2024 Nonprofit Security Grant Program

PRESENTED BY VERMONT EMERGENCY MANAGEMENT-HOMELAND SECURITY UNIT

OVERVIEW OF PRESENTATION

HSU and NSGP Overview

NSGP Application Pre-Work

Completing your Application

OUR MISSION

The Vermont Homeland Security Unit's mission is to support federal, state, local, and private sector efforts to prevent, protect against, and prepare for threats and acts of terrorism against the State and its visitors. Although counterterrorism is the main mission, many Homeland Security funded projects and initiatives support capabilities that can be applied to other threats and hazards as well.

OUR TEAM

Laney Knapp – Homeland Security Program Manager

Cally Audet – Homeland Security Program Manager

vacant – Homeland Security Program Chief

OVERVIEW

- The Nonprofit Security Grant Program is one of the three grant programs that constitute the DHS/FEMA's focus on enhancing the ability of state, local, tribal, and territorial governments, as well as nonprofits, to prevent, protect against, respond to and recover from terrorist attacks.
- Other grant opportunities managed by the VEM-HSU include:
  - Homeland Security Grant Program
    - State Homeland Security Grant Program (SHSP)
    - Operation Stonegarden (OPSG)
- In FY 2024, the total amount of funds under the NSGP program is $274.5 million, with $137.25 million directed towards the NSGP-State program.

ELIGIBILITY

- Nonprofit organizations that are described as an Internal Revenue Service (IRS) 501 (c)(3) entity and exempt from tax under section 501(a) of the Internal Revenue Code.
- 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 exception from the IRS.
- Organization should be determined to be at a high risk of a terrorist attack.
- **Note:** The State of Vermont (HSU) is the only entity eligible to apply for NSGP funds on behalf of nonprofit organizations. Nonprofit organizations must apply for funds through the Homeland Security Unit.

Entities not Eligible

- Utility companies
- For-profit transportation companies, such as a company offering bus service
- For-profit hospitals
- Organizations active in politics, lobbying, and advocacy work
  - Volunteer Fire Departments
  - Community Services Organizations (Kiwanis, Rotary, and Lions Clubs)
  - Homeowner Associations
- Labor, agricultural or a horticultural organization
  - Labor unions, county fairs, and flower societies are examples of these types of groups.
- This is not an exhaustive list. If you are interested in applying, please contact us and we are happy to inquire about eligibility.

FUNDING PURPOSE

- NSGP provides funding support for physical security enhancements and other security activities to nonprofit organizations that are at high risk of a terrorist attack.
- This includes things like:
  - Physical Security Enhancement Equipment
  - Security related training
  - Construction costs
  - Planning Costs
  - Training/Exercises
- Nonprofit Organizations with one site may apply for up to $150,000.00 for that site. Those with multiple sites can apply for $150K for up to three sites, for a total of $450,000.00

ALLOWABLE COSTS

- The FEMA Authorized Equipment List (AEL) outlines what equipment is allowable under this program.
  - **Category 03** (System, Public Address)
  - **Category 04** (Public notification and Credentialing), **Category 05** (Software and Firewalls)
  - **Category 06** (Portable Radios), **Category 10** (Generators), **Category 13** (Alert Systems)
  - **Category 14:** (Security Enhancement Equipment)
    - This includes things like lighting, impact resistant doors, sensors and alarms, physical access controls, locks, shatter resistant windows, cameras, backup computer systems, etc.
  - **Category 15:** (Inspection and Screen Equipment)
    - This includes things like: X-ray systems.
  - **Category 21** (Equipment Installation and Training for certain equipment)

A complete list of allowable equipment can be found on the HSU website. No other equipment will be approved.

https://www.fema.gov/authorized-equipment-list

ALLOWABLE COSTS

- Training and Exercise costs are allowable but are limited to an organization's security personnel, staff, members, and volunteers only.
- Training-related costs are limited to attendance fees and related expenses such as materials, supplies, and/or equipment. *Overtime, backfill, and travel expenses are not allowable costs.*
- Allowable training topics are limited to the protection of critical infrastructure key resources, including physical and cybersecurity, facility hardening, and terrorism/other extremism awareness/employee preparedness such as Community Emergency Response Team (CERT) training, indicators and behaviors indicative of terrorist/other extremist threats, Active Shooter training, and emergency first aid training.
- Additional examples of allowable training courses include: "Stop The Bleed" training, kits/equipment, and training aids; First Aid and other novice level "you are the help until help arrives" training, kits/equipment, and training aids; and Automatic External Defibrillator (AED) and AED/Basic Life Support training, kits/equipment, and training aids.
  - Applications should include specific details about any proposed training/exercises, to include topics, organizational attendees/participants, length, and what vulnerability the activity will help mitigate.

ALLOWABLE COSTS (CONT.)

- Planning costs for security or emergency planning expenses and the materials required to conduct planning activities are allowable.
- Planning must be related to the protection of the facility and the people within and should include consideration of individuals with access and functional needs as well as those with limited English proficiency.
- Some examples include, but are not limited to:
  - Development/enhancement of security plans
  - Emergency contingency or Continuity of Operations Plans
  - Evacuation/Shelter-in-place Plans
  - Security Risk Management Plans
  - Emergency Response Plans

UNALLOWABLE COSTS

There are several unallowable costs which include, but are not limited to:

Organizational operating costs

Hiring of public safety personnel

General-use expenditures

Overtime

Development of risk or vulnerability assessments

License Plate Reader Systems (LPRs)

Facial recognition software

Development of Investment Justification

Knox Boxes

Guns/weapons

Landscaping

Initiatives in which federal agencies are the beneficiary or that enhance federal property

Initiatives which study technology development

Proof-of-concept initiatives

Any pre-award costs (including grant writer fees)

Sexual Predator Screening Database

Weapons Training

I AM INTERESTED. WHAT DO I NEED TO APPLY?

To be eligible you must:

- Meet the IRS 501(c)(3) requirements or receive exemption.
- Be able to demonstrate your organization is at high risk of a terrorist attack
- Must not be listed on the Vermont suspended and debarred list.
- Must not be listed on the DPS Vermont Restricted Parties List.
- Must have a valid DUNS (previously UEI) number
- Must read and comply/have written standards for several requirements in 2 CFR.
- Must not supplant

WHAT DO I NEED TO SUBMIT?

- Complete application (Investment Justification) submitted as a PDF
- A vulnerability/site assessment
  - This can be a self assessment using CISA's template, conducted by state/local law enforcement, or an outside contractor (if you've used another format in the past, please contact us for confirmation of acceptability)
- 2-page Signature page submitted as a PDF
- A completed DPS Financial Risk assessment
- Documentation of 501(c)(3) status
- Certificate of Insurance (COI) with current coverage
- And depending on your project you may need some materials outlined on the next slide.

If your project…	You must provide the following:
Is not an Ideology-based/Spiritual/Religious organization	Documentation from the IRS demonstrating status as a **501c3**
is too large for your agency to accomplish in a reimbursement (after-the-fact) in arrears of expenses, you may request pre-payment on a "Limited Cash Advance" basis.	A copy of agency's Cash Advance Policy must be included in the application AND your Agency's cash advance policy must meet the following requirement: A subrecipient must have procedures in place to be compliant with 2 CFR 200.305 as well as 15 USC 1601 Electronic Fund Transfer Act. The subrecipient must deposit cash advance in an interest-bearing account (with some regulatory exceptions) and report any federal grant interest annually to the U.S. Department of Human Services, Payment Management Division.
is requesting equipment	1. Three (3) quotes must be submitted for all single items valued at more than $100.00 per unit. 2. Geographical preference and/or sole source will not be sufficient. 3. Code of Federal Regulations, 2 CFR parts 317-319, requires full and open competition while procuring grant-funded equipment. Please refer to the Procurement Standards guidance included ensure compliance. 4. If (3) quotes are not provided, the applicant must explain the reason why three quotes were not submitted. 5. Equipment must be listed on the DHS Authorized Equipment List (AEL) and Nonprofit Security must be listed under "FEMA Related Grant Programs. The applicant must indicate in their application the Authorized Equipment List number of any requested equipment., etc. See "What Can I Apply For" for a complete list of equipment.
is requesting a vendor-offered training	A vendor provided course description or syllabus and quotes as required by your organizations' procurement policy.
is requesting an increase in the quantity of NSGP-funded equipment already owned by the applicant.	Completed Homeland Security Grant Program (HSGP) Property Records List. A template for the Property Records List can be found by accessing the following link: http://hsu.vermont.gov/homeland-security-unit/funding-opportunities Note: replacement equipment may not be funded.

