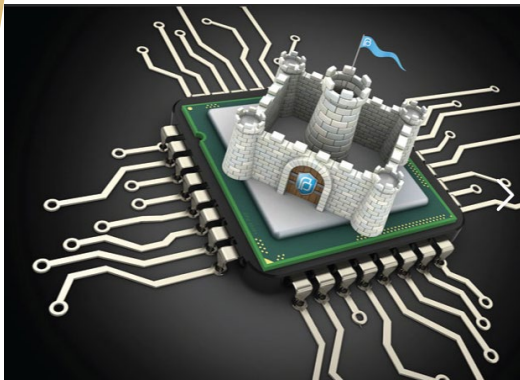


2024 Nonprofit Security Grant Program (NSGP)



Bidder's Workshop
9:00 a.m. Tuesday May 1, 2024



2024 Nonprofit Security Grant Program (NSGP)

The NSGP is a **competitive** grant program providing federal funding (FEMA) for physical security enhancements and other security-related activities to nonprofit organizations that are at risk of a terrorist attack.

- The NSGP seeks to enhance the ability of nonprofit organizations to prevent, prepare for, protect against, and respond to terrorist or other extremist attacks and are part of a comprehensive set of measures to help strengthen the nation's communities against potential terrorist or other extremist attacks.
- NSGP-S vs NSGP-UA
- Period of Performance (POP) is 36 months
 - September 1, 2024 - August 31, 2027*



NSGP Eligibility

Nonprofit organizations designated as an **IRS 501(c)(3)** entity and exempt from tax under section 501(a) of the Internal Revenue Code.

- Organizations such as churches, mosques, and synagogues are considered exempt if they meet the requirements of section 501(c)(3) and do not have to apply for and receive recognition of exemption from the IRS.
- Able to demonstrate, through the application (Investment Justification- IJ), that the organization is at high risk of a terrorist or other extremist attacks.
- Tax Exempt Organization Search
[Tax Exempt Organization Search \(irs.gov\)](https://www.irs.gov/charities-nonprofits)



What type of entities/organizations are eligible to apply under NSGP?

The list below is not exhaustive and only provides examples of potential eligible organizations, all of which must be nonprofits.



Houses of worship



Educational facilities



Medical facilities



Senior centers/care facilities



Community/social service



Shelters/crisis centers



Event venues



Science organizations



Camps



Museums

Eligible organizations are registered 501(c)(3) nonprofits or otherwise are organizations as described under 501(c)(3) of the Internal Revenue Code (IRC) and tax-exempt under section 501(a) of the IRC.

What type of entities/organizations are not eligible to apply under NSGP?



Utility companies



Governmental entities



For-profit hospitals



For-profit colleges/universities



Volunteer fire departments



Kiwanis, Rotary, Lions Clubs, etc.



Organizations active in politics/lobbying



For-profit venues, stadiums, amusement parks, etc.



Homeowner associations, labor unions, etc.



For-profit transportation entities



Municipal/public schools (elementary, middle, high)

2024 Nonprofit Security Grant Program (NSGP) Resources

The NSGP seeks to integrate the preparedness activities of nonprofit organizations with broader state and local preparedness efforts.

- National Preparedness Goal
[National Preparedness Goal | FEMA.gov](#)
- Idaho Preparedness Efforts
[Community Preparedness | Office of Emergency Management \(idaho.gov\)](#)
- FY24 NSGP NOFO / Guidance / Quick Start / FAQ
 - [The U. S. Department of Homeland Security \(DHS\) Notice of Funding Opportunity \(NOFO\) Fiscal Year 2024 Nonprofit Security Grant Program | FEMA.gov](#)
 - [Fiscal Year 2024 Nonprofit Security Grant Program - FAQ](#)
 - [Fiscal Year 2024 Nonprofit Security Grant Program \(NSGP\) Subapplicant Quick Start Guide | FEMA.gov](#)
 - [Preparedness Grants Manual](#)(page 83)



National Preparedness Goal, Mission Areas

- Preventing, avoiding, or stopping a threatened or an actual act of terrorism.
- Protecting our citizens, residents, visitors, assets, systems, and networks against the greatest threats and hazards in a manner that allows our interests, aspirations, and way of life to thrive.
- Mitigating the loss of life and property by lessening the impact of future disasters.
- Responding quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of an incident.
- Recovering through a focus on the timely restoration, strengthening, and revitalization of infrastructure, housing, and the economy, as well as the health, social, cultural, historic, and environmental fabric of communities affected by an incident.



