

FY 2023 Nonprofit Security Grant Program (NSGP)

Presented by

Alabama Law Enforcement Agency

Programs Office



Agenda

Grant Overview



Application Process



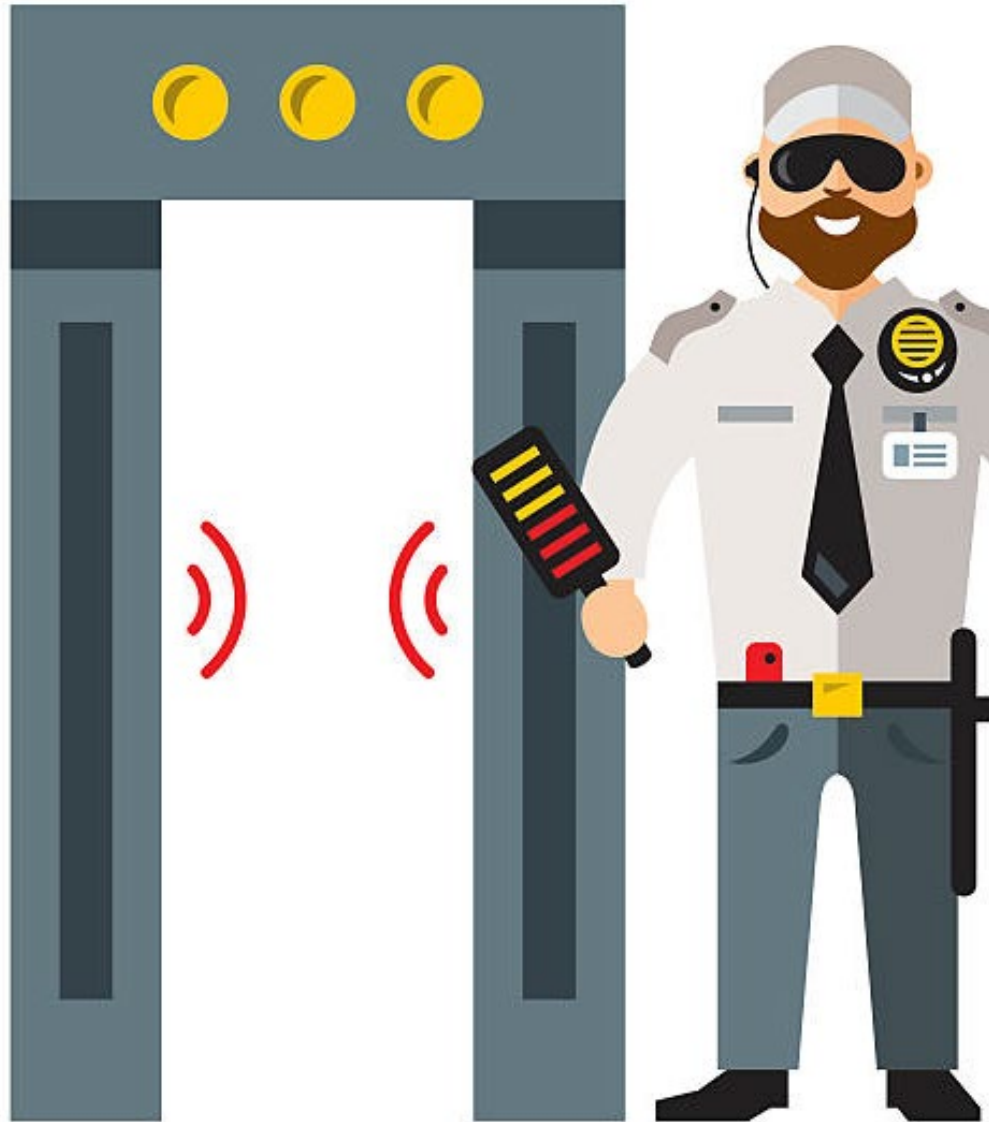
Completing the Application in AGATE



Reviewing & Scoring Applications



Questions



What is the Nonprofit Security Grant Program?

- The NSGP is a competitive grant program intended to provide federal funding for physical and cybersecurity enhancements and other security-related activities to nonprofit organizations that are at high risk of a terrorist or other extremist attack.
- This is a cost reimbursement grant.



Nonprofit Security Grant Program (cont.)

- Awarded annually to nonprofits with an overall grant performance of 36 months (FEMA to SAA).
- \$305M Available Nationwide
 - \$152M For Urban Areas (**does not apply to Alabama**)
 - \$152M for States
- Alabama's allocation is \$3.3M
- The SAA (ALEA) will set the period of performance in your sub-recipient agreement (SAA to nonprofit organization).
- Provides funding support for security-related & physical security enhancements to nonprofits. This includes facility target hardening, contracted security personnel (50% max. of request), security training, security planning, & security exercises.

Eligibility

Eligible nonprofit organizations are only those organizations that are described under section 501(c)(3) of the Internal Revenue Code of 1986 (IRC) and exempt from tax under section 501(a) of such code.*

AND

Ability to demonstrate, through the application, that the organization is at HIGH RISK of a terrorist attack or other extremist attack.

*Note: Organizations such as churches, mosques, and synagogues are considered automatically exempt if they meet the requirements of section 501(c)(3) and do not have to apply for and receive a recognition of exemption from the IRS.

Refer to links below for additional information:

- [Exemption Requirements - 501\(c\)\(3\) Organizations \(irs.gov\)](https://www.irs.gov/charities-nonprofits/charities-nonprofits)
- [Tax Exempt Status for Your Organization \(irs.gov\)](https://www.irs.gov/charities-nonprofits/charities-nonprofits)
- [Charities and Nonprofits \(irs.gov\)](https://www.irs.gov/charities-nonprofits/charities-nonprofits)



Eligibility (cont.)

