



GOVERNOR'S OFFICE OF EMERGENCY SERVICES

STATE OF CALIFORNIA

Fiscal Year (FY) 2023 California State Nonprofit Security Grant Program (CSNSGP) Application Workshop

Presented by

**Cal OES Infrastructure Protection
Grants Unit II**

Agenda

- Infrastructure Protection Grants Unit II (IPGU II) Staff
- Program Overview
- Purpose of the Grant
- Eligibility Criteria
- Allowable and Unallowable Costs
- Proposal Requirements & Documentation
- CSNSGP Application Walkthrough
- Application Scoring
- Useful Resources
- Threat Assessment Centers

Infrastructure Protection Grant Unit II (IPGU II)

The Infrastructure Protection Grants Unit II is responsible for the overall grant management of the California State Nonprofit Security Grant Program (CSNSGP).

IPGU II Staff

Scott Sano
Unit Supervisor

Matthew Brown

Gabrielle Ferrari

Thu Le

David Nguyen

Chris Skelton

Leslie Tagtmeier

Program Overview

The FY 2023-24 California Budget allotted \$20,000,000 to Cal OES for the CSNSGP. Of this amount, \$19,000,000 is available for nonprofit organizations via competitive proposal process. Applicants can apply for up to \$250,000 in funding and may submit up to two (2) proposals for a total of \$500,000. The number of submissions and amount of funding requested may not exceed these limits.

Grant Subaward Period of Performance (POP) is:
December 1, 2023 – January 31, 2025.

Cal OES rates and ranks the proposals competitively. The highest ranking applicants will receive funding until all the all of the funding is exhausted.

Purpose of the Grant

The purpose of the CSNSGP is to provide funding support for target hardening and other physical security enhancements to nonprofit organizations that are at high risk for violent attacks and hate crimes due to ideology, beliefs, or mission.

The goal of this grant is to integrate the preparedness activities of nonprofit organizations that are at high risk of a terrorist attacks and hate crimes with the broader state and local preparedness efforts.

The CSNSGP also promotes emergency preparedness coordination and collaboration activities between public and private community representatives as well as state and local government agencies.

Eligibility Criteria

Must be an eligible nonprofit organization that meet this criteria:

1. 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.
2. Organizations must be considered high risk for violent attacks or hate crimes due to ideology, beliefs, or mission.
3. Located throughout the state of California.

Eligibility Criteria

4. Beneficiaries of CSNSGP funds must be 501(c)(3) nonprofit organizations. For-profits or fundraising extensions of nonprofits are not eligible. While these fundraising extensions may be associated with the nonprofit organization, CSNSGP funds must be utilized to improve the safety and security of 501(c)(3) nonprofit organizations.
5. There are some nonprofit organizations that share the same building. In these cases, only one nonprofit organization can apply for CSNSGP funding. The safety and security enhancements can benefit both or all nonprofit organizations that cohabitate or share the same building.
6. Each nonprofit may submit up to two (2) proposals, and each proposal must address a specific site, with its own unique physical address (not a P.O. Box Number) and must occupy the location at the time of Proposal submission. Nonprofits can request up to \$250,000 per location for a total of \$500,000. The number of submissions and amount of funding requested may not exceed these limits.

Allowable Costs Categories

1. Planning
2. Equipment
3. Training
4. Construction or Renovation
5. Contracted Security
6. Management and Administration (M&A)

Allowable Cost: Planning

Planning:

Funding may be used for security or emergency planning expenses and the materials required to conduct planning activities. Planning must be related to the protection of the facility and the people within the facility and should include access and functional needs as well as to those with limited English proficiency. Examples of planning activities allowable under this program include:

- Development and enhancement of security plans and protocols;
- Emergency contingency plans; and
- Evacuation/Shelter-in-place plans.

Travel, Lodging, Mileage, Fuel, Meals, Backfill/Overtime costs are **not** eligible

Allowable Cost: Equipment

Equipment Costs:

Allowable costs must be focused on target hardening and physical security enhancements. Funding can 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 the prevention of and/or protection against the risk of a terrorist attack. Examples of equipment allowable under this program include:

Reinforced doors and gates, high-intensity lighting, alarm systems, inspection and screening systems, access control systems, and any other security enhancement consistent with the purpose of the CSNSGP and identified in the organization's Vulnerability Assessment (VA) Worksheet.

Allowable Costs: Training

Training:

Funding may be used for training-related costs and apply to the nonprofit's employees or members/congregants to receive on-site security training.

Allowable training-related costs are limited to attendance fees for the training, and related expenses such as materials, and supplies.

Travel, Lodging, Mileage, Fuel, Meals, Backfill/Overtime costs are **not** eligible.

Allowable Costs: Construction/Renovation

Construction or Renovation

Construction or Renovation activities should be done in support of target hardening activities and is limited to \$100,000.

Equipment installation is not considered construction or renovation.

All Construction or Renovation activities must comply with applicable federal, state, and local laws and regulations.

Applicants must provide a breakdown of construction-related costs on the Application Form.