2024 NSGP Funding Landscape

- Idaho (recipient) target allocation: \$1,710,000 (FY23 target was \$2,250,000)
- Applicant (subrecipient) may apply for up to \$150,000 per site (up to 3 sites - separate IJ required for each site*, up to total no more than \$450,000)

2024 NSGP Process

- Three phases of Application Review:



- State Administrative Agency (SAA)= IOEM



2024 NSGP Allowable Costs

Planning- Security or emergency planning expenses and the materials required to conduct planning activities.

- Must relate to the protection of the (specific) facility and the people within and should include consideration of individuals with access and functional needs as well as those with limited English proficiency.
- Examples of planning activities include (but not limited to):
 - Development / enhancement of security plans
 - Emergency contingency or Continuity of Operations Plans
 - Evacuation / Shelter in place plans
 - Emergency Response Plans

[FEMA Guide for Developing Emergency Operations Plans for Houses of Worship](#)



2024 NSGP Allowable Costs

Training / Exercise- Limited to an organization's security personnel, staff, members and volunteers only.

- Offsite or onsite security training for employees or members of the organization
- Train the trainer courses
- Response Exercises for long-term vulnerability reduction
- Training costs are limited to attendance fees and related expenses (materials, supplies and equipment)
 - Travel is not a reimbursable cost



2024 NSGP Allowable Costs

Training / Exercise-

- Allowable training / exercise topics include physical and cybersecurity, target hardening and terrorism awareness / employee preparedness topics such as Community Emergency Response Team (CERT) training, active shooter training, and emergency first aid training.
 - Applicants should include specific details about any proposed training/exercises, to include topic, organizational attendees / participants, length, and what identified vulnerability the activity will help mitigate.



2024 NSGP Allowable Costs

Equipment- Allowable costs are focused on facility hardening and physical security enhancements. Funding can be used for the acquisition and installation of security equipment on real property (including buildings and improvements) owned or leased by the nonprofit organization, specifically in prevention of and/or protection against the risk of a terrorist or other extremist attack. Allowable equipment is **limited to selectable items in IJ Section IV-B** from the [Authorized Equipment List](#) (AEL). Selectable item list follows:

Section IV-B: In this section, list all proposed facility hardening equipment, projects, or activities as allowable per the Authorized Equipment List (AEL), NSGP Notice of Funding Opportunity (NOFO), and Preparedness Grants Manual (PGM). Select the AEL number and title, list the vulnerability the equipment/project/activity addresses, and enter the estimated funding requested (round up to the nearest dollar).

| AEL NUMBER & TITLE – EQUIPMENT, PROJECT, OR ACTIVITY | VULNERABILITY TO BE ADDRESSED | ESTIMATED FUNDING REQUESTED (Round to nearest dollar) |
|--------------------------------------------------------------|-------------------------------|----------------------------------------------------------|
| | | |
| 14CI-00-COOP: System, Information Technology Contingency O | | |
| 14EX-00-BCAN: Receptacles, Trash, Blast-Resistant | | |
| 14EX-00-BSIR: Systems, Building, Blast/Shock/Impact Resistan | | |
| 14SW-01-ALRM: Systems/Sensors, Alarm | | |
| 14SW-01-DOOR: Doors and Gates, Impact Resistant | | |
| 14SW-01-LITE: Lighting, Area, Fixed | | |
| 14SW-01-PACS: System, Physical Access Control | | |
| 14SW-01-SIDP: Systems, Personnel Identification | | |
| 14SW-01-SIDV: Systems, Vehicle Identification | | |



Full list of Allowable Activities and Equipment found in FY 2024 NOFO Authorized Equipment List (AEL)

- 03OE-03-MEGA System, Public Address, Handheld or Mobile
- 04AP-05-CRED System, Credentialing
- 04AP-09-ALRT Systems, Public Notification and Warning
- 04AP-11-SAAS Applications, Software as a Service
- 05AU-00-TOKN System, Remote Authentication
- 05EN-00-ECRP Software, Encryption
- 05HS-00-MALW Software, Malware/Anti-Virus Protection
- 05HS-00-PFWL System, Personal Firewall
- 05NP-00-FWAL Firewall, Network
- 05NP-00-IDPS System, Intrusion Detection/Prevention
- 06CP-01-PORT Radio, Portable
- 06CC-02-PAGE Services/Systems, Paging
- 06CP-03-ICOM Intercom
- 06CP-03-PRAC Accessories, Portable Radio
- 10GE-00-GENR Generators
- 10PE-00-UPS Supply, Uninterruptible Power (UPS)



