



***Cal* OES**

**GOVERNOR'S OFFICE
OF EMERGENCY SERVICES**

**Fiscal Year 2023
Nonprofit Security Grant Program**

***California Supplement to the
Federal Notice of Funding Opportunity***

October 2023

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Federal Program Announcement

In February 2023, the U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) issued the Fiscal Year (FY) 2023 Nonprofit Security Grant Program (NSGP), [Notice of Funding Opportunity](#) (NOFO) and [FEMA Preparedness Grants Manual](#).

Subrecipients must follow the programmatic requirements in the NOFO, FEMA Preparedness Grants Manual, and the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located in [Title 2, Code of Federal Regulations \(C.F.R.\), Part 200](#).

Information Bulletins

DHS issues [Information Bulletins](#) (IBs) to provide updates, clarification, and new requirements throughout the life of the grant.

Purpose of the California Supplement

The FY 2023 NSGP California Supplement to the NOFO (State Supplement) is intended to complement, rather than replace, the [NOFO](#) and the [FEMA Preparedness Grants Manual](#). Applicants are highly encouraged to thoroughly read the [NOFO](#) and [FEMA Preparedness Grants Manual](#) before referring to the State Supplement. The State Supplement will emphasize differences between the FY 2022 and FY 2023 NSGP and highlight additional California policies and requirements applicable to the FY 2023 NSGP.

Key Changes to the FY 2023 NSGP

Build America Buy America Act (BABAA):

FY 2023 NSGP is subject to the BABAA requirements. The BABAA requires all federal agencies, including FEMA, to ensure that no federal Financial Assistance for “Infrastructure” projects is provided unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States. The BABAA requirements only apply to awards or funds obligated on or after January 2, 2023, and do not apply to awards or funds obligated during the waiver period from July 1, 2022 to January 1, 2023.

Grant Management Memoranda

Cal OES issues [Grant Management Memoranda](#) (GMMs) which provide additional information and requirements regarding NSGP funds.

Eligible Subrecipients

Eligible Applicants, referred to as Subrecipients, are nonprofit organizations 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.

Supplanting

Grant funds must be used to supplement existing funds, not replace (supplant) funds that have been appropriated for the same purpose. Subrecipients may be required to provide supporting documentation that certifies a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds. Supplanting will result in the disallowance of the activity associated with this improper use of federal grant funds.

Public/Private Organizations

Subrecipients may contract with any other public or private organizations to perform eligible activities on approved NSGP projects.

**Debarred/
Suspended
Parties**

Subrecipients must not make or permit any award (subaward or contract) at any tier, to any party, that is debarred, suspended, or otherwise excluded from, or ineligible for, participation in federal assistance programs.

Subrecipients must obtain documentation of eligibility prior to making any subaward or contract funded by NSGP funds and must be prepared to present supporting documentation to monitors/auditors.

Before entering into a Grant Subaward, the Subrecipient must notify Cal OES if it knows if any of the principals under the subaward fall under one or more of the four criteria listed at [2 C.F.R. § 180.335](#). The rule also applies to Subrecipients who pass-through funding to other local entities.

If at any time after accepting a subaward, Subrecipients learn that any of its principals fall under one or more of the criteria listed at [2 C.F.R. § 180.335](#), immediate written notice must be provided to Cal OES and all grant activities halted until further instructions are received from Cal OES. The rule also applies to subawards passed through by Subrecipients.

FY 2023 Program Priorities

DHS/FEMA annually publishes the [National Preparedness Report](#) (NPR) to report national progress in building, sustaining, and delivering the core capabilities outlined in the goal of a secure and resilient nation. This analysis provides a national perspective on critical preparedness trends for whole community partners to use to inform program priorities, allocate resources, and communicate with stakeholders about issues of concern.

NSGP seeks to integrate the preparedness activities of nonprofit organizations that are at high risk of a terrorist attack with broader state and local preparedness efforts.

DHS/FEMA continually assesses changes to the threat landscape to further the National Preparedness Goal of a secure and resilient nation. The following is the National Priority Area for FY 2023:

- Enhancing the protection of soft targets/crowded places

The following are second-tier priorities that help implement a comprehensive approach to securing communities:

- Effective planning;
- Training and awareness campaigns; and
- Exercises.

