



Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Office of Grants & Research
Homeland Security Division

Welcome to the

FFY 2024

Nonprofit Security Grant Program

Application Assistance Webinar

Agenda

- Welcome/Introduction
- Benjamin Podsiadlo, Chief, Homeland Security Division
- Brian Nichols, NSGP Program Coordinator
- Sarah Cook, OGR Program Coordinator
- Overview of Nonprofit Security Grant Program (NSGP)
- Eligibility
- Funding Guidelines
- Evaluation Criteria
- Application Requirements
- Helpful Tips
- NSGP Resources
- Investment Justification (IJ) Download Guide
- Q&A
- Program Contact

FFY 2024 NSGP Overview

- Nonprofit Security Grant Program (NSGP) provides funding support for physical and cybersecurity enhancements and other security-related activities for nonprofit organizations that are at high-risk of terrorist or other extremist attack. ***This is a reimbursable grant program.***
- The Massachusetts Executive Office of Public Safety and Security (EOPSS) is the only entity in Massachusetts that may submit FFY 2024 NSGP applications (Investment Justifications) directly to the Federal Emergency Management Agency (FEMA)/Department of Homeland Security (DHS), (FEMA/DHS)
- All applications for FFY 2024 NSGP funding must be submitted to EOPSS by the deadline of **Monday, June 3rd, 4:00 p.m.** Final award decisions will be made by EOPSS and submitted to FEMA/DHS for validation.

Eligible Massachusetts NSGP Applicants

- Only 501(c)(3) Nonprofit organizations at high-risk of terrorist or other extremist attack.
- **NSGP-UA** applicants must be located in the Metro Boston Urban Area Security Initiative (UASI): *Boston, Cambridge, Chelsea, Everett, Quincy, Revere, Somerville, Brookline and Winthrop*
- **NSGP-S** applicants must be located outside of the UASI designated area

Funding Guidelines

- NSGP allowable costs are focused on physical security enhancements and security-related training and awareness. Funding can be used for the acquisition and installation of security 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 Cost Categories are listed in the FFY24 NSGP Notice of Funding Opportunity.

Funding Guidelines

- Access control equipment
- Surveillance equipment (cameras)
- Impact resistant doors & gates
- Intrusion detection sensors & alarms,
- Acoustic Sensor Triangulation Network
- Exterior lighting,
- Signs
- Physical perimeter security (fencing, walls, jersey barriers)
- Screening and inspection system
- Backup computer hardware, operating system, data storage, and application software
- Public Warning Systems
- Radios,
- Repeaters
- Generators,
- Uninterruptable Power Supplies

Criteria for Determining Eligible Applicants at High-Risk of Terrorist or Other Extremist Attack

May include, but is not limited to:

- Identification and substantiation of prior threats or attacks by a terrorist or other extremist organization, network, or cell against the applicant or closely related organizations;
- Symbolic value of the site(s) as a highly recognized national or historical institution that renders the site as possible target of terrorism;
- Role of the applicant in responding to or recovering from terrorist attacks;
- Findings from previously conducted risk assessments including threat or vulnerability.

Application Requirements

1. Investment Justification Template - Submit with the application
2. Vulnerability Assessment - Submit with the application
3. Mission Statement - Submit with the application
4. Budget Worksheet - Submit with the application
5. Sub-grantee Risk Assessment Form - Submit with the application
6. Signature Page - Submit with the application

Items # 1-6 Required/they comprise the Application Package that is to be submitted

7. EOPSS Review Team Scoring- Will review and score all eligible applications in accordance with FEMA/Department of Homeland Security criteria
9. EOPSS submits all applications to the FEMA/Department of Homeland Security for federal review and validation - Award Notifications issued September 2024

Allowable Costs

- **Planning** activities related to the development of plans such as Response Plans, Continuity of Operations
- **Equipment** costs for access control equipment, surveillance, physical protective measures; radios, and notification systems, etc. Equipment is limited to select items on the Authorized Equipment List (AEL)
- **Maintenance and Sustainment** related costs such as maintenance contracts, warranties, repair or replacement costs, upgrades, user fees, as described in DHS/FEMA Policy FP 205-402-125-1
- **Training/Exercises** security-related training, courses, exercises & programs costs Allowable training topics include physical & cybersecurity, terrorism/extremism awareness, employee preparedness, active shooter, emergency first aid
- **Management and Administration (M&A)** Costs up to 5% of sub-grant award are allowed
- **Indirect costs** are allowable under this program as described in 2 C.F.R. § 200.414, *must have approved indirect cost agreement with your cognizant federal agency and provide copy with application.*
- **Construction and Renovation** costs are allowed *only with prior written approval from DHS/FEMA and may not exceed 15% of the award*
- **Contracted Security** recipient must be able to sustain this capability in future years without NSGP funding. The IJ should include the hourly/daily rate, the number of personnel, and anticipated number of hours/days the personnel will work over the course of the period of performance. NSGP subrecipients may not use more than 50% of their award to pay for personnel activities.