Step 3: Three Quotes

- Three quotes if requesting equipment of $100 or more
  - Websites
  - By E-Mail
  - Local Companies
- Three quotes for vendor training with syllabus or description.

https://hsu.vermont.gov/homeland-security-unit

An example:

From: Company XYZ <companyxyz@e-mail.com>

Sent: Thursday, January 14, 2021 8:00 AM

To: Doe, John <john. Doe@email.com>

Subject: Quotes for Radio equipment

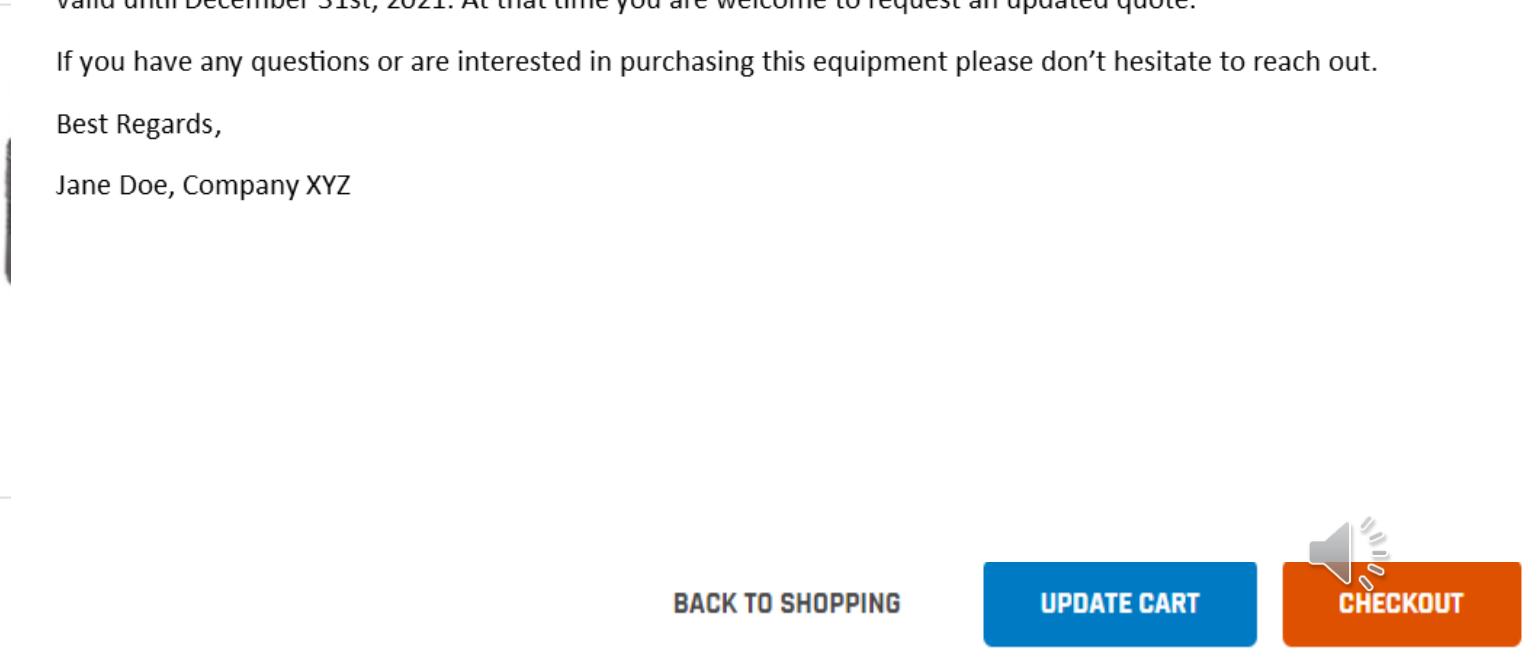
Greetings John,

Thank you for reaching out to request a quote on our radios (Item # 123456). For the 20 radios you are requesting we can quote you at $120.00 a radio, which would bring your total request to $2,400.00. This quote will remain valid until December 31st, 2021. At that time you are welcome to request an updated quote.

If you have any questions or are interested in purchasing this equipment please don't hesitate to reach out.

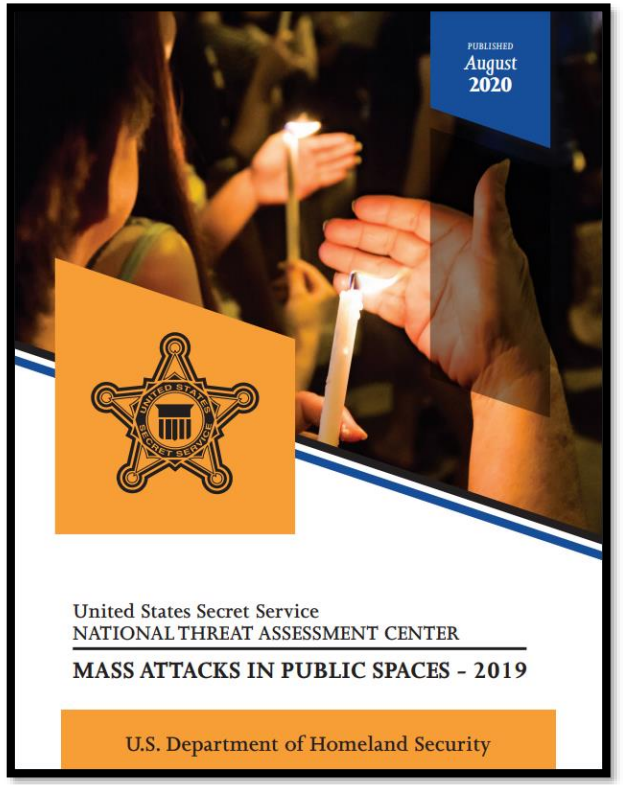
Best Regards,

Jane Doe, Company XYZ



HIGH RISK – PUBLIC SPACES

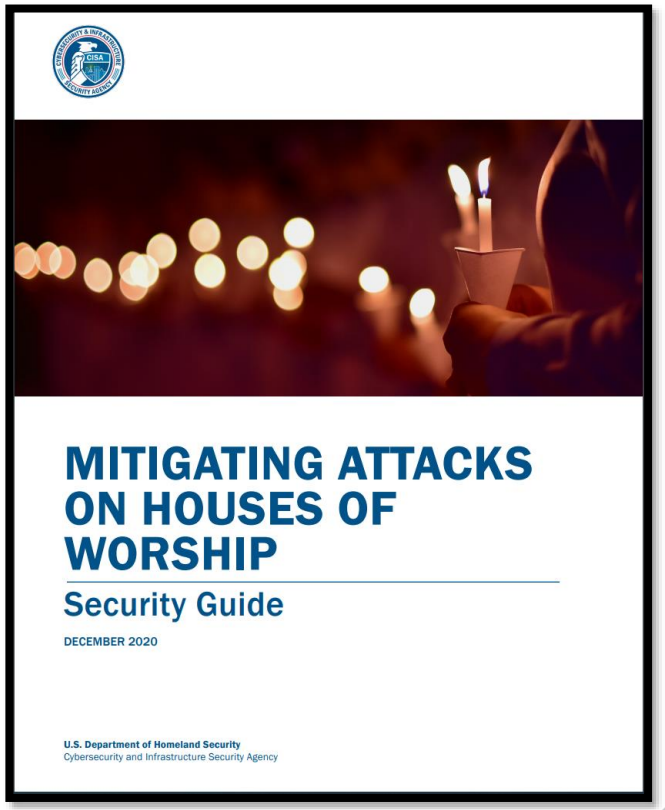
- USSS-NTAC released Mass Attacks in Public Spaces -2019 in August 2020.
- Report studies 34 incidents of mass attacks – in which three or more people, not including the attacker (s), were harmed.
- Some statistics from the study:
  - 59% of the attacks took place at public sites freely accessible to the public.
  - The other 41% took place at semi-public sites.



USSS-NTAS | Mass Attacks in Public Spaces – 2019 | August 2020

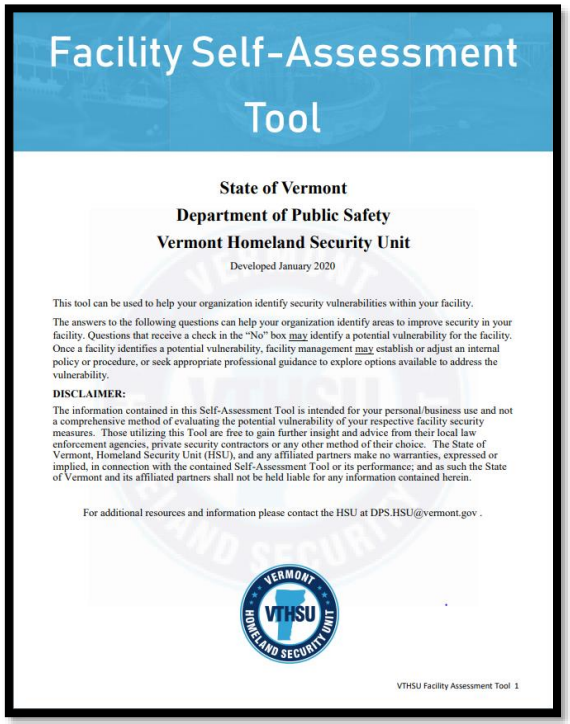
HIGH RISK – HOUSES OF WORSHIP

- DHS-CISA released the "*Mitigating Attacks on Houses of Worship – Security Guide"* in December 2020.
- Guide studied 37 incidents towards houses of worship between 2009 and 2019.
- Some statistics from the study:
  - Religious or racial bias accounted for 67% of suspect motive.
  - 54% of the attacks were towards the Christian denomination.
  - 19% of the attacks were towards the Jewish denomination.



CISA | Mitigating Attacks on Houses of Worship | December 2020

VULNERABILITY ASSESSMENT RESOURCES


Facility Self-Assessment Tool

State of Vermont
Department of Public Safety
Vermont Homeland Security Unit

Developed January 2020

This tool can be used to help your organization identify security vulnerabilities within your facility.

The answers to the following questions can help your organization identify areas to improve security in your facility. Questions that receive a check in the "No" box may identify a potential vulnerability for the facility. Once a facility identifies a potential vulnerability, facility management may establish or adjust an internal policy or procedure, or seek appropriate professional guidance to explore options available to address the vulnerability.

