Nonprofit Security Grant Application Workshop

Presented by

Cal OES Infrastructure Protection Grant Unit

Please Mute Or Silence Your Phones For The Presentation
Agenda

1. Program Overview (Summary and Contact Info)
2. NSGP Prerequisites
3. Application Process
4. Investment Justification Walkthrough
5. Useful Resources
6. Closing
The Infrastructure Protection Grant Unit is responsible for the overall grant management of the Nonprofit Security Grant Program (NSGP), Homeland Security Grant Program (HSGP) Tribal Allocation, and Operation Stonegarden (OPSG), State and Local Implementation Grant Program (SLIGP).

IPGU Unit Phone 916-845-8410

Reneé A. Mota-Jackson, 916-845-8404  Renee.Jackson@CalOES.ca.gov
Unit Chief
Nick Murray 916-845-8405  Nick.Murray@CalOES.ca.gov
Debbie Phillips 916-845-8746  Debbie.Phillips@CalOES.ca.gov
Tim Reed 916-845-8662  Tim.Reed@CalOES.ca.gov
Scott Sano 916-845-8408  Scott.Sano@CalOES.ca.gov
Cal OES

Planning, Preparedness, Prevention Directorate

Response & Recovery Operations Directorate

Logistics Management Directorate

Finance & Administration Directorate

Grants Management Section

Homeland Security & Emergency Management Division

Infrastructure Protection Grant Unit
The Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) has announced the FY 2017 Nonprofit Security Grant Program (NSGP) which makes available $25,000,000 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 California 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 the State Administrative Agency (SAA) for an award of up to $75,000.
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.”

Using the core capabilities the National Preparedness Goal is achieved through five mission areas: Prevention, Protection, Mitigation, Response, and Recovery.

The goal of this grant is to integrate the preparedness activities of nonprofit organizations that are at high risk of a terrorist attack with broader state and local preparedness efforts.
NSGP Purpose (2 of 2)

Promote coordination and collaboration in emergency preparedness activities among public and private community representatives as well as state and local government agencies.

Provide funding support for target hardening activities to nonprofit organizations 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.
NSGP Eligibility

Eligible nonprofit organizations are those 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.

• The Internal Revenue Service (IRS) does not require certain organizations such as churches, mosques, and synagogues to apply for and receive a recognition of exemption under section 501(c)(3) of the IRC.

• Such organizations are automatically exempt if they meet the requirements of section 501(c)(3). These organizations are not required to provide recognition of exemption.

• Located within one of the urban areas receiving funding under the Fiscal Year (FY) 2017 Urban Area Security Initiative (UASI)
<table>
<thead>
<tr>
<th>Area</th>
<th>POC</th>
<th>Phone</th>
<th>Email</th>
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</thead>
<tbody>
<tr>
<td>Anaheim/Santa Ana Area</td>
<td>Kerrstyn Vega</td>
<td>714-765-3932</td>
<td><a href="mailto:kvega@anaheim.net">kvega@anaheim.net</a></td>
</tr>
<tr>
<td>Bay Area</td>
<td>Mary Landers</td>
<td>(415)353-5225</td>
<td><a href="mailto:mary.landers@sfgov.org">mary.landers@sfgov.org</a></td>
</tr>
<tr>
<td>Los Angeles/Long Beach</td>
<td>Caitlin Ishigooka</td>
<td>213-978-0675</td>
<td><a href="mailto:caitlin.ishigooka@lacity.org">caitlin.ishigooka@lacity.org</a></td>
</tr>
<tr>
<td>Riverside</td>
<td>Gail Shulte</td>
<td>(951) 320-8106</td>
<td><a href="mailto:gschulte@riversideca.gov">gschulte@riversideca.gov</a></td>
</tr>
<tr>
<td>Sacramento Area</td>
<td>Lieutenant Glenn Faulkner</td>
<td>916-808-0714</td>
<td><a href="mailto:dfaulkner@pd.cityofsacramento.org">dfaulkner@pd.cityofsacramento.org</a></td>
</tr>
<tr>
<td>San Diego Area</td>
<td>Katherine Jackson</td>
<td>619-533-6760</td>
<td><a href="mailto:kjackson@sandiego.gov">kjackson@sandiego.gov</a></td>
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(No other locations are eligible to apply)
ALL FUNDS MUST BE EXPENDED DURING THE PERIOD OF PERFORMANCE

• Subrecipients have until \textit{5/31/2020} 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.

