Nonprofit Security Grant Program (NSGP)

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Nonprofit Security Grant Program (NSGP)

February 3, 2020

Nonprofit Security Grant Program (NSGP)

Overview

- Competitive program: For FY2019, there was $60 million dollars available nationwide, of which $50 million was for those nonprofits in the federally designated Urban Area Security Initiative (UASI) areas (NSGP-UA) and $10 million was for those outside the UASI areas (NSGP-S). NYS' target allocation for NSGP-S was $250,000.

- New York State received over $11.4 million, $11.1 under NSGP-UA and $350,000 under NSGP-S

- New York State has one designated UASI area, New York City, which includes the five boroughs in New York City, Nassau County, Suffolk County and Westchester County.

- Applicants submit proposals to NYS Division of Homeland Security & Emergency Services (DHSES) as the State Administrative Agency (SAA) for up to $100,000.

- Eligible organizations **could not** apply for both programs – NSGP-UA and NSGP-S

- Provides funding support for target hardening activities to nonprofit organizations that are at a high risk of a terrorist attack.

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Eligibility*

- To be considered for funding, eligible nonprofit organizations must:

    o Be described under section 501(c)(3) of the Internal Revenue Code of 1986 and exempt from tax under section 501(a) of such Code.

    o Able to demonstrate, through the application, that the organization is at high risk of a terrorist attack.

    o Be prequalified, through the New York State Grants Gateway prior to application submission https://grantsmanagement.ny.gov/get-prequalified

    o Provide a copy of threat and/or vulnerability assessment for the facility.

    o Be registered, have recently applied for registration and that application remains pending or be exempt from registering with the NYS Attorney General's Office Charities Bureau https://www.charitiesnys.com/charities_new.html.

*These were FY2019 eligibility criteria. They could change for FY2020.

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Prequalification

- Prior to submitting an application, all organizations are **required** to prequalify with the New York State Grants Management at https://grantsmanagement.ny.gov/get-prequalified . You must have a status of "Document Vault Prequalified". Document vaults with one of the following statuses "Document Vault Initialized," "Modifications Required," "In Review" and "Expired" are **not** eligible and will not be accepted.

- Prequalification is a statewide process designed to facilitate prompt contracting with nonprofit organizations. Nonprofit organizations will be asked to submit commonly requested documents, and answer frequently asked questions, once. Organizations will submit their responses online in the Grants Gateway, and all information will be stored in a virtual, secured vault. In addition, an electronic "vault" will permit critical documents to be submitted and stored electronically to be used by all State agencies reviewing grants.

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Prequalification (continued)

Below is a summary of the steps that must be undertaken in order for you to prequalify:

- Go to the Grants Management website at (https://grantsmanagement.ny.gov/register-your-organization) and download a copy of the Registration Form. Please review the instructions for submission of this Form. The registration form must be signed and notarized and mailed to the address on the back of the form along with a copy of your organizational chart that shows, at a minimum, the top three levels of your organization. The form also requires your 10 digit Statewide Financial System (SFS) Vendor ID Number. If your organization does not have an SFS Vendor ID Number you must submit a completed Substitute W-9 Form along with the Registration Form. The Substitute W-9 Form can be found on the Grants Gateway website (https://grantsmanagement.ny.gov/system/files/documents/2018/09/subw9.pdf). Incomplete forms or missing documentation will hold up your registration process.

- Upon submission of your Registration Form, you will be emailed a User ID allowing you to gain access to the Grants Gateway. Log into the Gateway System and begin your prequalification application.

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Prequalification (continued)

Below is a summary of the steps that must be undertaken in order for you to prequalify:

- Organizations that have already submitted registration materials and received their user credentials can begin to upload documents into the Document Vault and complete their online prequalification application.

- As you fill out the prequalification application, please refer to the Gateway Training Materials and resource links posted on the Grants Management website to help you navigate through the process at https://grantsmanagement.ny.gov/resources-grant-applicants. If you still have questions, please contact the Grants Management office at grantsgateway@its.ny.gov and someone will get back to you with a response.

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Permissible Costs*

Physical security enhancement equipment including but not limited to:

- CCTV
- Door hardening
- Alarms
- Perimeter lighting
- Access control
- Perimeter fencing/barriers/bollards
- Blast resistant film/shatter resistant glass

*These were FY2019 permissible costs. They could change for FY2020.

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Permissible Costs (continued)*

Planning costs related to the protection of the facility and the people within the facility.

