



**GRANT MANAGEMENT MEMORANDUM  
GMM 2018-02**

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**Date:** March 5, 2018

**To:** Fiscal Year (FY) 2017 California State Nonprofit Security Grant Program (CSNSGP) Awardees and Interested Parties

**From:** California Governor's Office of Emergency Services (Cal OES) Grants Management

**Subject:** CSNSGP Award Announcement and Required Documents Workshops

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Cal OES is pleased to announce that California has awarded \$2,000,000 in FY 2017 CSNSGP funding which will go to the 28 California nonprofit organizations.

It is mandatory and a requirement of accepting the award funds that a representative from each organization that will be working with Cal OES to complete these documents must attend one of the required documents workshops. Additional staff and grant administrators may also attend.

**Workshop Agenda**

Cal OES is conducting Required Documents Workshops throughout the State to assist awardees through the application process. To obtain funding, Subrecipients must submit the required application documents listed below by COB **April 30, 2018**.

The workshops, lasting approximately two to three hours, will feature a presentation explaining the Subrecipient's grant management responsibilities and will conclude with a question and answer period. Attendees will learn how to complete and submit the following documents:

- **The FY 2017 Financial Management Forms Workbook (FMFW)**: An Excel workbook which includes the initial application documents and subsequent transaction worksheets.
- **Governing Body Resolution**: A document from the nonprofit's governing board (Board of Trustees/Directors) indicating acceptance of the award and agreement to abide by the terms of the grant. The board resolution will also name the individual(s), called Authorized Agent(s), who will be authorized to sign the grant documents.
- **Grant Assurances**: This is the basic grant agreement that contains the terms and conditions for use of the funds as specified in federal and state rules and regulations. These are the terms and conditions agreed to in the Resolution.

- Internal Revenue Service (IRS) 501(c)(3) Determination Letter or Self-Declaration Letter on Letterhead: This letter is proof that the organization meets the federal tax-exempt status that was a prerequisite to apply for, and to receive this award.
- Payee Data Record - Form STD 204: This document is used to apply for the unique organization number needed to receive grant funds.
- Subrecipient Grants Management Assessment Form: Per Title 2 CFR § 200.331, Cal OES is required to evaluate the risk of noncompliance with federal statutes, regulations and grant terms, and conditions posed by each Subrecipient of pass-through funding. This assessment is made to determine and provide an appropriate level of technical assistance, training, and grant oversight to Subrecipients for the award referenced above.
- California Environmental Quality Act (CEQA) Negative Declaration: According to CEQA Statutes Section 21064, a Negative Declaration is a "written statement briefly describing the reasons that a project will not have a significant effect on the environment and does not require the preparation of an environmental impact report."

### Workshop Dates

#### **Sacramento**

Monday, March 12, 2018, at 9:00 am  
Cal OES  
California Room  
10390 Peter A McCuen Blvd  
Mather, CA 95655

#### **Marin**

Tuesday, March 13, 2018, at 9:00 am  
Marin County Sheriff's Office  
Second Floor Assembly Room  
1600 Los Gamos Dr. #200  
San Rafael, CA 94903

#### **Santa Ana**

Tuesday, March 20, 2018, at 9:00 am  
Santa Ana Police Department  
Training Room  
500 Boyd Way  
Santa Ana, CA 92703

#### **San Diego**

Wednesday, March 21, 2018, at 9:00 am  
San Diego County OES  
Media Room  
5580 Overland Ave  
San Diego, CA 92123

### Webinar Dates

**Webinar 01** – Monday, March 12, 2018, at 9:00 am, click [here](#) to login on the day of the Webinar and select your audio/visual preferences.

**Webinar 02** – Thursday, March 22, 2018, at 9:00 am, click [here](#) to login on the day of the Webinar and select your audio/visual preferences.

Please **RSVP** to [Nonprofit.Security.Grant@caloes.ca.gov](mailto:Nonprofit.Security.Grant@caloes.ca.gov) or (916)845-8410 to indicate which Workshop or Webinar you will attend and how many representatives will be attending.

## 2017 California State Nonprofit Security Grant Program Awarded Organizations

Subrecipient	Location	Award Allocation
Adventure Church of Yuba City	Yuba City	\$75,000
Archangel Michael Coptic Orthodox Church	Santa Ana	\$75,000
Bais Menachem Yeshiva Day School	San Francisco	\$75,000
Chabad of San Luis Obispo	San Luis Obispo	\$75,000
Church 212, Inc.	Palm Desert	\$56,491
Congregation Beth Ami	Santa Rosa	\$75,000
Congregation Beth Shalom of Modesto	Modesto	\$75,000
Congregation B'nai Israel	Sacramento	\$75,000
Congregation B'nai Tzedek	Fountain Valley	\$69,925
Congregation Netivot Shalom	Berkeley	\$40,983
Congregation Shir Ha-Ma'alot	Irvine	\$75,000
Destiny Church of Sacramento	Sacramento	\$68,250
Faith Fellowship Baptist Church	Vallejo	\$63,000
Holy Virgin Mary Coptic Orthodox Church	Los Angeles	\$75,000
Leichtag Foundation	Encinitas	\$75,000
Liberty Church	Fairfield	\$65,000
Montessori de Terra Linda	San Rafael	\$66,770
Planned Parenthood of Pasadena, Inc., dba Planned Parenthood Pasadena, and San Gabriel Valley	Altadena	\$74,600
Saint George Coptic Orthodox Church	Bellflower	\$75,000
Saint Mary and Saint Verena Coptic Orthodox Church	Yorba Linda	\$75,000
Saint Marys High School	Stockton	\$75,000
Saint Pope Kerollos VI Coptic Orthodox Church	Midway	\$75,000
Saint Verena Coptic Orthodox Church	Orange	\$75,000
Seacrest Village Retirement Communities	Encinitas	\$75,000
Sonoma County Synagogue Center, dba Congregation Ner Shalom	Cotati	\$75,000
St Stephen CME Church	Fairfield	\$73,500
The New Children's Museum	San Diego	\$71,481
Unity Church of El Cajon	El Cajon	\$75,000