• The application process must be completed within 45 days of the award notification date.
Allowable Costs

**Equipment Costs:** are focused on target hardening activities. Funding is limited to two categories of items on the [Authorized Equipment List](#) (AEL):
- Physical Security Enhancement Equipment (category 14).
- Inspection and Screening Systems (category 15).

**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.

**Management and Administration:** Subrecipients may use 5% of the amount awarded to them solely for M&A purposes associated with the award.
- Hiring of full-time or part-time staff or contractors/consultants to assist with the management and administration of NSGP funds.
Unallowable Costs

• Hiring of Public Safety Personnel
• Construction & Renovations (without prior, written DHS/FEMA approval)
• General-Use Expenditures
• Organizational operating expenses, overtime, and backfill
• Initiatives that are unrelated to prevention and protection-focused capabilities directed at identified facilities and/or the surrounding communities
• The development of risk/vulnerability assessment models
• Initiatives in which government agencies are the beneficiary
• Initiatives that study technology development
• Proof-of-concept initiatives
• Initiatives that duplicate capabilities being provided by the Federal government
• Pre-award security expenditures
• Any expenses incurred on your projects **BEFORE YOUR PROJECT AWARD LETTER IS ISSUED**
Application Requirements & Documentation

1. Organization must be within a UASI jurisdiction
2. Data Universal Number System (DUNS) ID
3. 501(c)(3) number or equivalent letter stating tax exempt status
4. Risk or Vulnerability Assessment & Worksheet
5. Contact Sheet
6. Mission Statement
7. Investment Justification
Cal OES Verification: DUNS

**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.


**System for Award Management:**

- 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.

• 501(c)(3) Determination Letter – You must apply using the exact name on the 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.
Cal OES Verification: Debt

- **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](image)

- **DUNS**: [Redacted]
- **CAGE Code**: [Redacted]
- **DoDAAC**: [Redacted]
- **Expiration Date**: Mar 17, 2016
- **Has Active Exclusion?**: No
- **Delinquent Federal Debt?**: Yes
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. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

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

• There is no required format for conducting the assessment itself, but it must be conducted by an assessor with appropriate security experience (certified protection professional, physical security professional, military, law enforcement, etc.)

• If a Security Company prepares your Vulnerability Assessment they are prohibited from Bidding or Contracting for the Equipment Installation in accordance with 2 CFR§ 215.43 Competition.

• Previous assessments can be used if still current and applicable and 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.
Application Process: Contacts Template

1. Provide the name of the organization as it appears on the 501(c)(3) Letter of Determination.

2. Location/address of the facility applying for the grant. Provide the mailing address if different.

3. Web address/URL of the Nonprofit Organization (Verifiable).

4. Provide the Email address of the Nonprofit Organization.

5. Telephone number of Nonprofit Organization that is applying.

6. Name and Title/Role of the person preparing the IJ application documents.

7. Yes or No – Is this individual Authorized by the applying organization to submit on their behalf?

8. 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.

