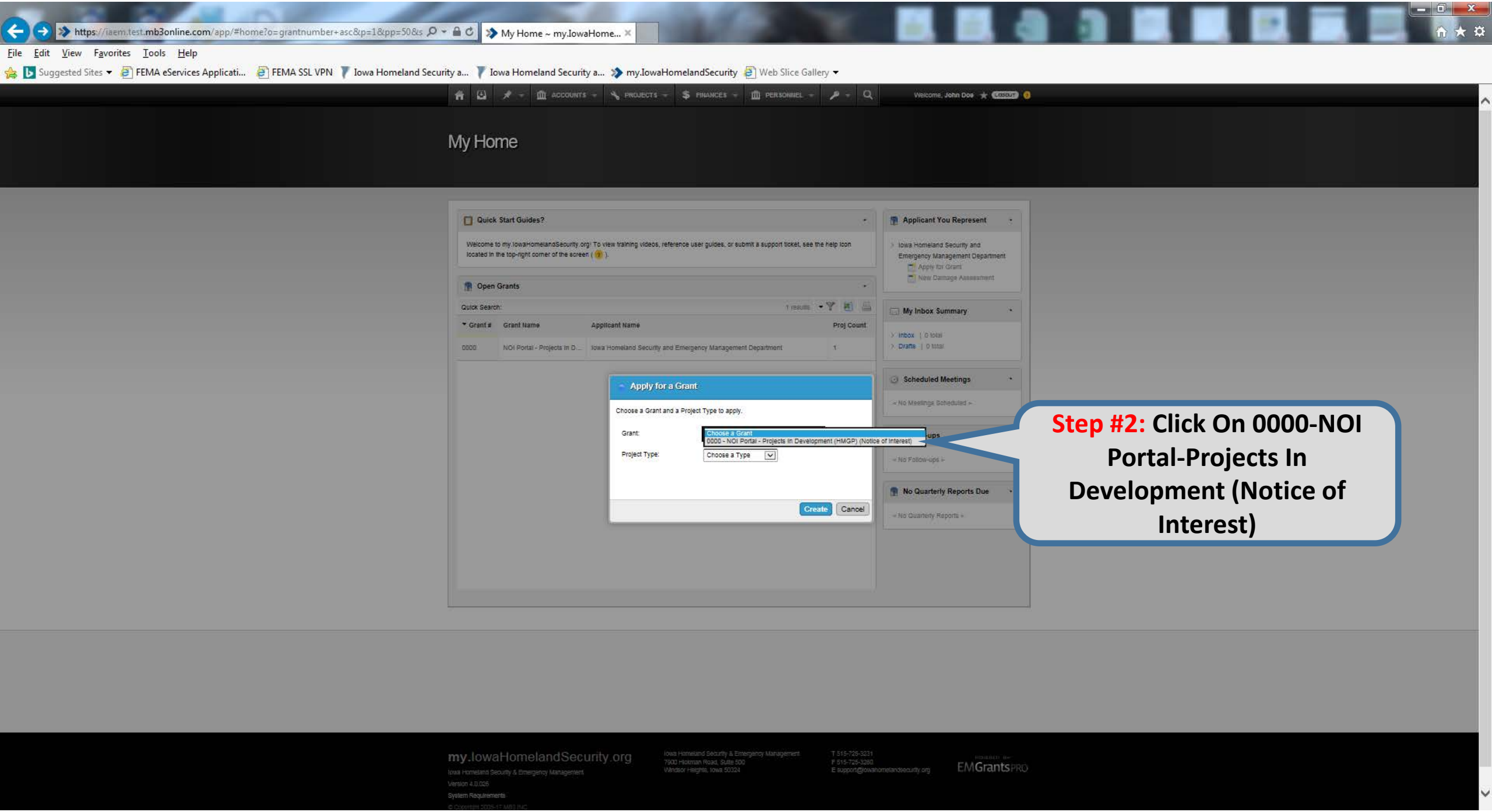
POWERED BY EMGrantsPRO


My Home
Quick Start Guides?
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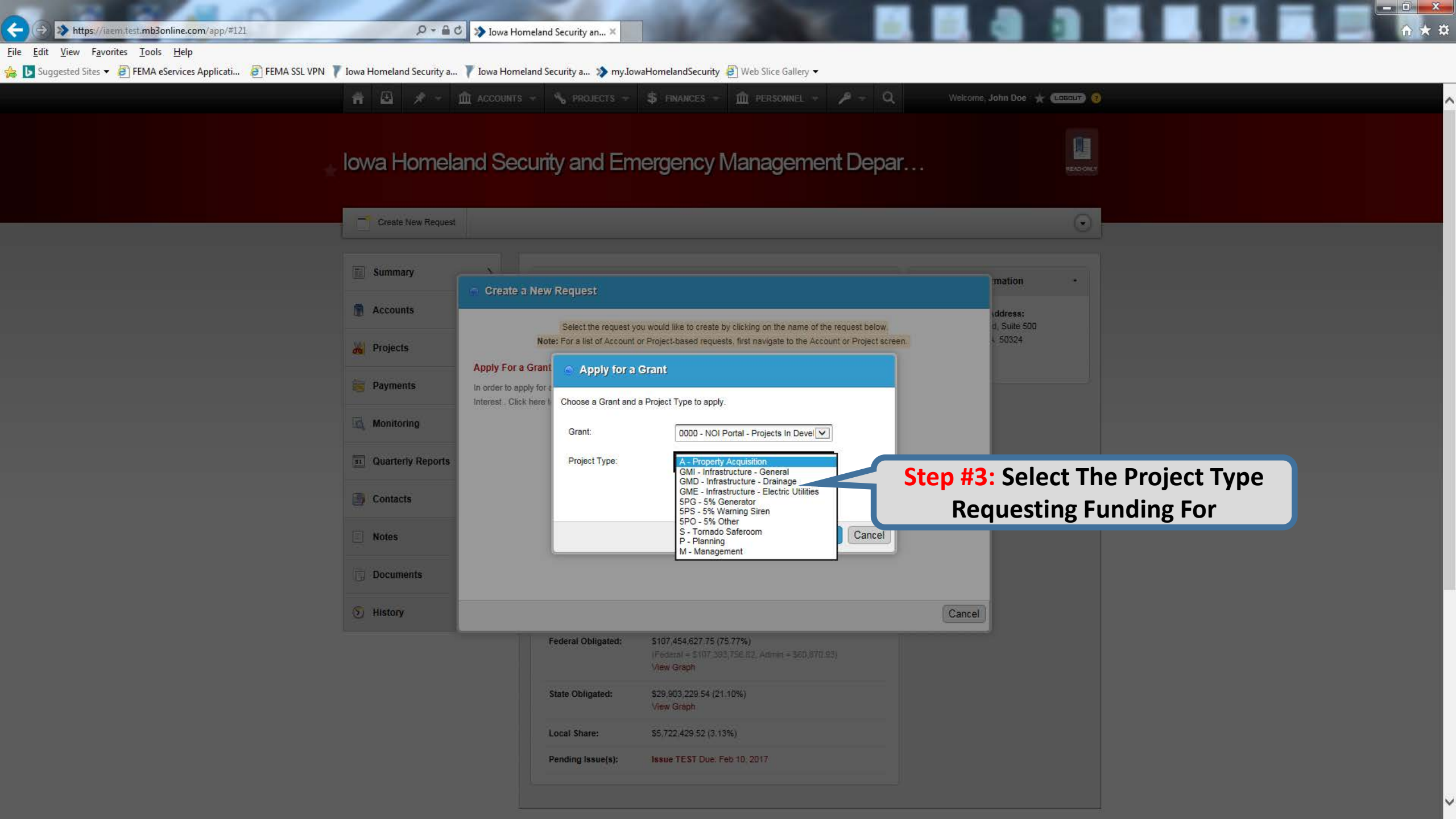
Open Grants
Quick Search:
Grant #
Grant Name
Applicant Name
Proj Count
0000
NOI Portal - Projects In D...
Iowa Homeland Security and Emergency Management Department
Applicant You Represent
Iowa Homeland Security and Emergency Management Department
Apply for Grant
New Damage Assessment
My Inbox Summary
Inbox | 0 total
Drafts | 0 total
Scheduled Meetings
No Meetings Scheduled
No Follow-ups
No Quarterly Reports Due
No Quarterly Reports
Apply for a Grant
Choose a Grant and a Project Type to apply.
Grant:
Choose a Grant
0000 - NOI Portal - Projects In Development (HMGP) (Notice of Interest)
Project Type:
Choose a Type
Create
Cancel
Step #2: Click On 0000-NOI Portal-Projects In Development (Notice of Interest)
my.IowaHomelandSecurity.org
EMGrantsPRO