Allowable Cost: Contracted Security

Contracted Security

Contracted security personnel are allowed under this program. The recipient must be able to sustain this capability in future years without CSNSGP funding.

CSNSGP funds may only be used to pay the wages of the contracted security personnel and may **not** be used to purchase equipment for contracted security personnel. Funding for contracted security cannot exceed 50% of the amount requested.

Allowable Cost: M&A

Management and Administration (M&A):

Organizations may use up to 5% of their award for M&A purposes.

This includes: paying staff or third-party contractors/consultants to assist with the management and administration of CSNSGP funds.

Examples of M&A: Submitting Required Documents, Cash Requests, Grant Modifications, Progress Reports to Cal OES, organizing invoices and procurement documents, etc...

Examples of what is **not** M&A: costs associated with designing, engineering, overseeing, or managing security projects

Unallowable Costs

- Hiring of Public Safety Personnel (ex: Police Officer, Firefighter, and EMTs)
- General-Use Expenditures
- Travel expenses
- 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
- Any expenses incurred on your projects **OUTSIDE OF THE GRANT PERFORMANCE PERIOD**

Extension Request

Extensions to the Period of Performance (December 1, 2023, to January 31, 2025) identified in the subaward will be extremely limited and will only be considered through formal, written requests with specific, reasonable, and compelling justifications that warrant an extension.

Due to the limited encumbrance/expenditure time allowed by the 2023-24 Budget Act, Cal OES will only consider a **30-day** period of performance extension request for the FY 2023 CSNSGP.

Proposal Required Documentation

1. Cal OES Vulnerability Assessment (VA) Worksheet
2. FY 2023 California State Nonprofit Security Grant Program (CSNSGP) Application Form

Vulnerability Assessment (VA) Overview (1 of 3)

Obtain a Vulnerability Assessment (VA) for your organization and record the results on Cal OES VA Worksheet.

- The VA defines, identifies, and prioritizes vulnerabilities of the organization structure.
- The VA provides the organization with recommended physical security enhancements to make the organization safer.
- Align your target hardening requests with your organization's risk, which are the threats you face, your vulnerabilities, and the potential consequences of an attack.

Vulnerability Assessment Overview (2 of 3)

- The VA should be performed by a person with security, emergency services, or law enforcement background. However, Self-Assessments are allowable. The Assessor's credentials must be identified in Section 1 of the Cal OES VA Worksheet.
- The Cal OES VA Worksheet is a required component of a complete Proposal.
- If a Security Company prepares your VA they are prohibited from Bidding or Contracting for the Products or Services that will be covered under the CSNSGP.

Vulnerability Assessment Overview (3 of 3)

- Previous assessments can be used if still applicable. Results of the assessment must be recorded and submitted on the most current version of the Cal OES VA Worksheet which is linked in the FY 2023 CSNSGP Request For Proposal (RFP). Previous versions will **not** be accepted.
- A webinar on how to complete the VA Worksheet is available on our website at [VA Worksheet Webinar](#).
- The Cal OES Critical Infrastructure Protection (CIP) Unit may assist in contacting a regional fusion center for additional information on the conduct of a VA. They can be contacted at: infoshare@caloes.ca.gov.

CSNSGP Application Form

- The CSNSGP Application Form is a PDF fillable form that Cal OES uses to score and rank each application.
- Should be consistent with the Cal OES VA Worksheet.
- Establishes the target hardening project(s) timeline and milestones for completion.

FY 2023 CSNSGP Application Form Overview

Section I: Applicant Information

Legal Name of the Organization: as indicated on your Federal Employer Identification Number (FEIN) letter provided by the Federal Internal Revenue Service.

Physical Address of the Project Location: Indicate the address(s) of the location of the projects.

Mailing Address, If different: Use your administrative office address, if different from project location.

Contact Information: Email address, website address, primary and secondary point of contact.

Organization Description: Short description of organization's ideology, beliefs and mission.

501(c)(3) status: You must apply with exact name registered with Secretary of State Office which should match your FEIN.

Funding Request: Up to a maximum of **\$250,000** can be requested.

Organization Type: Select type of organization and provide further details if "Other" is selected.

Primary Affiliation: Select organization's affiliation and provide further details if "Other" is selected.

(This section is not scored)

Section II: Background Information

- Describe the symbolic value of the site as a highly recognized national or historic institution or significant institution within the community that renders the site as a possible target of violent attacks or hate crimes due to ideology, beliefs, or mission.
- Describe any previous or existing role in responding to or recovering from violent attacks or hate crimes due to ideology, beliefs, or mission.

(This section is worth 2 points)

Section III: Risk

Risk is defined as the product of three principal variables: Threat, Vulnerability, and Consequences.

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

B) Vulnerabilities: Applicant should discuss the organization's susceptibility to destruction, incapacitation, or exploitation, and these should be consistent with the Vulnerability/Security Assessment.

C) Potential Consequences: Applicant should discuss potential negative effects on the organization's asset, system, and/or network if damaged, destroyed, or disrupted by a terrorist or a result of a hate crime.