9. Print the contact information for each additional POC. Use a separate sheet if needed for additional information. PROVIDE AT LEAST TWO CONTACTS
### Application Process: Contacts Template

<table>
<thead>
<tr>
<th><strong>Legal name of the organization as indicated on the 501(c) (3) document</strong></th>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>Location - address of facility applying for the security grant enhancements</strong></td>
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<tr>
<td><strong>Mailing, address if different</strong></td>
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<tr>
<td><strong>Website address of the Nonprofit Organization (Verifiable)</strong></td>
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<tr>
<td><strong>Email address of the Nonprofit organization</strong></td>
<td></td>
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<tr>
<td><strong>Telephone number of the Nonprofit facility</strong></td>
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</tbody>
</table>
Application Process: Mission Statement

1. An official Memorandum or Letter from the applicant on its own letterhead.

2. Provides the “Who, What, and Why” about the organization.

3. No official format, but should state the intent/purpose of the organization.

4. Not scored as part of the overall application

5. FEMA Required
Date: April 21, 2017

From: Congregation of Congregates

Subject: Mission Statement

Our congregation prides itself on serving the community through outreach, charity, and support of our local programs. We congregate regularly to better the lives of our patrons and community. Through outreach we build a better, more cohesive community. Through charity, we assist those who are not as fortunate. Through support of our local programs, we give back to the community that congregates with us.

It is our congregation’s honor to be a part of this community and remain a pillar of trust within it.

Sincerely,
Application Process: Investment Justification

- The Who, What, When, Where, Why and How of the organization’s plan for target hardening

- A Fillable form Cal OES uses to score and rank each application.

- Should be consistent with any Vulnerability/Risk Assessments performed on the organizations project location.

- Establishes the target hardening project timeline and milestones for completion.
Eligibility criteria for the nonprofit organization to receive aid includes:

- 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 or similar organization, domestically or internationally.

- 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.
Eligibility requirements include, but are not limited to:

- 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.
- Risk Profile.
This is a Competitive Grant Process, meaning that your applications will be ranked in comparison to all other applications received. Here are some Applicant Considerations:

• Completeness of the Application to include all required documents.

• Associated Vulnerabilities/Risks with location.

• Does your requested target-hardening equipment correlate to your Vulnerability/Risk Assessment?

• What is the symbolic/social importance of your site as a possible target?
The SAA will develop a prioritized list of your Investment Justifications. Successfully ranked IJs will be attached and sent to the Department of Homeland Security (DHS) for consideration.

### Application Scoring

<table>
<thead>
<tr>
<th>Section</th>
<th>IJ Section Title</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>Applicant Information</td>
<td>Not Scored</td>
</tr>
<tr>
<td>II</td>
<td>Background Information</td>
<td>2</td>
</tr>
<tr>
<td>III</td>
<td>Risk</td>
<td>12</td>
</tr>
<tr>
<td>IV</td>
<td>Target Hardening</td>
<td>14</td>
</tr>
<tr>
<td>V</td>
<td>Milestones</td>
<td>4</td>
</tr>
<tr>
<td>VI</td>
<td>Project Management</td>
<td>3</td>
</tr>
<tr>
<td>VII</td>
<td>Impact</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>40</strong></td>
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</table>
Application Submission: File Naming

Naming Convention is as follows:
FY 2017 NSGP CA_UASI Area _ NonprofitName _ “FILENAME”

Examples of naming your Document:
• FY 2017 NSGP CA_LosAngelesLongBeach _ NonprofitName
• FY 2017 NSGP CA_LosAngelesLongBeach _ NonprofitName _ Mission
• FY 2017 NSGP CA_LosAngelesLongBeach _ NonprofitName _ Contacts
• FY 2017 NSGP CA_LosAngelesLongBeach _ NonprofitName _ VA
• FY 2017 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 12:00 NOON (PST) June 19, 2017.

Attach the four application documents to an email and send them to:

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)
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](#).
Application Submission: After Award Notification

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

All Subrecipients Must attend.

The following topics will be covered again at the next workshop:

1. 501(c)(3) Letter
2. Environmental Planning and Historical Preservation (EHP) Requirements
3. Governing Body Resolution
4. Grant Assurances
5. Payee Data Record (CA Standard Form 204)
6. Cash Drawdowns
7. Financial Management and Forms Workbook (FMFW)
8. Procurement/Contracting
9. Recordkeeping
Grant Timeline

June 19, 2017 – Applications Due to Cal OES.

