



# **FY 2016 Nonprofit Security Grant Program Investment Justification Workshop Webinar**

*Presented by*

**Cal OES Infrastructure Protection Grant Unit**

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*California Governor's Office of Emergency Services*



# Cal OES

Planning, Preparedness, Prevention

Response & Recovery Operations

Logistics Management

Finance & Administration

Grants Management Section

Homeland Security & Prop 1B

Infrastructure Protection Grant Unit

**Reneé A. Mota-Jackson**

**Infrastructure Protection Grant Unit Chief**





# *Cal* OES

**GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES**

The California Governor's Office of Emergency Services (Cal OES) is also known as the State Administrative Agency (SAA) for the Nonprofit Security Grant Program (NSGP) in California. We are the pass-through entity.

*California Governor's Office of Emergency Services*



# FUNDING OVERVIEW

The Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) has announced the FY 2016 Nonprofit Security Grant Program (NSGP) awards which makes available \$20,000,000 nationwide for U.S. nonprofit organizations that are determined to be at high-risk of terrorist attack due to their ideology, beliefs, or mission.



Eligible organizations must be located within specific Californian Urban Area Security Initiative (UASI) areas: Anaheim/Santa Ana Area, Bay Area, Los Angeles/Long Beach Area, Riverside Area, Sacramento Area and San Diego Area.

Each Nonprofit may apply through their SAA for an award of up to \$75,000.



# WHAT IS THE PURPOSE OF THE NONPROFIT SECURITY GRANT PROGRAM?

The National Preparedness Goal (The Goal) is “A secure and resilient nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk.”

The National Preparedness Goal organizes the core capabilities into five mission areas: Prevention, Protection, Mitigation, Response and Recovery.

The NSGP seeks to integrate the preparedness activities of nonprofit organizations that are at high risk of a terrorist attack with broader state and local preparedness efforts. The NSGP also serves to promote coordination and collaboration in emergency preparedness activities among public and private community representatives as well as state and local government agencies.



# BACKGROUND ON THE UASI NONPROFIT SECURITY GRANTS



- They provide funding support for target hardening activities to nonprofit organizations (as described under section 501(c)(3) of the Internal Revenue Code of 1986 and exempt from tax under section 501(a) of such Code) that are at high risk of terrorist attack.
- The grant program is designed to promote coordination and collaboration of emergency preparedness activities between public and private community representatives, state and local government agencies, and Citizen Corps Councils.



# Grant Performance Period

## ALL FUNDS MUST BE EXPENDED DURING THE PERIOD OF PERFORMANCE

- Subrecipients have until 5/31/2019 to use all their funds.
- You cannot be Reimbursed for, or Advanced funds for, activities begun before you receive notification of completion of the application process.



# Allowable Costs

- **Equipment: Allowable costs are focused on target hardening activities. Therefore, funding may be used to support two categories of items on the Authorized Equipment List (AEL):**
  - ❑ Physical Security Enhancement Equipment (category 14).
  - ❑ Inspection and Screening Systems (category 15).

**\*\*\*Refer to the Responder Knowledge Base (RKB).**  
<https://www.llis.dhs.gov/knowledgebase/authorized-equipment-list-ael>
- **Training: Funds may support nonprofit organization security personnel to attend security-related training courses and programs.**
  - ❑ Allowable training topics are limited to the protection of Critical Infrastructure/Key Resources, including physical and cyber security, target hardening and terrorism awareness/employee preparedness.



# Allowable Costs (Cont.)

- **Construction and Renovation**

For construction and renovation costs to be allowed, projects must receive Environmental & Historic Preservation (EHP) approval from FEMA prior to initiation of any construction activities.

- Limits on the total amount of grant funding that may be used for construction or renovation may apply. (Not to exceed 15% of Total Award)
- Additionally, subrecipients will be required to submit a Budget and Budget detail citing the project costs.

Construction projects are only permitted where they will assist the nonprofit to achieve capability targets related to preventing, preparing for, protecting against, or responding to acts of terrorism, including through the alteration or remodeling of existing buildings for the purpose of making them secure against acts of terrorism.



# Management and Administration (M&A)

Subrecipients may use 5% of the amount awarded to them solely for M&A purposes associated with the award.

M&A costs include the following categories of activities:

- Hiring of full-time or part-time staff or contractors/consultants:
  - To assist with the management and administration of NSGP funds.
  - For meeting related expenses directly related to M&A of NSGP funds.