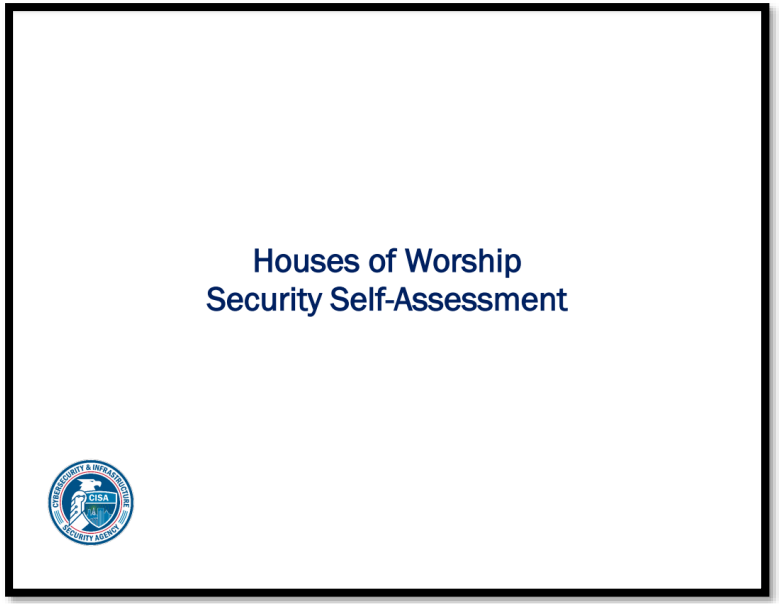
DISCLAIMER:

The information contained in this Self-Assessment Tool is intended for your personal/business use and not a comprehensive method of evaluating the potential vulnerability of your respective facility security measures. Those utilizing this Tool are free to gain further insight and advice from their local law enforcement agencies, private security contractors or any other method of their choice. The State of Vermont, Homeland Security Unit (HSU), and any affiliated partners make no warranties, expressed or implied, in connection with the contained Self-Assessment Tool or its performance; and as such the State of Vermont and its affiliated partners shall not be held liable for any information contained herein.

For additional resources and information please contact the HSU at DPS.HSU@vermont.gov .

VTHSU Facility Assessment Tool 1

[HSU Self-Assessment]


Houses of Worship
Security Self-Assessment

[DHS-CISA Self-Assessment]

[Protective Security Advisor]

WHERE WILL I FIND ALL THIS INFORMATION?

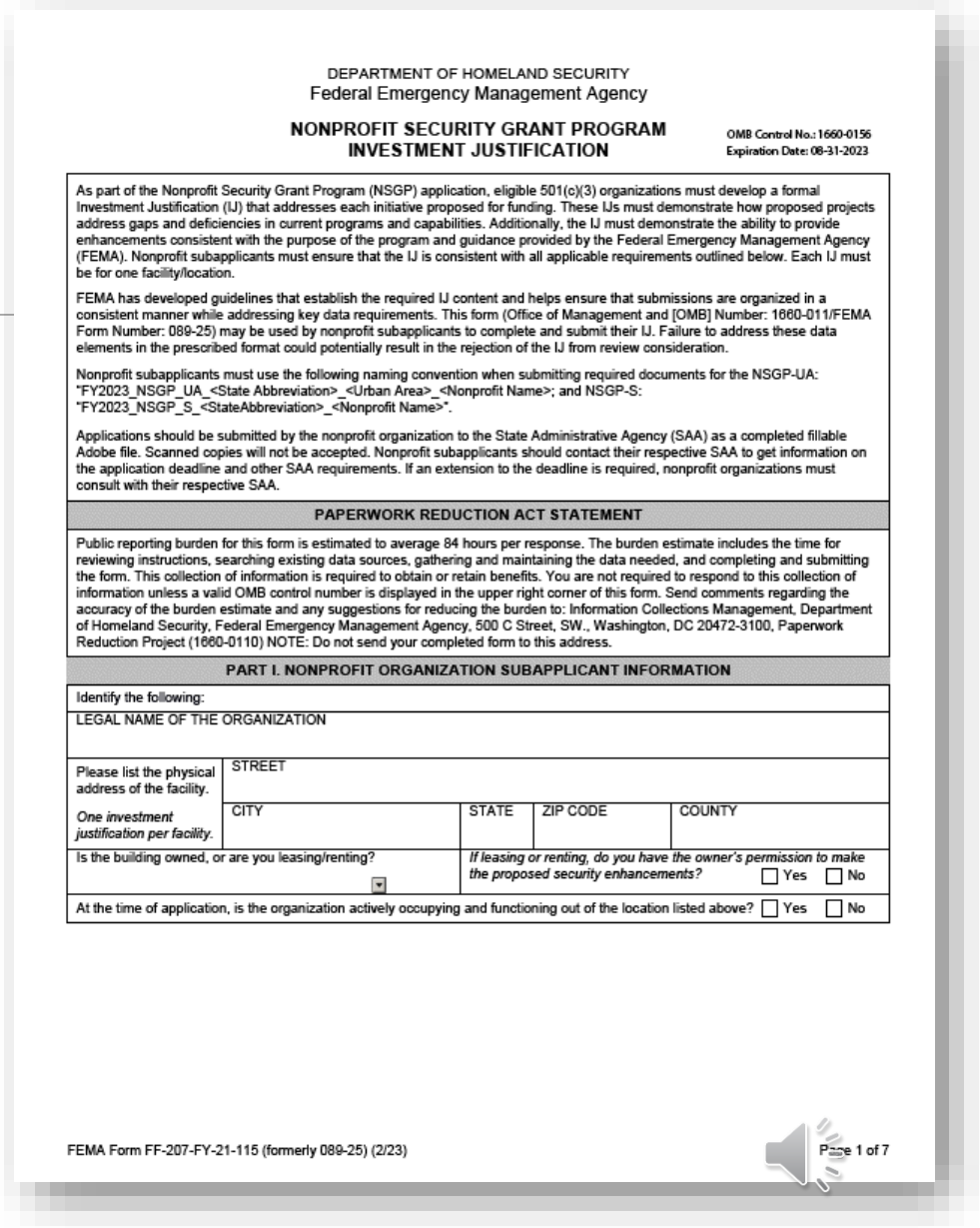
- The relevant year Request for Proposals (RFP) will outline all the items mentioned including.
  - Allowable costs
  - Unallowable costs
  - Eligibility
  - What you need to submit
  - Resources to assist you in completing your application

Investment Justification Walkthrough

IJ Page 1

1. Applicant Information (DHS/FEMA provided PDF)

- Legal Name of the Organization
- Physical Address of the Facility
- County
- Do you own the building?
- If leasing, do you have permission to make enhancements
- Are you currently using the property?



DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency

NONPROFIT SECURITY GRANT PROGRAM
INVESTMENT JUSTIFICATION

OMB Control No.: 1660-0156
Expiration Date: 08-31-2023

As part of the Nonprofit Security Grant Program (NSGP) application, eligible 501(c)(3) organizations must develop a formal Investment Justification (IJ) that addresses each initiative proposed for funding. These IJs must demonstrate how proposed projects address gaps and deficiencies in current programs and capabilities. Additionally, the IJ must demonstrate the ability to provide enhancements consistent with the purpose of the program and guidance provided by the Federal Emergency Management Agency (FEMA). Nonprofit subapplicants must ensure that the IJ is consistent with all applicable requirements outlined below. Each IJ must be for one facility/location.

FEMA has developed guidelines that establish the required IJ content and helps ensure that submissions are organized in a consistent manner while addressing key data requirements. This form (Office of Management and [OMB] Number: 1660-011/FEMA Form Number: 089-25) may be used by nonprofit subapplicants to complete and submit their IJ. Failure to address these data elements in the prescribed format could potentially result in the rejection of the IJ from review consideration.

Nonprofit subapplicants must use the following naming convention when submitting required documents for the NSGP-UA: "FY2023_NSGP_UA_<State Abbreviation>_<Urban Area>_<Nonprofit Name>; and NSGP-S: "FY2023_NSGP_S_<StateAbbreviation>_<Nonprofit Name>".

Applications should be submitted by the nonprofit organization to the State Administrative Agency (SAA) as a completed fillable Adobe file. Scanned copies will not be accepted. Nonprofit subapplicants should contact their respective SAA to get information on the application deadline and other SAA requirements. If an extension to the deadline is required, nonprofit organizations must consult with their respective SAA.

PAPERWORK REDUCTION ACT STATEMENT

Public reporting burden for this form is estimated to average 84 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting the form. This collection of information is required to obtain or retain benefits. You are not required to respond to this collection of information unless a valid OMB control number is displayed in the upper right corner of this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW., Washington, DC 20472-3100, Paperwork Reduction Project (1660-0110) NOTE: Do not send your completed form to this address.

PART I. NONPROFIT ORGANIZATION SUBAPPLICANT INFORMATION

Identify the following:

LEGAL NAME OF THE ORGANIZATION

Please list the physical address of the facility.

One investment justification per facility.

STREET

CITY | STATE | ZIP CODE | COUNTY

Is the building owned, or are you leasing/renting?