National Campaigns and Programs

Whole Community Preparedness – Subrecipients should engage with the whole community to advance individual and community preparedness and to work as a nation to build and sustain resilience. In doing so, Subrecipients are encouraged to consider the needs of individuals with access and functional needs and limited English proficiency in the activities and projects funded by the grant.

Subrecipients should utilize [established best practices for whole community inclusion](#) and engage with stakeholders to advance individual and jurisdictional preparedness and resilience. Subrecipients are encouraged to consider the necessities of all Californians in the activities and projects funded by the grant, including children, seniors, individuals with disabilities or access and functional needs,

National Campaigns and Programs Cont.

individuals with diverse culture and language use, individuals with lower economic capacity, and other underserved populations.

Active Shooter Preparedness – DHS has developed a comprehensive [Active Shooter Preparedness website](#), which strives to enhance national preparedness through a whole-community approach by providing the necessary products, tools, and resources to help all stakeholders prepare for and respond to an active shooter incident. Subrecipients are encouraged to review the referenced active shooter resources and evaluate their preparedness needs.

Soft Targets and Crowded Places – States, territories, Urban Areas, and public and private sector partners are encouraged to identify security gaps and build capabilities that address security needs and challenges related to protecting locations or environments that are easily accessible to large numbers of people on a predictable or semi-predictable basis that have limited security or protective measures in place, including town centers, shopping malls, open-air venues, outside hard targets/venues perimeters, and other places of meeting and gathering. For more information, please see DHS's [Hometown Security Program](#).

Community Lifelines – FEMA created Community Lifelines to reframe incident information and impacts using plain language and unity of effort to enable the integration of preparedness efforts, existing plans, and identifies unmet needs to better anticipate response requirements. Additional information may be found at the [Community Lifelines Implementation Toolkit website](#).

Strategic Framework for Countering Terrorism and Targeted Violence – DHS adopted the [DHS Strategic Framework for Countering Terrorism and Targeted Violence](#) which explains how the department will use the tools and expertise that have protected and strengthened the country from foreign terrorist organizations to address the evolving challenges of today.

NIMS Implementation

Subrecipients are strongly encouraged to adopt and implement the [National Incident Management System \(NIMS\)](#).

Management and Administration

The Management and Administration (M&A) allowance for Subrecipients is set at a maximum of five percent for the FY 2023 NSGP.

Indirect Costs

Indirect costs are allowable under the FY 2023 NSGP Grant Award.

Subrecipients with an indirect cost rate approved by their cognizant federal agency may claim indirect costs based on the established rate. Indirect costs claimed must be calculated using the base approved in the indirect cost negotiation agreement. A copy of the approved negotiation agreement is required at the time of application.

Indirect costs are *in addition to* the M&A allowance and must be included in the Grant Award application as a “Project” and reflected in the FMFW on the Indirect Cost category ledger if being claimed under the award.

Indirect costs must be claimed no more than once annually, and only at the end of the Subrecipient's fiscal year. An exception to this rule applies if there is a mid-year change to the approved indirect cost rate; in this case, costs incurred to date must be claimed. At that time, a Grant Subaward Modification reflecting the rate change must also be submitted to Cal OES, along with a copy of the new Indirect Cost Rate Agreement.

Personnel Cap

NSGP funds may be used for personnel costs, totaling up to fifty percent. A Subrecipient may request this requirement be waived by DHS/FEMA, via Cal OES. Requests for personnel cap waivers must be submitted separately in writing to the Program Representative on official letterhead, with the following information:

- Documentation explaining why the cap should be waived;
- Conditions under which the request is being submitted; and

Personnel Cap Cont.

- A budget and method of calculation of personnel costs both in percentages of the Grant Award **and** in total dollar amount (including salary, fringe benefits, and any M&A costs).

Subrecipient requests to exceed the personnel cap must be received by Cal OES at the time of application. Subaward modifications impacting the personnel cap will be reviewed on a case-by-case basis and may require submittal of the above-mentioned information.

Additional information regarding the personnel cap is available in [IB 421b](#).