Examples include:

- Development and enhancement of security plans and protocols.
- Development of further strengthening of security assessments.
- Emergency contingency plans.
- Evacuation/Shelter-in-place plans.
- Other project planning activities with prior approval from DHS/FEMA.

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Permissible Costs (continued)*

Training conducted using NSGP funds must address a specific threat and/or vulnerability, as identified in the nonprofit's Investment Justification. Training should provide the opportunity to demonstrate and validate skills learned, as well as to identify any gaps in these skills.

Training costs include:

- Employed or volunteer security staff to attend security related training within the United States;
- Employed or volunteer staff to attend security related training within the United States with the intent of training other employees or member/congregants upon completing the training (i.e., "train-the-trainer" type courses);
- Nonprofit organization's employees, or member/congregants to receive on-site security training.

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Permissible Costs (continued)*

Funding to conduct security-related exercises. This includes costs related to planning, meeting space and other meeting costs, facilitation costs, materials and supplies, and documentation. Exercises afford organizations the opportunity to validate plans and procedures, evaluate capabilities, and assess progress toward meeting capability targets in a controlled, low-risk setting.

Hiring of contracted security.

Management and Administration (M&A) costs.

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Costs Not Permissible*

- Organization costs and operational overtime costs
- Purchase of equipment for contracted security personnel
- Hiring of Public Safety Personnel
- General use expenditures
- Overtime/backfill costs
- Initiatives that do not address the implementation of programs/initiatives to build prevention and protection-focused capabilities directed at identified facilities and/or the surrounding communities
- The 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 which 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

*These were FY2019 non-permissible costs. They could change for FY2020.

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How to Apply

The NYS Division of Homeland Security and Emergency Services (DHSES) is the State Administrative Agency, meaning the federal application must be submitted through NYS DHSES and not directly to FEMA.

Grant applications must be submitted via the automated DHSES E-Grants System. The system allows an organization to complete an application electronically and submit it over the Internet using a secure portal. If you have not previously been registered to use the DHSES E-Grants system, your agency will need to register and be assigned a user name and password. The Registration Request Form can be found at the following internet address: http://www.dhses.ny.gov/grants/forms-egrants.cfm. Send the completed registration form to: Grant.Info@dhses.ny.gov.

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Application Submissions*

• Investment Justification Template (Submitted as an attachment in E-Grants)
• Contact Information
• Proposed Project Workplan Information
• Budget Request Information
• Certification to Accept the Assurances
• Status History report from Grants Gateway website showing prequalification status (Submitted as an attachment in E-Grants)
• **Signed and notarized** Vendor Responsibility Questionnaire (Submitted as an Attachment in E-Grants) or a copy of your on-line Questionnaire certified within the last six months
• Mission Statement (Submitted as an attachment in E-Grants)
• Threat and/or vulnerability assessment for each facility listed on each Investment Justification (Submitted as an attachment in E-Grants)

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Application Evaluation Criteria - Tier 1 Review*

1. Was the application submitted by **due date and time**?
2. Is the application complete?
3. Is the applicant prequalified in the NYS Grants Management?
4. Is the applicant recognized as an IRS 501(c)(3) tax-exempt status organization?
5. Obtained and provided current and valid Dun and Brad Street Number?
6. Is a copy of the Investment Justification attached to the application in the required format?
7. Is a copy of the mission statement attached to the application?
8. Is a copy of a recent threat and/or vulnerability assessment attached to the application?
9. Is the applicant a responsible vendor as evidenced by the **completed, signed and notarized vendor responsibility questionnaire**? (Consistent with provisions of the State Comptrollers' Bulletin G-221).

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Application Evaluation Criteria - Tier 2 Review*

A review was conducted by the NYC Urban Area Working Group (UAWG) and/or other relevant review panel participants in coordination with DHSES as the State Administrative Agency (SAA). This portion of the review focused on:

• Need – The relative need for the nonprofit organization compared to the other applicants and;

• Impact – The feasibility of the proposed project and how effectively the proposed project addresses the identified need.

*NOTE: Due to the competitive nature of this program, preference was given to nonprofit organizations that had not received prior years' funding. Applicants that had not received NSGP funding in the past received ten bonus points on their total State application score.

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Please visit the DHSES website at:

http://www.dhses.ny.gov/grants/nonprofit/nsgp.cfm

for all relevant information.

Grants E-Mail address: Grant.Info@dhses.ny.gov

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Questions?