If leasing or renting, do you have the owner's permission to make the proposed security enhancements? ☐ Yes ☐ No

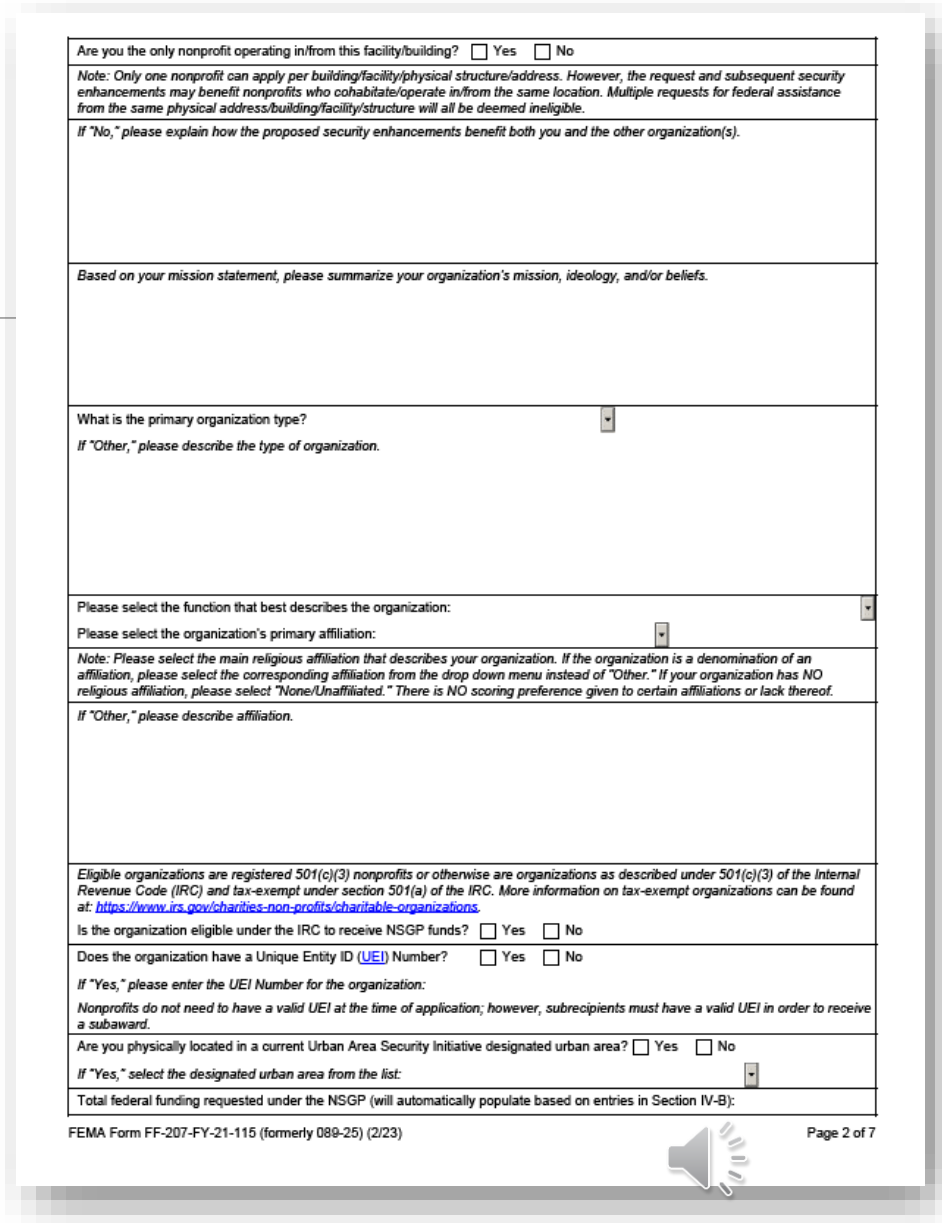
At the time of application, is the organization actively occupying and functioning out of the location listed above? ☐ Yes ☐ No

FEMA Form FF-207-FY-21-115 (formerly 089-25) (2/23)

Page 1 of 7

IJ Page 2

2. **Applicant Information (continued)**
   - Are you the only nonprofit operating in/from this building?
   - Organization's mission, ideology and/or beliefs.
   - Primary organization type- Drop down
   - Function- Drop down
   - Primary affiliation- Drop down
   - 501(c)(3) exempt
   - UEI number
   - UASI (no)



Are you the only nonprofit operating in/from this facility/building? ☐ Yes ☐ No

Note: Only one nonprofit can apply per building/facility/physical structure/address. However, the request and subsequent security enhancements may benefit nonprofits who cohabitate/operate in/from the same location. Multiple requests for federal assistance from the same physical address/building/facility/structure will all be deemed ineligible.

If "No," please explain how the proposed security enhancements benefit both you and the other organization(s).

Based on your mission statement, please summarize your organization's mission, ideology, and/or beliefs.

What is the primary organization type?

If "Other," please describe the type of organization.

Please select the function that best describes the organization:

Please select the organization's primary affiliation:

Note: Please select the main religious affiliation that describes your organization. If the organization is a denomination of an affiliation, please select the corresponding affiliation from the drop down menu instead of "Other." If your organization has NO religious affiliation, please select "None/Unaffiliated." There is NO scoring preference given to certain affiliations or lack thereof.

If "Other," please describe affiliation.

Eligible organizations are registered 501(c)(3) nonprofits or otherwise are organizations as described under 501(c)(3) of the Internal Revenue Code (IRC) and tax-exempt under section 501(a) of the IRC. More information on tax-exempt organizations can be found at: https://www.irs.gov/charities-non-profits/charitable-organizations.

Is the organization eligible under the IRC to receive NSGP funds? ☐ Yes ☐ No

Does the organization have a Unique Entity ID (UEI) Number? ☐ Yes ☐ No

If "Yes," please enter the UEI Number for the organization:

Nonprofits do not need to have a valid UEI at the time of application; however, subrecipients must have a valid UEI in order to receive a subaward.

Are you physically located in a current Urban Area Security Initiative designated urban area? ☐ Yes ☐ No

If "Yes," select the designated urban area from the list:

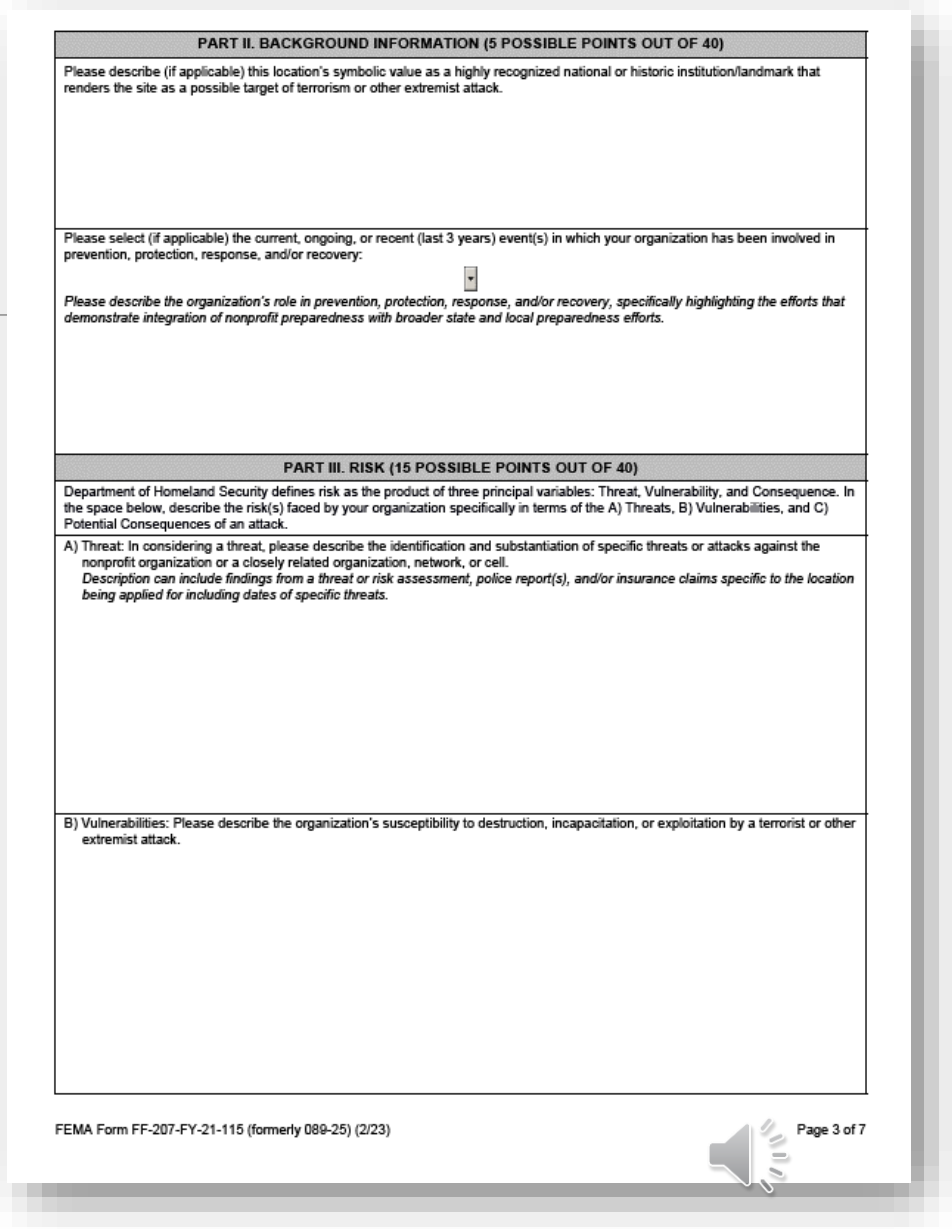
Total federal funding requested under the NSGP (will automatically populate based on entries in Section IV-B):

FEMA Form FF-207-FY-21-115 (formerly 089-25) (2/23) Page 2 of 7

IJ Page 3

2. **Background Information**
   - Symbolic value of the site(s) as a highly recognized national or historic institution that renders the site as a possible target or terrorism
   - Any previous or existing role in responding to or recovering from terrorist attacks.