Allowable Activity and Equipment List (AEL) Items Continued

- 13IT-00-ALRT System, Alert/Notification
- 14CI-00-COOP System, Information Technology Contingency Operations
- 14EX-00-BCAN Receptacles, Trash, Blast-Resistant
- 14EX-00-BSIR Systems, Building, Blast/Shock/Impact Resistant
- 14SW-01-ALRM Systems/Sensors, Alarm
- 14SW-01-ASTN Network, Acoustic Sensor Triangulation
- 14SW-01-DOOR Doors and Gates, Impact Resistant
- 14SW-01-LITE Lighting, Area, Fixed
- 14SW-01-PACS System, Physical Access Control
- 14SW-01-SIDP Systems, Personnel Identification
- 14SW-01-SIDV Systems, Vehicle Identification
- 14SW-01-SNSR Sensors/Alarms, System and Infrastructure Monitoring, Standalone
- 14SW-01-VIDA Systems, Video Assessment, Security
- 14SW-01-WALL Barriers: Fences; Jersey Walls
- 15SC-00-PPSS Systems, Personnel/Package Screening
- 21GN-00-INST Installation



Allowable Activity and Equipment List (AEL) Items Continued

- 21GN-00-TRNG Training and Awareness
- Contract Security Private Contact Security Personnel/Guards
- M&A Management and Administration (M&A)
- PLANNING Planning
- EXERCISE Exercise



Environmental Planning and Historic Preservation (EHP) Compliance

Most Projects are likely to require EHP Screening. Projects that include AEL Categories 10, 13, 14 & 15 will require EHP Screening.

Proposed Projects that have the potential to impact the environment, including but not limited to construction, modification, renovation of existing buildings, structures, and facilities must participate in the DHS/FEMA EHP review process. This includes any changes to the structure such as adding security cameras, security doors, security glass, etc.

Projects selected for award will complete and submit the [EHP Screening Form](#) to IOEM for EHP review. The FEMA EHP Screening Form must be approved by FEMA prior to starting approved work. Delays in completing the EHP Screening Form will result in delays in the release of grant funds. IOEM will work with Grant Programs Directorate for EHP approval and advise subrecipients regarding release of grant funds.



DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
ENVIRONMENTAL AND HISTORIC PRESERVATION SCREENING FORM

OMB Control Number: 1660-0115
Expiration: 3/31/2026

Paperwork Burden Disclosure Notice

Public reporting burden for this data collection is estimated to average 7.2833 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. This collection of information is required to obtain or retain benefits. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, Washington, DC, 20472, Paperwork Reduction Project (1660-0115).

PRIVACY NOTICE

The collection of this information is authorized by the National Environmental Policy Act of 1969, as amended, Pub. L. No. 91-190, § 102, 42 U.S.C. §§ 4321-4347; and National Historic Preservation Act of 1966, as amended, Pub. L. No. 89-665, § 102, 16 U.S.C. § 470.

This information is being collected for the primary purpose of determining eligibility and administration of FEMA Preparedness Grant Programs and to ensure compliance with existing laws and regulations regarding the environment and historic preservation.

The disclosure of information on this form is required by law and failure to provide the information requested may delay or prevent the organization from receiving grant funding.

Directions for completing this form: This form is designed to initiate and facilitate the environmental and historic preservation (EHP) compliance review for your FEMA preparedness grant-funded project(s). FEMA conducts its EHP compliance reviews in accordance with National Environmental Policy Act (NEPA) and other EHP-related laws and executive orders. In order to initiate EHP review of your project, you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. Failure to provide requisite information could result in delays in the release of grant funds. ***Be advised that completion of this form does not complete the EHP review process.*** You will be notified by FEMA when your review is complete and/or if FEMA needs additional information.

This form should be completed electronically. The document is available in both Word and Adobe Acrobat (pdf) formats at this website: <http://www.fema.gov/library/viewRecord.do?fromSearch=fromsearch&id=4802>. The following website has additional guidance and instructions on the EHP review process and the information required for the EHP review: <https://www.fema.gov/environmental-planning-and-historic-preservation-compliance>.

