



The U.S. Department of Homeland Security (DHS) provides a range of assistance so jurisdictions and organizations can implement effective exercises. Types of assistance are described below.

GRANT FUNDS

States receive an annual allocation of grant funds from the DHS and may use a portion of these funds to enhance the prevention and response capabilities of States and local jurisdictions through exercises. These grant funds, which must be used in accordance with the State Homeland Security Strategy, are described in more detail in the Homeland Security Grant Program application for the most recent fiscal year, available at www.dhs.gov/xopnbiz/grants. Grant funds can be combined with funds from other agencies to support a single exercise or set of exercises.

EXERCISE TRAINING

Independent Study

The Federal Emergency Management Agency (FEMA) Emergency Management Institute (EMI) is incorporating Homeland Security Exercise and Evaluation Program (HSEEP) guidance and methodology into a variety of existing exercise training courses. Periodic EMI newsletters describe course content and availability. Additional information is available at <http://training.fema.gov>.

HSEEP Training

For the classroom, the DHS is currently developing an enhanced comprehensive HSEEP training course. This scalable, modular course will take students through the full spectrum of exercise design, development, conduct, evaluation, and improvement planning.

Master Exercise Practitioner Program (MEPP)

The EMI MEPP is a performance-based curriculum that focuses on the competencies required to plan, develop, design, conduct, and evaluate jurisdiction-specific exercises. The resident MEPP consists of three resident courses and eight proficiency demonstration activities, and the nonresident MEPP requires completion of several independent study courses and several additional courses administered by the appropriate State emergency management agency. A nonresident MEPP candidate may complete the training and proficiency demonstration requirements by enrolling in the exercise practicum, a unique self-directed series of 11 proficiency demonstrations. The MEPP candidate is challenged to apply the knowledge, skills, and abilities acquired through participation in Comprehensive Exercise Curriculum courses to emergency management exercises. Additional information is available at <http://training.fema.gov>.

State-Provided Exercise Training

Many States offer exercise design, conduct, evaluation, and program management courses through State-run training centers or in conjunction with Federal agencies. For example, the California Office of Emergency Services' Readiness Program includes several exercise-related training courses for members of the California homeland security community. New Jersey and



New York engage responders in and provide credit for participation in the FEMA Professional Development Series and Advanced Professional Series, each of which involves exercise design and management courses. Numerous States, including Florida, provide regular HSEEP evaluation methodology training for exercise planners statewide.

TECHNICAL ASSISTANCE

The DHS provides technical assistance to help jurisdictions resolve problems and create innovative approaches to preparedness. Technical assistance is available to conduct workshops, address the findings of After Action Reports (AARs) and Improvement Plans (IPs), prepare jurisdictions to conduct exercises, guide use of capabilities-based planning tools, and assist with other focused program activities.

TECHNOLOGY

HSEEP Web Site

All HSEEP reference manuals and materials are available on the HSEEP Web site and in the HSEEP Volume IV Library, which provides an environment in which exercise documents and materials are posted and continually updated or enhanced. Exercise guidance is found in HSEEP Volumes I through III, and the HSEEP Volume IV Library contains sample exercise documentation.

HSEEP Toolkit

The HSEEP Toolkit provides users with a scheduling tool, project management tool, and comprehensive tutorial for the design, development, conduct, and evaluation of exercises. This step-by-step program equips exercise planners with the appropriate templates and guidance for developing master task lists, timelines, and exercise documentation in an online, user-friendly environment. The HSEEP Toolkit can be accessed from the HSEEP Web site. Any user can create a new exercise; however, existing exercises require permission from the lead exercise planner.

Lessons Learned Information Sharing (LLIS)

Exercises and the resulting AARs and IPs not only provide lessons for exercise participants, they offer a valuable source of information that can be analyzed at the national level to identify lessons learned and best practices that can be shared to enhance preparedness across the country. Lessons learned encompass knowledge and experience, both positive and negative, derived from observations and the study of actual operations, training, and exercises. Best practices encompass peer-validated techniques, procedures, and solutions that work and are solidly grounded in actual experience in operations, training, and exercises. Exercise AARs should identify lessons and highlight exemplary practices and may be submitted for inclusion in the LLIS system (www.llis.gov), which serves as a national network for generating, validating, and disseminating lessons learned and best practices.

This network, developed by the Memorial Institute for the Prevention of Terrorism (MIPT) with support and oversight from the DHS, is designed to help emergency responders, homeland security officials, and healthcare professionals learn from each other and share information. LLIS



FEMA

HSEEP Implementation Resources

offers access to a wide variety of original best practices and lessons learned, developed in consultation with frontline emergency responders and validated by emergency response and homeland security professionals. In addition to providing original best practices and lessons learned, the system also serves as a clearinghouse for domestic preparedness documents, exercises, events, and news.