# Indirect Costs

Indirect costs are allowable under this program as described in 2 C.F.R. § 200.414. Subrecipients must have an approved indirect cost rate agreement with their cognizant federal agency to charge indirect costs to this award. A copy of the approved rate (a fully executed, agreement negotiated with the applicant's cognizant federal agency) is required at the time of application, and must be provided to Cal OES with the **post-award** application.

If the subrecipient doesn't have an approved indirect cost rate agreement they may claim the 10% de minimus allowance for indirect costs.



# Unallowable Costs

- Hiring of Public Safety Personnel.
- General-Use Expenditures.
- Overtime and Backfill.
- 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 assessments or the development of the IJ.
- 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.
- Any installation expenses incurred **BEFORE THE DATE ON THE EHP CLEARANCE LETTER.**



# FY 2016 NSGP Eligible UASI Areas

## Anaheim/Santa Ana Area

POC: Lauren Leslie

Phone 714-245-8739

Email: [lleslie@santa-ana.org](mailto:lleslie@santa-ana.org)

## Bay Area

POC: Mary Landers

Phone: (415)353-5225

Email: [mary.landiers@sfgov.org](mailto:mary.landiers@sfgov.org)

## Los Angeles/Long Beach

POC: Alisa Finsten

Phone: (213) 978-0730

Email: [alisa.finsten@lacity.org](mailto:alisa.finsten@lacity.org)

## Riverside

POC: Gail Shulte

Phone: (951) 320-8106

Email: [gschulte@riversideca.gov](mailto:gschulte@riversideca.gov)

## Sacramento Area

POC: Der Xion

Phone: 916-808-3775

Email: [DerXion@pd.cityofsacramento.org](mailto:DerXion@pd.cityofsacramento.org)

## San Diego Area

POC: Katherine Jackson

Phone: 619-533-6760

Email: [kjackson@sandiego.gov](mailto:kjackson@sandiego.gov)

**(No other locations are eligible to apply)**

*California Governor's Office of Emergency Services*



# Cal OES Will Check:

- 501(c)(3) Determination Letter – You must apply using the exact name on Determination Letter. We check your EIN number on this IRS website; <http://apps.irs.gov/app/eos/>. If you are using your parent organization's EIN number, you must also give us a copy of the Supplemental Group List where your organization name is listed.
- DUNS number – We check to verify your DUNS number registration is active and current on this site: <https://www.sam.gov/index.html/#>. The number must be updated each year at the SAM.gov website.



# DUNS Number Information

## Data Universal Number System:

- This is a number issued by a private company known as DUN & Bradstreet.
- Your organization must register with DUN & Bradstreet in order to be eligible for grant funds or to bid on federal contracts.
- <http://www.dandb.com/>

## SAM.gov:

- This is a government website. You must make certain that your organization's DUNS registration is current and active on this website.
- If you have trouble updating your account online you may call them toll-free at 866-606-8220.
- <https://www.sam.gov/portal/public/SAM/##11>



# Cal OES Will Check: (continued)

- Delinquent Federal Debt – FEMA states, “All recipients are required to be non-delinquent in their repayment of any Federal debt”. If the Delinquent Federal Debt is “Yes” (as shown below) then you will not be able to apply for this grant.

SAM Search Results	
List of records matching your search for :	
Record Status: Active	
DUNS Number: <input type="text"/>	
Functional Area: Entity Management, Performance Information	
ENTITY <input type="text"/>	Status:Active
DUNS: <input type="text"/> +4:	CAGE Code: <input type="text"/> DoDAAC:
Expiration Date: Mar 17, 2016	Has Active Exclusion?: No
	<b>Delinquent Federal Debt?: Yes</b>
Address: <input type="text"/>	
City: <input type="text"/>	State/Province: CALIFORNIA
ZIP Code: <input type="text"/>	Country: UNITED STATES



# 501(c)(3) Letter of Determination

Eligibility to apply for NSGP funding is partly based on your 501(c)(3) status

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

If you distribute funds to other organizations, your records must show whether they are exempt under section 501(c)(3). In cases where the recipient organization is not exempt under section 501(c)(3), you must have evidence the funds will be used for section 501(c)(3) purposes.



# Vulnerability Assessment Worksheet and Annex 1

- There is no required format for conducting the assessment itself, but it must be conducted by an assessor with appropriate security experience (CPP, PSP, military, law enforcement, etc.)
- Previous assessments can be used if still current and applicable.
- Results of the assessment must be recorded in the Vulnerability Assessment Worksheet and Annex 1.
- The Cal OES Critical Infrastructure Protection (CIP) Unit may assist in contacting a regional fusion center for additional information on the conduct of a vulnerability assessment. They can be contacted at; [infoshare@caloes.ca.gov](mailto:infoshare@caloes.ca.gov).