Iowa Homeland Security and Emergency Management Depar…
Create New Request
Summary
Accounts
Projects
Payments
Monitoring
Quarterly Reports
Contacts
Notes
Documents
History
Create a New Request
Select the request you would like to create by clicking on the name of the request below.
Note: For a list of Account or Project-based requests, first navigate to the Account or Project screen.
Apply For a Grant
Apply for a Grant
Choose a Grant and a Project Type to apply.
Grant:
0000 - NOI Portal - Projects In Devel
Project Type:
A - Property Acquisition
GMI - Infrastructure - General
GMD - Infrastructure - Drainage
GME - Infrastructure - Electric Utilities
5PG - 5% Generator
5PS - 5% Warning Siren
5PO - 5% Other
S - Tornado Saferoom
P - Planning
M - Management
Cancel
Cancel
Federal Obligated:
$107,454,627.75 (75.77%)
View Graph
State Obligated:
$29,903,229.54 (21.10%)
View Graph
Local Share:
$5,722,429.52 (3.13%)
Pending Issue(s):
Issue TEST Due: Feb 10, 2017
Step #3: Select The Project Type Requesting Funding For

https://iaem.test.mb3online.com/app/#121

Iowa Homeland Security an...

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ACCOUNTS | PROJECTS | FINANCES | PERSONNEL

Welcome, John Doe LOGOUT

Iowa Homeland Security and Emergency Management Depar...

Create New Request

Summary
Accounts
Projects
Payments
Monitoring
Quarterly Reports
Contacts
Notes
Documents
History

Create a New Request

Select the request you would like to create by clicking on the name of the request below.

Note: For a list of Account or Project-based requests, first navigate to the Account or Project screen.

Apply For a Grant

In order to apply for a
Interest . Click here t

Apply for a Grant

Choose a Grant and a Project Type to apply.

Grant: 0000 - NOI Portal - Projects In Devel

Project Type: GMD - Infrastructure - Drainage

Create | Cancel

Cancel

Step #4: Once Project Type Is Selected Click "Create"

Federal Obligated:	$107,454,627.75 (75.77%) (Federal = $107,393,756.82, Admin = $60,870.93) View Graph
State Obligated:	$29,903,229.54 (21.10%) View Graph
Local Share:	$5,722,429.52 (3.13%)
Pending Issue(s):	Issue TEST Due: Feb 10, 2017

https://iaem.test.mb3online.com/app/#0?type=ProjectHMPreApp&parent=121&Gra

Create New Notice of Intere...

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Create New Notice of Interest

Save | Submit | Cancel

* Form

Form

Project Overview

Grant: 0000 NOI Portal - Projects In Development

Category: GMD - Infrastructure - Drainage

Project Title:

Used to help identify the Project. Ex: "Jurisdiction - Project Name".

Primary Contact: Select One

Community Information

Does the community have a local adopted Hazard Mitigation Plan? Choose One

Community MUST have a current FEMA approved plan in order to be considered for a project grant.

Project Details

Project Description:

Provide a brief but detailed description of the proposed project.

Estimated Budget

Total Estimated Cost: $

Step #5: Enter The Name Of The Project

Notes & Comments | Add Note

There are currently no notes.

Be the first to add one

No Uploaded Documents | Add Document

No Issues

https://iaem.test.mb3online.com/app/#0?type=ProjectHMPreApp&parent=121&Gra

Create New Notice of Intere...

File Edit View Favorites Tools Help

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Create New Notice of Interest

Save | Submit | Cancel

* Form

Form

Project Overview

Grant: 0000 NOI Portal - Projects In Development

Category: GMD - Infrastructure - Drainage

Project Title:

Used to help identify the Project. Ex: "Jurisdiction - Project Name"

Primary Contact:

- Select One
- Aaron Burnett - City Administrator
- Annette Mansheim - HSGP Grant Manager
- Blake DeRouchey - E911 Program Manager
- Dan Schmitz - DSHMO
- James Berg - Disaster Project Specialist II
- James Wiese - Disaster Project Specialist
- Jennifer Jones - HM Project Officer
- John Doe - Tester
- Kirk Steinfeldt - Disaster Project Specialist
- Larry Smith - County Coordinator
- Lisa Sexton - HMEP Program Manager
- Mathew Noble - State Mitigation Planner
- Randy Warren - Disaster Project Officer 1
- Sam Spade - Custodian
- Terrell Wilson - City Council Member
- Tricia Boggs - EMPG Program Manager
- William Utter - Disaster Project Specialist I
- Other (Create New Contact)

Community Information

Does the community have a local adopted Ha

Project Details

Project Description:

Provide a brief but detailed description of the proposed project.