August 2017 – FEMA announces FY 2017 Subrecipient Awardees

September and/or October 2017 – Cal OES holds Subrecipient Required Documents Workshops.
   – Required Documents are to be submitted to Cal OES (no later than 45 days after last workshop held).

   Note: Pending Document approvals, to include EHP’s, Bids, etc, start date of projects may vary.

May 31, 2020 – Grant Performance Period Ends
Investment Justification Walkthrough
## Investment Justification

### 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.*

**FY 2017 Urban Area**
Investment Justification

Section I: Applicant Information

• **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
Section I: Applicant Information

• **501(c)(3) Number:** Yes or No

• **Dun and Bradstreet Number:** Call 1-800-700-2733 for information on how to obtain or update your organization’s profile.

• **FY 2017 Urban Area:** Select from dropdown

• **FY 2017 UASI NSGP Federal Funding Request:** Up to $75,000

• **FY 2017 UASI NSGP Total Project Cost:** Your organization may be planning security upgrades that exceed the grant award amount.

• **Any Current Contract with DHS:** Yes or No – if yes, please describe (This does not include current NSGP Grants)

• **Investment Phase –** New or Ongoing
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.

(500 Character Max per text box not including spaces)
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.

(2,000 Character Max per box – not including spaces)
Investment Justification Section III: Risk

In order to receive full points you must provide answer all three categories.
A. Threat
B. Vulnerabilities
C. Potential Consequences

III. Risk

DHS defines risk as the product of three principal variables: Threat, Vulnerability, and Consequences. In the space below, describe specific 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 specific 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 a risk assessment, police findings, and/or insurance claims specific to the location being applied for including dates and specific threats.

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.
Investment Justification
Section IV: Target Hardening

• Describe the proposed target hardening activity.

• 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)
Investment Justification
Section IV: Target Hardening

In this section, describe the proposed target hardening activity 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.

(2,200 character max - not including spaces)

In this section, list all target hardening equipment being proposed. Include the Authorized Equipment List (AEL) number and description, the vulnerability the equipment addresses, and the funding requested. Allowable equipment is limited to two categories of items on the AEL:
- AEL Category 14 - Physical Security Enhancement Equipment
- AEL Category 15 - Inspection and Screening Systems

The equipment categories are listed on the web based AEL on the FEMA website, https://www.fema.gov/authorized-equipment-list.

<table>
<thead>
<tr>
<th>AEL Number</th>
<th>Description of Item to be Purchased</th>
<th>Vulnerability to be Addressed</th>
<th>Funding Requested</th>
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<tbody>
<tr>
<td>1</td>
<td>Systems/Sensors, Alarm</td>
<td>Vulnerable entry</td>
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</table>
Equipment you list in this section is the equipment your organization will be expected to install. Equipment must correlate to your Vulnerability/Risk Assessment.

Bait and Switch Requests will be denied by DHS/FEMA. (This occurs when an organization is awarded grant funding but never intends to use the grant funding as awarded based on its IJ and vulnerability assessment.)

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.

The AEL List is located on the Responder Knowledge Base (RKB) website. [https://www.llis.dhs.gov/knowledgebase/authorized-equipment-list-ael](https://www.llis.dhs.gov/knowledgebase/authorized-equipment-list-ael)
Investment Justification
Section V: Milestones

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.

Milestone Considerations: time to complete bidding process, time to complete work, and the organization’s time involved with managing the projects.