3. **Risk**
   - Threat
     - Discuss the identification and substantiation of prior threats or attacks specifically against the nonprofit facility for which this applications seeks to support.
     - Address findings from previously conducted risk assessments, police reports and/or insurance claims.
   - Vulnerabilities
     - Address organization's susceptibility to destruction, incapacitation or exploitation by a terrorist attack.



PART II. BACKGROUND INFORMATION (5 POSSIBLE POINTS OUT OF 40)

Please describe (if applicable) this location's symbolic value as a highly recognized national or historic institution/landmark that renders the site as a possible target of terrorism or other extremist attack.

Please select (if applicable) the current, ongoing, or recent (last 3 years) event(s) in which your organization has been involved in prevention, protection, response, and/or recovery:

Please describe the organization's role in prevention, protection, response, and/or recovery, specifically highlighting the efforts that demonstrate integration of nonprofit preparedness with broader state and local preparedness efforts.

PART III. RISK (15 POSSIBLE POINTS OUT OF 40)

Department of Homeland Security defines risk as the product of three principal variables: Threat, Vulnerability, and Consequence. In the space below, describe the risk(s) faced by your organization specifically in terms of the A) Threats, B) Vulnerabilities, and C) Potential Consequences of an attack.

A) Threat: In considering a threat, please describe the identification and substantiation of specific threats or attacks against the nonprofit organization or a closely related organization, network, or cell.
Description can include findings from a threat or risk assessment, police report(s), and/or insurance claims specific to the location being applied for including dates of specific threats.

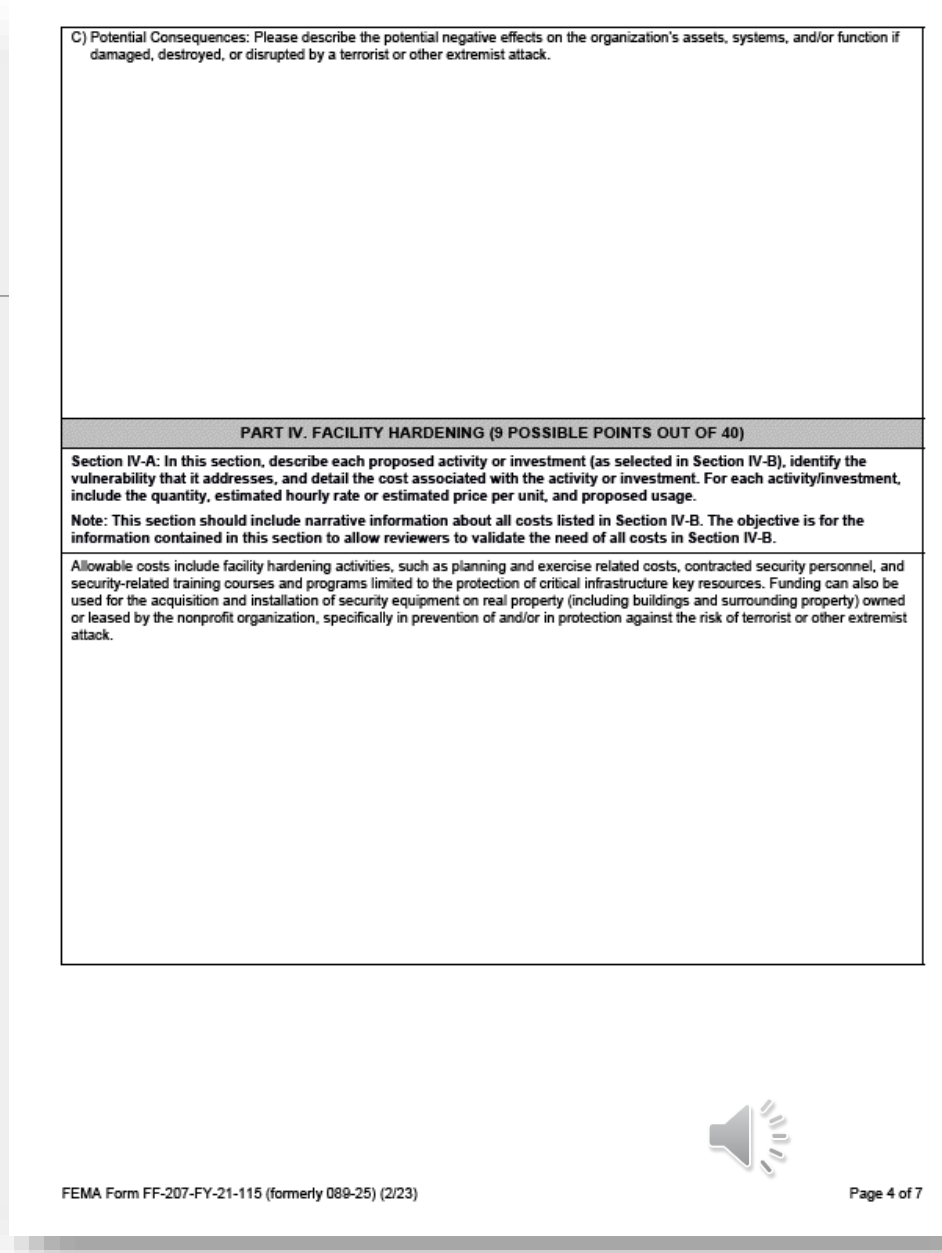
B) Vulnerabilities: Please describe the organization's susceptibility to destruction, incapacitation, or exploitation by a terrorist or other extremist attack.

FEMA Form FF-207-FY-21-115 (formerly 089-25) (2/23) Page 3 of 7

IJ Page 4

3. **Risk (continued)**
   - Potential Consequences
     - Address potential negative effects on organization's asset, system and/or network if damaged, destroyed or disrupted by terrorist attack.

4. **Facility Hardening**
   - Describe how target hardening activities focus on the prevention of and/or protection against terrorist attack for vulnerabilities and risks.
   - Equipment is limited to areas mentioned previously including:
     - **Category 03** (System, Public Address), **Category 04** (Public notification and Credentialing), **Category 05** (Software and Firewalls)
     - **Category 06** (Portable Radios), **Category 10** (Generators), **Category 13** (Alert Systems)
     - **Category 14:** (Security Enhancement Equipment)
       - This includes things like lighting, impact resistant doors, sensors and alarms, physical access controls, locks, shatter resistant windows, cameras, backup computer systems, etc.
     - **Category 15:** (Inspection and Screen Equipment)
       - This includes things like: X-ray systems.
     - **Category 21** (Equipment Installation and Training for certain equipment)
     - https://www.fema.gov/authorized-equipment-list



C) Potential Consequences: Please describe the potential negative effects on the organization's assets, systems, and/or function if damaged, destroyed, or disrupted by a terrorist or other extremist attack.

PART IV. FACILITY HARDENING (9 POSSIBLE POINTS OUT OF 40)

Section IV-A: In this section, describe each proposed activity or investment (as selected in Section IV-B), identify the vulnerability that it addresses, and detail the cost associated with the activity or investment. For each activity/investment, include the quantity, estimated hourly rate or estimated price per unit, and proposed usage.

Note: This section should include narrative information about all costs listed in Section IV-B. The objective is for the information contained in this section to allow reviewers to validate the need of all costs in Section IV-B.

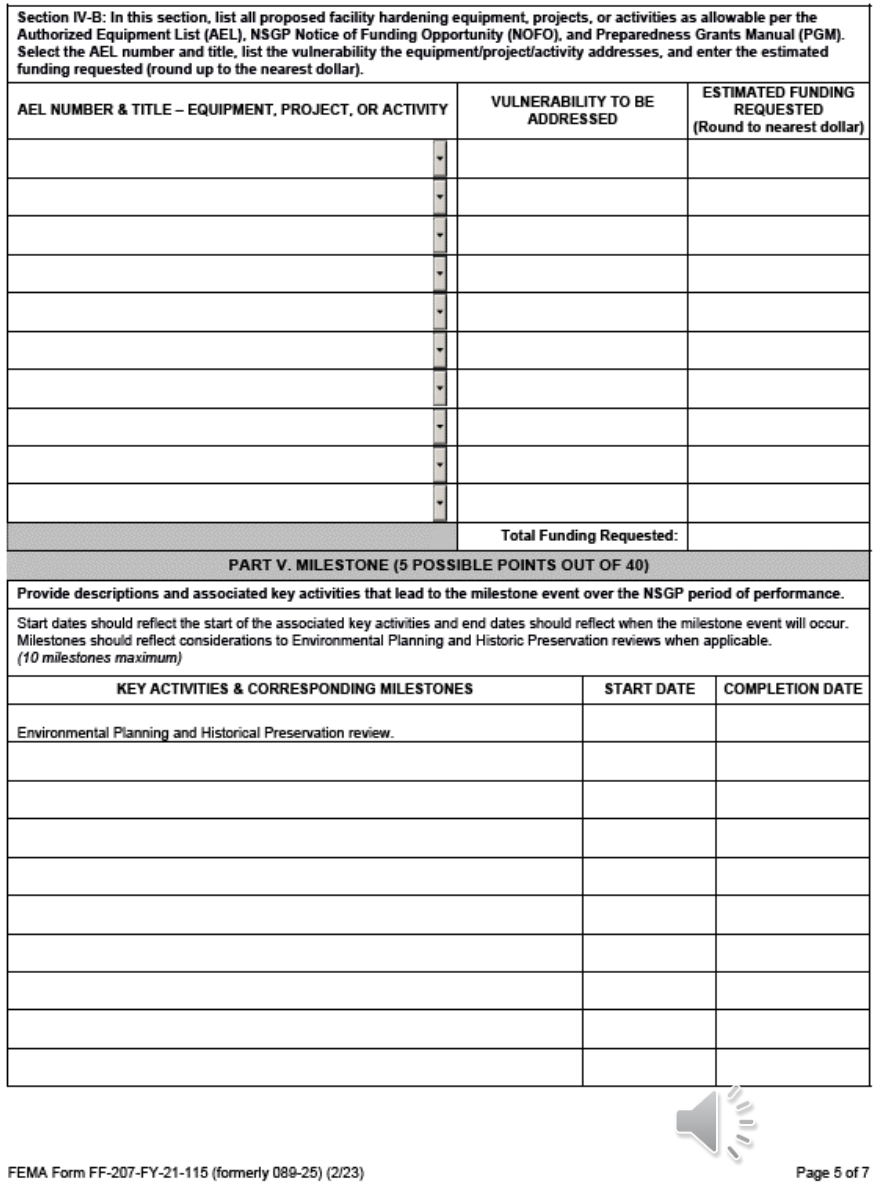
Allowable costs include facility hardening activities, such as planning and exercise related costs, contracted security personnel, and security-related training courses and programs limited to the protection of critical infrastructure key resources. Funding can also be used for the acquisition and installation of security equipment on real property (including buildings and surrounding property) owned or leased by the nonprofit organization, specifically in prevention of and/or in protection against the risk of terrorist or other extremist attack.