# Application Process: First Steps

- Verify that your location is within one of the eligible UASI areas.
- Make sure that you can demonstrate 501(c)(3) nonprofit eligibility by locating your organization's Letter of Determination. You will enter your EIN number in the application.
- Make sure your organization's DUNS number is current and active in the SAM.gov system.
- Complete and name the Contact Sheet.
- Copy and name the Mission Statement.
- Read the Instruction spreadsheet of the Investment Justification.



# Application Process: First Steps (Cont.)

- Obtain a vulnerability/risk assessment (VA) for your organization and complete the Cal OES Vulnerability Worksheet. Align your IJ requests with your organization's risk; which, taken together, are the threats you face, your vulnerability, and the potential consequences of an attack. The VA must be performed by a security or law enforcement expert.
- Most of the requirements contained in the federal NOFO apply to the SAA, but some apply solely to subrecipients. A large portion of the rest will be passed through to the subrecipients as well. Read the federal announcement and keep it on hand for later reference.



# Contacts Template

1. Give the exact name of the organization as indicated on the 501(c)(3) Letter of Determination.
2. Enter the location- the address of the facility applying for the grant.
3. Provide the mailing address if different.
4. Give the Website address of the Nonprofit Organization (Verifiable).
5. Give the Email address of the Nonprofit Organization.
6. Give the telephone number of Nonprofit Facility that is applying.
7. Provide the name and title of the person preparing the IJ application documents. (Indicate their role- is this a Hired Contractor, Staff Member of the Nonprofit Organization, a Volunteer, or...?)
8. Yes or No – Is this individual Authorized by the applying organization to submit on their behalf?
9. **Print the name, title/role, phone number, and email information of the primary Point of Contact (POC) who will work directly with us on grant transactions.**
10. Print the contact information for each additional POC. Use a separate sheet if needed for additional information. **PROVIDE AT LEAST TWO CONTACTS**



# Application Process: Step Two

- Open the Investment Justification template. ENABLE content, editing, and macros.
- Complete the application and ‘Save-As’ in the proper format (Excel 97-2003 workbook). Use ONLY the Investment Justification template provided by FEMA. Do NOT use updated versions of Excel when renaming and saving your completed IJ form.
- Save-As your Investment Justification following the naming convention :  
**FY 2016 NSGP CA\_UASIArea\_NonprofitName**
- Save-As a copy of your organization’s Mission Statement following the naming convention:  
**FY 2016 NSGP CA\_UASIArea\_NonprofitName\_Mission**
- Save-As your completed Contacts sheet (a minimum of two contacts is required) following the naming convention:  
**FY 2016 NSGP CA\_UASIArea\_NonprofitName\_Contacts**
- Save-AS a copy of your organization’s vulnerability/risk assessment following the naming convention:  
**FY 2016 NSGP CA\_UASIArea\_NonprofitName\_VA**



# Application Process: Step Two (Cont.)

- Save-As a copy of your organization's Vulnerability Worksheet following the naming convention:

**FY 2016 NSGP CA\_UASIArea\_NonprofitName\_VAWorksheet**

## Examples of naming your Document:

- **FY 2016 NSGP CA\_LosAngelesLongBeach\_NonprofitName**
- **FY 2016 NSGP CA\_LosAngelesLongBeach\_NonprofitName\_Mission**
- **FY 2016 NSGP CA\_LosAngelesLongBeach\_NonprofitName\_Contacts**
- **FY 2016 NSGP CA\_LosAngelesLongBeach\_NonprofitName\_VA**
- **FY 2016 NSGP CA\_LosAngelesLongBeach\_NonprofitName\_VAWorksheet**

(You are encouraged to abbreviate long organization names. The full names will be in the text of the document. Use Capital letters to separate the names, not spaces. For example: OceanWave )  
The first \_ is between the CA and UASI Area, the second \_ between the UASI area and the Nonprofit name, the third \_ between the Nonprofit name and the document name



# Application Submission

**NO LATER THAN Midnight (PST),  
April 1, 2016 (Friday night)**, Attach the five application documents to an email and send them to:

**[Nonprofit.Security.Grant@CalOES.ca.gov](mailto:Nonprofit.Security.Grant@CalOES.ca.gov)**

- (Do NOT send anything else to this email address unless directed to do so. It is not regularly monitored)



# FY 2016 NSGP Investment Justification

## I. Applicant Information

### Identify the Following:

Legal Name of the Organization

Physical Address of the Facility to include the City and/or County Name

Year the Original Facility was Constructed

Organization Type (Short description of organization's ideology, beliefs and mission)

(400 character max- not including spaces)

501(c)(3) Number:

(If Applicable)

Dun and Bradstreet Number:

Applications can only be submitted with a **current** and **valid** DUNS number; pending DUNS numbers will **not** be accepted.