- To be eligible, you:
 - Must have a valid Unique Entity Identifier (UEI)
 - Obtained from SAM.gov
 - Must read and comply/have written standards for several requirements in:
 - 2 CFR - <https://www.ecfr.gov/>
 - [FY23 NSGP NOFO](#)
 - [FY23 Preparedness Grants Manual](#)
- Individual submitting the application must be a current employee, personnel, official, staff or leadership of the nonprofit organization and duly authorized to apply for an award on behalf of the entity. Further, the authorized organization representative must provide an email address unique to the recipient at the time of the grant application. **Consultants and contractors of the recipient are not permitted to be the authorized organization representative of the subrecipient.**

What type of entities/organizations are NOT eligible to apply?

- Utility Companies
- For-profit transportation entities/companies
- For-profit hospitals
- Public schools (elementary, middle, or high schools)
- For-profit colleges/universities
- For-profit public venues, stadiums, amusement parks
- Organizations active in politics/lobbying
- Volunteer Fire Departments
- Community Service Organizations (Kiwanis, Rotary, Lions Clubs, etc.)
- Homeowner associations, labor, agricultural, or horticultural organizations
- Governmental Entities



Funding Availability

Applicants with one site may apply for up to \$150,000

Applicants with multiple sites may apply for up to \$150,000 per site, for up to three sites (maximum \$450,000 per applicant)

If multiple sites are applied for, it must include an assessment of the vulnerability and risk unique to each site.

Multiple sites should have their own unique address

Environmental & Historic Preservation Form (EHP)

- ****Spending cannot begin on a project that requires an EHP until FEMA has given approval**** [FEMA EHP Form](#)
- Examples of Projects Requiring EHP:
 - Purchase of equipment that will require installation on or in a building or structure
 - Training exercises with any field-based components, such as drills or full-scale exercises
 - Renovations, upgrades, retrofits, and installation of equipment or systems in or on a building or structure
 - Examples include, but are not limited to: interior building renovations, electrical system upgrades, sprinkler system, vehicle exhaust systems, closed circuit television cameras, security fencing, access control for an area, building, or room, bollards, motion detection systems, alarm systems, security door installation or upgrades, lighting, and audio-visual equipment
 - Installation of new or replacement generators, to include the concrete pads, underground fuel and electric lines, and if necessary, a fuel storage tank
 - New construction, addition to, or expansion of a facility
 - Construction of new or replacement communications towers, or installation of communications-related equipment on a tower or building or in a communications shelter or building



Timeline



Pre-Application
Action Items:
How Can I Prepare?

Obtain a UEI Number (SAM.gov)

- Ensure your organization has a UEI and that it is active prior to applying, as issues with your UEI could slow down the application process.
- UEI may not be active for up several days after registration, so be proactive in completing this step!

Register Your Entity or Get a Unique Entity ID

Register your entity or get a Unique Entity ID to get started doing business with the federal government.

[Get Started](#)

[Renew Entity](#)

 [Check Entity Status](#)

Complete AGATE Registration



Register on our website:
grants.alabama.gov.



Send an email informing us you intend to apply and have already registered on the website so we can approve it (Email GrantsAdmin@alea.gov with subject line FY 2023 NSGP).

Brainstorm Your Project

- Have Vulnerability/Risk Assessment Conducted
 - Identify gaps and vulnerabilities.
 - CISA Self Assessment Tool - [CISA Facility Security Self-Assessment](#)
- Propose projects to address those identified risks and vulnerabilities in your Investment Justification (IJ).
- Determine how best to demonstrate in your IJ that your organization is at high risk of a terrorist or other extremist attack.



Application Process

Beginning the Application Process



- Register for an account on our website: <https://Grants.Alabama.Gov>. Ensure that you have a UEI number with SAM.gov.
- Send an email informing us you intend to apply and have registered on the website so we can approve it (GrantsAdmin@alea.gov with subject line FY 2023 NSGP)
- Complete your Vulnerability/Risk Assessment
- Check AEL to ensure proposed equipment is covered. Provide basic estimates/quotes for market values of equipment, installation, warranty, training
- Ensure Investment Justification is complete and detailed and tied to your Vulnerability Assessment
- Attach Vulnerability Assessment, IJ, and Mission Statement

Application Requirements

- Investment Justification (IJ)– This is the only document forwarded to FEMA
 - Download and save form first. Then open from the saved area.
- Vulnerability/Risk Assessment (No standardized form)
 - Identify threats & vulnerabilities specific to your organization. **This assessment is the foundation on which the application is built.**
- Mission Statement on official letterhead– used to validate information provided in the IJ and categorize the facility (ideology-based, medical, education, other).
 - If applicable, provide the “who,” “what,” and “why” of your organization.
- Ensure these are **separate** documents.
- ALEA Miscellaneous Attachments – Not all of these are required at the time of application but will be required upon award.

Allowable Costs

- NSGP provides funding support for physical security enhancements and other security activities to nonprofits at high risk of a terrorist attack.
- These include projects addressing, but not limited to:
 - * Planning
 - * Equipment
 - * Training
 - * Exercises
 - * Contracted Security Personnel
 - * Indirect Costs
 - * Management and Administration (M&A)

Allowable Costs: Planning

Funding may be used for security or emergency planning expenses and the materials required to conduct planning activities. Planning must be related to the protection of the facility and the people within the facility and should include populations with access and functional needs as well as those with limited English proficiency.