Estimated Budget

Total Estimated Cost: $

Step #6: Scroll Through And Find The Name of The Contact For The Notice Of Interest

Notes & Comments | Add Note

There are currently no notes.

Be the first to add one

No Uploaded Documents | Add Document

No Issues

https://iaem.test.mb3online.com/app/#0?type=ProjectHMPreApp&parent=121&Gra

Create New Notice of Intere...

File Edit View Favorites Tools Help

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Create New Notice of Interest

Save | Submit | Cancel

* Form

Form

Project Overview

Grant: 0000 NOI Portal - Projects In Development

Category: GMD - Infrastructure - Drainage

Project Title:

Used to help identify the Project. Ex: "Jurisdiction - Project Name".

Primary Contact: John Doe - Tester Edit

Email Address: johndoe@test.com
Phone: 321-123-4567

Community Information

Does the community have a local adopted Hazard Mitigation Plan? Choose One

Community MUST have a current FEMA approved plan in order to be considered for a project grant.

Project Details

Project Description:

Provide a brief but detailed description of the proposed project.

Estimated Budget

Total Estimated Cost: $

Step #7: Click On And Complete The Plan Information. Ensure That The Plan Information Is Correct. Without An Approved Plan And The Action Identified In The Plan The NOI Is Ineligible For Funding.

Notes & Comments | Add Note

There are currently no notes.
Be the first to add one

No Uploaded Documents | Add Document

No Issues

https://iaem.test.mb3online.com/app/#0?type=ProjectHMPreApp&parent=121&Gra

Create New Notice of Intere...

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ACCOUNTS | PROJECTS | FINANCES | PERSONNEL | Welcome, John Doe | LOGOUT

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Create New Notice of Interest

Save | Submit | Cancel

* Form

Form

Project Overview

Grant: 0000 NOI Portal - Projects In Development

Category: GMD - Infrastructure - Drainage

Project Title:

Used to help identify the Project. Ex: "Jurisdiction - Project Name".

Primary Contact: John Doe - Tester Edit

Email Address: johndoe@test.com
Phone: 321-123-4567

Community Information

Does the community have a local adopted Hazard Mitigation Plan? Yes Date of Plan Approval:

Community MUST have a current FEMA approved plan in order to be considered for a project grant.

Title of Applicant/Community Local Hazard Mitigation Plan:

Mitigation measure(s), action, or objective that this proposed project will address:

Mitigation Plan reference:

Location in the Plan, such as section, page number, etc. that Mitigation Measures are identified.

Project Details

Project Description:

Provide a brief but detailed description of the proposed project.

Estimated Budget

Total Estimated Cost: $

Step 8: Describe The Basics Of The Project And Provide An Estimate Of The Budget

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ACCOUNTS | PROJECTS | FINANCES | PERSONNEL | Welcome, John Doe | LOGOUT

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Create New Notice of Interest

Step #10: Submit The NOI Request

Save | Submit | Cancel

Step #9: Save The NOI Request

* Form

Form

Project Overview

Grant: 0000 NOI Portal - Projects In Development

Category: GMD - Infrastructure - Drainage

Project Title:

Used to help identify the Project. Ex: "Jurisdiction - Project Name".

Primary Contact: John Doe - Tester | Edit

Email Address: johndoe@test.com
Phone: 321-123-4567

Community Information

Does the community have a local adopted Hazard Mitigation Plan? Yes | Date of Plan Approval:

Community MUST have a current FEMA approved plan in order to be considered for a project grant.

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Project Description:

Provide a brief but detailed description of the proposed project.

Estimated Budget

Total Estimated Cost: $

Once The NOI Has Been Submitted, It Will Be Reviewed. If Complete And Eligible An Email Approving The NOI Will Be Sent To The Contact. A Project Officer Will Follow Up With A Phone Call Identifing The Steps To Complete The Application. If Further Data Is Required Or The NOI Is Determined Ineligible, Contact Regarding The Required Data/Ineligibility Will Be Made.

Note: Once The NOI Has Been Approved An Application Is Automatically Created in EMGrantsPro. See Instructions "How to Complete An Application"