Equipment Typing/ Identification and Use

Allowable NSGP equipment is focused on target hardening and physical security enhancements. This equipment is limited to select items in the following sections on the [FEMA Authorized Equipment List](#) (AEL) website:

- System, Public Address, Handheld or Mobile (03OE-03-MEGA)
- System, Credentialing (04AP-05-CRED)
- Systems, Public Notification and Warning (04AP-09-ALRT)
- Applications, Software as a Service (04AP-11-SAAS)
- System, Remote Authentication (05AU-00-TOKN)
- Software, Encryption (05EN-00-ECRP)
- Software, Malware/Anti-Virus Protection (05HS-00-MALW)
- System, Personal Firewall (05HS-00-PFWL)
- Firewall, Network (05NP-00-FWAL)
- System, Intrusion Detection/Prevention (05NP-00-IDPS)
- Radio, Portable (06CP-01-PORT)
- Services/Systems, Paging (06CC-02-PAGE)
- Intercom (06CP-03-ICOM)
- Accessories, Portable Radio (06CP-03-PRAC2)
- Generators (10GE-00-GENR)
- System, Alert/Notification (13IT-00-ALRT)
- System, Information Technology Contingency Operations (14CI-00-COOP)
- Receptacles, Trash, Blast-Resistant (14EX-00-BCAN)
- Systems, Building, Blast/Shock/Impact Resistant (14EX-00-BSIR)
- Systems/Sensors, Alarm (14SW-01-ALRM)
- Doors and Gates, Impact Resistant (14SW-01-DOOR)
- Lighting, Area, Fixed (14SW-01-LITE)

Equipment Typing/ Identification and Use Cont.

- System, Physical Access Control (14SW-01-PACS)
- Systems, Personnel Identification (14SW-01-SIDP)
- Systems, Vehicle Identification (14SW-01-SIDV)
- Sensors/Alarms, System and Infrastructure Monitoring, Standalone (14SW-01-SNSR)
- Systems, Video Assessment, Security (14SW-01-VIDA)
- Barriers: Fences; Jersey Walls (14SW-01-WALL)
- Systems, Personnel/Package Screening (15SC-00-PPSS)
- Installation (21GN-00-INST)
- Training and Awareness (21GN-00-TRNG)

Subrecipients that allocate FY 2023 NSGP funds for equipment are required to type and identify the capability associated with that equipment. Per FEMA policy, the purchase of weapons and weapon accessories are not allowed with NSGP funds.

Equipment Maintenance/ Sustainment

Use of NSGP funds for maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are allowable as described in FEMA IBs [336](#) and [379](#), as well as Grant Programs Directorate (GPD) Policy [FP 205-402-125-1](#).

Telecommunications Equipment or Services Prohibitions

Effective August 13, 2020, section 889(f)(2)-(3) of the [John S. McCain National Defense Authorization Act for FY 2019 \(NDAA\)](#), Pub. L. No. 115-232 (2018) and [2 C.F.R. § 200.216, 200.471](#), and Appendix II to 2 C.F.R. Part 200 prohibits DHS/FEMA Recipients and Subrecipients (including their contractors and subcontractors) from using any FEMA funds under open or new awards for the following covered telecommunications equipment or services:

- 1) Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation, (or any subsidiary or affiliate of such entities);
- 2) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);
- 3) Telecommunications or video surveillance services provided by such entities or using such equipment; or

Telecommunications Equipment or Services Prohibitions Cont.

- 4) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the People's Republic of China.

Additional guidance is available in [FEMA Policy #405-143-1, Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services.](#)

Conflict of Interest

To eliminate and reduce the impact of conflicts of interest in the subaward process, Subrecipients and pass-through entities must follow their own policies and procedures regarding the elimination or reduction of conflicts of interest when making subawards. Subrecipients and pass-through entities are also required to follow any applicable federal, state, local, and tribal statutes or regulations governing conflicts of interest in the making of subawards.

Subrecipients must disclose to their Program Representative, in writing, any real or potential conflict of interest as defined by the federal, state, local, or tribal statutes or regulations, which may arise during the administration of the NSGP subaward within five days of learning of the conflict of interest.

Prohibited and Controlled Equipment

Effective May 25, 2022, [Executive Order \(EO\) 14074, Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety](#), Section 12(a) directs the Department of Homeland Security to review its grants, and consistent with applicable law, prohibits the use of grant funding to purchase certain types of military equipment by state, local, tribal, and territorial law enforcement agencies (LEAs).

For all awards issued on or after January 1, 2023, the policy directly prohibits certain types of equipment outright (prohibited equipment), whereas other types of equipment may be controlled, or LEAs are required to submit certifications prior to purchase.

