Nonprofit Security Grant Program - National Security Supplemental (NSGP-NSS) Bidder's Workshop

3:00 p.m. MST Thursday November 14, 2024

Idaho Office of Emergency Management

Goals for the Webinar

- Provide critical details regarding the FY24 NSGP NSS
- Clarify requirements and changes from FY24 NSGP
- Increase understanding of grant goals and objectives
- Answer questions to support high quality applications

Nonprofit Security Grant Program - National Security Supplemental (NSGP-NSS)

The NSGP-NSS 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-NSS seeks to enhance the ability of nonprofit organizations to:
  ➢ prevent,
  ➢ prepare for,
  ➢ protect against, and
  ➢ respond to terrorist or other extremist attacks. These objectives are part of a comprehensive set of measures to help strengthen the nation's communities against potential terrorist or other extremist attacks.

➢ NSGP-NSS-S vs NSGP-NSS-UA

➢ Period of Performance (POP) is 36 months; May 1, 2025 – April 30, 2028

- Matt McCarter
- mmccarter@imd.idaho.gov

NSGP-NSS 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)

➤ New for NSGP-NSS, nonprofit organizations can apply individually or as a group of subapplicants through a **Consortium** application.

Consortium Guidelines

➢ A consortium of nonprofit organizations is also an eligible subapplicant.

➢ A consortium application is an opportunity for a nonprofit organization to <u>act as a lead</u> and apply for funding on behalf of itself and any number of other participating NSGP-NSS eligible nonprofit organizations.

➢ A consortium of nonprofit organizations must fill out one IJ (prepared by the Consortium Lead) and the Consortium Workbook, in addition to the Vulnerability Assessment(s) and Mission Statement(s) for each member.

➢ All nonprofit organizations in the consortium application must be compliant with the NSGP-NSS eligibility requirements.

Consortium Guidelines Continued

- ➢ Nonprofit organizations may not apply both individually and as part of a consortium.

- ➢ The Lead nonprofit organization and its partners must be the intended beneficiaries of the requested funding.

- ➢ The Lead nonprofit organization shall not distribute grant-funded assets or provide grant-funded contractual services to non-compliant partner nonprofit organizations or other ineligible organizations.

- ➢ Under NSGP, each Nonprofit organization must have a Unique Entity Identifier (UEI), which is obtained through SAM.gov. For NSGP NSS consortium applications, only the Consortium Lead is required to have a UEI.

Consortium Guidelines Continued

➢ Consortia have the option to submit either individual vulnerability/risk assessments for each nonprofit in the consortium or a shared vulnerability/risk assessment that reflects the collective (and specific to each member site) risks faced by all consortium members as summarized in the IJ. (not likely to have the same vulnerabilities at each site)

➢ All nonprofit organizations within a consortium application must be eligible under the applied-for funding stream. (Urban or State)

Consortium Workbook

The Consortium Leader will prepare an IJ for the entire group. The Lead will complete a Consortium Workbook which must expand upon the information provided in the Consortium Lead nonprofit organization's IJ.

➢ The Consortium Workbook must contain the number of nonprofit organizations within the consortium and the following information for each nonprofit organization within the consortium (the workbook contains all the information that each member would have included in their IJ if they had applied separately):

  ➢ Demographic information, including the name, address, nonprofit organization type, organization function, and organization affiliation;

  ➢ Required programmatic information, including eligibility information, UEI number (Lead consortium member only), past funding history per site, total funding requested per site, and a point of contact for each nonprofit organization; and

  ➢ AEL describing the desired hardening, the vulnerability it addresses, the estimated funding needed and the Milestones with anticipated start and completion dates.

Consortium Workbook Continued

➤ Additional narrative information, including how each member nonprofit organization's projects address the objectives of the consortium application as outlined in the Lead nonprofit organization's IJ.

➤ The Consortium Lead will be responsible for requesting and distributing reimbursements to each member and monitoring and reporting attainment of milestones and quarterly reports.

➤ The Consortium Lead will accept the subaward on behalf of the consortium, implement the approved projects/contracts for all consortium member sites, and manage the subaward throughout the period of performance, to include ensuring that all terms and conditions of the subaward are met.