FEMA Form FF-207-FY-21-115 (formerly 089-25) (2/23) Page 4 of 7

IJ Page 5

4. **Facility Hardening (continued)**
   - Using the dropdown, select the AEL number, add vulnerability to be addressed and funding requested for each project

5. **Milestones**
   - Describe milestones and key activities that lead to the milestone events over the performance period of grant.
   - Milestones should build upon each other
   - Milestones should present a clear sequence of events that allow the investment to reach its objectives



Section IV-B: In this section, list all proposed facility hardening equipment, projects, or activities as allowable per the Authorized Equipment List (AEL), NSGP Notice of Funding Opportunity (NOFO), and Preparedness Grants Manual (PGM). Select the AEL number and title, list the vulnerability the equipment/project/activity addresses, and enter the estimated funding requested (round up to the nearest dollar).

AEL NUMBER & TITLE – EQUIPMENT, PROJECT, OR ACTIVITY	VULNERABILITY TO BE ADDRESSED	ESTIMATED FUNDING REQUESTED (Round to nearest dollar)
	Total Funding Requested:	

PART V. MILESTONE (5 POSSIBLE POINTS OUT OF 40)

Provide descriptions and associated key activities that lead to the milestone event over the 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. Milestones should reflect considerations to Environmental Planning and Historic Preservation reviews when applicable.
(10 milestones maximum)

KEY ACTIVITIES & CORRESPONDING MILESTONES	START DATE	COMPLETION DATE
Environmental Planning and Historical Preservation review.		

FEMA Form FF-207-FY-21-115 (formerly 089-25) (2/23) Page 5 of 7

IJ Page 6

6. Project Management

- Who will manage project(s)
  - Provide their contact information
  - Describe their subject matter expertise
- What governance structure will be in place to support the implementation of the investment(s)
- Discuss the coordination and inclusion of projects with state and local authorities

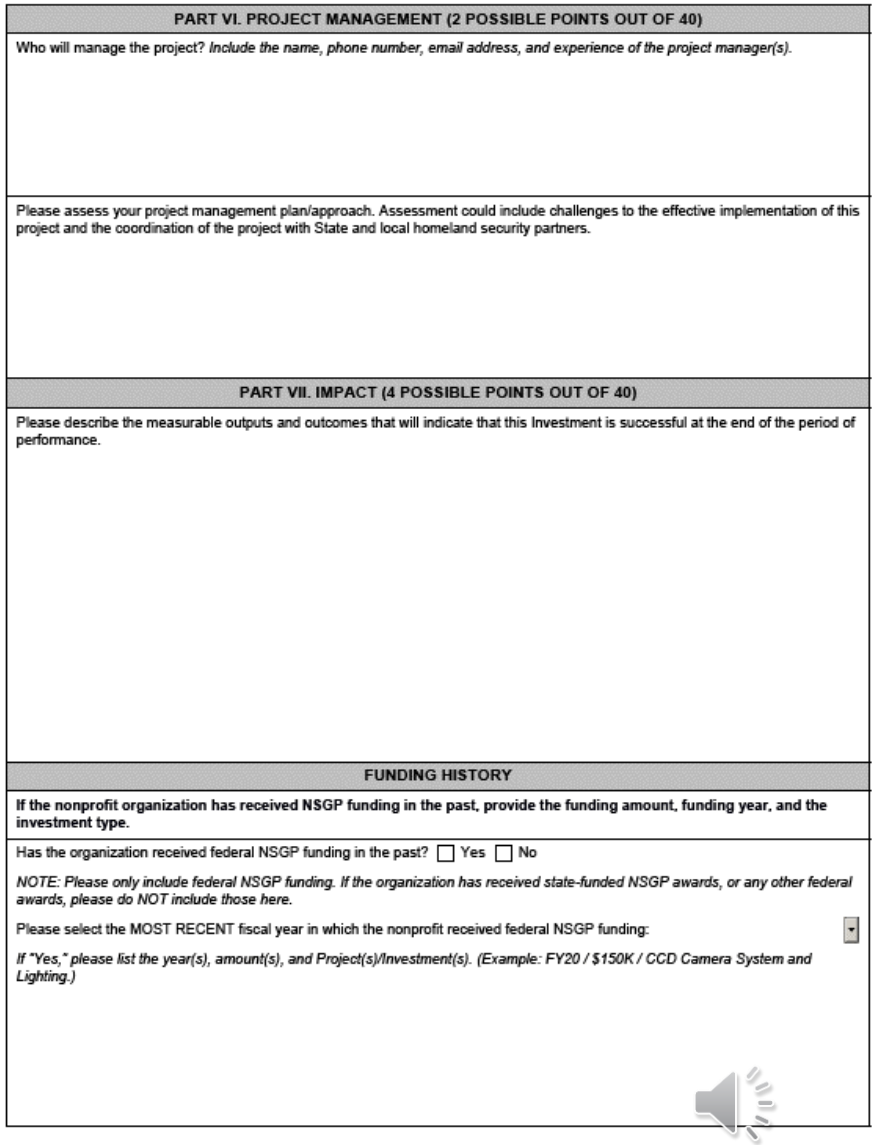
7. Impact

- Provide description of how outputs and outcomes will mitigate risks outlined in the Background and Risk sections

Funding History

Has your facility received NSGP funding before?

If the answer is YES, please provide the year(s) NSGP funding was received, funding amount(s) and Project/Investment description



PART VI. PROJECT MANAGEMENT (2 POSSIBLE POINTS OUT OF 40)

Who will manage the project? *Include the name, phone number, email address, and experience of the project manager(s).*

Please assess your project management plan/approach. Assessment could include challenges to the effective implementation of this project and the coordination of the project with State and local homeland security partners.

PART VII. IMPACT (4 POSSIBLE POINTS OUT OF 40)

Please describe the measurable outputs and outcomes that will indicate that this Investment is successful at the end of the period of performance.

FUNDING HISTORY

If the nonprofit organization has received NSGP funding in the past, provide the funding amount, funding year, and the investment type.

Has the organization received federal NSGP funding in the past? ☐ Yes ☐ No

NOTE: Please only include federal NSGP funding. If the organization has received state-funded NSGP awards, or any other federal awards, please do NOT include those here.

Please select the MOST RECENT fiscal year in which the nonprofit received federal NSGP funding:

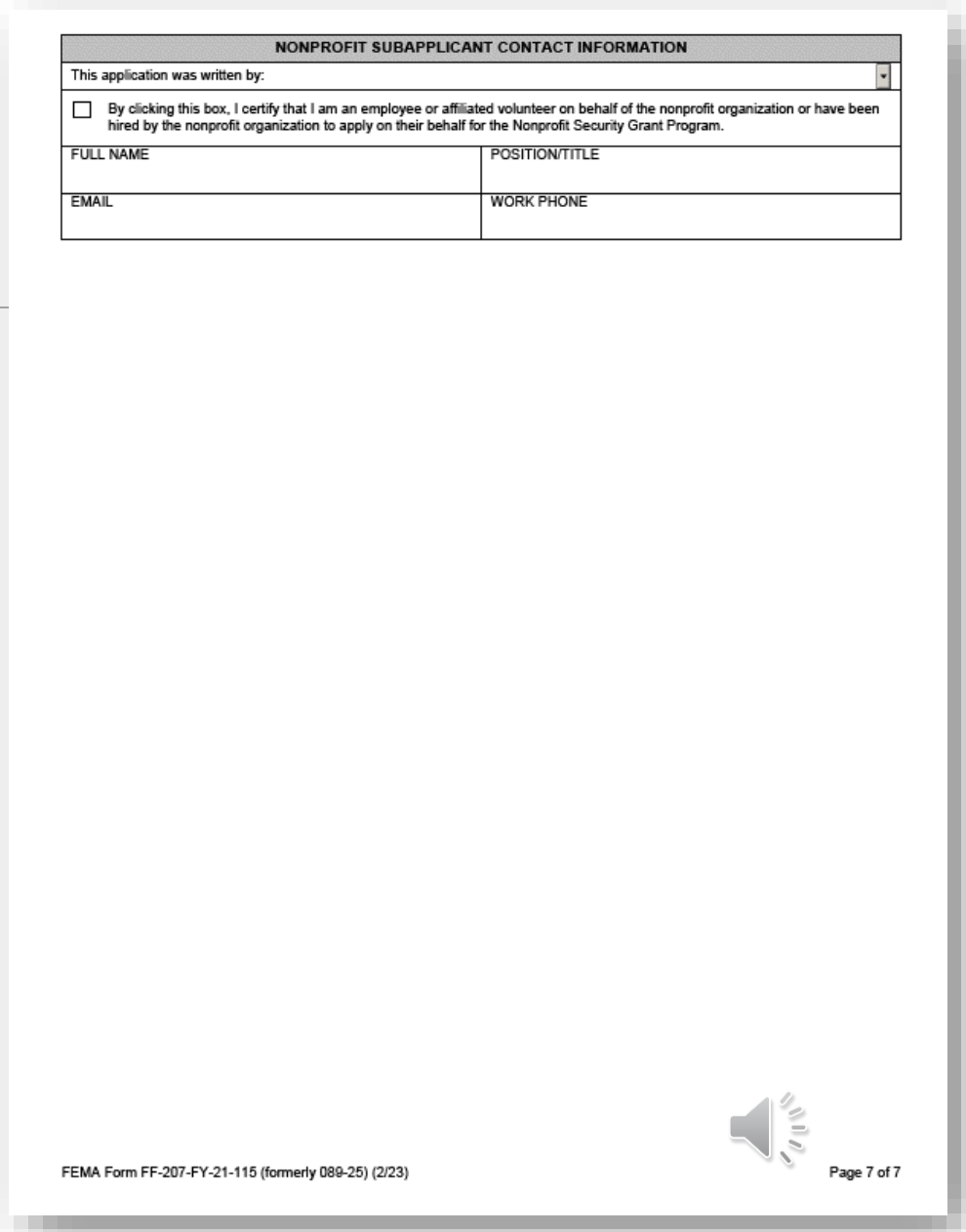
If "Yes," please list the year(s), amount(s), and Project(s)/Investment(s). (Example: FY20 / $150K / CCD Camera System and Lighting.)