Prohibited and Controlled Equipment Cont.

Even if equipment is listed as controlled equipment and is not outright prohibited, that does not automatically make it allowable under a particular FEMA program. Recipients and Subrecipients should refer to applicable program guidance or contact your Program Representative to determine if a particular type of equipment is allowable under that program.

Additional information regarding Prohibited and Controlled Equipment is available on [FEMA Policy 207-22-0002](#).

Build America Buy America Act (BABAA)

Under FEMA financial assistance programs, the BABAA requirements apply to:

- New awards made on or after January 2, 2023,
- New funding that FEMA obligates to existing awards or through renewal awards on or after January 2, 2023; and
- Infrastructure projects.

Funds provided under this program may not be used for a project for infrastructure unless the iron and steel, manufactured products, and construction materials used in that infrastructure are produced in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Additionally, the Buy America preference does not apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

When necessary, subrecipients may apply for a waiver from these requirements. Additional information regarding the BABAA can be found on FEMA's website under [Buy America Preference](#).

**California
Homeland
Security
Strategy Goals**

The State has prioritized the following California Homeland Security Strategy Goals for the FY 2023 subawards:

1. Enhance Information Collection, Analysis, and Sharing, in Support of Public Safety Operations Across California;
2. Protect Critical Infrastructure and Key Resources from All Threats and Hazards;
3. Strengthen Security and Preparedness Across Cyberspace;
4. Strengthen Communications Capabilities Through Planning, Governance, Technology, and Equipment;
5. Enhance Community Preparedness;
6. Enhance Multi-Jurisdictional/Inter-Jurisdictional All-Hazards Incident Catastrophic Planning, Response, and Recovery Capabilities;
7. Improve Medical and Health Capabilities;
8. Enhance Incident Recovery Capabilities;
9. Strengthen Food and Agriculture Preparedness; and
10. Enhance Homeland Security Exercise, Evaluation, and Training Programs.

Financial Management Forms Workbook

The FY 2023 Cal OES FMFW includes:

Grant Subaward Face Sheet – Use the Grant Subaward Face Sheet to apply for grant programs. The Grant Subaward Face Sheet must be signed and submitted in portrait format.

Authorized Body of 5 – Provides the contact information of Authorized Agents (AA), delegated via the Governing Body Resolution or Signature Authorization Form, including staff related to grant activities. More than one person is recommended for designation as the AA; in the absence of an AA, an alternate AA can sign requests.

Project Ledger – The Project Ledger is used in the application process to submit funding information and is used for submitting Cash Requests and Grant Subaward Modifications and assist with completion of the Biannual Strategy Implementation Report (BSIR).

Planning Tab – Provides detailed information on grant-funded planning activities with a final product identified.

Organization Tab – Provides detailed information on grant-funded organizational activities.

Equipment Tab – It is an NSGP requirement that detailed information be provided under the equipment description for all grant-funded equipment. AEL numbers must be included for all items of equipment. Always refer to the AEL for a list of allowable equipment and conditions, if any.

Training Tab – Provides detailed information on grant-funded training activities. All training activities must receive Cal OES approval prior to starting the event, including a Training Feedback number. The [Training Request Form](#) must be submitted and approved to obtain a Training Feedback number and should be submitted at **least** 30 days in advance.

Exercise Tab – Provides detailed information on grant-funded exercises.

M&A Tab – Provides information on grant-funded M&A activities.

Financial Management Forms Workbook Cont.

Indirect Costs Tab – Provides information on indirect costs.

Consultant-Contractor Tab – Provides detailed information on grant-funded consultants.

Personnel Tab – Provides detailed information on grant-funded personnel activities.

Authorized Agent Page – The AA Page must be submitted with the application, all cash requests, and Grant Subaward Modifications. The AA Page must include a valid signature on file with Cal OES and the date.

Subrecipient Grants Management Assessment

Per [2 C.F.R. § 200.332](#), Cal OES is required to evaluate the risk of non-compliance with federal statutes, regulations, and grant terms and conditions posed by each Subrecipient of pass-through funding. The [Subrecipient Grants Management Assessment](#) contains questions related to a Subrecipient organization's experience in the management of federal grant awards. It is used to determine, and provide, an appropriate level of technical assistance, training, and grant oversight to Subrecipients during the subaward. The questionnaire must be completed and returned with the Subrecipient's grant application.