Examples:

Development and enhancement of security plans & protocols

Development or further strengthening of security assessments

Emergency contingency plans

Evacuation/Shelter-in-place plans

Other project planning activities with prior approval from DHS/FEMA

Allowable Costs: Equipment

- Allowable costs are focused on target 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, especially in prevention of and/or protection against the risk of a terrorist or other extremist attack.
 - Video Surveillance Systems (security Cameras)
 - Facial recognition or License Plate Reader software is **not allowed**
 - Bollards
 - Fencing
 - Impact Resistant Film/Windows
 - Access Control Systems
 - Security enhanced doors/windows

03OE-03-MEGA	System, Public Address, Handheld or Mobile	Systems for mass audio notification, including vehicle-mounted high powered speaker systems, or battery powered megaphone / public address systems with corded microphone.
04AP-05-CRED	System, Credentialing	Software application and associated hardware and material for creating site/event credential badges and controlling scene access.
04AP-09-ALRT	Systems, Public Notification and Warning	Systems used to alert the public of protective actions or to provide warning to the public in the event of an incident, such as sirens, the Emergency Alert System (EAS), the Integrated Public Alert and Warning System (IPAWS), and Wireless Emergency Alerts (WEA).
04AP-11-SAAS	Applications, Software as a Service	Sometimes referred to as "on-demand software", SAAS applications run on the provider's servers, delivering functionality via the internet to any device having connectivity and the required browser or interface. Access to the application is obtained via a service subscription rather than outright purchase, with all updates and configuration requirements handled by the service provider.
05AU-00-TOKN	System, Remote Authentication	System used to provide enhanced remote authentication, usually consisting of a server, some synchronization scheme, and a device, token, or smartphone application.
05EN-00-ECRP	Software, Encryption	Encryption software for protecting stored data files or email messages.
05HS-00-MALW	Software, Malware/Anti-Virus Protection	Software for protection against viruses, spyware, and malicious code. May be obtained for individual hosts or for entire network segments.
05HS-00-PFWL	System, Personal Firewall	Personal firewall for operation on individual workstations. Usually a software solution, but appliances are also available.
05NP-00-FWAL	Firewall, Network	Firewall (software or standalone appliance) for use in protecting networks.
05NP-00-IDPS	System, Intrusion Detection/Prevention	Intrusion Detection and/or Prevention System (IDS, IPS) deployed at either host or network level to detect and/or prevent unauthorized or aberrant behavior on the

Allowable Costs: Equipment (continued)

- Equipment must be in the FEMA Authorized Equipment List (AEL)
- Link to the AEL - [FEMA AEL](#)
- Chart of allowable items

Allowable Costs: Equipment (continued)

		network. Software and hardware (appliance) solutions exist.
06CP-01-PORT	Radio, Portable	Individual/portable radio transceivers.
06CP-03-ICOM	Intercom	System for hands-free (wired or wireless) communication for limited numbers of personnel in close proximity, such as vehicle crew members. Includes systems designed for underwater use.
06CP-03-PRAC	Accessories, Portable Radio	Speaker/microphone extensions to portable radios. Sometimes used within encapsulated/partially encapsulated suits, where restricted access to radio equipment impedes normal portable radio operations. Also includes programming/cloning cables.
10GE-00-GENR	Generators	Generators, varying types and sizes, including gasoline, diesel, propane, natural gas, alternator, gas turbine powered devices, etc.
13IT-00-ALRT	System, Alert/Notification	Alert and notification equipment that allows for real-time dissemination of information and intelligence among responders via equipment such as cellular phones, pagers, text messaging, etc.
14CI-00-COOP	System, Information Technology Contingency Operations	Back-up computer hardware, operating systems, data storage, and application software necessary to provide a working environment for contingency operations. May be a purchased remote service or a dedicated alternate operating site.
14EX-00-BCAN	Receptacles, Trash, Blast-Resistant	Blast-resistant trash receptacles.
14EX-00-BSIR	Systems, Building, Blast/Shock/Impact Resistant	Systems to mitigate damage from blasts, shocks, or impacts, such as column and surface wraps, wall coverings, breakage/shatter resistant glass, window wraps, and deflection shields.
14SW-01-ALRM	Systems/Sensors, Alarm	Systems and standalone sensors designed to detect access violations or intrusions using sensors such as door/window switches, motion sensors, acoustic sensors, seismic, and thermal sensors. May also include temperature sensors for critical areas.

14SW-01-DOOR	Doors and Gates, Impact Resistant	Reinforced doors and gates with increased resistance to external impact for increased physical security.
14SW-01-LITE	Lighting, Area, Fixed	Fixed high-intensity lighting systems for improved visibility in areas such as building perimeters and surveillance zones.
14SW-01-PACS	System, Physical Access Control	Locking devices and entry systems for control of physical access to facilities.
14SW-01-SIDP	Systems, Personnel Identification	Systems for positive identification of personnel as a prerequisite for entering restricted areas or accessing information systems.
14SW-01-SIDV	Systems, Vehicle Identification	Systems for identification of vehicles, ranging from decals to radio frequency identification (RFID) or other transponder devices.
14SW-01-SNSR	Sensors/Alarms, System and Infrastructure Monitoring, Standalone	Standalone sensors/alarms for use on critical systems or infrastructure items (security systems, power supplies, etc.) to provide warning when these systems fail or are near failure.
14SW-01-VIDA	Systems, Video Assessment, Security	Camera-based security systems utilizing standard, low light, or infrared technology.
14SW-01-WALL	Barriers: Fences; Jersey Walls	Obstacles designed to channel or halt pedestrian or vehicle-borne traffic in order to protect a physical asset or facility.
15SC-00-PPSS	Systems, Personnel/Package Screening	Hand-held or fixed systems such as walk-through magnetometers and conveyor-belt x-ray systems used to screen personnel and packages for hazardous materials/devices.
21GN-00-INST	Installation	Installation costs for authorized equipment purchased through FEMA grants.
21GN-00-TRNG	Training and Awareness	Training on CBRNE and cyber security equipment by vendors or local entities.