Submit the completed form through your grant administrator who will forward it to GPDEHPInfo@fema.dhs.gov. Please use the subject line: ***EHP Submission: Project Title, location, Grant Award Number (Example, EHP Submission: Courthouse Camera Installation, Any Town, State, 12345; 2011-SS-0xxxx).***

SECTION A. PROJECT INFORMATION

DHS Grant Award Number: _____

Grant Program: NONPROFIT SECURITY GRANT PROGRAM

Recipient: Idaho Office of Emergency Management

Recipient POC: Matt McCarter

Mailing Address: 4040 Guard St., Bldg. 600 Boise, ID 83705-5004

E-Mail: IOEMLogistics@imd.idaho.gov

Sub-recipient: _____

Sub-recipient POC: _____

Mailing Address: _____

E-Mail: _____

Estimated cost of project: _____

Project title: _____

Project location (physical address or latitude-longitude): _____

Project Description. Provide a complete project description. The project description should contain a summary of what specific action is proposed, where it is proposed, and how it will be implemented. Include a brief description of the objectives the project is designed to accomplish (the purpose), and the reason the project is needed. Use additional pages if necessary. If multiple sites are involved, provide the summary for each site:

Prohibition on Telecommunication, Video Surveillance Equipment and Services

Subrecipients may not use any FEMA funds to procure or obtain China made or China affiliated telecommunication, video surveillance equipment or services. Reference FEMA policy #405-143-1

https://www.fema.gov/sites/default/files/documents/fema_policy-405-143-1-prohibition-covered-services-equipment-gpd.pdf

System for Award Management (SAM) provides a consolidated exclusion list of subsidiaries of telecommunication companies <https://sam.gov/SAM/>

Contact IOEM for assistance in determining if equipment or services are eligible under this program.



2024 NSGP Allowable Costs

Personnel- Contracted security protection is the only allowable personnel cost in this category under NSGP.

- Funds may not be used to purchase equipment for contracted security.
- Applicant must justify proposed contracted security personnel spending in the facility hardening narrative section of the application.
- **Sustainment** planning for non-NSGP-funded contract personnel capability is required as part of IJ narrative and will be revisited in the audit portion of the closeout actions.
 - ✓ i.e. number of personnel, frequency of use, hourly rate
- NSGP subrecipients may not use more than 50 percent of their awards to pay for personnel activities unless a waiver is approved by FEMA



2024 NSGP Allowable Costs

Management and Administration (M&A)-

- Up to 5% of a subrecipient's FY 2024 NSGP award may be used for M&A purposes.
 - ✓ Examples include reporting, financial management, correspondence and monitoring specifically related to grant management.
 - ✓ Justify M&A budget in Section IV-A of the Investment Justification to fully support the proposed budget.
 - ✓ ***Operational costs are not allowed.***
 - ✓ Requests that are simple percentages of the award, without supporting justification, are not allowed.



IJ Part IV example

PART IV. FACILITY HARDENING (9 POSSIBLE POINTS OUT OF 40)

Section IV-A: In this section, describe each proposed activity or investment (as selected in Section IV-B), identify the vulnerability that it addresses, and detail the cost associated with the activity or investment. For each activity/investment, include the quantity, estimated hourly rate or estimated price per unit, and proposed usage.

Note: This section should include narrative information about all costs listed in Section IV-B. The objective is for the information contained in this section to allow reviewers to validate the need of all costs in Section IV-B.

Allowable costs include facility hardening activities, such as planning and exercise related costs, contracted security personnel, and security-related training courses and programs limited to the protection of critical infrastructure key resources. Funding can also be used for the acquisition and installation of security equipment on real property (including buildings and surrounding property) owned or leased by the nonprofit organization, specifically in prevention of and/or in protection against the risk of terrorist or other extremist attack.

The following activities respond to vulnerabilities identified in our VA

14EX-00-BSIR: Systems, Building, Blast/Shock/Impact Resistant - Blast protection for 3 entry doors and shatterproof film for 14 windows \$5,000 (Exterior and interior modifications)

14SW-01-WALL: Barriers: Fences; Jersey Walls - Perimeter fencing for the entire site - \$12,000 (Exterior modifications)

M&A: Management and Administration (M&A) - 4 quarterly reports @ \$25/hr requiring 4 hours = \$400 plus 4 reimbursement requests @ \$25/hr requiring 5 hours = \$500 for a total of \$900

