



Transportation
Security
Administration

Date: June 26, 2009

To: All Concerned Parties

From: Robin Kane, Assistant Administrator, Office of Science Technology

Subject: Explosives Detection Systems Funding Application Process

Effective immediately, a refined and streamlined continuous application process for Explosives Detection Systems (EDS) Equipment and Checked Baggage Funding Requests has been instituted by TSA's Office of Security Technology and the Electronic Baggage Screening Program.

The EDS Funding Application Process (FAP) has been revised in 2 significant ways:

1. Annual application timeframes have been waived. TSA will accept all project applications on a continuous (rolling) basis.
2. The initial requirement for applying for an EDS project is to submit the current In-line Support Application Form through the Federal Security Directors (FSDs).

The following information is being provided to FSDs, TSA staff and Airport Operators to assist with project planning and application submission:

- **Examples of airport projects that Airport Operators are encouraged to submit:**
 - All in-line baggage-screening projects at all federalized airports.
 - All in-line EDS equipment types – high volume, medium volume, or reduced size.
 - All reduced size baggage-screening projects to include both planned stand-alone and in-line/mini in-line configurations.
 - New terminal projects.
 - Modifications to existing terminals or EDS systems.
 - Design/build or design/bid/build projects.
 - Ongoing projects with anticipated completion dates of FY11 or later. (Note: Costs incurred prior to a signed contract agreement with TSA are not eligible for funding via FAP.)
- **Continuous project application instructions:**
 - Interested Airport Operators MUST submit the current application form to their FSD. A sample of this form is available via http://www.tsa.gov/research/checked_baggage_material.shtm

- The FSDs MUST submit a completed application form as an attachment to a Project Request via the current TSA ReMAG process, <http://projecttracking.tsa.gov>.
- Upon receipt, TSA Headquarters staff will review the application and contact the Airport POC listed on the application to verify content and to review required supporting documentation before the project application can proceed to detailed review and consideration.

- **TSA encourages continuous project applications:**
 - Airport Operators should not wait for annual fiscal year application guidance to submit project applications and design packages.
 - Phased project packages should be developed as outlined in the TSA Planning Guidelines and Design Standards (PGDS), Section 3.2, Version 2, published January 30, 2009 and available at: http://www.tsa.gov/assets/pdf/pgds_v2.0_013009.pdf
 - Design packages currently in the design review process will be considered for inclusion in current and/or long term EDS Spend Plans.
 - Airport operators are strongly encouraged to coordinate with local and HQ TSA via Regional Deployment Managers as early as possible when EDS projects are being considered and conceptually planned. Early notification assists TSA planning efforts in preparation of justification for federal funding for the EBSP program. Having knowledge of an airport project will allow TSA to include it for funding should additional monies become available.

- **FAP information and documentation:**
 - Supporting documentation will continue to be reviewed, updated and posted to http://www.tsa.gov/research/checked_baggage_material.shtm including:
 - Current In-line Support Application Form
 - Application form instructions
 - Sample completed form
 - Sample Technical Documentation
 - Frequently Asked Questions
 - Current Planning Guidelines and Design Standards (PGDS)

OST sincerely appreciates your continued support. If you should have any questions regarding this message, please contact the POC, Karen Ellis, 571-227-4198, karen.ellis@tsa.dhs.gov