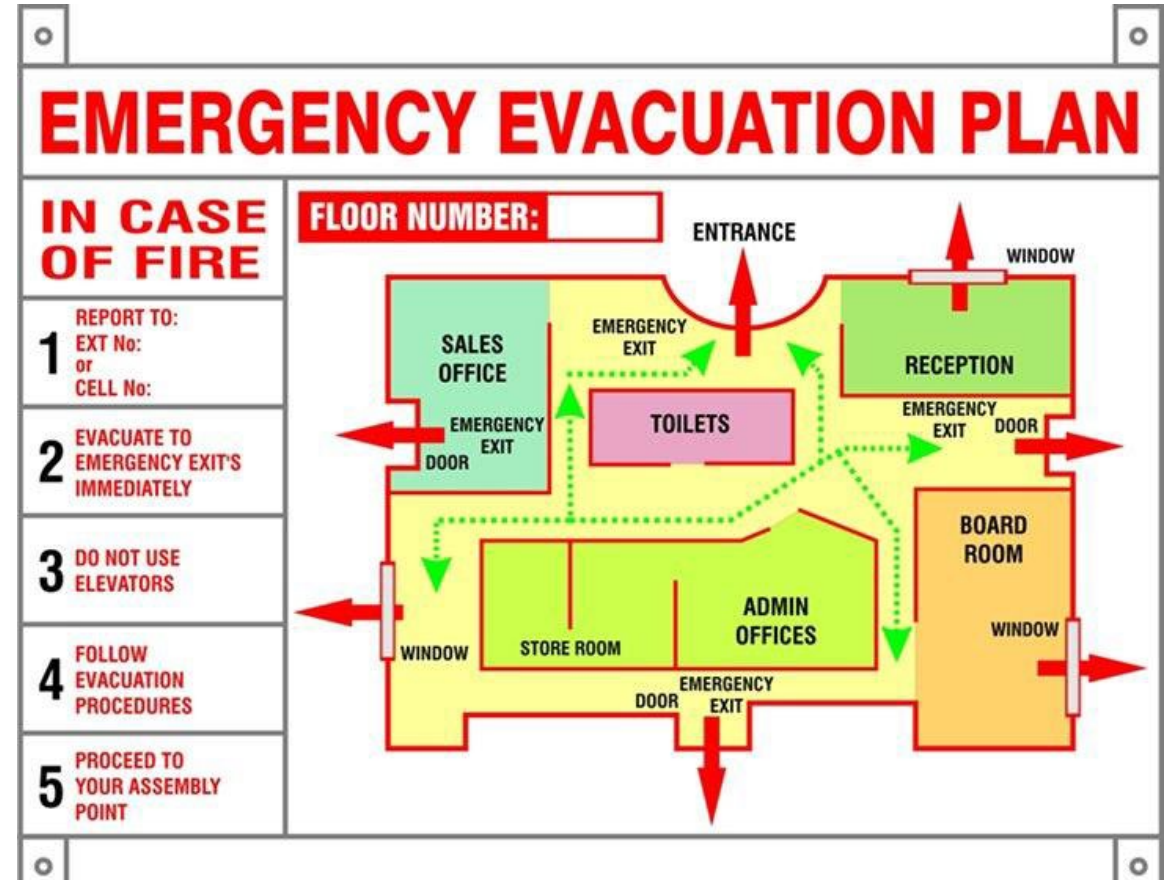
Allowable Costs: Training

- Security-related Training Courses & Programs:
 - Limited to an organization's security personnel, staff, members and volunteers only
 - Allowable Costs: Attendance Fees, Materials, Supplies, and/or Equipment
 - Unallowable Costs: Overtime, Backfill, and/or Travel Expenses
- Examples:
 - Target Hardening
 - Terrorism Awareness/Employee Preparedness (CERT, Active Shooter, Emergency First Aid)



Allowable Costs: Exercise

- Funding may be used to conduct security-related exercises. This includes costs related to planning, meeting space and other meeting costs, facilitation costs, materials and supplies, and documentation.
- Must be Homeland Security Exercise and Evaluation Program (HSEEP) compliant.
- After Action Report Required



Allowable Costs: Contracted Security Personnel

- Contracted Security – **MUST** be acquired through a competitive process
 - **CANNOT** directly hire individual off-duty law enforcement personnel
- Allowable if not already included in current operating budget
- Amount requested may not exceed 50% of an award without an approved waiver from FEMA
- May not use the NSGP funding to hire full or part-time employees that will be placed on a nonprofit's payroll
- Subrecipient **MUST** be able to sustain this capability in future years without NSGP funding
- NSGP funds may not be used to purchase equipment for contracted security



Allowable Costs: Management & Administration

- M&A activities are those costs defined as directly relating to the management and administration of NSGP funds such as financial management and monitoring
 - Activities directly related to the management and administration of the project
 - Up to 5% of the individual award amount
 - If a current staff position will take on this role, a portion of their time can be used for M&A as long as:
 - Duties are well defined as outlined in NOFO and Prep. Grants Manual and
 - Time and attendance records are kept to reflect % of time spent on grant, etc.
- Examples:
 - Hiring of full or part-time staff or contractor/consultant:
 - To assist with the management of NSGP funds to include reimbursement preparation and submission
 - To ensure compliance with reporting/data collection requirements