Application Attachments

Indirect Cost Rate Agreement – If claiming indirect costs at a federally approved rate, please provide a copy of your approved Indirect Cost Rate Agreement.

Federal Funding Accountability and Transparency Act (FFATA) Financial Disclosure – Use [the FFATA Financial Disclosure](#) to provide the information required by the Federal Funding Accountability and Transparency Act of 2006.

Certification Regarding Lobbying – Use the [Certification Regarding Lobbying form](#) to certify lobbying activities, as stipulated by the Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352.31 U.S.C. § 1352.

Application Attachments Cont.

501(c)(3) Certification form – Use the [501\(c\)\(3\) Certification form](#) to certify and acknowledge if a 501(c)(3) Determination Letter is required by the Internal Revenue Service.

STD 204 Payee Data Record – A form used to assign an organization a Federal Information Processing Standard (FIPS) number.

Filing Requirements – Subrecipients must comply with various filing requirements put forth by the State of California:

- Franchise Tax Board (FTB)
- Department of Justice (DOJ)
- Secretary of State (SOS)
- Internal Revenue Service (IRS), Federal Employee Identification Number (FEIN)

Subrecipients must verify that the name and address listed on the STD 204 are consistent with how the organization is registered with the FTB, DOJ, SOS, and IRS. It is the Subrecipients' responsibility to ensure that the name and address are consistent between the STD 204, FTB, DOJ, SOS, and IRS. All changes to the organization name and address must be provided to Cal OES in writing and must include an updated STD 204.

Standard Assurances

The Standard Assurances list the requirements to which the Subrecipients will be held accountable. All Applicants will be required to submit a signed **original** of the FY 2023 Standard Assurances as part of their FY 2023 NSGP application. The required Standard Assurances can be found only in PDF format on the Cal OES website.

NOTE: Self-created Standard Assurances will not be accepted.

Governing Body Resolution

The Governing Body Resolution (GBR) appoints AAs (identified by the individual's name or by a position title) to act on behalf of the governing body and the Applicant by executing any actions necessary for each application and subaward. All Applicants are required to submit a copy of their FY 2023 GBR with their application.

**Authorized
Agent
Information**

For each person or position appointed by the Governing Body, identify the individual in the AA and Contact Information page of the FMFW.

All changes in AA and contact information must be provided to Cal OES in writing. If the GBR identifies the AA by name, a new Resolution is needed when changes are made. If the GBR identifies the AA by position and/or title, changes may be made by submitting a request on the entity's letterhead, signed by an existing AA.

Cal OES will not accept signatures of an AA's designee, unless authorized by the Governing Body's resolution. A change to an AA's designee must be submitted on agency letterhead and signed by the AA, announcing the change to their designee.

Required Documents Submission

Subrecipients must submit an electronic copy of their completed FMFW to their Program Representative for review. After the required documents are approved, all electronic copies of the FMFW, along with the required documents must be emailed, with original or electronic signatures, by the application due date. During the application process, if it is determined all allocated funds cannot be expended by the end of the period of performance, inform your Program Representative as soon as possible. The completed application documents should be received by Cal OES no later than the date provided in the FY 2023 NSGP Timeline, referenced as Attachment B.

Late or Incomplete Required Documents

Late or incomplete required documents may be denied. If required documents are incomplete, the Program Representative may request additional information. Requests for late submission of required documents must be emailed to the Program Representative prior to the application due date. Cal OES has sole discretion to accept or reject late or incomplete required documents.

NSGP Contact Information

Subrecipient questions, comments, and correspondence should be directed to:

California Governor's Office of Emergency Services
ATTN: Grants Management (Building F)
Infrastructure Protection Grants Unit II
3650 Schriever Avenue
Mather, CA 95655

Jasmine Torres	(916) 845-8848
Tuyen Nguyen	(916) 845-8548
Wendy Dao	(916) 363-4544
Amanda Kovacs	(916) 328-7658
Thuy Nguyen	(916) 328-7667

The general Infrastructure Protection Grants Unit II email address is: NonProfit.Security.Grant@CalOES.ca.gov

Subaward Approval

Subrecipients will receive a formal notification of subaward. Subaward letters must be signed, dated, and returned to Cal OES within 20 calendar days. Once the completed application, along with the signed subaward letter is received and approved, reimbursement of eligible Subaward expenditures may be requested using the Cal OES FMFW.

