OMB No. 1670-0023
Expiration Date: 06/30/2019

DEPARTMENT OF HOMELAND SECURITY
CYBERSECURITY AND INFRASTRUCTURE SECURITY AGENCY (CISA)

TECHNICAL ASSISTANCE (TA) REQUEST FORM

Instructions

Read all instructions before completing this form

Privacy Act Statement

Authority: Title XVIII of the Homeland Security Act of 2002, 6 U.S.C. § 101 et s eq., and the Implementing Recommendations of the 9/11 Commision Act or 2007 (6 U.S.C. 579(m) authorizes the collection of this information.

Purpose: The primary purpose of this collection is to collate requests for technical assistance and evaluate the impact of requestson the attainment of the National Emergency Communications Plan's goals, objectives, and initiatives.

Routine Uses: The information collected m ay be disclosed as generally permitted under 5 U.S.C. § 552a(b) of the Privacy Act of 1974, as am ended. This includes using the information as necessary and authorized by the routine uses published in DHS/All-002 Mailing and Other Lists Records System of Records (November 28, 2008, 73 FR 71659).

Disclosure: Providing this information is voluntary, however, failure to provide this information may delay or prevent the CISA in determining resources available to provide technical assistance services to the jurisdiction.

What is the purpose of filling out this Form?

DHS Form 9043, Cybersecurity and Infrastructure Security Agency (CISA) Technical Assistance (TA) and Statewide Communication Interoperability Plan (SCIP) Workshop Request Form, is used by States and Territories, to request SCIP Workshops and TA service offerings from the CISA TA/ SCIP Guide. State/Territories can submit their TA/SCIP requests by:

- Completing the fillable request form on the SAFECOM website at: https://www.dhs.gov/ictapscip-resources.
- Clicking on the Submit Button bottom of the last page
  Or
- Saving the completed form as a PDF using the following file format:
  "State Name_FY2020_TA_Request_MM_DD_YYYY"
- Emailing the completed PDF to: TARequest@cisa.dhs.gov.

Filling out DHS Form 9043

Requester Contact Information

This section of the form is typically completed by the SWIC, SCIP POC or the State/Territory level official whom CISA can contact to clarify the goals and purposes of the requested Workshop and/ or TA service offering and who will serve as the point of contact with CISA.

CISA Emergency Communications Coordinator

This pull-down selection provides contact information for the CISA Coordinator assigned to the State/Territory, who can be contacted for further information about requesting CISA TA and SCIP workshops.

SCIP Workshop Requests

For FY2020, CISA/ICTAP is accepting requests for SCIP Workshops. SCIP is a series of scoping and planning calls and in-person workshop meeting(s) spread over several months that target State/Territory interoperability focus areas:

- Governance
- Technology
- Funding Sustainability
- Strategic Goals & Implementation Planning
- Evaluation/Progress Management

Technical Assistance (TA) Service Offering Requests:

FY2020, CISA/ICTAP is offering these new and updated TA Service Offerings:

- Statewide Communication Interoperability Plan Workshop
- Electronic Tactical Interoperable Communications Field Operations Guide Development
- Leveraging Broadband Technologies and Data Operability/Interoperability in Support of Public Safety
- Next Generation 9-1-1/Strategic Planning Support
- 9-1-1/PSAP Cyber Awareness
- LMR/LTE Communications Systems Engineering Support
- Encryption Planning and Usage
- Information Technology Service Unit Leader
- Auxiliary Communications Train-the-Trainer
- Grant Funding for Emergency Communications

Paperwork Reduction Act Notice. The public reporting burden to complete this information collection is estimated at 25 minutes per response, including time for reviewing instructions, searching data sources, gathering and maintaining the data needed, and the completing and reviewing the collected information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number and expiration date. Send comments regarding this burden estimate or any other aspect of this collection information, including suggestions for reducing this burden to DHS/ Cybersecurity and Infrastructure Security Agency (CISA) Linda Ward (703) 705-6485, Linda.Ward@hq.dhs.gov ATTN: PRA [1670-0023].

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CISA TA Offerings Pick List: Under this column, use the pull down to select the appropriate TA service offering in the priority order desired.

Time frame From/To: Enter a 30 to 90 day in which CISA could deliver the TA offering. This information helps CISA align its resources to optimize delivery of multiple TA offerings across the Nation.

Primary Point of Contact (Name, Phone, and Email): Enter the name and contact information for the individual whom CISA should contact to arrange scheduling, logistics and other administrative aspects of the TA delivery. This individual m ay be different from the SWIC.

Description of Assistance: Provide additional background or details about each request and a brief description of the desired outcome/deliverable for the request in the corresponding number block on continuation sheet* (page 5 of this form).

To illustrate some notional examples might be:

- "Develop/maintain an effective governance structure"
- "Establish formal written instructions for operational and technical procedures of the XYZ radio system"
- "Maintain accurate and up to date communications plans for all hazards situations"
- "Establish effective and consistent policies and procedures for developing and managing COMU resources"

Requester Endorsements:

- Signature (SWIC/SCIP POC)
- Request Submission (Date)
- SIEC/SIGB/Chair Date of Concurrence/Notification
  - ***Notification may be given verbally or by email***

Submission Date: Date the form is submitted to CISA by the State/Territory SWIC/SCIP POC.

Continuation Sheet*

Provide any additional background information or details about the requested TA. Also, use this section to describe interoperable emergency communications issues or challenges that do not appear to be covered by the service offerings in the Guide, and that are identified in the SCIP.

General TA questions can be emailed to: TARequest@cisa.dhs.gov.

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TA Service Offerings and SCIP Workshop requests can be submitted by completing the fillable form located on the SAFECOM website: https://www.dhs.gov/ictapscip-resources. Email the completed PDF to: TARequest@cisa.dhs.gov.

(Requestor) Contact Information:

State:
Name:
Phone:
Email:

Sector Coordinators:	Select Sector Coordinator

☐ **SCIP Workshop:**	**Requester's target date range for Workshop:**
To request a SCIP workshop: • Check the box above and insert the desired target date(s) for the workshop in the space provided	**From:** ____ **To:** ____

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CISA/ICTAP is offering these new and improved TA Service Offerings	
✓ SCIP Workshop ✓ Electronic Field Operations Guide (eFOG) ✓ Broadband Technologies/Interoperability ✓ Next Generation 9-1-1/Strategic Planning Support ✓ 9-1-1/PSAP Cyber Awareness	✓ LMR/LTE, Systems Engineering ✓ Information Technology Service Unit Leader ✓ AUXCOMM Train-the-Trainer ✓ Encryption Planning and Usage ✓ Grant Funding for Emergency Communications

Note: If the Requested TA is Strategic, please check the box in the "Priority" column and describe what Goal or Objective it aligns with (i.e., SCIP, NGA, NECP or State Markers) in the corresponding block on the Continuation Sheet (Page 5) of this form.

TA Guide Service Offerings Selections			
Priority	**CISA TA Offerings Pick List**	**Timeframe From/To**	**Primary Point of Contact (Name, Phone, Email)**
1 ☐	Select CISA TA Offering		
2 ☐	Select CISA TA Offering		
3 ☐	Select CISA TA Offering		
4 ☐	Select CISA TA Offering		
5 ☐	Select CISA TA Offering		

SWIC/SCIP POC

SIEC/SIGB/Chair Date of Concurrence

Notification may be given verbally or by email

Submission Date

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CONTINUATION SHEET – TA REQUEST

Priority	TA Requirements/Description of Assistance
1	
2	
3	
4	
5	

SUBMIT BY EMAIL