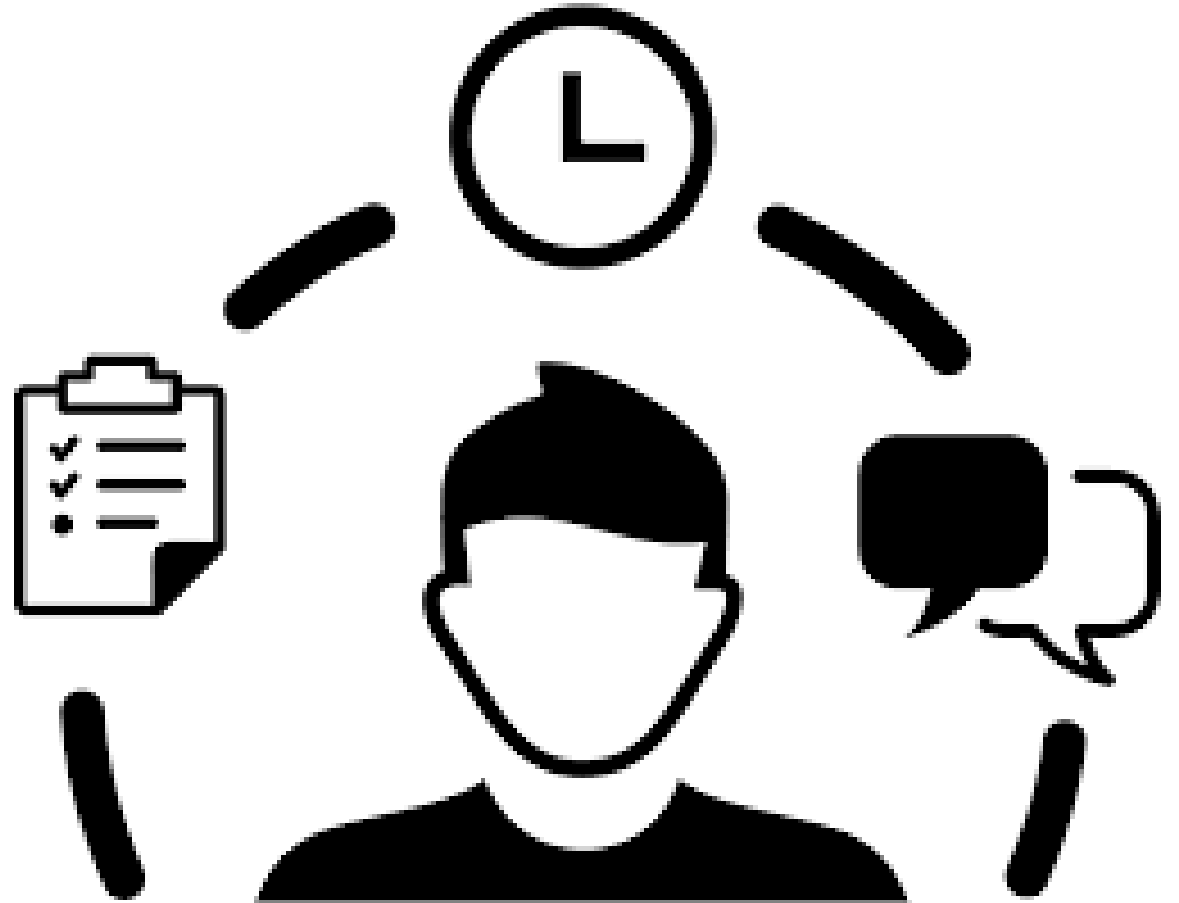
Unallowable Costs

- Organizational salaries or operating costs
- Direct hiring of public safety personnel
- General-use expenditures
- Overtime
- Development of risk/vulnerability assessments
- License plate reader (LPR) systems
- Facial recognition software
- Knox Boxes
- Weapons or weapons training
- Landscaping
- Proof-of-concept initiatives
- Sexual predator screening database
- Pre-award costs (including grant writer/application development fees)



Application – Investment Justification

- Responses in each section should address all components in the description
 - *Application Form/Investment Justification is ONLY item forwarded for Federal Review
- Sections of the Investment Justification Application Form
 - I. Nonprofit Organization Applicant Information
 - II. Background
 - III. Risk
 - IV. Facility Hardening
 - V. Milestones
 - VI. Project Management
 - VII. Impact



Investment Justification (IJ) Overview

- Include the history of the organization
- **Clearly** link the findings from the risk/vulnerability assessment to your proposed project(s)
 - Explain how proposed investments will address vulnerabilities
- Detail any incident(s) including description, dates, etc.
 - Include supporting documentation (police reports, photographs), if applicable
- Confirm all investments proposed are allowable costs per the FY 2023 NSGP NOFO
- Use realistic milestones to include the Environmental Planning & Historic Preservation (EHP) review process.
- Describe the project manager's level of experience
- [Investment Justification](#)



Investment Justification – Troublesome Sections

- III. Risk – Nexus to Terrorism
 - **Threat**
 - Identification or specific threats against nonprofit or closely related organization by a terrorist organization
 - Include findings from risk assessment, police findings or claims that may have been made at that location
 - **Vulnerability**
 - What are the specific vulnerabilities that expose your facility/location to potential impact from a terrorist or other extremist attack?
 - **Potential Consequences**
 - What would happen as a result of an attack? What's the potential impact to your facility, the organization and the people it serves?

Investment Justification

Troublesome Sections (Continued)

- IV. Facility Hardening (2 parts)
- **Narrative** – fully describe target-hardening activities, associated costs and link to vulnerability assessment (Please include estimated quantities where applicable).
 - Example: Fencing-240 feet of 8-foot chain-link fencing topped with 1 foot of barbed wire addressing the vulnerability to breach/access the facility along the west side. (AEL # 14SW-01-WALL)

$$240 \text{ feet} \times \$208.33 \text{ per foot} = \$50,000$$

- Example: \$5,000 for 8 exterior cameras, 3 located on lighting poles in parking lot, 1 adjacent to the main entrance, and 1 on each corner of the building (4) to address the current inability to monitor the exterior of the facility and identify suspicious activity to prevent or protect from an incident

$$8 \text{ cameras} \times \$625 = \$5,000$$

- **Authorized Equipment List (AEL) Grid at bottom of Facility Hardening section** – Planning, Exercise, Contract Security, and M&A are listed at the bottom of the drop-down menu but will not have an associated AEL
 - Training: AEL# 21GN-00-TRNG

Investment Justification – Troublesome Sections (Continued)

V. Milestones

- Steps/Dates that sequentially build upon each other toward project completion
- Example milestones below:

Milestone	Start Date	End Date
Award notification and completion of award paperwork	10/1/23	10/31/23
Environmental and Historic Preservation paperwork completion, submission and approval	10/1/23	11/30/23
Secure estimates/quotes (fencing, security system, access control)	10/31/23	12/15/23
Selection and award of contracts to vendors	1/1/24	1/31/24
Installation and testing of security camera & monitoring equipment	2/1/24	7/15/24
First Aid training delivery	8/1/24	8/31/24
Vendor payments, grant closeout paperwork	9/1/24	9/30/24

Investment Justification — Troublesome Sections (Continued)

VII. Impact

- Measurable outputs and outcomes
 - Scoring Criteria – should directly link to the vulnerabilities and consequences described in Section III.
 - Be descriptive and address each of the vulnerabilities and consequences
 - Example questions to consider: Is there anything that can be measured to determine a projected output/outcome? Does it reduce unauthorized access by XX% because there was no locking mechanism previously?