FY 2016 Urban Area

FY 2016 NSGP Federal Funding Request

Each nonprofit organization may **only** apply for up to a \$75,000 grant award

FY 2016 NSGP Total Project Cost

Any Current Contract with DHS *(yes/no)*

This does not include any DHS or NSGP grant funds previously awarded to the nonprofit organization.

If Yes, please describe:

Investment Phase - New or Ongoing



# Investment Justification (IJ)

## Section I: Applicant Information

(This section will not be scored)

- **Legal Name of the Organization:** This is the name on your 501(c)(3) Letter of Determination. If you registered as a corporation in California under a different name you will need to notify the federal government, Dun and Bradstreet and SAM.gov to update the organization's profile.
- **Physical Address of the Facility to include the City and/or County Name:** Use your administrative office address. Later in the form you must specify the project address, or addresses, if you will be applying for security enhancements at more than one of the organization's facilities.
- **Year the Original Facility was Constructed:** You should enter the year the facility at the project address was constructed.
- **Organization Type:** Short description of organization's ideology, beliefs and mission



# Investment Justification (IJ)

## Section I: Applicant Information (Cont.)

(This section will not be scored)

- **501(c)(3) Number**
- **Dun and Bradstreet Number:** Call 1-800-700-2733 for information on how to obtain or update your organization's profile.
- **FY 2016 Urban Area**
- **FY 2016 UASI NSGP Federal Funding Request:** Up to \$75,000
- **FY 2016 UASI NSGP Total Project Cost:** Your organization may be planning security upgrades that exceed the grant award amount.
- **Any Current Contract with DHS (Yes/No –if yes, please *describe*)** This does not include current NSGP Grants
- **Investment Phase – New or Ongoing**



## II. Background

Describe the nonprofit organization including:

- Membership and community served
- Symbolic value of the site(s) as a highly recognized national or historical institution that renders the site as a possible target or terrorism
- Any role in responding to or recovering from terrorist attacks

**(1,800 character max - not including spaces)**

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# Investment Justification (IJ)

## Section II: Background

Points: 2

Describe the nonprofit organization including:

- Membership and community served
- Symbolic value of the site(s) as a highly recognized national or historical institution that renders the site as a possible target of terrorism
- Any role in responding to or recovering from terrorist attacks and your involvement in your community in emergency preparedness activities or response

**(1,800 Character Max not including spaces)**

**THE INFORMATION PROVIDED WILL BE SCORED IN TERMS OF ITS CONTRIBUTION TO SETTING CONTEXT AND ITS RELATIONSHIP TO OTHER QUESTIONS.**



### III. Risk

DHS defines risk as the product of three principal variables: *Threat, Vulnerability, and Consequences*. In the space below, describe findings from previously conducted risk assessments, including A) Threats, B) Vulnerabilities, and C) Potential Consequences of an attack.

**A) Threat:** In considering threat, the applicant should discuss the identification and substantiation of prior threats or attacks against the nonprofit organization or closely related organization by a terrorist organization, network, or cell. The applicant should also discuss findings from risk assessment, police findings, and/or insurance claims.

**B) Vulnerabilities:** In considering vulnerabilities, the applicant should discuss the organization's susceptibility to destruction, incapacitation, or exploitation by a terrorist attack.

**C) Potential Consequences:** In considering potential consequences, the applicant should discuss potential negative effects on the organization's asset, system, and/or network if damaged, destroyed, or disrupted by a terrorist attack.

**(2,200 character max - not including spaces)**

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# Investment Justification (IJ)

## Section III: Risk

Points: 12

DHS defines risk as the product of three principal variables:  
Threat, Vulnerability and Consequences

**Threat:** Applicant should discuss the identification and substantiation of prior threats or attacks on the organization or similar organizations.

**Vulnerabilities:** Applicant should discuss the organization's susceptibility to destruction, incapacitation or exploitation.

**Potential Consequences:** Consider potential consequences, the potential negative effects on an organization's assets, system, and/or network if damaged, destroyed or disrupted by a terrorist.

