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March 28, 2019

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, (Nationwide) 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 VDEM 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

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- 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.

Designated UASI urban areas for Northern Virginia (NOVA): Alexandria City, Arlington County, Fairfax City, Fairfax County, Falls Church City, Loudoun County, Manassas City, Manassas Park City, Prince William County

Designated UASI urban areas for Hampton Roads: City of Chesapeake, City of Franklin, Gloucester County, City of Hampton, Isle of Wight County, James City County, City of Newport News, City of Norfolk, City of Poquoson, City of Portsmouth, Southampton County, City of Suffolk, Surry County, City of Virginia Beach, City of Williamsburg, York County

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 VDEM at vdem.grants@vdem.virginia.gov.

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 VDEM for NSGP funding. Nonprofits may not apply to FEMA directly. Information will be posted to www.vaemergency.gov no later than April 17, 2019.

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 barriers

See 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 VDEM has 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 VDEM to apply for NSGP funds?

Each eligible nonprofit organization must submit the following to VDEM:

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.

c) **Mission Statement**

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

VDEM 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 VDEM required documentation.**

Contact the VDEM Grant Office at vdem.grants@vdem.virginia.gov 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 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 VDEM 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 VDEM; 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.