

The Nonprofit Security Grant Program (NSGP) is administered by FEMA and the Department of Homeland Security. It offers financial assistance for physical security improvements at nonprofit entities identified as at-risk targets for attacks (whether it be from organized terror groups or lone perpetrator extremists).



FEMA

Key Details and Timeline:

- NSGP is a competitive grant, meaning that funding is not guaranteed. Factors such as the total amount of funding requested, funding made available, and the competitive review and scoring process dictate final awarding.
- The program will cover up to \$150,000 of security improvement costs per site.
- Organizations are allowed to apply for up to three sites per year (\$450,000 total for the organization).
- Each site must have a different physical address.
- The program funding is renewed annually, there is no limit to the number of years an organization can apply and be granted funds.
- The application process is in process for 2024 and is likely to end by the end of May.
- Award decisions will be made in July/August.
- Actual spending can commence in October/September.

The application is not made to FEMA but rather to the State Administrative Agency (SAA), which also handles the distribution of the awards. Each state may have a slightly different process to work with the SAA but the following steps are the same regardless of state.

Process Steps

1 Determine Your Eligibility as an Organization

Candidates must be non-profit, tax-exempt 501(c)(3) or 501(a) organizations. This includes, but is not limited to:

- Places of worship (churches, synagogues, mosques...)
- Private schools, both secular and non-secular
- Community/social/shelter/crisis centers
- Medical and science facilities
- Museums, camps, and event venues

Excluded organizations include:

- For-profit businesses and hospitals
- Kiwanis, Rotary, Lions Clubs, etc.
- Utility companies
- Labor unions, HOAs, and other such "group" organizations
- Public schools (however, research the GEERS program for your state, some states are allocating these funds to cover physical security improvements)
- Government or municipal entities (however, research the COPS program, offered by the Department of Justice, which will help pay a portion of certain local government agency's security improvements)

2 Determine Your SAA Its Application Deadline

1. Go to [State Administrative Agency \(SAA\)](#)
2. Find your state on the list.
3. Select the website link for your state (second column) and search for “NSGP” on the state site.
4. If that does not produce results, contact the agent listed on the FEMA NSGP SAA page (third column) and ask for directions on the application process.
5. Throughout the process, your organization will be referred to as a subapplicant, as the SAA is the actual applicant for the FEMA funding (applying on your behalf).
6. **The SAA establishes the application deadline** (which will be earlier than any stated deadline for the SAA’s to submit applications to FEMA).

3 Determine Your Application Address and Its Funding Stream

The award is based on the facility’s physical address, and there are two categories:

1. High-risk urban area – this application will be routed through the **NSGP-Urban Area (UA)** funding stream. Verify your eligibility with your SAA.
2. Outside of the high-risk urban area – this application will be routed through the **NSGP-State (S)** funding stream.

4 Understand What Allowable Projects/Activities Are

Allowable:

- Alarm systems and access controls
- Security cameras
- Physical security (gates, fences, barrier protection, bullet or blast-resistant windows and doors)
- Planning, training, exercises
- Cybersecurity investments

Unallowable:

- Facial recognition or license plate reading software
- Weapons or weapon training
- Operational expenses or salaries
- Direct hiring of public safety personnel
- Studies

5 Prepare Subapplication Materials

This will entail providing:

1. **Mission statement**
 - Write on official letterhead, if available.
 - Describe the “who, what, and why” of the organization’s purpose.
 - This will be used to validate the information in the Investment Justification and to categorize the facility (ideology-based, education, medical, and other).
2. **Vulnerability Assessment** Identifies vulnerabilities in the context of threats, risks, and consequences of potential attacks at a facility.

3. Supporting Documents

- Anything that will help validate and describe the threats, risks, and vulnerabilities that your facility is facing (e.g., police or insurance reports).
- Contact your SAA for specifics and examples of the requirements for supporting documents.

4. Any additional requirements from your specific SAA

5. Investment Justification

- This is a standard form created by FEMA.
- Required for EACH physical location applying.
- Outline the proposed expenditures.
- Include budget estimates.
- Include a deployment timeline and project plan.
- Any equipment requested should be directly linked to the threats, vulnerabilities, and potential consequences of events described in the Vulnerability Assessment.
- Summarize the mission statement, threat/risk/vulnerability assessment, and supporting documents (this may seem redundant to items 1, 2, and 3, but those original documents do not travel with the investment justification throughout the application process to FEMA and without knowledge of this information, the panel will likely turn down the application).
- The Investment Justification form needs to be opened in Adobe Acrobat Reader. Once in Acrobat Reader, press the “Enable All Features” button to view the form.
- No attachments are allowed.

6 Get a UEI Number (or Unique Entity ID)

- If your organization was previously assigned a DUNS Number, it has been replaced by a new UEI value. You can log in at sam.gov to check your new UEI.
- If you do not already have a UEI (or DUNS, from which to get a UEI), register for a UEI number at SAM.gov
 - There is a helpful video halfway down the page that explains the process. The video is also found here: [Get a Unique Entity ID](#)
 - Then, obtain an Employer Identification Number (EIN) and register in the System for Award Management at sam.gov; your organization will be assigned a Unique Entity Identifier (UEI) once registered.
- The UEI is not necessarily needed for the application process, but it will be required for the SAA to distribute the final award to your organization.

7 Submit Your Application

Advice to Improve Success

1. If you hire a grant writer, review their work, and remember that the non-profit must sign the application, not the grant writer.
2. Incomplete application packages will be disqualified.
3. Review all requests for only allowable expenditures.
4. Non-profits may not act as pass-through for government or for-profit entities.
5. Start early.
6. The threat risks must be tied to existing physical vulnerabilities.
7. Contract security or any hiring outside of the nonprofit cannot be sole-sourced.
8. The project content and goals should be logical, reasonable, and attainable.
9. Do not exceed the funding caps (\$150,00 per site, \$450,00 per organization).
10. Explore peer-to-peer support.
11. Vulnerability assessments should not be any older than five years.
12. Avoid any conflict of interest between grant writers and contractors/vendors executing awards.

Additional resources

- The main web page for the program: [NSGP Home Page](#)
- An easy-to-understand PowerPoint summary: [NSGP Summary Slide Deck](#)
- A comprehensive manual describing the 2023 NSGP and other programs: [FEMA manual](#)
- An easy-to-follow step-by-step guide for the applications process: [Step-By-Step Process](#)
- For FEMA's NSGP-specific questions, or more information about the federal process, feel free to contact them by email at: FEMA-NSGP@fema.dhs.gov