(1000 Character Max not including spaces)
Section V: Milestones

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<thead>
<tr>
<th>Milestone</th>
<th>State Date</th>
<th>Completion Date</th>
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<td>10.</td>
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</table>

Provide description and associated key activities that lead to the milestone event over the N3GP 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)
**Investment Justification**

**Section V: Milestones**

Provide a description 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)

<table>
<thead>
<tr>
<th>Milestone</th>
<th>State Date</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Gather necessary required documents, pictures, submit initial grant</td>
<td>10/1/2017</td>
<td>10/31/2017</td>
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<tr>
<td>documents, submit EHP screening forms</td>
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<tr>
<td>2. Obtain bids from various contractors, get permits if necessary, wait</td>
<td>11/1/2017</td>
<td>11/30/2017</td>
</tr>
<tr>
<td>for EHP approval, and grant award letter</td>
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<td></td>
</tr>
<tr>
<td>3. Submit bids for approval, finalize with contractors, write and sign</td>
<td>12/1/2017</td>
<td>12/31/2018</td>
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<tr>
<td>contracts</td>
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<tr>
<td>4. Install surveillance system and shatter resistant glass</td>
<td>1/1/2018</td>
<td>1/31/2018</td>
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<tr>
<td>5. Submit first Cash Reimbursement</td>
<td>2/1/2018</td>
<td>2/28/2018</td>
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<tr>
<td>contracts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Install Alarm system and security lighting</td>
<td>4/1/2018</td>
<td>4/30/2018</td>
</tr>
<tr>
<td>8. Submit second Cash Reimbursement</td>
<td>5/1/2018</td>
<td>5/31/2018</td>
</tr>
<tr>
<td>9. Submit final documents, closeout with grants Cal OES</td>
<td>6/1/2018</td>
<td>6/30/2018</td>
</tr>
<tr>
<td>10.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Investment Justification
Section VI: Project Management

- 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?

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

**Section VII: Impact**

- Describe the measurable outputs and outcomes that will indicate that this Investment is successful at the end of the FY 2017 NSGP period of performance.

- What specific National Preparedness Goal is the investment trying to achieve?

- How will this investment of funds and equipment make your facility a safer place?

(2,200 Character Max not including spaces)

<table>
<thead>
<tr>
<th>VII. Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>What measurable outputs and outcomes will indicate that this Investment is successful at the end of the period of performance? (2,200 character max - not including spaces)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>VII. Impact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Which specific National Preparedness Goal (the Goal) core capabilities does this investment work to achieve? Explain how this Investment supports the building or sustaining of these Goal core capabilities. For more information on the Goal see: <a href="http://www.fema.gov/national-preparedness-goal">http://www.fema.gov/national-preparedness-goal</a>.</td>
</tr>
</tbody>
</table>

(2,200 Character Max not including spaces)
Investment Justification

Bonus: Funding History

• **Funding History-Previous Request Name and Funding**: Provide the funding source, funding amount, funding year and investment type.

• An additional point will be given to nonprofit organizations that have not received prior years funding.

(700 character limit not including spaces)

![Bonus: Funding History](image)
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 $3,500.
In Accordance with 2 CFR§ 200.319 Competition.

“All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements.”

• Your organization should solicit at least 2 bids for work
• Your bids should be consistent as to which projects the contractors are bidding for
  • Competing Bids should encompass the same projects or scopes of work; there should not be a first bid for projects A and B and a second Bid for Projects B and C.
• Make sure there is no conflict of interest in your purchasing decisions.
• The Authorized Agent cannot 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. In accordance with CA Business and Professions Code Division 3, Chapter 9, Article 3, Exemption 7048.

- Make sure your contractor possesses the correct license certification (is qualified to install your equipment).
- Alarm installers are licensed through the Bureau of Security & Investigative Services.

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

Licensing information and status can be verified at: The Department of Consumer Affairs: Contractors State License Board
Useful Links

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

Obtain a DUNS:

System for Award Management:
https://www.sam.gov/portal/SAM/#11#1#1

Direct Link to FY 2017 NSGP materials:

Authorized Equipment List (Categories 14 and 15 only):
https://www.llis.dhs.gov/knowledgebase/authorized-equipment-list-ael
Webinars & Workshops

Webinars:

**Tuesday, June 6, 2017, 9:00 am – 11:00 am.** Click [Here](#) to Join. Meeting ID is 403781630, select your audio preference and join the meeting.

**Monday, June 12, 2017, 9:00 am – 11:00 am.** Click [Here](#) to Join. Meeting ID is 123412844, select your audio preference and join the meeting.

