



**FEMA**

## **Nonprofit Security Grant Program (NSGP) Frequently Asked Questions (FAQs) for Nonprofit Organizations**

### **1. What is the purpose of the NSGP?**

The NSGP provides funding support for target hardening and other physical security enhancements to nonprofit organizations that are at risk of a terrorist attack.

### **2. Where can I learn more about the NSGP?**

The Notice of Funding Opportunity (NOFO) is the official document that contains all information and requirements for the current year NSGP. The FY 2019 NSGP NOFO [has not been released yet](#). Check <http://fema.gov/grants> for the NOFO release.

### **3. How much funding is available under the NSGP?**

The total amount of funds available for NSGP is determined annually by the appropriations act.

The total amount of funds available under FY 2019 NSGP is \$60,000,000, of which:

\$50,000,000 is for NSGP-Urban Area (NSGP-UA); and

\$10,000,000 is for NSGP-State (NSGP-S)

### **4. Who is eligible to apply to FEMA for NSGP funding?**

The State Administrative Agency (SAA) is the only entity eligible to apply to FEMA for NSGP funding on behalf of an eligible nonprofit organization. Nonprofit organizations must apply to their SAA as the sub-applicant.

### **5. Am I an eligible nonprofit organization?**

An eligible nonprofit organization must:

- a) Meet the description under section 501(c)(3) of the Internal Revenue Code (IRC) of 1986 and be exempt from tax under section 501(a) of such code;
- b) For NSGP-UA, be located within one of the Urban Area Security Initiative (UASI)-designated urban areas (the year you are applying for funding); OR for NSGP-S, be located outside of a UASI-designated urban area (for the year you are applying for funding); and
- c) Determined to be at high risk of a terrorist attack by the Secretary of Homeland Security (this is informed by the state scores/recommendations and the Federal review results)

### **6. What is the difference between NSGP-UA and NSGP-S?**

NSGP-UA provides funding for nonprofit organizations located within a current year UASI-designated urban area.

NSGP-S provides funding for nonprofit organizations located outside of current year UASI-designated urban areas.

The UASI-designated urban areas are determined annually.

For a list of UASI-designated urban areas, see the NSGP NOFO for the year you will apply for funding.

#### **7. Should I apply to NSGP-UA or NSGP-S**

If the physical address of the nonprofit organization is within a UASI-designated urban area (the year you are applying for funding) then you may apply to NSGP-UA.

If the physical address of the nonprofit organization is outside of a UASI-designated urban area (the year you are applying for funding) then you may apply to NSGP-S.

If you are unsure whether your nonprofit organization's physical address is located within or outside of a UASI-designated urban area, contact your SAA.

For a list of SAA contacts, see <http://www.fema.gov/media-library/assets/documents/28689?id=6363>.

You may not apply to both programs. Applications that are received for the wrong program will be deemed ineligible.

#### **8. How do I apply?**

Eligible nonprofit organizations must apply to their SAA for NSGP funding. Nonprofits may not apply to FEMA directly. Contact your SAA for information on how to apply.

#### **9. What kinds of target hardening project costs or security enhancement costs can I apply for?**

Allowable costs include planning, equipment, training, and exercises. Below are some examples of each:

- Planning – Activities related to the development of plans such as:
  - Security Risk Management Plans
  - Continuity of Operations Plans
  - Response Plans
- Equipment – Authorized Equipment List Sections 14 and 15 only; examples include:
  - Access control equipment
  - Surveillance equipment
  - Physical protective measures such as concrete barriersSee the Authorized Equipment List: <https://www.fema.gov/authorized-equipment-list>
- Training
  - Active Shooter Training
  - Security Training for employees, or members/congregation

- Exercises
  - Response exercises

For a complete and up-to-date description on allowability, see the NSGP NOFO for the year you will apply for funding.

#### **10. What is the maximum I can apply for?**

In FY 2018, the NSGP-UA maximum award was \$150,000; and

The NSGP-S maximum award was \$100,000 but the SAA had the authority to cap the maximum award at a lesser amount.

See the NSGP NOFO for the year you will apply for funding to confirm the maximum award allowed for that year. The 2019 maximum funding amounts will be listed in the 2019 NOFO.

#### **11. What do I need to submit to my SAA to apply for NSGP funds?**

Each eligible nonprofit organization must submit the following to their SAA:

**a) Vulnerability/Risk Assessment**

A vulnerability/risk assessment specific to the location/facility for which the nonprofit organization is applying.

There are currently no other FEMA specific requirements for the vulnerability assessment.

**b) NSGP Investment Justification (IJ)**

The IJ is the application form used to apply for NSGP. It must include the nonprofit organization's risks, vulnerabilities, and the proposed projects that are intended to address/mitigate the identified risks and vulnerabilities.

Proposed projects must be for the locations that the nonprofit organization occupies at the time of application.