Completing the Application in AGATE

Navigating AGATE (grants.alabama.gov)

Choose “New User? Register Here!” to create an account.

The screenshot displays the Alabama Grants website interface. At the top left is the Alabama Great Seal logo, followed by the text "Alabama Grants". Below this is a dark red navigation bar with the text "Opportunity Search". The main content area is divided into two columns. The left column contains a welcome message, a "Getting Started" section with a numbered list of four steps, and a section titled "The Subrecipient Training Webinar is available by clicking Below." with four links. The right column features a "Login" section with "Username" and "Password" input fields, a "Log In" button, and a "New User? Register Here!" button highlighted with a yellow circle. A "Forgot Username/Password!" link is also visible above the registration button. At the bottom, an "Announcements" section is partially visible.

Alabama Grants

Opportunity Search

Welcome to Alabama Grants, the State of Alabama's electronic grant management system. This system requires authorization for access.

Getting Started:

1. The initial registration in Alabama Grants must be completed by an Authorized Official (AO) for your organization, like a Program Director or other senior leader.
2. Complete and submit your registration request. Click **New User? Register Here!** to register.
3. After submitting a registration request, you will receive an email confirmation of your acceptance into the system.
4. From that point, your organization's AO can designate access to your organizational account to other staff members as appropriate.

The Subrecipient Training Webinar is available by clicking Below.

- [Alabama Grants Video Table of Contents \(ADECA\)](#)
- [Alabama Grants Video Tutorial \(ADECA\)](#)
- [Alabama Grants Video Table of Contents \(ALEA\)](#)
- [Alabama Grants Video Tutorial \(ALEA\)](#)

Announcements

- [ALEA Homeland Security Grant Program Post-Award Training](#)

Forgot Username/Password!

New User? Register Here!

Navigating AGATE: New User Registration

- Once you click, “New User? Register Here!,” this registration page will appear.
- Ensure that you have filled out each required field, then click “Register.”
- Your organization must be registered in SAM.gov before you can create your account.
- After you register, email GrantsAdmin@alea.gov letting us know that you have registered and are awaiting approval.

New User Registration

Page instructions for the registration modal

First Name

The First Name field is required.

Middle Name

Last Name

The Last Name field is required.

Prefix

Suffix

SAM

This field is required.

Search

FEIN

Organization

Title

Address

The Address field is required.

Address 2

State

County

The County field is required.

City

The City field is required.

Zip Code

The Zip Code field is required.

Email

The Email field is required.

Phone

The Phone field is required.

Phone 2

Fax

Cell Phone

Website

Username

The Username field is required.

Password

The Password field is required.

Verify Password

The Verify Password field is required.

Notes

Register

Navigating AGATE: Personalizing Your Dashboard



Alabama Grants

Home Searches ▾

Angela Martin ▾

Dashboard

Use the below panels to work with your Grants and Funding Opportunities...

- Profile
- Messages
- Edit Dashboard**
- Log Out

Select the type of information that you would like to see in this panel

My Opportunities (Jumbo)

My Opportunities (Jumbo)

My Opportunities (Wide)

My Tasks (Jumbo)

My Tasks (Tall)

My Tasks (Wide)

My Opportunities

Name	Provider	Availability	Description
Alabama Bomb Squads 2022	ALEA	5/13/2022 12:00:00 AM - Open Ended	Enhancing prevention, detection, response and recovery capabilities for WMD and/or improvised explosive devices (IED) to include CBRNE

Navigating AGATE: Personalizing Your Dashboard

My Opportunities

Local Government Pistol Permit Revenue Loss Fund Administration	LETS Provider Organization	8/1/2022 12:00:00 AM - 9/10/2025 7:00:00 AM	
Non-Profit Security Grant Program 2022	ALEA	5/13/2022 7:00:00 AM - Open Ended	Target Hardening and Physical Security Enhancements for Non-Profits
Non-Profit Security Grant Program 2023	ALEA	10/1/2022 7:00:00 AM - 7/1/2024 11:59:00 PM	Target Hardening and Physical Security Enhancements for Non-Profits
OJJDP Title II 2023	LETS Provider Organization	1/1/2021 12:00:00 AM - Open Ended	Juvenile Justice

My Tasks

Initiate Related Document

2021-1LOC-IOC-2 - Claim 2: 01/19/2022 - 01/21/2022	ALEA Reimbursement Request	Dunder Mifflin Paper Company	Reimbursement Request in Process	1/21/2022 6:58:19 AM
2021-1LOC-IOC-22	ALEA Application - Homeland Security	Dunder Mifflin Paper Company	Application In Process	11/4/2021 2:13:29 PM
2021-1LOC-IOC-23	ALEA Application - Homeland Security	Dunder Mifflin Paper Company	Grant Executed	3/16/2022 9:57:31 AM

Announcements

[SHSP PowerPoint](#)

Navigating AGATE: Exploring Opportunities

- Explore opportunities available to you by clicking the name of the grant under “my opportunities” and reading the description to see if they apply to your organization.