**(2,200 Character Max not including spaces)**



# ELIGIBILITY CRITERIA

Eligibility requirements include, but are not limited to:

- Identification and substantiation (e.g. police reports or insurance claims) of prior threats or attacks (within or outside the U.S.) by a terrorist organization, network or cell against the nonprofit organization.
- Symbolic value of the site(s) as a highly recognized national or historical institution that renders the site a possible target of terrorism.
- The role of the applicant nonprofit organization in responding to or recovering from terrorist attacks.
- Findings from previously conducted risk assessments including threat or vulnerability.
- Integration of nonprofit preparedness with broader state and local preparedness efforts.
- Complete, feasible IJs that address and identify risk, including threat and vulnerability, and build or sustain a core capability identified in the Goal.
- Not having received prior years' NSGP funding.
- Risk Profile.



#### IV. Target Hardening

In this section, describe the proposed target hardening activity, including the total Federal funds requested, that addresses the identified threat or vulnerability. Allowable costs are focused on target hardening activities as well as security-related training courses and programs limited to the protection of critical infrastructure key resources, including physical and cyber security, target hardening, and terrorism awareness/employee preparedness. Funding can also be used for the acquisition and installation of security equipment on real property (including buildings and improvements) owned or leased by the nonprofit organization, specifically in prevention of and/or in protection against the risk of a terrorist attack. This equipment is **limited** to **two** categories of items on the Authorized Equipment List (AEL).

- Physical Security Enhancement Equipment (AEL Category 14)
- Inspection and Screening Systems (AEL Category 15)

The equipment categories are listed on the web based AEL on the Responder Knowledge Base (RKB), which is sponsored by DHS and located at <http://www.rkb.us>. The description must identify the respective AEL category for all requested equipment.

**{2,200 character max - not including spaces}**

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# Investment Justification (IJ)

## Section IV: Target Hardening Points: 8

- **Describe the proposed target hardening activity:** Describe the proposed target hardening activity that addresses the identified threat or vulnerability.
- **Total Federal funds requested:** Up to a maximum of \$75,000.
- **Security related training courses and programs if requested:**
  - Allowable training topics are limited to the protection of Critical Infrastructure/Key Resources, including physical and cyber security, target hardening and terrorism awareness/employee preparedness.
- **Describe the equipment requested:** Include the AEL Number/s and Title/s of the desired equipment. Allowable equipment is limited to:
  - Physical Security Enhancement Equipment (AEL Category 14)
  - Inspection and Screening Systems (AEL Category 15)

**\*\*\*The AEL List is located on the Responder Knowledge Base (RKB) website.  
<https://www.llis.dhs.gov/knowledgebase/authorized-equipment-list-ael>**

**(2,200 Character Max not including spaces)**



# Investment Justification (IJ)

## Section IV: Target Hardening

- Remember, the equipment you list in this section is the equipment your organization will be expected to install. Each organization should know what their vulnerabilities are and request equipment according to their specific needs.
- (That is) Don't ask for a Fence and Doors now, and once chosen to receive an award, ask for a Surveillance System instead. Requests to do this are likely to be denied by DHS/FEMA.
- Evaluation of your IJ application is based on how your proposal addresses the needs identified in the vulnerability assessment and your ability to complete the equipment installations within your budget and the grant performance period.

**(2,200 Character Max not including spaces)**



## V. Milestones

Provide description and associated key activities that lead to the milestone event over the FY 2016 NSGP period of performance. Start dates should reflect the start of the associated key activities and end dates should reflect when the milestone event will occur. Applicants should provide no more than 10 milestones.

**(1,000 character max - not including spaces)**

	Milestone	State Date	Completion Date
Remaining Characters in Table: 1000			
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			



# Investment Justification (IJ)

## Section V: Milestones

**Points: 9**

- Provide description and associated key activities that lead to the milestone event.
- Start dates should reflect the start of the associated key activities and end dates should reflect when the *MILESTONE EVENT WILL OCCUR*.

*Item 1. Could relate to the date you expect you will have submitted the other application documents. Item 2. Could indicate when you expect to have obtained all of your bids.*

Think about how LONG this process can take. Think about working around work, school and holiday schedules. Keep in mind that a new grant fiscal year will debut at the 12 month mark.