Applicants can find the NSGP Investment Justification *DHS/FEMA Form 089-24 (OMB Control Number: 1660-0110)*, on [www.grants.gov](http://www.grants.gov).

**c) Mission Statement**

A Mission Statement and any mission implementing policies or practices that may elevate the organization's risk.

The SAA will use the Mission Statement along with the information provided in the IJ to determine the central purpose of the organization and will validate the nonprofit's 'organization type' selected by the nonprofit organization on the IJ. The organization type may be one of the following: 1) Ideology-based/Spiritual/Religious; 2) Educational; 3) Medical; or 4) Other.

**d) Supporting documentation related to actual incidents that have occurred at the location/facility, if applicable.**

If applicable, nonprofit organizations may include any proof of actual incidents that have occurred at the location or facility; this includes items such as police reports or photographs (include a brief description of the items you are submitting in your IJ).

**e) Any other SAA required documentation.**

Contact your SAA to get information on any additional requirements.

**12. What makes a strong IJ?**

- Clearly identified risks, vulnerabilities and consequences;
- Description of findings from a previously conducted vulnerability assessment;
- Details of any incident(s) including description, dates, etc.;
- A brief description of any supporting documentation (such as police reports or photographs) that is submitted as part of the application, if applicable;
- Explanation of how the investments proposed will mitigate or address the vulnerabilities identified from a vulnerability assessment;
- Establish a clear linkage with investment(s) and core capabilities (See National Preparedness Goal); see <http://www.fema.gov/national-preparedness-goal> for information on core capabilities;
- All activities proposed in the application are allowable costs per the FY 2019 NSGP NOFO;
- Realistic milestones that consider the Environmental Planning and Historic Preservation (EHP) review process, if applicable; and
- Description of the project manager or managers' level of experience.

**13. Can I apply for multiple locations/facilities for the same organization?**

Yes, you may apply for multiple locations of the same organization, but for each location/facility that you apply for you must:

- a) Submit a complete Investment Justification;
- b) Have a vulnerability assessment specific to the location/facility for which you are applying; and
- c) Ensure that the total amount you are requesting for all locations/facilities does not exceed the maximum award allowed by the program.

**14. What is a period of performance and how long is it for NSGP?**

The period of performance is the amount of time you have to complete your proposed projects. For NSGP, the period of performance is 36 months; this includes any EHP considerations required for the project, if applicable.

For more information on the EHP process, contact your SAA, and also see:

<http://www.fema.gov/media-library/assets/documents/90195>.

**15. What is the application period and deadline?**

The application period starts when the new fiscal year NSGP NOFO is released.

The appropriation act, directs FEMA to release the NOFO within a specified time-frame after the act is enacted thus the NOFO release date changes from year to year.

To keep yourself informed on the appropriation act, which initiates the start of that fiscal year's grant cycle, see:

<https://www.congress.gov/resources/display/content/Appropriations+and+Budget>

The application deadline for nonprofit organizations is determined by your SAA; contact your SAA for details on the application deadline.

## **16. What can I do to prepare my organization for the upcoming fiscal year's application period?**

The NSGP program requirements remain relatively consistent from year to year, so here are some things you can do to prepare now:

- ✓ Familiarize yourself with the previous year NSGP NOFO. The FY 2018 NSGP NOFO is available here: <https://www.fema.gov/nonprofit-security-grant-program>; closely review the following pages:
  - Page 50 through page 54 of the FY 2018 NSGP NOFO for a brief overview of the program.
  - Page 55 of the FY 2018 NSGP NOFO for pointers on what to include in your IJ, the application form you will use to apply for the program; and
  - Page 45 through page 49 of the FY 2018 NSGP NOFO for the review questions used by the state or territory and FEMA to evaluate/score the IJs.
- ✓ Get a head-start on the application by reviewing the IJ questions from the previous fiscal year NSGP NOFO to prepare your answers. The IJ is available on grants.gov; <https://www.grants.gov/web/grants/search-grants.html> (search *Keyword: NSGP; Opportunity Status: Archived; Related Documents* tab).
- ✓ Prepare the following items for your NSGP application:
  1. A vulnerability assessment for the facility for which you will apply, this may be a previously conducted vulnerability assessment;
  2. Submit an IJ that proposes allowable investments based on the findings from the vulnerability assessment;
  3. Your mission statement; and
  4. There may be other SAA requirements. Please refer to your point of contact for additional information.
- ✓ Keep yourself informed about when the current year NOFO will be released by:
  - Know when the appropriation act has been enacted;
  - Asking your SAA; and
  - Checking the FEMA website for the annual NOFO Release Announcement.

- ✓ When the NOFO is released, review the NOFO thoroughly to ensure that your application is consistent with the requirements set forth in the new NOFO and update your application if there are changes to the requirements.