Non-Profit Security Grant Program 2023	ALEA	10/1/2022 7:00:00 AM - 7/1/2024 11:59:00 PM	Target Hardening and Physical Security Enhancements for Non-Profits
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Non-Profit Security Grant Program 2023

Provided By: ALEA

Provided To: Dunder Mifflin Paper Company

ALEA Application - Non Profit Availability Dates: 10/1/2022 7:00:00 AM - 7/1/2024 11:59:00 PM

Due Date: N/A

Description:
This grant provides funding support for target hardening and other physical security enhancements and activities to nonprofit organizations that are at high risk of terrorist attack. The intent is to integrate nonprofit preparedness activities with broader state and local preparedness efforts

Eligible nonprofit organizations are those organizations that are described under section 501(c)(3) of the Internal Revenue Code of 1986 (IRC) and exempt from tax under section 501(a) of such code. * AND ability to demonstrate, through the application, that the organization is at HIGH RISK of a terrorist attack.

[Proceed](#) [Cancel](#)

Application Forms

Application Information



Project Description



Budget Worksheet



Misc Attachments



Completing the Application

- Once you select the opportunity, you will need to fill out the following forms:
 - Application Information
 - Project Description
 - Budget Worksheet
 - Misc Attachments

Application Information

Authorizing Official

Select the individual authorized to enter into binding commitments on behalf of the applicant. The official will normally be the Board President or the chief officer of the agency or governm involved; i.e. Mayor, County Commission Chairman, City Council President, State Department Director, President of the Board of Directors.

Name*

Angela Martin

Title* title

Address* 2214 University Park Drive

Phone No.* (123) 456-7489

E-Mail* kkeberlein@agatesoftware.com

Project Director

Select the individual who combines knowledge and experience in the project area with abilities in administration and supervision of personnel. The project director will also be expected t necessary amount of time to ensure the effective management the project. Example: Executive Director

Name*

Andy Bernard

Title* Nard Dogg

Address* 2214 University Park Dr.

Phone No.* (989) 111-1123

E-Mail* tmock@agatesoftware.com

Financial Officer

Select the individual who will be responsible for fiscal matters relating to the project, and in ultimate charge of accounting, management of funds, verification of expenditures, and grant fi reports.

Name*

Michael Scott

Title* Regional Manager

Address* 0000 Scranton In

Phone No.* (000) 000-0000

E-Mail* tmock@agatesoftware.com

- Applicant Info will auto populate based on organization information already in AGATE (except for STAARS Vendor # and EIN).
- 501(c)(3) Documentation Upload
- Authorizing Official
 - Select the individual authorized to enter into binding commitments on behalf of the applicant
- Project Director
 - Select the individual who combines knowledge and experience in the project area with abilities in administration and supervision of personnel
- Financial Officer
 - Select the individual who will be responsible for fiscal matters relating to the project, and in ultimate charge of accounting, management of funds, verification of expenditures, and grant financial reports

Project Description

- Project Name
 - Short title that states what you hope to accomplish
- What is your service area for this project?
 - Choose from a list of counties or cities depending on selection
- Core Capability Selection
 - Select from dropdown

Project Description

Project Name*

What is your service area for this project?* Municipality County Other

County* Baldwin County
 Autauga County
 Barbour County


Core Capability Selection:

- Project Attachments
 - Where you will upload your Vulnerability Assessment, Investment Justification, and Mission Statement

Project Attachments


Vulnerability / Risk Assessment
Identifies the threats and vulnerability specific to the facility/site in the application. Keep in mind the assessment is the foundation from which the application is built.

[Drag Files Here](#)

 test.txt
0.01 KB


Investment Justification (IJ)*
This is a fillable PDF. This file may not open with Microsoft Edge or Google Chrome web browser will open correctly with Adobe or Mozilla Firefox.

[Drag Files Here](#)

 test.txt
0.01 KB

Mission Statement
Used to validate information in the IJ. It should be on official letterhead, if available, and should provide the "who, what, and why" of the organization.

[Drag Files Here](#)

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Budget Worksheet

Budget Worksheet

Items Unallowable for Competitive Applications:

- This is a reimbursement grant. Funds have to be expended first and then reimbursement is made for the expenditure.
- Applicants with one (1) site may apply for up to \$150,000 for that site. Applicants with multiple sites may apply for up to \$150,000 per site, per up to three (3) site for a maximum of \$450,000 per applicant.
- **Please ensure that your organization name matches your STAARS Vendor Registration.**
- To update your Grants.Alabama.Gov Organization Name, navigate to your profile, and click "Organization Information".

Expense Category	AEL REF #	Item	Unit Price	Quantity	Total
Equipment	030E-03-MEGA	Widget	\$ 1,500.00	75	\$112,500.00
Total:					\$112,500.00

Budget Narrative

Please include a detailed description of each item listed above. Explain how it aligns with your project.

TEST

- Expense Category
 - Select Equipment, Training, Exercise, Planning, etc.
- AEL Ref #
 - If equipment, select the appropriate number that aligns with your item
- Item
 - Description of item (do not use AEL Ref # description)
- Unit Price
 - Price of each piece of equipment/training/etc.
- Quantity
 - Suggest you round up when applicable (Ex: Number identified in estimate is 18, round up to 20)
- Budget Narrative
 - Explain in paragraph form the items that you wish to buy and what is included in each item.