**(1000 Character Max not including spaces)**

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# TIMELINE of the Grant Activities

- **DHS/FEMA - Announced NSGP Funding on February 17, 2016**
- **Cal OES announced IJ Application Webinars March 3, 2016**
- **IJ Webinar March 8, 2016**
- **IJ Webinar March 10, 2016**
  
- **IJ Applications, Contact Sheets, Vulnerability Assessments, Vulnerability Assessment Worksheets, and Mission Statements are due to [Nonprofit.Security.Grant@caloes.ca.gov](mailto:Nonprofit.Security.Grant@caloes.ca.gov) no later than midnight on **April 1, 2016****

**NO late submissions will be accepted (No exceptions)**



# TIMELINE of Grant Activities (Cont.)

- **Cal OES submits all reviewed and scored IJs and Mission statements to DHS/FEMA** **April 25, 2016**
- **DHS/FEMA announces FY 2016 Awardees** **on/before Sept. 30, 2016**
- **Subrecipients notified of Awards** **Sept. 30, 2016**
- **Subrecipient Required Documents Workshops** **Oct. 2016**
- **Required Documents are to be submitted to Cal OES** **TBD**  
*no later than 45 days after last workshop held*
- **Project Start Date** **Approx. Dec. 31, 2016**  
(Not until subrecipient has submitted all their Required Documents, and received their Environmental Historical Preservation (EHP) Approval notification from Cal OES.)
- **Grant Performance period ends** **May 31, 2019**



## VI. Project Management

**Describe the project management, including:**

- Who will manage the project
- Description of any challenges to the effective implementation of this project
- Coordination of the project with State and local homeland security partners

**(2,000 character max - not including spaces)**



# Investment Justification (IJ)

## Section VI: Project Management

Points: 5

- Who will manage the project
- Any challenges to the effective implementation of the project
- Coordination of the project with State and local Homeland Security partners

**(2,000 Character Max not including spaces)**



## VII. Impact

What measurable outputs and outcomes will indicate that this Investment is successful at the end of the FY 2016 NSGP period of performance? Which specific Goal core capabilities does this investment work to achieve? Explain how this Investment supports the building or sustaining of these Goal core capabilities.

**(2,200 character max - not including spaces)**

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# Investment Justification (IJ)

## Section VII: Impact

Points: 4

- Describe the measurable outputs and outcomes that will indicate that this Investment is successful at the end of the FY 2016 NSGP period of performance.
- How will this investment of funds and equipment make your facility a safer place?

**(1,500 Character Max not including spaces)**



### Bonus: Funding History

Nonprofit applicants that have not received NSGP funding in the past will receive one bonus point to their final State score at the time of application submission to FEMA. If the nonprofit organization has received NSGP funding in the past, provide the funding source, funding amount, funding year, and the investment type.

NSGP Funding in the Past *(yes/no)*

Year(s) NSGP Funding Received

Funding Amount

Investment Type

#### Additional Information

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# Funding History

- Funding History-Previous Request Name and Funding: If the nonprofit organization has received NSGP funding in the past, provide the funding source, funding amount, funding year and investment type.
- Preference will be given to nonprofit organizations that have not received prior years funding.
- An additional point will be awarded to applicants who have not previously received funding.

**(700 character limit not including spaces)**



# Scoring of Your IJ

These grants are competitive, meaning that your applications will be ranked in comparison to all other applications received.

- Is the application complete?
- Did you provide a copy of your Mission Statement and a description of the community you serve? What role would you play in responding to or recovering from an attack? What is the symbolic importance of your site is as a possible target?
- Did you thoroughly present your organization's risk factors?
- Did you adequately explain your organization's unique vulnerability to the identified risks?
- How well did you explain the potential consequences of an attack to your facility?
- Did you explain how the requested target-hardening equipment would mitigate (lessen the impact of) a terrorist attack?
- Did you explain how well the proposed activities would prevent, or protect against, a terrorist attack?



# Scoring Your IJ (Cont.)

- ❑ The SAA will develop a prioritized list of your Investment Justifications. Successfully ranked IJs will be attached and sent to Department of Homeland Security (DHS) as an application.

SAA Scoring of IJ sections:

Section I	Not scored
Section II	2 possible points
Section III	12 possible points
Section IV	8 possible points
Section V	9 possible points
Section VI	5 possible points
Section VII	4 possible
<b>TOTAL</b>	<b>40 points possible</b>



# Scoring Your IJ (Cont.)

At DHS the applications will be reviewed, and award determinations will be made through a panel of evaluators from across DHS, including the Office of Infrastructure Protection, the Domestic Nuclear Detection Office and the Office of Intelligence and Analysis. Factors they consider:

- Identification and substantiation of prior threats or attacks (from within or outside the U.S.) by a terrorist organization, network or cell against the applicant.
- Symbolic value of the site(s) as a highly recognized national or historical institution(s) that renders the site as a possible target of terrorism.
- Role of the applicant nonprofit organization in responding to terrorist attacks.
- Integration of nonprofit preparedness with broader State and local preparedness efforts.
- Complete, feasible IJs that address an identified risk, including threat and vulnerability.
- Not having received prior years' NSGP funding.
- Risk profile.