➤ In addition to Workbook requirements, the Consortium Lead will be responsible for any Environmental Planning and Historic Preservation (EHP) requirements.

Consortia only get 25% nationally, Idaho Consortia will compete nationally for a total of $26,250,000, A regular NSGP NSS can qualify for 3 sites at $200,000 each totaling $600,000

What types of Nonprofits are Eligible

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 entities **are not** eligible?

- 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)

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 NSS Funding Landscape

➢ Idaho (SAA recipient) target allocation: $1,710,000

➢ Applicant (subrecipient) may apply for up to $200,000 per site (up to 3 sites - separate IJ required for each site*, up to total no more than $600,000)

2024 NSGP NSS Application Review Process

➢ Three phases of Application Review:

SAA Review ➡ FEMA Review ➡ Secretary Homeland Security
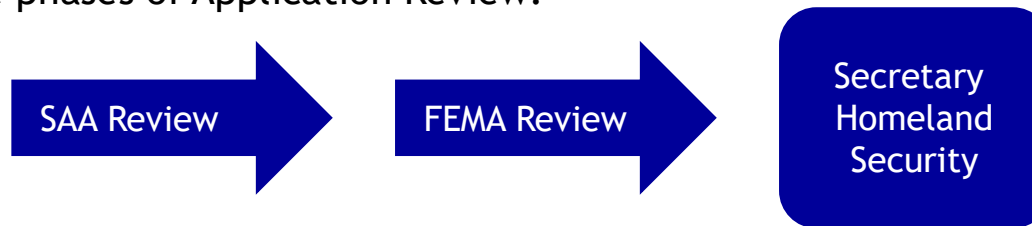
➢ State Administrative Agency (SAA)= IOEM

2024 NSGP NSS Allowable Costs, Planning

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 NSS Allowable Costs, Training

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). Operational employee costs are not allowable.
>
> ➢ Travel is not a reimbursable cost

2024 NSGP NSS Allowable Costs, Training

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' IJ should include specific details about any proposed training/exercises, to include topic, planned organizational attendees/participants, length of training , and what identified vulnerability the activity will help mitigate.

2024 NSGP Allowable Costs, Equipment

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
- 03OE-03-SIGN   Signs
- 04AP-05-CRED   System, Credentialing
- 04AP-06-VIDA   Software, Video Analytics
- 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
- 06CC-02-PAGE   Services/Systems, Paging
- 06CP-01-PORT   Radio, Portable
- 06CP-01-REPT   Repeaters

NOFO Authorized Equipment List (AEL), continued

- 06CP-03-ICOM   Intercom
- 06CP-03-PRAC   Accessories, Portable Radio
- 10GE-00-GENR   Generators
- 10PE-00-UPS   Supply, Uninterruptible Power (UPS)
- 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 and Tracking

NOFO Authorized Equipment List (AEL), continued

- 14SW-01-SNSR   Sensors/Alarms, System and Infrastructure Monitoring, Standalone
- 14SW-01-VIDA   Systems, Video Assessment, Security
- 14SW-01-WALL   Barriers: Fences, Jersey Barriers
- 15SC-00-PPSS   Systems, Personnel/Package Screening
- 21GN-00-INST   Installation
- 21GN-00-TRNG   Training
- Contract Security: Private Contract Security Personnel/Guards
- Exercise
- M&A: Management and Administration (M&A)
- Planning

A more detailed description of each AEL item is available on IOEM's NSGP NSS page

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 reviewed 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 review and advise subrecipients regarding release of grant funds.

DEPARTMENT OF HOMELAND SECURITY

Federal Emergency Management Agency

ENVIRONMENTAL AND HISTORIC PRESERVATION SCREENING FORM

Paperwork Burden Disclosure Notice

PRIVACY NOTICE

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

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.

Additionally, a guide to help determine if your proposed vendor is suspended or debarred from federal reimbursement is available on the IOEM NSGP NSS web page.

2024 NSGP NSS Allowable Costs

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

➤ 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 NSS 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

2024 NSGP Allowable Costs

Management and Administration (M&A)

➢ Up to 5% of a subrecipient's FY 2024 NSGP NSS 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 Part 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.