2024 NSGP Unallowable Costs (not exhaustive)

- Organization costs, and operational overtime costs;
- Hiring of public safety personnel;
- General-use expenditure
- Overtime and backfill;
- Initiatives not addressed to NSGP
- The development of risk/vulnerability assessment models;
- Risk or vulnerability security assessments or the development of the IJ;
- Technology development
- Organizational operating expenses;
- Proof of concept initiatives
- Reimbursement of any pre-award security expenses; *VA, grant preparation*
- Cameras for license plate readers/ license plate reader software;
 - Cameras for facial recognition software;
- Weapons or weapons-related training; and
- Knox boxes



FY 2024 Spring Webinar Series Nonprofit Security Grant Program (NSGP)

2024 NSGP Application Process

Documents to be submitted to IOEM

- ***Mission Statement:*** On letterhead, used to validate Investment Justification and to categorize facility (faith-based, education, medical, other).
- ***Completed Vulnerability Assessment (VA):*** identifies the threats and vulnerabilities specific to the facility / site (occupied and fully operational at the time of application) identified in the application.
- ***Completed Investment Justification (IJ):*** must be for a physical address- no P.O. Box Numbers, one site and one address per IJ, organization must occupy the site at the time of the application.
- ***Supporting Documentation:*** supports threat to facility, if applicable, such as police or insurance reports.
- ***Contact information*** for the person responsible for day to day management of the grant and for the person responsible for financial issues.
- Submit via email to IOEMFinance@imd.Idaho.gov



2024 Investment Justification Form- Important Information

- Use only the IJ Form established for FY 2024
- Latest version of Adobe Reader required
- Use 'save as' function after populating the IJ (see naming convention on next slide) and save locally
- Browser guidance: Chrome- least friendly, Firefox or Edge most friendly

The correct IJ Form established for FY 2024 is also available at [IOEM FY24 NSGP](#) and [Grants.gov](#)



2024 NSGP Application Process File Naming Convention

Mission Statement on letterhead: FY2024_NSGP_S_ID_(Nonprofit name)_MS

Vulnerability Assessment: FY2024_NSGP_S_ID_(Nonprofit facility name)_VA

Investment Justification: FY2024_NSGP_S_ID_(Nonprofit facility name)_IJ

Supporting Documentation: FY2024_NSGP_S_ID_(Nonprofit facility name)_Supporting Documentation



All NSGP forms are available at [Grants.gov](https://www.Grants.gov)

- Navigate to Grants.gov
- Select Search Grants -
- Enter NSGP in the Keyword block and hit Search -
- In Opportunity Number click [DHS-24-GPD-008-00-99](#) -
- Click on Related Documents - click on [DHS-24-GPD-008-00-99-Full Announcement - Other Supporting Documents.zip](#) to download the zip file -
- In your download folder click Open File and extract the zipped files
- You want the FY_2024_NSGP_Investment Justification.pdf file



2024 NSGP Application Process

Investment Justification-

- Describes the ‘who, what, when, where, why’ and how of the plan to harden targets. (In Part IV narrative, describe which modifications will be external or internal)
- Submitted in the required IJ pdf fillable form. USE OURS
 - ✓ All 7 Parts need to be fully addressed.
 - ✓ Submissions in any other format than the provided IJ form are not allowed.
- Must be consistent with the findings of the VA and address target hardening initiatives that will mitigate identified vulnerabilities.
- Establishes the project timeline and milestones for completion of proposed investments and identifies key individuals that will be involved in implementing and administering the award.
- This is the only item IOEM submits to FEMA on your behalf. Make sure you include enough information for FEMA to favorably review your application.



2024 Nonprofit Security Grant Program (NSGP)

- ❖ **Recent Changes to Entity Administrator:** On **March 3, 2023** only employees of an entity can hold the Entity Administrator role in SAM.gov.

On **April 4, 2022**, the unique entity identifier used across the federal government changed from the DUNS Number to the UEI number (generated by SAM.gov).