# Next Steps

1. DHS makes **Award Determination** (usually near the end of **September**).
2. Successful applicants receive a **Notification of Subrecipient Award Approval** letter.
3. Successful Applicants will then need to meet several other application requirements before Cal OES notifies them that they have final approval to proceed.

Cal OES will post a list of the successful California applicants on our website. <http://www.caloes.ca.gov/cal-oes-divisions/grants-management/homeland-security-prop-1b-grant-programs/infrastructure-protection-grants>.



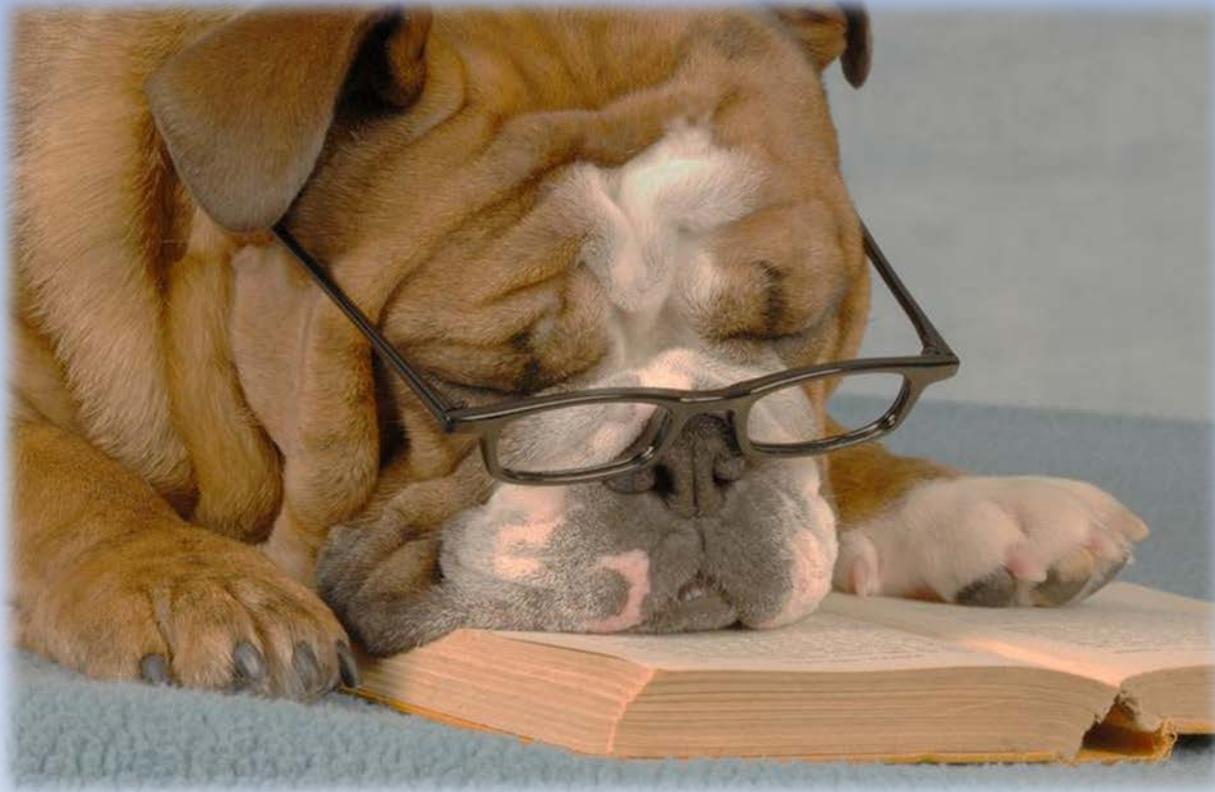
# Next Steps (Cont.)

Cal OES will then conduct a REQUIRED DOCUMENTS training workshop, sometime in October, to explain the rest of the application process.

The following topics will be covered again at the next workshop but are included because they have come up frequently during the Q & A sessions at the end of previous IJ workshops. They are:

- M&A
- Indirect Costs
- Allowable/Not Allowable Costs
- What to expect IF you receive an award
- What are the Procurement/Financial Guidelines





# What to Expect *If* You Receive An Award

- Assistance with the grant process from your Program Representative.
- To Attend a Mandatory Required Documents Workshop.
- Site Visits from your Program Representative.
- Monitoring Visits from Cal OES Monitoring Staff.