2024 NSGP Allowable Costs Part IV M&A 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.

14SW-01-PACS: System, Physical Access Control ($1,120) - Remote-controlled magnetic locks for main doors (Interior Modification)
The main doors cannot be quickly & safely locked to prevent access. A member of the security team monitors the security cameras, but if he sees an approaching threat, he cannot remotely lock the doors to prevent the threat actor from entering. The remotely-activated magnetic locks will provide additional time for the security team to assemble and engage the attacker.

14EX-00-BSIR: Systems, Building, Blast/Shock/Impact Resistance ($4,360) - Impact-resistant film for 24 windows and 2 doors (Exterior Modification)
The north- and west-facing walls of the church have many windows for critical rooms, such as the pastors' offices, sanctuary, and infant nursery, and the main entry doors are comprised primarily of glass. Thus, an impact-resistant coating will provide immediate safety to those inside the building, while allowing the security team time to assemble and engage the attacker. This coating integrates with the magnetic door locks to slow down an attacker's entry into the buidilng.

21GN-00-INST: Installation ($2,250) - Cat6 cable and electrical
Installation of Cat6 cable for the exit door security camera (exterior wall to the server closet) and installation of electrical service to power the magnetic locks at the main door.

M&A: Management and Administration (M&A) ($1,000) - Four quarterly reports @ 24/hour each requiring two hours = $192. Plus four reimbursement requests @ $24/hour each requiring two hours = $192. Total of $384.

2024 NSGP NSS 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 NSS
- 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

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 and gsali@imd.Idaho.gov

Investment Justification

2024 Investment Justification Form- Important Information

➢ Use <u>only</u> the IJ Form established for 2024 NSGP-NSS

➢ Latest version of Adobe Reader is 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

In the FY 2024 NSGP application process several Non-profits had difficulty downloading and completing the IJ because of cyber protections in their email server protocols. We found a work around for most of our applicants, but some were unable to complete their IJ. Obtain and test an IJ early! IOEM will assist where possible.

LEGAL NAME OF THE ORGANIZATION				
Please list the physical address of the facility.	STREET			
One investment justification per facility or per consortium application.	CITY	STATE	ZIP CODE	COUNTY

Investment Justification

The IJ must describe each investment proposed for funding. The investments or projects described in the IJ must:

1. Be for the location(s)/physical address(es) (*NOT* P.O. Boxes) that the nonprofit occupies at the time of application;

2. Address an identified risk, including threat and vulnerability, regardless of whether it is submitting for similar projects at multiple sites;

3. Demonstrate the ability to provide enhancements consistent with the purpose of the program and guidance provided by DHS/FEMA;

4. Be both feasible and effective at reducing the risks for which the project was designed;

5. Be able to be fully completed within the three-year period of performance; and

6. Be consistent with all applicable requirements outlined in this NOFO and the Preparedness Grants Manual.

2024 NSGP Application Process File Naming Convention

Mission Statement on letterhead: FY2024_NSGP-NSS_S _ID_(Nonprofit name)_MS

Vulnerability Assessment: FY2024_NSGP-NSS_S_ID_(Nonprofit name)_VA

Investment Justification: FY2024_NSGP-NSS_S_ID_(Nonprofit name)_IJ

Supporting Documentation: FY2024_NSGP-NSS_S_ID_(Nonprofit name)_Supporting Documentation

Consortia

Investment Justification: FY2024_NSGP-NSS_S_ID_(Lead Nonprofit facility name)_IJ

Workbook: FY2024_NSGP-NSS_S_ID_(Lead Nonprofit facility name)_Workbook

Mission Statement on letterhead: FY2024_NSGP-NSS_S _ID_(Lead Nonprofit name)_MS

Vulnerability Assessment: FY2024_NSGP-NSS_S_ID_(Nonprofit facility name)_VA

Supporting Documentation: FY2024_NSGP-NSS_S_ID_(Nonprofit facility name)_Supporting Documentation

Obtain the correct IJ form

The NSGP IJ form is available at Grants.gov. Obtain a fillable IJ form by:

➢ Navigate to Grants.gov

➢ Select Search Grants –

➢ Enter NSGP in the Keyword block and hit Search –

➢ In Opportunity Number click DHS-24-GPD-008-00-98 –

➢ Click on Related Documents – click on DHS-24-GPD-008-00-98-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_NSS Investment Justification.pdf file. Right click on the file and Save As "FY2024_NSGP NSS_S_ID_(Nonprofit facility name)_IJ" on your local drive.