Workshops:

**Tuesday, June 6, 2017 in Sacramento, California**
9:00 am – 11:00 am - [Register Here](#)
Cal OES California Room
10390 Peter A. McCuen Blvd.
Mather, CA 95655

**Wednesday, June 07, 2017 in Los Angeles, California**
10:00 am – 12:00 pm - [Register Here](#)
LA City Emergency Operation Center
500 E. Temple Street
Los Angeles, CA 90012
(Please park and get permit for your dashboard from security office)
Webinars & Workshops

Workshops (Continued)

Thursday, June 8, 2017 in Santa Ana, California
9:00 am – 11:00 am - Register Here
Santa Ana Police Department
500 Boyd Way
Santa Ana, CA 92703
(MAPQUEST or GPS USERS: 1020 W. Civic Center Plaza, Santa Ana, CA 92702)

Thursday, June 8, 2017 in Riverside, California
2:30 pm – 4:30 pm - Register Here
City of Riverside Fire Department, Office of Emergency Management
3085 Saint Lawrence Street
Riverside, CA 92504

Friday, June 9, 2017 in San Diego, California
9:30 am – 11:30 am - Register Here
CalTrans District 11
4050 Taylor Street
San Diego, CA 92110

Friday, June 9, 2017 in Dublin, California
10:00 am – 12:00 pm - Register Here
Alameda County Office of Emergency Services
4985 Broder Blvd, Room 1013
Dublin, CA 94568
## Threat Assessment Centers

<table>
<thead>
<tr>
<th>California State Threat Assessment Center (STAC)</th>
<th>Sacramento</th>
<th>916-874-1100</th>
<th><a href="mailto:info@calstas.org">info@calstas.org</a></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Regional Threat Assessment Centers</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Name</strong></td>
<td><strong>Location</strong></td>
<td><strong>Phone</strong></td>
<td><strong>Email</strong></td>
</tr>
<tr>
<td>Orange County Intelligence and Assessment Center (OCIAC)</td>
<td>Orange County</td>
<td>714-628-3024</td>
<td><a href="mailto:ociac@ociac.org">ociac@ociac.org</a></td>
</tr>
<tr>
<td>Joint Regional Intelligence Center (JRIC)</td>
<td>Los Angeles</td>
<td>562-345-1100</td>
<td><a href="mailto:jric@jric.info">jric@jric.info</a></td>
</tr>
<tr>
<td>Sacramento Regional Threat Assessment Center (SAC RTAC)</td>
<td>Sacramento</td>
<td>916-808-8383</td>
<td><a href="mailto:info@sacrtac.org">info@sacrtac.org</a></td>
</tr>
<tr>
<td>San Diego Law Enforcement Coordination Center (SD-LECC)</td>
<td>San Diego</td>
<td>858-495-7200</td>
<td><a href="mailto:info@sd-lecc.org">info@sd-lecc.org</a></td>
</tr>
<tr>
<td>Northern California Regional Intelligence Center (NCRIC)</td>
<td>San Francisco</td>
<td>415-575-2749</td>
<td><a href="mailto:dutyofficer@ncric.ca.gov">dutyofficer@ncric.ca.gov</a></td>
</tr>
</tbody>
</table>
Questions?


Email Applications NO LATER THAN 12:00 NOON (PST) June 19, 2017
to: Nonprofit.Security.Grant@caloes.ca.gov

IPGU Unit Phone 916-845-8410

Reneé A. Mota-Jackson, 916-845-8404  Renee.Jackson@CalOES.ca.gov
Unit Chief
Nick Murray 916-845-8405  Nick.Murray@CalOES.ca.gov
Debbie Phillips 916-845-8746  Debbie.Phillips@CalOES.ca.gov
Tim Reed 916-845-8662  Tim.Reed@CalOES.ca.gov
Scott Sano 916-845-8408  Scott.Sano@CalOES.ca.gov