Payment Request Process

The NSGP is a reimbursement program. To request a cash reimbursement of NSGP funds, Subrecipients must first complete a payment request using the Cal OES NSGP FMFW, returning it to the appropriate Program Representative. Subrecipients who fail to follow the workbook instructions may experience delays in processing the payment request.

Payments can only be made if the Subrecipient has an approved application.

Semi-Annual Drawdown Requirements

All Subrecipients must report expenditures and request funds at least semi-annually throughout the period of performance. Semi-annual drawdowns should occur in March and October of each calendar year following final approval of the subaward application, except for the final cash request, which must be submitted within twenty calendar days after the end of the subaward period of performance.

Modifications

Post-award budget and scope modifications must be requested using the Cal OES NSGP FMFW, signed by the Subrecipient's AA, and submitted to the Program Representative.

The Subrecipient may implement grant modification activities, and incur associated expenses, only after receiving written final approval of the modification from Cal OES.

DHS/FEMA requires prior written approval of any change in scope/objective of the grant-funded activity after the award is issued. Refer to [2 C.F.R. § 200.308](#) for additional information on Revision of Budget and Program Plans.

Request for change in scope or objective of the grant-funded activity after the award is made must be submitted to Cal OES. Subrecipients must also complete the Cal OES Modification Request Form. The request must include the following:

- A written request from the Subrecipient on its letterhead, outlining the scope or objective change, including the approved projects from the Subrecipient's Investment Justification (IJ), the funds and relative scope or

Modifications Cont.

objective significance allocated to those projects, the proposed changes, and any resulting reallocations as a result of the change of scope or objective;

- An explanation why the change of scope or objective is necessary; and
- The Subrecipient request must also address whether the proposed changes will impact its ability to complete the project within the award's period of performance.

DHS/FEMA will generally not approve the change of scope requests resulting from the following situations:

- Subrecipients that relocate their facilities after submitting their application who are requesting a change of scope to allow them to use NSGP funds towards projects at the new facility; or
- Subrecipients that renovate their facilities after submitting their application in cases where the subsequent renovations would affect the vulnerability/risk assessment upon which the IJ is based.

Subrecipients must provide a written justification for all modification requests. The justification may be included in the body of the e-mail transmitting the request, or a document attached to the transmittal e-mail. Please reference [GMM 2018-17](#) for additional information regarding modification requests.

Planning

NSGP funds 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 those with access and functional needs as well as those with limited English proficiency. Examples of planning activities allowable under this Program include:

- Development and enhancement of security plans and protocols;
- Development or further strengthening of security assessments;
- Emergency contingency plans;
- Evacuation/Shelter-in-place plans;
- Coordination and information sharing with fusion centers; and

Planning Cont.

- Other project planning activities with prior approval from FEMA.

Training

All grant-funded training activities must receive Cal OES approval prior to starting the training event. Allowable training-related costs under the NSGP are limited to:

- Attendance fees for the training, and
- Related expenses, such as materials, supplies, and/or equipment for the training.

No personnel costs, such as overtime and backfill costs, associated with attending the training courses are allowable. Travel costs are also not eligible.

Training projects must be proposed in the IJ and must be presented by a pre-approved training provider. Training Feedback Numbers should be obtained no later than 30 days before the first day of the training or related activities.

Subrecipients must complete a [Training Request Form](#) and submit it electronically to Cal OES. When seeking approval of non-DHS/FEMA developed courses, course materials must be submitted with the approval requests. Conditional approvals are not offered.

For more information on this or other training-related inquiries, contact the [Cal OES Training Branch](#) at (916) 845-8745 or Training@caloes.ca.gov.

**Exercises,
Improvement
Plans and After
Action
Reporting**

Subrecipients should engage stakeholders to identify long-term training and exercise priorities. These priorities should address capability targets and gaps identified through a Threat and Hazard Identification and Risk Assessment, real-world events, previous exercises, and national areas for improvement identified in the NPR.

Subrecipients must report on all exercises conducted with NSGP grant funds. An After Action Report (AAR) Improvement Plan (IP) or Summary Report (for Seminars & Workshops) must be completed and submitted to Cal OES within 90 days after the exercise/seminars/workshops are conducted. It is acceptable to submit an *Exercise Summary Report for Seminars and Workshops* in lieu of a full AAR/IP.