2024 NSGP NSS Application Process

Investment Justification-

➢ Describes the 'who, what, when, where, why' and how of the plan to harden targets. <mark>(In Part IV narrative, describe which modifications will be external or internal)</mark>

➢ Submit in the required IJ pdf fillable form. (Grants.gov or IOEM provided)
  ✓ 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 NSS)

❖ **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

IOEM Review → FEMA Review → Secretary Homeland Security
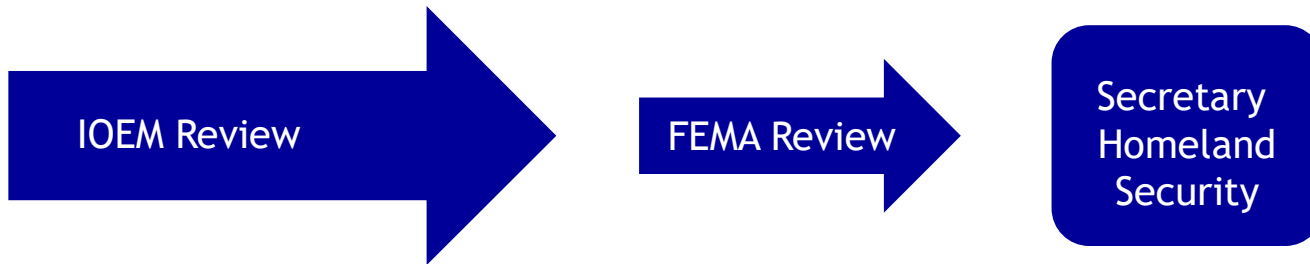
2024 NSGP Review Process

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 mitigate the identified threat, activities aligned to vulnerabilities)
➢ SAA uses a FEMA provided scoring template
➢ *SAA reviews prior sub-grantee performance and compliance*
➢ Consortium applications will be scored and ranked separately from individual nonprofit organizations

2024 NSGP NSS Scoring 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 NSS SAA Scoring Process

How does your IJ impact the SAA Score and Rank Submitted to FEMA

- ➢ Each Part of the IJ describes how heavily it is weighted. 40 points are available.
- ➢ Part II (Background Information) offers 5 possible points
- ➢ Part III (Risk) has 3 sections and offers a total of 15 possible points
- ➢ Part IV (Facility Hardening) has 2 sections and offers a total 9 possible points
- ➢ Part V (Milestones) offers 5 possible points
- ➢ Part VI (Project Management) offers 2 possible points *
- ➢ Part VII (Impact) offers 4 possible points
- ➢ SAA Ranks all applications by funding priorities (level of threat and proposed activities to mitigate the identified threat, are activities aligned to vulnerabilities)
- ➢ SAA uses a FEMA provided scoring template
- ➢ *SAA reviews prior sub-grantee performance and compliance*
- ➢ Consortium applications will be scored and ranked separately from individual nonprofit organizations but use the same criteria.

2024 NSGP Review Process

FEMA and IOEM* review elements-

➢ **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 identifies 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 Assessment is reflected in FEMA IJ scoring template supplied to SAA

2024 NSGP NSS Application Review Process

Three phases of Application Explained: FEMA Review

IOEM Review → FEMA Review → Secretary Homeland Security

2024 NSGP NSS FEMA Scoring and Enhancements

FEMA reviews the Investment Justifications for applicant eligibility, allowability of proposed projects, the scores and ranks provided by the SAA and any derogatory information advanced by the SAA, and then applies:

➢ a multiplication factor of four for nonprofit organizations facing _a clear_ heightened threat resulting from the Israel-Hamas war (these heightened threats or actual violence or vandalism can be substantiated by supporting documents such as insurance claims, threat reporting, police reports, and online threats, indicated in Part III Risk of the IJ).

➢ 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.

2024 NSGP NSS FEMA Scoring and Enhancements continued

To advance considerations of equity in awarding NSGP-NSS grant funding, FEMA will add 10 additional points to the scores of subapplicants that are located within a disadvantaged community.