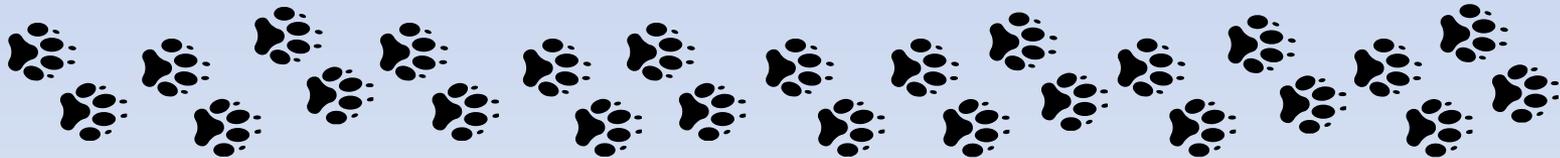


# What Guidelines Do You Follow?

\*2 CFR Part 200 (Super Circular) provides guidelines for tracking and spending award dollars.

[http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)

\*All rules and regulations stated in the FY 2016 NSGP federal Notice of Funding Opportunity, the Cal OES State Guidance, and outlined in the grant Assurances agreement.



# Procurement Standards

- Reimbursement of any arrangement in which a consultant offers to provide free/paid services before an applicant receives a grant in return for future services is prohibited by federal regulations.
- Procurement refers to the purchasing of **supplies, equipment, or services**. Procurement guidelines exist that ensure subrecipients adhere to federal law when spending federal dollars.
- For the NSGP grant, all purchases will be considered *small purchases (under \$150,000)*. The subrecipient must provide proof of obtaining **at least two estimates** for goods or services over \$3,000.



# You Must Obtain a Minimum of Two Bids for Project Contracts and for Grant Expenditures

- § 215.43 Competition.
- All procurement transactions shall be conducted in a manner to provide, to the maximum extent practical, open and free competition. The recipient shall be alert to organizational conflicts of interest as well as noncompetitive practices among contractors that may restrict or eliminate competition or otherwise restrain trade. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, invitations for bids and/or requests for proposals shall be excluded from competing for such procurements. Awards shall be made to the bidder or offeror whose bid or offer is responsive to the solicitation and is most advantageous to the recipient, price, quality and other factors considered.
- *Make sure there is no conflict of interest in your purchasing decisions.*
- *The Authorized Agent should not be the Vendor.*



# VENDOR LICENSING

The State of California Contractor's State License Board requires that anyone charging \$500 or more to perform construction work must be licensed.

- Alarm installers are licensed through the Bureau of Security & Investigative Services.

Contractors are required to have their license number on business cards, bids, contracts and invoices.

Licensing information and status can be checked at:

<http://www.cslb.ca.gov/>

<https://www2.cslb.ca.gov/OnlineServices/CheckLicenseII/CheckLicense.aspx>

and <http://www.bsis.ca.gov/>



# Resources

Cal OES Website: <http://www.caloes.ca.gov/>

Direct Link to FY 2016 NSGP materials:

<http://www.caloes.ca.gov/cal-oes-divisions/grants-management/homeland-security-prop-1b-grant-programs/infrastructure-protection-grants>

FEMA FY 2016 UASI NSGP Grant Website:

<http://www.grants.gov/web/grants/search-grants.html>

Authorized Equipment List/Responder Knowledge Base:  
(Categories 14 and 15 only)

<https://www.llis.dhs.gov/knowledgebase/authorized-equipment-list-ael>



# Resources (Cont.)

## California State Threat Assessment Centers (STAC)

<http://calstas.org/>

☐ Sacramento: 916-874-1100; [info@calstas.org](mailto:info@calstas.org)

## Regional Terrorism Threat Assessment Centers (RTTACs):

☐ San Francisco: 415-436-8822

☐ Los Angeles: 562-345-1100

☐ San Diego: 858-503-5604

☐ Orange County: 714-628-3024

☐ Sacramento: 916-808-8383



# INFRASTRUCTURE PROTECTION GRANT UNIT

This unit is responsible for the overall grant management of the **Nonprofit Security Grant Program (NSGP)**, Border Interoperability Demonstration Pilot Program (BIDP), Operation Stonegarden (OPSG) and the State and Local Implementation Grant (SLIGP).

## **NSGP Program Representative:**

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## **NSGP Program Representative:**

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## **Program Representatives:**

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# Questions?

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**WE ARE HERE TO HELP**

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