FEMA Form FF-207-FY-21-115 (formerly 089-25) (2/23) Page 6 of 7

IJ Page 7

Nonprofit Contact Information

- Certify
- Add Contact information as listed



NONPROFIT SUBAPPLICANT CONTACT INFORMATION	
This application was written by:	
☐ By clicking this box, I certify that I am an employee or affiliated volunteer on behalf of the nonprofit organization or have been hired by the nonprofit organization to apply on their behalf for the Nonprofit Security Grant Program.	
FULL NAME	POSITION/TITLE
EMAIL	WORK PHONE

FEMA Form FF-207-FY-21-115 (formerly 089-25) (2/23) Page 7 of 7

Signature Page Walkthrough

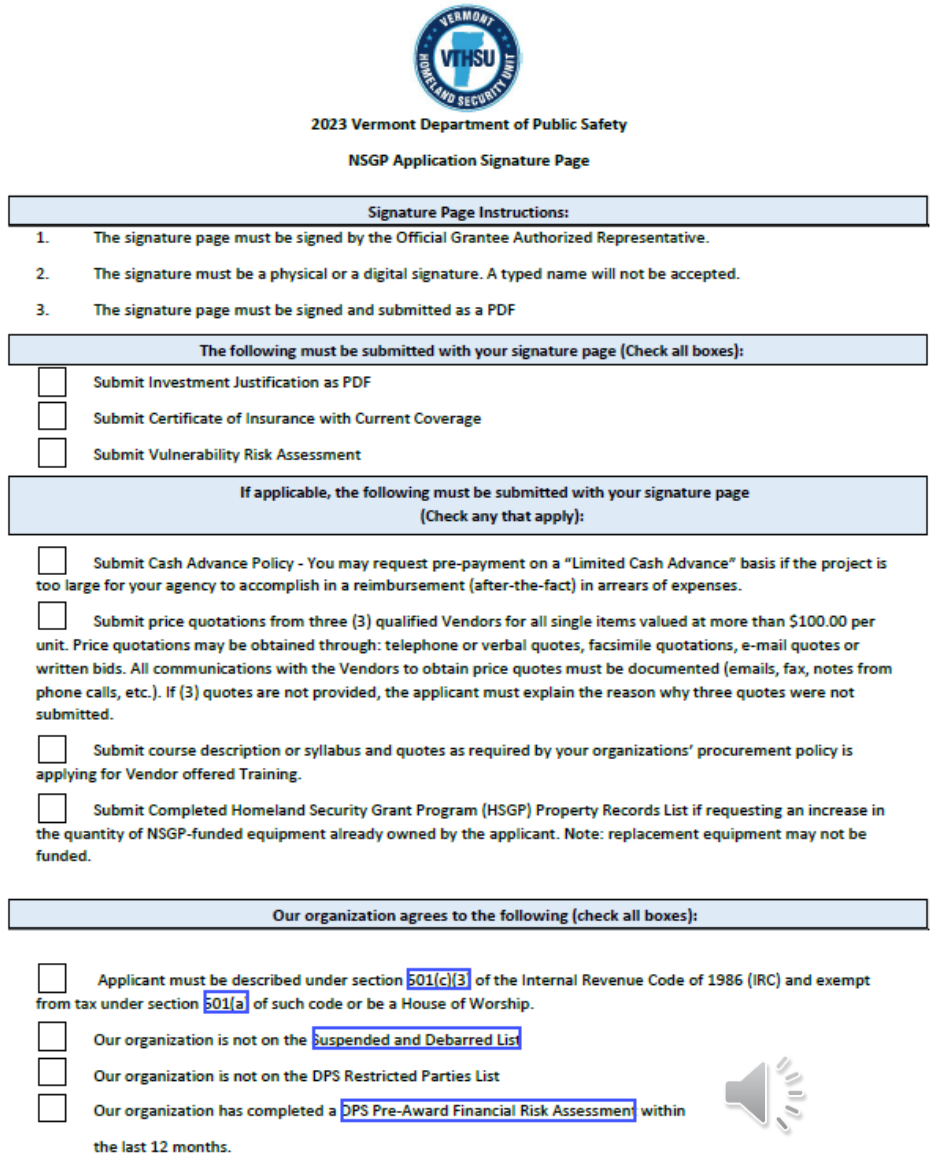
Signature Page 1 of 2

Text Boxes with a blue rectangle around them indicate a clickable link

In the second section:
- Ensure all boxes are checked
  - You must submit all of the documents listed

In the third section:
- Check any boxes that pertain to your organization and this application.
  - You must submit any documents that have been checked off in this section

In the fourth section:
- Ensure all boxes are checked
  - You must be exempt as a 501(c)(3) organization or a House of Worship
  - You must read and agree to all boxes that have been checked off in this section



2023 Vermont Department of Public Safety

NSGP Application Signature Page

Signature Page Instructions:

1. The signature page must be signed by the Official Grantee Authorized Representative.
2. The signature must be a physical or a digital signature. A typed name will not be accepted.
3. The signature page must be signed and submitted as a PDF

The following must be submitted with your signature page (Check all boxes):

☐ Submit Investment Justification as PDF

☐ Submit Certificate of Insurance with Current Coverage

☐ Submit Vulnerability Risk Assessment

If applicable, the following must be submitted with your signature page (Check any that apply):

☐ Submit Cash Advance Policy - You may request pre-payment on a "Limited Cash Advance" basis if the project is too large for your agency to accomplish in a reimbursement (after-the-fact) in arrears of expenses.

☐ Submit price quotations from three (3) qualified Vendors for all single items valued at more than $100.00 per unit. Price quotations may be obtained through: telephone or verbal quotes, facsimile quotations, e-mail quotes or written bids. All communications with the Vendors to obtain price quotes must be documented (emails, fax, notes from phone calls, etc.). If (3) quotes are not provided, the applicant must explain the reason why three quotes were not submitted.

☐ Submit course description or syllabus and quotes as required by your organizations' procurement policy is applying for Vendor offered Training.

☐ Submit Completed Homeland Security Grant Program (HSGP) Property Records List if requesting an increase in the quantity of NSGP-funded equipment already owned by the applicant. Note: replacement equipment may not be funded.

Our organization agrees to the following (check all boxes):

☐ Applicant must be 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 or be a House of Worship.

☐ Our organization is not on the Suspended and Debarred List

☐ Our organization is not on the DPS Restricted Parties List

☐ Our organization has completed a DPS Pre-Award Financial Risk Assessment within the last 12 months.

Signature Page 2 of 2

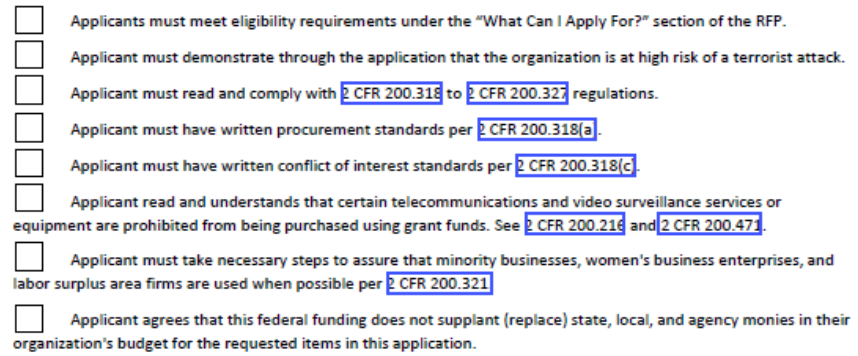
Text Boxes with a blue rectangle around them indicate a clickable link

In the fourth section (continued):

- Ensure all boxes are checked
  - You must read and agree to all boxes that have been checked off in this section

In the final section:

- Add all contact information as directed
- Check the box to certify all information to true and correct
- Signature can be added electronically by clicking on the orange flag and following instructions or manually by printing completed document and scanning after signature is added
- Date can me added by clicking on the box and selecting today's date or can be added when manually signing the document



☐ Applicants must meet eligibility requirements under the "What Can I Apply For?" section of the RFP.