Exercises, Improvement Plans and After Action Reporting Cont.

AAR/IPs and Summary Reports should be e-mailed to:

- hseep@fema.dhs.gov
- exercise@caloes.ca.gov
- Your Program Representative

For exercise-related issues and/or questions, please email the Cal OES Exercise Team at exercise@caloes.ca.gov. Exercise costs will not be reimbursed until an AAR/IP is received by Cal OES.

Contracted Security Personnel

Contracted Security Personnel are allowed under the NSGP (costs to purchase equipment for contracted security are not allowed). Additionally, Subrecipients may not use more than fifty percent of their subawards to pay for personnel activities unless a waiver is approved by FEMA. Please reference [IB 421B](#) and [IB 441](#) for additional information.

Subrecipients requesting to reprogram funds in support of contracted security personnel must submit an Investment Modification to Cal OES for consideration.

The Investment Modification must include:

- A written request from the Subrecipient on formal letterhead signed by the AA; and
- Completion of the NSGP Contracted Security Personnel Request Form, which addresses the following requirements:
 - A brief description of the project(s), and indicate how much NSGP funding has been obligated towards each project(s);
 - Outline the scope or objective change to indicate which project(s) will be affected by the reprogramming request, and explain the financial and security impact of this change;
 - An explanation why the change of scope or objective is necessary;
 - Information regarding the Subrecipient's Vulnerability Assessment, and if it addressed any contracted security personnel recommendations; and

Contracted Security Personnel Cont.

- An explanation on whether the proposed changes will impact the Subrecipient's ability to complete the project(s) within the subaward period of performance, including an implementation timeline.

Procurement Standards and Written Procedures

Subrecipients must conduct procurement using documented local government procurement procedures, or the federal procurement standards found in [2 C.F.R. Part 200](#), whichever are more strict. Subrecipients must also have written conflict of interest policies governing the actions of its employees engaged in the selection, award and administration of contracts, including disciplinary actions for violations of such standards.

Procurement Documentation

Non-federal entities, other than states and territories, are required to maintain and retain records sufficient to detail the history of procurements, covering at least the rationale for the procurement method, contract type, contractor selection or rejection, and the basis for the contract price. For any cost to be allowable, it must be adequately documented. Examples of the types of documents that would meet this requirement include, but are not limited to:

- Solicitation documentation, such as requests for quotes, invitations for bids, or requests for proposals;
- Responses to solicitations, such as quotes, bids, or proposals;
- Pre-solicitation independent cost estimates and Post-solicitation cost/price analyses on file for review by federal personnel, if applicable;
- Contract documents and amendments;
- Documents demonstrating inclusion of required contract provisions, and
- Other documents required by federal regulations applicable at the time the grant was awarded to the Subrecipient.

Procurement Thresholds

Effective June 20, 2018, the micro-purchase threshold was increased from \$3,500 to \$10,000 and the simplified acquisition threshold was increased from \$150,000 to \$250,000. These increases apply to all Subrecipient procurements executed on or after June 20, 2018. Refer to [IB 434](#) for additional information.

Noncompetitive Procurements

All noncompetitive procurements exceeding the simplified acquisition threshold require Cal OES prior written approval to be eligible for reimbursement. This method of procurement must be approved by the local Purchasing Agent prior to submitting a request for Cal OES approval. A copy of the Purchasing Agent's approval must be included with the Cal OES [Request for Noncompetitive Procurement Authorization form](#). Cal OES may request additional documentation that supports the procurement effort.

Environmental Planning and Historic Preservation

DHS/FEMA is required to ensure all activities and programs that are funded by the agency comply with federal Environmental Planning and Historic Preservation (EHP) regulations. Subrecipients proposing projects or activities (including, but not limited to, training, exercises, the installation of equipment, and construction or renovation projects) that have the potential to impact the environment or a historic structure must participate in the EHP review process. EHP Screening Memos must include detailed project information, explain the goals and objectives of the proposed project, and include supporting documentation.

DHS/FEMA may also require the Subrecipient to provide a confidential California Historical Resources Information System (CHRIS) report in addition to the [EHP Screening Form](#).

Determination of the necessity of a CHRIS report is based upon information disclosed on the EHP Screening Form. Program Representatives will provide additional instructions should this report be required.

