

**THE DEPARTMENT OF HOMELAND SECURITY (DHS)  
OFFICE OF INTELLIGENCE & ANALYSIS  
Countering Violent Extremism Support**

**STATEMENT OF WORK (SOW)**

**1. BACKGROUND**

The White House strategy on countering violent extremism entitled, *Empowering Local Partners to Prevent Violent Extremism in the United States*<sup>1</sup>, outlines the commitment of the Federal Government to support and help empower American communities, and their local partners in their grassroots efforts to prevent violent extremism by:

- 1) Improving support to communities, including sharing more information about the threat of radicalization;
- 2) Strengthening cooperation with local law enforcement, who work with these communities every day; and
- 3) Helping communities to better understand and protect themselves against violent extremist propaganda, especially online<sup>2</sup>

DHS also released its approach to Countering Violent Extremism (CVE) which includes working with a broad range of partners to gain a better understanding of the behaviors, tactics, and other indicators that could point to potential terrorist activity within the United States, and the best ways to mitigate or prevent that activity. The DHS approach to CVE outlines three main objectives:

- 1) Support and coordinate efforts to better understand the phenomenon of violent extremism, including assessing the threat it poses to the Nation as a whole and within specific communities;
- 2) Bolster efforts to catalyze and support non-governmental, community-based programs, and strengthen relationships with communities that may be targeted for recruitment by violent extremists; and
- 3) Disrupt and deter recruitment or individual mobilization through support for local law enforcement programs, including information-driven, community-oriented policing efforts that for decades have proven effective in preventing violent crime.<sup>3</sup>

In support of this strategy, DHS, in partnership with the Department of Justice, the Federal Bureau of Investigation (FBI), the Office of the Director of National Intelligence, and the National Counterterrorism Center (NCTC), hosted a *National CVE Workshop* designed to provide fusion center personnel and major city police department intelligence unit commanders with a better understanding of violent extremism and ongoing efforts to address the issue.

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<sup>1</sup> The White House, "Empowering Local Partners to Prevent Violent Extremism in the United States," Washington, DC: August 2011.

<sup>2</sup> The White House, "Empowering Local Partners to Prevent Violent Extremism in the United States," Washington, DC: August 2011.

<sup>3</sup> Fact Sheet: The Department of Homeland Security's Approach to Countering Violent Extremism, August 2011.

## 2. **OBJECTIVE**

This activity will provide subject matter expert (SME) support to the National Consortium for Advanced Policing (NCAP) for the development and pilot delivery of regional CVE training courses (a 16 hour continuing education training course and basic course that will be introduced into police academies), in coordination with the state or local jurisdiction's fusion center and the Nationwide Suspicious Activity Reporting Initiative. Additionally, SME support will assist in ensuring all training is coordinate with FLETC and in accordance with the DHS Office for Civil Rights and Civil Liberties *CVE Training Guidance & Best Practices Guidance* (October 2011).

## 3. **SCOPE**

In order to continue to capitalize on the increased levels of experience and expertise that is being gained from our collaborative efforts, I&A proposes to enter into this agreement to reimburse the National Consortium for Advanced Policing (NCAP) for its share (or in total as appropriate) for the following task order.

## 4. **TASKS**

The tasks include, but are not limited to the following (as appropriate):

- 4.1 Development, review, vetting, and delivery of CVE training course curriculum
  - 4.1.1. Development of course curriculum and materials for an instructor-led, hands-on officer training session
  - 4.1.2 Development and reproduction of all associated course materials to include a user guidebook, website factsheets (to include guidelines, current events, and case studies),
  - 4.1.3 Provision of evaluations, sign-in sheets, pre- & post-tests, powerpoint slides, frequently asked questions, provision of all supplies necessary for course instruction
  - 4.1.4 Development and delivery of any additional course or curriculum materials or updates, as necessary, and
  - 4.1.5 Travel costs for participants, as necessary and approved by I&A.

## 5. DELIVERABLES

The Servicing Agency shall provide all deliverables to the Requesting Agency COTR.

| Deliverables   | Due Date |
|--|----------|
| Course curriculum and associated course materials<br>IAW SOW 4.1.1 |          |
| Pilot delivery of CVE training                                     |          |

## 6. PERIOD OF PERFORMANCE

The period of performance is 12 months from the countersigned award date.

## 7. PLACE OF PERFORMANCE

The primary place of performance is at the following location:

10537 Santa Monica Blvd.,  
Third Floor  
Los Angeles, CA 90025

## 8. OTHER DETAILS

8.1 Funds will be transferred with the IAA

8.2 NCAP will:

8.2.1 Support the delivery of the CVE training to include, but not limited to, development, delivery, and reproduction of course materials costs.

8.2.2 Support the development, delivery, and reproduction of any additional course or curriculum materials or updates, as necessary

8.3 I&A will:

8.3.1 SLPO will reimburse NCAP for all reimbursable items and services. These funds will not be utilized for food and drink. Billing services will be performed on a one-time basis using MIPR from DD448. Reimbursement will be addressed to:

National Consortium for Advanced Policing (NCAP)

Attn: (b) (6) Program Manager



10537 Santa Monica Blvd., Third Floor  
Los Angeles, CA 90025

- 8.3.2 SLPO will provide a total of \$60,000 to NCAP in order to cover costs associated with I&A's sponsorship of listed tasks, subject to the availability of funds.