FEMA will apply the [Council on Environmental Quality's Climate and Economic Justice Screening Tool](#) (CEJST) to each subapplicant using the address of their physical location.

FEMA will add 10 points to applications from organizations in communities identified as "disadvantaged" by CEJST. Only the lead nonprofit organization in a consortium is evaluated using CEJST. (Complicates Consortium applications because Lead may not qualify while all other members may qualify, in this case the Consortium would not qualify for the 10 points)

Of the 26 funded FY 2024 NSGP grants 13 would have
qualified for the 10 point bonus

2024 NSGP NSS Process Timeline

➢ NSGP NSS workshop for potential applicants: November 14, 2024 at 3 pm

➢ *Application submission to IOEM deadline:* **Monday, December 16, 2024 at 5:00 p.m. MT** *or 4 pm Pacific Time (PT)*

   ➢ Submission email: **IOEMfinance@imd.Idaho.gov** and **gsali@imd.Idaho.gov**

➢ IOEM submission of funding priority slate to FEMA: January 24, 2025

➢ Anticipated Awards Announcement No Later than May 10, 2025

➢ Period of Performance May 1, 2025 to April 30, 2028

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

What makes a strong IJ?

➢ Clearly identified risks, including threats, vulnerabilities, and consequences;

➢ Description of findings from a previously conducted Vulnerability Assessment;

➢ Details of any incidents including description, dates, etc.;

➢ Brief description of any Supporting Documentation (such as police reports or photographs) that is submitted to the SAA as part of the application, if applicable;

➢ Explanation of how the investments proposed will mitigate or address vulnerabilities identified in a vulnerability assessment;

➢ Verification that all proposed activities are allowable costs per the NSGP-NSS NOFO;

➢ Realistic milestones that consider the EHP review process, if applicable; and,

➢ Description of the project manager(s) and level of experience.

FEMA's Key Takeaways from previous 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. Short Application Window - Start Early: Nonprofits should consider using currently published materials to begin drafting for the next offering of NSGP.

FEMA's Key Takeaways (continued)

6. Threats/Risks/Vulnerability: Nonprofits must tie threats/risks to existing <u>physical</u> 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: $200,000 per individual IJ, not to exceed $600,000 per nonprofit organization.

10. Adobe IJ Form: Technical fixes underway to minimize errors and enhance overall IJ form.

FEMA's Key Takeaways (continued)

11. Explore Peer to Peer Support: Leveraging partnerships and engage with successful nonprofits.

12. Vulnerability Assessments: Should be current.

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. FEMA Notification to IOEM is Anticipated No Later than May 10, 2025. Soon after that notifications will go out to all applicants.

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 Nonprofit Security Grant Program (NSGP NSS) Resources

The NSGP NSS seeks to integrate the preparedness activities of nonprofit organizations with broader state and local preparedness efforts. These resources provide more information.

- ➤ FY24 NSGP NSS NOFO / Guidance / Quick Start / FAQ / National Preparedness Goal
  - ➤The U. S. Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) Fiscal Year 2024 NSGP NSS| FEMA.gov
  - ➤Fiscal Year 2024 NSGP NSS – FAQ
  - ➤Fiscal Year 2024 NSGP NSS Subapplicant Quick Start Guide | FEMA.gov
  - ➤Preparedness Grants Manual
  - ➤National Preparedness Goal | FEMA.gov

- ➤ Idaho Preparedness Efforts
  - Community Preparedness | Office of Emergency Management (idaho.gov)

All required files are available on IOEM FY24 NSGP -NSS or on Grants.gov.

2024 NSGP NSS Resources

- Subapplicant Quick Start Guide

  - [Fiscal Year 2024 Nonprofit Security Grant Program National Security Supplement (NSGP-NSS) Subapplicant Quick Start Guide | FEMA.gov](#) has an Investment Justification Checklist and a long list of other FEMA resources

- FY 2024 NSGP NSS FAQ

  - [FY 2024 NSGP NSS Frequently Asked Questions | FEMA.gov](#)

- [Grants.gov](#)

All resources and required files are available on IOEM FY24 NSGP -NSS or on Grants.gov.

Questions

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