☐ Applicant must demonstrate through the application that the organization is at high risk of a terrorist attack.

☐ Applicant must read and comply with 2 CFR 200.318 to 2 CFR 200.327 regulations.

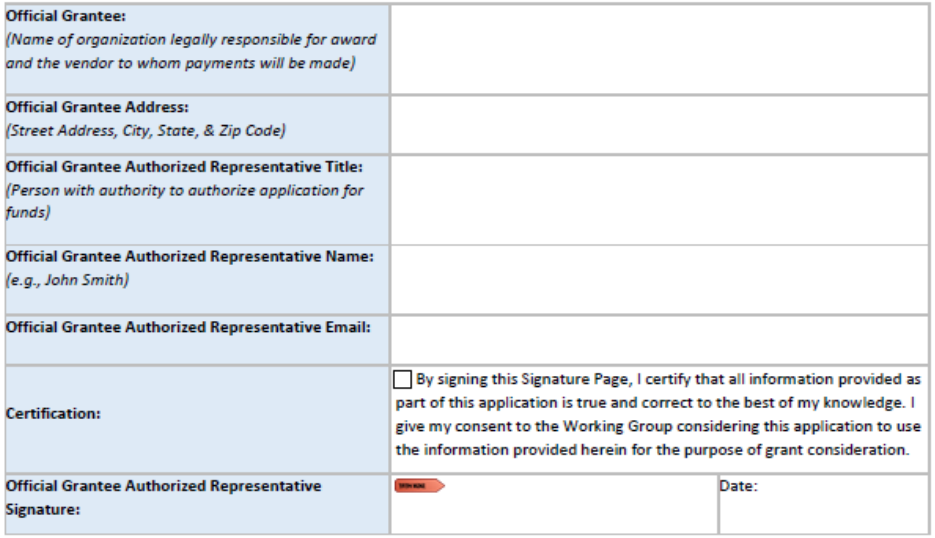
☐ Applicant must have written procurement standards per 2 CFR 200.318(a).

☐ Applicant must have written conflict of interest standards per 2 CFR 200.318(c).

☐ Applicant read and understands that certain telecommunications and video surveillance services or equipment are prohibited from being purchased using grant funds. See 2 CFR 200.216 and 2 CFR 200.471.

☐ Applicant must take necessary steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible per 2 CFR 200.321

☐ Applicant agrees that this federal funding does not supplant (replace) state, local, and agency monies in their organization's budget for the requested items in this application.



Official Grantee: *(Name of organization legally responsible for award and the vendor to whom payments will be made)*		
Official Grantee Address: *(Street Address, City, State, & Zip Code)*		
Official Grantee Authorized Representative Title: *(Person with authority to authorize application for funds)*		
Official Grantee Authorized Representative Name: *(e.g., John Smith)*		
Official Grantee Authorized Representative Email:		
Certification:	☐ By signing this Signature Page, I certify that all information provided as part of this application is true and correct to the best of my knowledge. I give my consent to the Working Group considering this application to use the information provided herein for the purpose of grant consideration.	
Official Grantee Authorized Representative Signature:		Date:

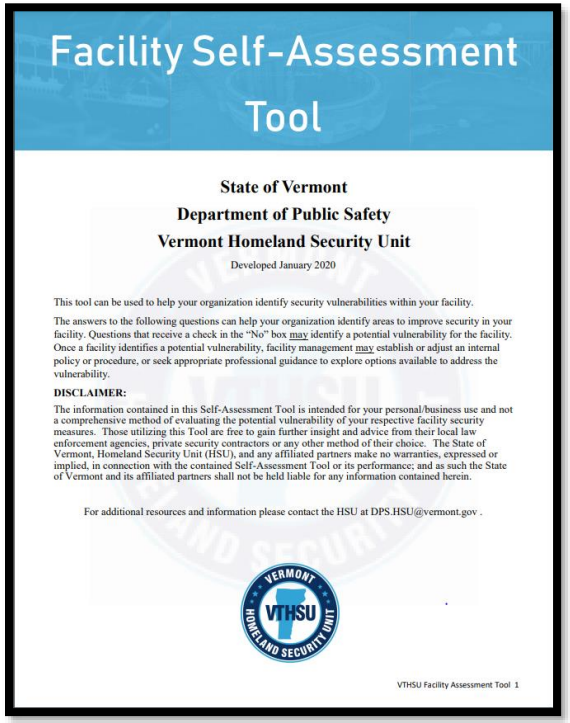
HOW ARE APPLICATIONS SCORED?

- The Working Group consists of representatives from religious organizations, the law enforcement community and nonprofit organizations.
- A score will be calculated for each application.
- Each member of the working group will be provided materials to review and scores to evaluate for group agreement.
- Applications that score high will again be evaluated at the DHS level.
- The Working Group will utilize the Nonprofit Security Grant Program (NSGP) Scoring Worksheet as developed by the Department of Homeland Security (DHS).

Timeline

- May 3rd: Application Period Opens
- May 31st: Application Period Closes
- June 2024: Applications are scored and evaluated
- June/July 2024: Applicants notified of tentative approval/denial
- June 2024: HSU submits application to FEMA
- May-August: EHPs work begins
- September: HSU receives funds from FEMA
- September-October: Subawards are made to approved applicants. Pending no holds on the project and EHP completion/approval (as applicable), spending may begin.

KEY TAKEAWAYS



Facility Self-Assessment Tool

State of Vermont
Department of Public Safety
Vermont Homeland Security Unit

Developed January 2020

This tool can be used to help your organization identify security vulnerabilities within your facility.

The answers to the following questions can help your organization identify areas to improve security in your facility. Questions that receive a check in the "No" box may identify a potential vulnerability for the facility. Once a facility identifies a potential vulnerability, facility management may establish or adjust an internal policy or procedure, or seek appropriate professional guidance to explore options available to address the vulnerability.

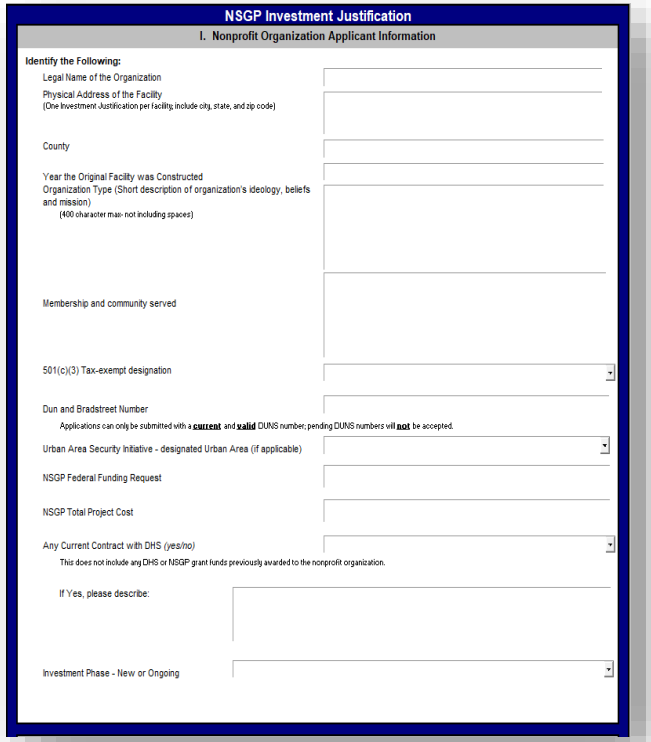
DISCLAIMER:

The information contained in this Self-Assessment Tool is intended for your personal/business use and not a comprehensive method of evaluating the potential vulnerability of your respective facility security measures. Those utilizing this Tool are free to gain further insight and advice from their local law enforcement agencies, private security contractors or any other method of their choice. The State of Vermont, Homeland Security Unit (HSU), and any affiliated partners make no warranties, expressed or implied, in connection with the contained Self-Assessment Tool or its performance; and as such the State of Vermont and its affiliated partners shall not be held liable for any information contained herein.

For additional resources and information please contact the HSU at DPS.HSU@vermont.gov .

VTHSU Facility Assessment Tool 1

Identified Vulnerability



NSGP Investment Justification

I. Nonprofit Organization Applicant Information

Identify the Following:

Legal Name of the Organization

Physical Address of the Facility
(One Investment Justification per facility; include city, state, and zip code)

County

Year the Original Facility was Constructed

Organization Type (Short description of organization's ideology, beliefs and mission)
(400 character max- not including spaces)

Membership and community served

501(c)(3) Tax-exempt designation

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

Urban Area Security Initiative - designated Urban Area (if applicable)

NSGP Federal Funding Request

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

Directly Linked

KEY TAKEAWAYS

- Must be an eligible entity (501c3, house of worship, etc.)
- When describing threat/risk consider events in your community, county, state, New England, the US, the world.
- Application period will close on May 31st, 2024, at 5:00 p.m.

QUESTIONS

- General questions: DPS.HSUGrants@vermont.gov
- Technical Assistance sessions will be held on the following dates:

Technical Assistance Sessions
May 8th, 2024 2:00 p.m. – 3:00 p.m.
May 15th, 2024 11 a.m. – 12 p.m.
May 22nd, 2024 1:00 p.m. – 2:00 p.m.
May 29th 11 a.m. – 12:00 p.m.