- Existing registered entities can find their UEI by following the steps [here](#).
- New entities can get their UEI at SAM.gov and, if required, complete an entity registration. [I manage an entity. What do I need to do?](#)

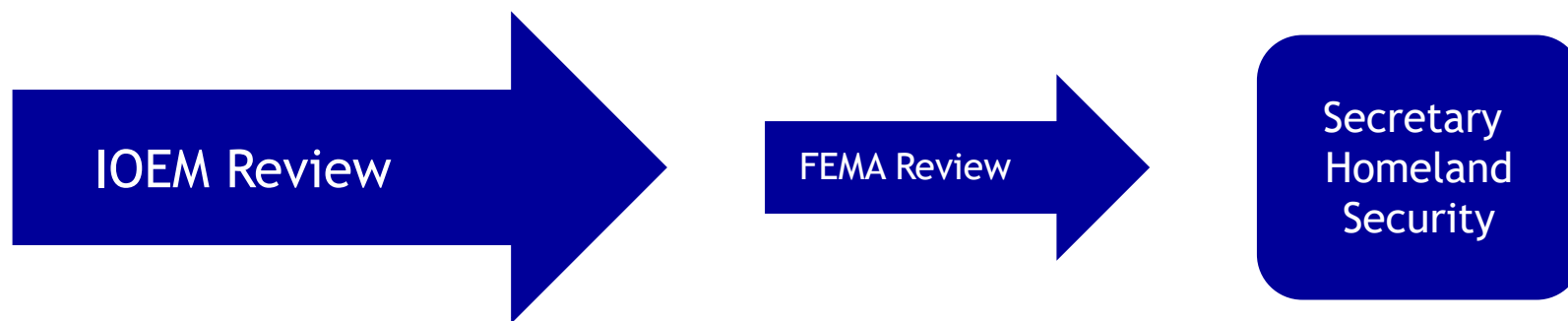
For more information about this transition, visit [SAM.gov](#) or the Federal Service Desk, [FSD.gov](#). You can search for help at FSD any time or request help from an FSD agent Monday-Friday 8 a.m. to 8 p.m. ET.

Not having a UEI does not prohibit a nonprofit from applying for NSGP, however an award will not be issued until the sub-applicant has established a UEI.



2024 NSGP Application Review Process Detail

Three phases of Application Explained: IOEM Review



2024 NSGP Review Process

SAA Actions Prior to Submitting to FEMA

- All required forms submitted: Mission Statement, Completed vulnerability assessment, Completed Investment Justification (IJ), Supporting Documentation, Contact information
- Verify eligibility (IRS status, hardening of physical site/s)
- Validate organization type using mission statement (faith-based, education, medical or other)
- Verify that AEL number aligns with proposed activity
- Review and score all complete applications
- Rank all applications by funding priorities (level of threat and proposed activities to ameliorate threat, activities aligned to vulnerabilities)
- SAA uses a FEMA provided scoring template
- *SAA reviews prior sub-grantee performance and compliance*



2024 NSGP Review Process

FEMA and IOEM* review priorities-

- ***Investment Justification***: describes what vulnerabilities you propose to address with what remedies and a timeline for completion.
- ***Mission Statement***: use official letterhead, provide the ‘who, what and why’ of the organization, state purpose of organization and any policies / practices that may elevate risk.*
- ***Vulnerability Assessment (VA)***: VA is the foundation upon which the IJ is built, the VA addresses threats, vulnerabilities and consequences of potential events at a site or location; equipment should directly link to the threats, vulnerabilities, and potential consequences unique to that site.*

While there are no specific requirements for the VA, applicants are encouraged to engage someone with a security, law enforcement, military or emergency service background to help complete the VA.

(example VA for [CISA Houses of Worship Assessment](#))

*FEMA priority for Mission Statement and Vulnerability is reflected in FEMA IJ scoring template supplied to SAA



2024 NSGP Review Process

SAA completes the **FEMA provided scoring template** which reviews all entries in the IJ to determine how well the applicant:

- completed the IJ,
- described their nonprofit,
- identified their vulnerabilities,
- aligned their proposed activities to the VA,
- aligned AEL number to proposed activity,
- established achievable milestones and timelines,
- described their anticipated beneficial outcomes, and
- performed on previous grant awards.

SAA scores all IJs and ranks them according to relative need and how well the proposed project addresses the identified need.

SAA submits all IJs with their scores and ranking to FEMA for their review.

This is a **competitive** grant program



2024 NSGP Application Review Process

Three phases of Application Explained: FEMA Review



2024 NSGP FEMA Scoring and Enhancements

FEMA reviews the Investment Justifications in a fashion similar to the SAA review, combines the SAA and FEMA scores, applies a multiplication factor of 3 for ideology-based/spiritual/religious entities; a factor of two for medical and educational institutions; and a factor of one for all others.