**9. POINTS OF CONTACT**

**NCAP:**

National Consortium for Advanced Policing (NCAP)  
Attn: (b) (6) Program Manager  
10537 Santa Monica Blvd., Third Floor  
Los Angeles, CA 90025

(b) (6)

**I&A**

Department of Homeland Security  
Office of Intelligence and Analysis  
State and Local Program Office  
(b) (6)  
Management and Program Analyst

(b) (6)

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- 2) Strengthening cooperation with local law enforcement, who work with these communities every day; and
- 3) Helping communities to better understand and protect themselves against violent extremist propaganda, especially online<sup>2</sup>

DHS also released its approach to Countering Violent Extremism (CVE) which includes working with a broad range of partners to gain a better understanding of the behaviors, tactics, and other indicators that could point to potential terrorist activity within the United States, and the best ways to mitigate or prevent that activity. The DHS approach to CVE outlines three main objectives:

- 1) Support and coordinate efforts to better understand the phenomenon of violent extremism, including assessing the threat it poses to the Nation as a whole and within specific communities;
- 2) Bolster efforts to catalyze and support non-governmental, community-based programs, and strengthen relationships with communities that may be targeted for recruitment by violent extremists; and
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In support of this strategy, DHS, in partnership with the Department of Justice, the Federal Bureau of Investigation (FBI), the Office of the Director of National Intelligence, and the National Counterterrorism Center (NCTC), hosted a *National CVE Workshop* designed to provide fusion center personnel and major city police department intelligence unit commanders with a better understanding of violent extremism and ongoing efforts to address the issue.

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<sup>2</sup> The White House, "Empowering Local Partners to Prevent Violent Extremism in the United States," Washington, DC: August 2011.

<sup>3</sup> Fact Sheet: The Department of Homeland Security's Approach to Countering Violent Extremism, August 2011.

## 2. **OBJECTIVE**

This activity will provide subject matter expert (SME) support to the National Consortium for Advanced Policing (NCAP) and the Los Angeles Police Department (LAPD) for the development and pilot delivery of regional CVE training courses (a 16 hour continuing education training course and basic course that will be introduced into police academies), in coordination with the state or local jurisdiction's fusion center and the Nationwide Suspicious Activity Reporting Initiative. Additionally, SME support will assist in ensuring all training is coordinate with FLETC and in accordance with the DHS Office for Civil Rights and Civil Liberties *CVE Training Guidance & Best Practices Guidance* (October 2011).

## 3. **SCOPE**

In order to continue to capitalize on the increased levels of experience and expertise that is being gained from our collaborative efforts, I&A proposes to enter into this agreement to reimburse FEMA's National Training, Education, and Exercises (NTEE) for its share (or in total as appropriate) for the following task order.

## 4. **TASKS**

The tasks include, but are not limited to the following (as appropriate):

- 4.1 Development, review, vetting, and delivery of CVE training course curriculum
  - 4.1.1. Development of course curriculum and materials for an instructor-led, hands-on officer training session
  - 4.1.2 Development and reproduction of all associated course materials to include a user guidebook, website factsheets (to include guidelines, current events, and case studies),
  - 4.1.3 Provision of evaluations, sign-in sheets, pre- & post-tests, powerpoint slides, frequently asked questions, provision of all supplies necessary for course instruction
  - 4.1.4 Development and delivery of any additional course or curriculum materials or updates, as necessary, and
  - 4.1.5 Travel costs for participants, as necessary and approved by I&A.

## 5. **DELIVERABLES**

The Servicing Agency shall provide all deliverables to the Requesting Agency COTR.

| Deliverables | Due Date |
|--------------|----------|
|--------------|----------|



|  |  |
|--|--|
| Course curriculum and associated course materials<br>IAW SOW 4.1.1 |  |
| Pilot delivery of CVE training                                     |  |

## 6. PERIOD OF PERFORMANCE

The period of performance is 12 months from the countersigned award date.

## 7. PLACE OF PERFORMANCE

The primary place of performance is at the following location:

10537 Santa Monica Blvd.,  
Third Floor  
Los Angeles, CA 90025

## 8. OTHER DETAILS

8.1 Funds will be transferred with the IAA

8.2 FEMA will:

8.2.1 Support the delivery of the CVE training to include, but not limited to, development, delivery, and reproduction of course materials costs.

8.2.2 Support the development, delivery, and reproduction of any additional course or curriculum materials or updates, as necessary

8.3 I&A will:

8.3.1 SLPO will reimburse FEMA for all reimbursable items and services. These funds will not be utilized for food and drink. Billing services will be performed on a one-time basis using MIPR from DD448. Reimbursement will be addressed to:

Federal Emergency Management Agency  
[CFO Mail Stop at FEMA]  
Murray Lane, SW  
Washington, DC 20528

8.3.2 SLPO will provide a total of \$60,000 to FEMA in order to cover costs associated with I&A's sponsorship of listed tasks, subject to the availability of funds.

## 9. POINTS OF CONTACT

**FEMA:** Federal Emergency Management Agency  
Protection and National Preparedness  
National Preparedness Directorate  
National Training, Education, and Exercise  
(b) (6)

Washington, DC

(b) (6)

**I&A** Department of Homeland Security  
Office of Intelligence and Analysis  
State and Local Program Office

(b) (6)

Management and Program Analyst

(b) (6)