Unallowable Costs

- **Hiring of public safety personnel**
- **General-use expenditures – general use software/computers/related equipment/general use vehicles/licensing fees**
- **Overtime costs**
- **Weapons/weapons systems & accessories/ammunition/weapons-related training**
- **Initiatives that do not address the implementation of programs/initiatives to build prevention/protection-focused capabilities directed at identified facilities and/or surrounding communities**
- **Development of risk/vulnerability assessment models**
- **Initiatives that fund risk or vulnerability security assessments or the development of the Investment Justification**
- **Initiatives in which Federal agencies are the beneficiary or that enhance Federal property**
- **Initiatives that study technology development.**
- **Proof-of-concept initiatives**
- **Initiatives that duplicate capabilities being provided by the Federal government**
- **Organizational operating expenses**
- **Reimbursement of pre-award security expenses**
- **Cameras for license plate readers/license plate reader software.**
- **Cameras for facial recognition**
- **Landscaping**
- **Any pre-award costs (grant writer fees/development of IJ)**

Investment Justification (IJ) Requirements

- Applicants must use the FEMA Investment Justification Template form (Slide 18 for download instructions)
- A UEI number (Unique Entity Identifier #) - State Administrative Agency (SAA) will not disallow/disqualify a nonprofit organization's FY 2024 NSGP Investment Justification solely based on a nonprofit organization not having a UEI number at the time of submission. Please note that a nonprofit organization must have a UEI# to receive any awarded funding
- Must have a physical address – no P.O. Box Numbers
- Only one site and one address per IJ (max 3)
- Organization must occupy location at the time of application

State Review Process

- Verification of applicant eligibility
completeness of submitted documents
- Team reviews and scores all complete
application packages using the NSGP Scoring
Worksheet
- Eligible scored applications are submitted to
DHS/FEMA for validation

Federal Review Process

- DHS/FEMA will review the Investment Justification Form applications from each Urban and State area for validation.
- DHS/FEMA will inform OGR of awards by late summer 2024.

Helpful Hints

- **Investment Justification Must Include:**
 - **Clearly identified risk, vulnerabilities, and consequences**
 - **Description of findings from a previously conducted vulnerability assessment**
 - **Details of any incident(s) that include description, dates etc.**
 - **Detailed budget, this section adds up to total amount requested**
 - **NSGP Federal Funding request amount must match the NSGP Total Project Cost**

Helpful Hints

- **Brief Description of any supporting documentation such as police reports or photographs**
- **Explanation of how the investments proposed will mitigate or address the vulnerabilities identified from a Vulnerability Assessment (VA)**
- **Establish a clear link with the investment(s) and core capabilities (See National Preparedness Goal)**
- **All proposed activities are allowable costs**
- **Realistic milestones that consider Environmental Planning and Historic Preservation review process if applicable.**
- **Description of the project manager(s) level of experience**
- **Make sure IJ is complete and that all requested expenditures are allowable and align with the VA, do not request more than the max. allowed of \$150,000. IJ content should be logical, reasonable, and attainable.**
- **Ensure all requested expenditures are allowable and align with VA.**
- **Nonprofits may apply without a UEI #. To receive awarded funding entities must have a UEI # or funds will be placed on hold until UEI # is submitted.**
- **Threats/Risk Vulnerabilities: must tie threats/risk to existing physical vulnerabilities and terrorism or extremism.**

FEMA Best Practices

- **The cost for grant writers is not allowable as it is pre-award.**
- **Any requests for unallowable items which are not on the AEL, may result in your application being denied.**
- **You must occupy the facility when you apply for this award. NSGP does not fund projects for buildings under construction or renovation.**
- **You should not apply for projects simultaneously with a state NSGP program.**
- **Change in Scope Notification, FEMA requires prior written approval of any change in scope/objective of the grant-funded activity after the award is issued.**

NSGP Resources

- **FFY24 NSGP FEMA Documents**

<https://www.fema.gov/grants/preparedness/nonprofit-security/fy-24-nofo>

- **EOPSS/OGR FFY2024 Application and related documents**

<https://www.mass.gov/how-to/apply-for-a-nonprofit-security-grant>

- **Information on obtaining a UEI number**

<https://www.gsa.gov/about-us/organization/federal-acquisition-service/technology-transformation-services/integrated-award-environment-iae/iae-systems-information-kit/unique-entity-identifier-update>

- **Department of Homeland Security-Cybersecurity & Infrastructure Security Agency
(Security Self Assessment)**

<https://www.cisa.gov/hometown-security>

- **Local Protective Security Advisors (PSAs)**

<https://www.cisa.gov/about/regions/region-1>

INVESTMENT JUSTIFICATION (IJ)

Download Guide

Please note that the Investment Justification form (IJ) cannot be completed on a web browser, it must be downloaded and saved as per these instructions:

To open the IJ, under Application Materials on the Program Page, please follow this link:

[FFY24 NSGP Investment Justification Form \(Application\)](#)

The IJ will open with a “Please Wait...” page. You will need to click on the download symbol in upper right-hand corner



This will download the IJ, which you'll save as:

FY2024_NSGP_S_MA_Nonprofit Name

You will now be able to complete/save the IJ document going forward



Q&A

Program Contact

For All Questions & Submission of Application by
4:00 p.m., Monday, June 3, 2024

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