Miscellaneous Attachments

- These documents are required at the time of application:
 - W-9
 - eVerify
 - Board of Directors
 - Organization Chart
- All other documents are required at the time of award





Tools

Landing Page

Add/Edit People



Status Options

Application Submitted

Application Cancelled

Completing the Application (cont)

- Use the “Add/Edit People” function to add anyone from your organization who may need to access this document
- Once you have finished all required forms, go to the “Status Options” tab and select “Application Submitted”
 - This will send the application to ALEA for scoring and possible award
- If you need to cancel your application, select “Application Cancelled” under the “Status Options” tab

Application Submission & Award



Once the application period closes, they will be scored and if qualifications are met, they will be submitted to FEMA for review



If you are awarded, a notice will be sent to you in AGATE to sign and accept your award, or to make any changes deemed necessary to your application prior to accepting



Anyone added to the document will receive a notification via email when the application status has changed or requires attention

Reviewing & Scoring Applications

Evaluation Criteria

- Completeness of Information
- Adherence to program guidelines (Is equipment allowable under AEL?)
- Feasibility
- Was the risk well identified? (Does it match the Risk Assessment)
- Identification of prior threats or attacks (homegrown or international) by a terrorist organization, network, or cell against the applicant based on their ideology, beliefs, mission
- Symbolic value of the site(s) as a highly recognized regional and/or national or historical institution(s) that renders the site a possible target of terrorism
- Role of the nonprofit in responding to terrorist attacks
- Integration of preparedness with broader state & local preparedness efforts (working with communities to become prepared)
- Build or sustain a core capability identified in the “goal”
- Review the FEMA provided Scoring Matrix - [FY23 Scoring Matrix](#)

Scoring Matrix:

Nonprofit Security Grant Program Scoring Matrix – Fiscal Year 2023

Reviewers should use this document as a reference when scoring applications under the Fiscal Year (FY) 2023 Nonprofit Security Grant Program (NSGP).

I – Applicant Information				
Question	Criteria	Score	Explanations	
1	Did the applicant provide all the required information in the Applicant Information Section?	The applicant should provide all information as it is applicable in the informational section.	Yes	The applicant did provide all the required information.
			No	The applicant did not provide all the required information.
II - Background				
Question	Criteria	Score	Explanations	
2	Did the applicant provide a description of their nonprofit organization to include symbolic value of the site as a highly recognized national or historical institution or as a significant institution within the community that renders the site as a possible target of terrorism and other extremist attacks?	Applicants must describe their organization, its mission/purpose, the symbolic value of the building/organization, and how these factors may make it the target of an attack.	0	The applicant did not provide a description of the organization including the symbolic value of the site as a highly recognized institution that renders the site a possible target of terrorism or other extremist attacks.
			1	The applicant provided a poor description of the organization including the symbolic value of the site as a highly recognized institution that renders the site a possible target of terrorism or other extremist attacks.
			2	The applicant provided an adequate description of the organization including the symbolic value of the site as a highly recognized institution that renders the site a possible target of terrorism or other extremist attacks.
			3	The applicant provided a full, clear, and effective description of the organization including the symbolic value of the site as a highly recognized institution that renders the site a possible target of terrorism or other extremist attacks.
3	Did the applicant provide a description of their nonprofit organization to include any role in responding to or recovering from events that integrate nonprofit preparedness with broader state/local preparedness efforts?	Applicants must clearly describe their individual organization's previous or existing role in response to or in recovery efforts to terrorist or other extremist attacks. This should tie into the broader preparedness efforts of state and/or local government.	0	The applicant did not provide a description of the organization that included any role in responding to or recovering from events that integrate nonprofit preparedness with broader state/local efforts.
			1	The applicant provided some description of the organization that included any role in responding to or recovering from events that integrate nonprofit preparedness with broader state/local efforts.
			2	The applicant provided a full, clear, and effective description of the organization that included any role in responding to or recovering from events that integrate nonprofit preparedness with broader state/local efforts.

Application Scoring

- State review – ALEA will review and score applications
 - Ineligible or incomplete applications or applications with unallowable equipment or projects may not be forwarded to FEMA for federal review
- Federal Review – FEMA will review
 - Federal reviewers' scores will be multiplied:
 - By a factor of 3 for nonprofits at high risk of terrorist attacks due to ideological-based/spiritual/religious
 - By a factor of 2 for medical and educational institutions
 - By a factor of one for all others



Bonus Points!

- New Recipients
 - Nonprofit organizations that have not previously received NSGP funding will receive 15 bonus points towards their score.
- Underserved Communities
 - To advance considerations of equity when awarding, FEMA will provide up to 15 bonus points to the scores of organizations that *demonstrate how they serve an underserved community or population or that are located within an underserved community.*



Don't Make These Mistakes!

- Starting work before the EHP is approved (you will **not** be reimbursed)
- Changing the approved Investment Justification/Application
- Incomplete/confusing Investment Justification (misinterpretation of projects)
- Incorrect record keeping (could result in auditing)
- Audit/Monitoring issue (could result in owing money to the federal government)



Key Takeaways

- Application Package – 3 documents to be uploaded into AGATE
 - Investment Justification
 - Vulnerability Assessment
 - Mission Statement
- Application must be supported by vulnerability assessment
- Clearly express risk or nexus to a potential terrorist or other extremist attack
- Include Authorized Equipment List (AEL) numbers for equipment items, no brand names or vendor names
 - AEL numbers are not required for Planning, Exercise, Contracted Security, M&A; however, they should be listed at the bottom of the AEL dropdown menu on IJ and reflected on the AGATE Budget Worksheet
- Review your application with the Scoring Matrix prior to submission
- Save the Investment Justification application file using the following naming convention:
 - FY2023_NSGP_AL_Nonprofit Name



Questions?

Please email GrantsAdmin@alea.gov with any questions related to the NSGP or other grant opportunities.

Additional Resources:

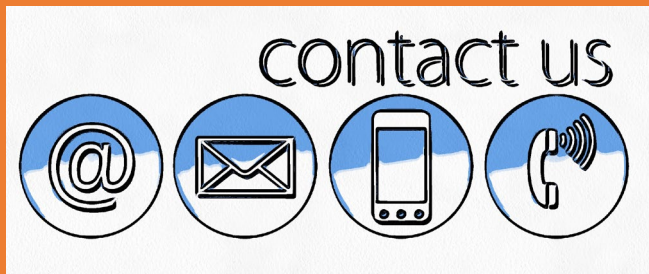
[2023 NSGP Quick Start Guide](#)

ALEA Programs Office Contacts

Wendy Taylor

334-676-6830

Wendy.Taylor@alea.gov



Robin Douglass

334-676-6833

Robin.Douglass@alea.gov