- Bonus review points
 - Underserved Communities as determined by [The Social Vulnerability Index \(SVI\): Interactive Map | CDC](#)
 - +10 points for 'high' SVI rating, +15 points for 'very high' SVI rating
 - Most recent data (2020), shows a high vulnerability index for Elmore, Gooding, Owyhee, Shoshone and Washington counties.
- Novice recipients receive +15 points

All applicants are ranked according to their total score and then applications are submitted to the Secretary of Homeland Security for the final decisions.



2024 NSGP Process Timeline

- ✓ Pre-award workshop for potential applicants: May 1, 2024 at 9 am
- ✓ *IJ submission to SAA deadline: Friday, May 24, 2024 by 5 pm MDT or 4 pm Pacific Daylight Time (PDT)*
- ✓ Submission email: IOEMfinance@imd.Idaho.gov
- ✓ SAA submission of funding priority slate to FEMA: June 24, 2024
- ✓ Anticipated Awards Announcement No Later than September 30, 2024
- ✓ Period of Performance begins September 1, 2024*

Do Not start grant activities prior to Grant Award Notification
No facility modification prior to EHP Screen approval notification



FEMA's Key Takeaways from FY 2023 applications

1. Duplicative applications: Nonprofits with multiple sites must ensure each IJ reflects an individual site. If you hire a grant writer, review their work. The nonprofit MUST sign the IJ.
2. Administratively incomplete/insufficient: The FEMA-provided IJ must be submitted. Any incomplete packages will not be reviewed by FEMA.
3. Unallowable/out of scope expenditures: Ensure that all requested expenditures align with program objectives.
4. Organizations applying on behalf of ineligible entities: Nonprofits may not act as a pass through for a government or for-profit entity.
5. Start Early: Nonprofits should consider using currently published materials to begin drafting for the next offering of NSGP.



FEMA's Key Takeaways from FY 2023 applications (continued)

6. Threats/Risks/Vulnerability: Nonprofits must tie threats/risks to existing physical vulnerabilities. Must have a potential terrorism/extremism nexus.
7. Direct hiring: Contract security or any hiring outside the nonprofit CANNOT be sole sourced.
8. Misaligned or unrealistic narratives, timelines, projects/activities: The IJ content and project goals should be logical, reasonable, and attainable.
9. Exceeding Published Funding Cap: \$150,000 per individual IJ, not to exceed \$450,000 per nonprofit organization.
10. Adobe IJ Form: Technical fixes underway to minimize errors and enhance overall IJ form.



FEMA's Key Takeaways from FY 2023 applications (continued)

11. Explore Peer to Peer Support: Leveraging partnerships and engage with successful nonprofits.
12. Vulnerability Assessments: Should be refreshed every 5 years, sooner if substantive changes in vulnerability, and/or safety/security posture.
13. Bookmark State Administrative Agency (SAA) Website: Nonprofits should have their SAA's website and contact information bookmarked.
14. Conflict of Interest: Avoid any actual or perception of conflict between grant writers/consultants and contractors/vendors executing post award activities.



Expectations for Successful Applicants

Successful Applicants will receive an Award Notification package after IOEM receives FEMA Award Notification, Anticipated No Later than September 30, 2024

Successful Applicants are expected to participate in a “Kick Off” meeting that will include representatives from IOEM and the Applicant’s “Day to Day” Project Manager and Financial Manager. This meeting will explain reporting requirements, reimbursement procedures and ancillary FEMA requirements such as completion of the Environmental and Historical Protection Screen.

No facility modifications should begin prior to receiving an Award Notification document and receiving FEMA approval notification of your Environmental and Historical Protection Screen.



2024 NSGP Resources

- ✓ FEMA FY24 NSGP Technical Assistance Webinar
[Fiscal Year 2024 Nonprofit Security Grant Program Technical Assistance Webinar | FEMA.gov](#)
- ✓ Subapplicant Quick Start Guide
[Fiscal Year 2024 Nonprofit Security Grant Program \(NSGP\) Subapplicant Quick Start Guide | FEMA.gov](#) has an Investment Justification Checklist and a long list of other FEMA resources
- ✓ FY 2024 NSGP FAQ
[FY 2024 Nonprofit Security Grant Program Frequently Asked Questions | FEMA.gov](#)
see question **20. What makes a strong IJ?**
- ✓ [Grants.gov](#)

All required files are available on [IOEM FY24 NSGP](#) and Grants.gov. Make sure to download the FY 2024 versions!



Questions:

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IOEM

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