(This section is worth 12 points)

Section IV: Target Hardening

Describe each proposed activity or investment and the identified threat or vulnerability that it addresses as well as the associated cost for each activity or investment.

Allowable costs are focused on the following items:

- Planning
- Equipment
- Training
- Construction or Renovation
 - (limited to \$100,000 maximum of total request)
- Contracted Security Personnel
 - (limited to 50% of total request)
- Management and Administration (M&A)
 - (limited to 5% of total request)

– **(This section is worth 14 points)**

Section V: Milestones

Provide description and associated key activities that lead to the milestone event.

Start dates should reflect the start of the grant associated key activities and end dates should reflect when the **MILESTONE EVENT WILL BE COMPLETED.**

Milestone Considerations: time to complete bidding process, time to complete work, and the organization's time involved with managing the projects. Example of Sufficient Milestones:

Milestone 1. Create Planning activities by March 2024

Milestone 2. Conduct Planning activities by June 2024

(This section is worth 4 points)

Section VI: Impact

Explain how your organization/facility will be a safer place at the end of the FY 2023 CSNSGP period of performance.

(This section is worth 5 points)

Funding History

Prior Funding

If the nonprofit organization has received NSGP or CSNSGP funding in the past, provide the fund source, funding year, and total funding received. Cal OES will verify and confirm the information provided by the Applicant in this section.

(This section is not scored)

Application Certification

An employee, a volunteer, or a person that has been hired by the nonprofit organization certifies they are authorized to apply on behalf of the nonprofit.

Application Scoring

This is a Competitive Grant Process, meaning that your application(s) will be ranked in comparison to all other applications received.

Important 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?

Application Scoring

Funding will be awarded to the highest-ranked proposals. Evaluation of the proposals is based on six scored criteria, totaling 37 points.

Section	Section Title	Points
I	Applicant Information	Not Scored
II	Background Information	2
III	Risk	12
IV	Target Hardening	14
V	Milestones	4
VI	Impact	5
	Total	37
Funding History	Funding History	Not Scored

Application Submission: File Naming

The following naming convention must be used for submitting proposals:

- **FY 2023_CSNSGP_Application_NonprofitName**
- **FY 2023_CSNSGP_VAWorksheet_NonprofitName**

Example: FY 2023_CSNSGP_Application_SunshineSchool

You are encouraged to shorten long organizational names. The full names will be in the text of the document. Use capital letters to separate the names, not spaces.

For example:

Church of the Ocean Wave = ChurchOceanWave

Congregation of our Holy Savior = CongHolySavior

California County Community Center= CalCoCommCtr

Application Submission: Other Instructions

Application Forms and VA Worksheets submitted as a combined document will **not** be considered.

Proposal documents must be submitted as PDF attachments. Embedded links will **not** be acceptable.

Password-protected documents will **not** be accepted.

Application Forms and VA Worksheets must be submitted on the most current versions which are linked in the FY 2023 CSNSGP Request For Proposal (RFP). Previous versions will **not** be accepted.

Applicants are encouraged to apply only for the amount of funding necessary to safeguard their facility.

Additionally, applicants are responsible for completing the VA Worksheet and accurately identifying the requested resources onto the Application Form.

It is very important to note that Cal OES staff cannot assist in the creation of the documents. Cal OES staff may only provide clarification on the questions presented in the Application Form.

Recommendation for Award

Final funding decisions are made by the Director of Cal OES, based on the following factors:

- Ranked score of the application
- Consideration of funding priorities
- Prior negative administrative and programmatic performance, if applicable

Once the decision has been made, the applicant will be notified via email.

Those selected will receive an Award Letter.

Those not selected will receive a Denial Letter and information on the appeals process.

Threat Assessment Centers

California State Threat Assessment Center (STAC)

Sacramento

916-874-1100

info@calstas.org

Regional Threat Assessment Centers

Orange County Intelligence and Assessment Center (OCIAC)

Orange County

714-628-3024

ociac@ociac.org

Joint Regional Intelligence Center (JRIC)

Los Angeles

562-345-1100

jric@jric.info

Sacramento Regional Threat Assessment Center (SAC RTAC)

Sacramento

916-808-8383

info@sacrtac.org

San Diego Law Enforcement Coordination Center (SD-LECC)

San Diego

858-495-7200

info@sd-lecc.org

Northern California Regional Intelligence Center (NCRIC)

San Francisco

1-866-367-8847

SIA@ncric.ca.gov

Proposal Submission

A Proposal consists of:

- **Cal OES Vulnerability Assessment (VA) Worksheet (version 06/23)**
- **FY 2023 CSNSGP Application Form (Revision 2023)**

The Proposal must be received electronically, no later than **5:00 pm (PDT)** on **Friday, October 27, 2023** to:
CSNSGP@CalOES.Ca.Gov

Proposals submitted after this time/date or submitted to any other email address will not be considered.

Questions

Please email all questions to:

CSNSGP@CalOES.ca.gov