EHP requests should be submitted to Cal OES as early as possible. All projects/activities triggering EHP must receive DHS/FEMA written approval prior to commencement of the funded activity.

Updated information may be referenced in the [FEMA GPD EHP Policy Guidance](#).

Competition

In accordance with [2 C.F.R. § 200.319](#), all procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section and § 200.320.

Follow the federal or your own written procurement policies, whichever is more restrictive. If you follow your policies, they must meet the following minimum requirements:

- Obtain multiple written (signed and dated) bids from vendors; and
- Keep a written record of the following: WHO you contacted, WHEN you contacted them, WHAT prices were quoted, and WHY you selected the vendor. The records must include all bids.

Vendor Licensing

The State of California, Contractor's State License Board (CSLB) requires that anyone charging \$500 or more to perform construction work must be licensed. Please make sure your contractor possesses the correct license certification and is qualified to install your equipment.

Check a contractor's license number online at [CSLB website](#) or by calling (800) 321-2752. Contractors are required to place their license number on their business cards, bids, and contracts.

Bids, Estimates, and Invoices

Bids and invoices must include the following:

- Contractor/service provider's License Number;
- Invoice/estimate number;
- Make – (manufacturer/brand name);
- Model – (manufacturer's model name and number);
- Quantity – (amount purchased);
- Unit cost – (dollar amount per item);
- Any miscellaneous/installation equipment should be listed separately and include the details such as quantity ordered and price per unit;
- Labor/installation costs should be listed separately and detailed including price per hour per person; and
- State/local taxes should be listed separately.

**Bids, Estimates,
and Invoices
Cont.**

Bids and invoices must be issued by the vendor who installed the equipment or performed the service. Bids and Invoices may not be created by the Subrecipient or representatives of the Subrecipient. Costs must be allowable according to [2 C.F.R. § 200.403](#), [§ 200.404](#), and [§ 200.405](#).

**Construction
and Renovation**

When applying for construction funds, at the time of application, Subrecipients must submit evidence of approved zoning ordinances, architectural plans, any other locally required planning permits, and a notice of federal interest. Additionally, Subrecipients are required to submit a SF-424C Budget and Budget Detail that cites the project costs.

Subrecipients using funds for construction projects must comply with the Davis-Bacon Act. Subrecipients must ensure that their contractors or subcontractors for construction projects pay workers no less than the prevailing wages for laborers and mechanics employed on projects of a character like the contract work in the civil subdivision of the state in which the work is to be performed.

Written approval for construction must be provided by DHS/FEMA prior to the use of any NSGP funds for construction or renovation. No construction activities (including site preparation, utility installations, and any groundbreaking activities) or equipment installations on existing structures, may begin until the EHP review process is complete.

**Inventory
Control and
Property
Management**

Subrecipients must use standardized resource management concepts for resource typing and credentialing, in addition to maintaining an inventory by which to facilitate the effective identification, dispatch, deployment, tracking, and recovery of resources.

Subrecipients must have an effective inventory management system, to include:

- Property records that document description, serial/ID number, fund source, title information, acquisition date, cost, federal cost-share, location, use, condition, and ultimate disposition;
- A physical inventory conducted at least every two years;

Inventory Control and Property Management Cont.

- A control system to prevent loss, damage, and theft of grant purchased equipment and supplies; and
- Adequate maintenance procedures to keep the property in good condition.

Equipment Disposition

When original or replacement equipment acquired under the NSGP is no longer needed for program activities, the Subrecipient must contact the Program Representative to request disposition instructions. See [2 C.F.R. § 200.313\(e\)](#).

Performance Reporting

Subrecipients must complete a BSIR each Winter and Summer using the DHS/FEMA [Grants Reporting Tool](#) (GRT) for the duration of the subaward period of performance or until all grant activities are completed and the subaward is formally closed by Cal OES. Failure to submit a BSIR could result in subaward reduction, suspension, or termination.

Access to the BSIR may be obtained through the GRT. To create a new account, please click the link that reads, "Register for an account" and follow the instructions provided. The Subrecipient will be required to ensure up-to-date project information is entered. The Project Ledger in the FMFW may assist with the BSIR data entry process. For additional assistance with the GRT, please contact your Program Representative.

Extension Requests

Extensions to the initial period of performance identified in the subaward will only be considered through formal, written requests to your Program Representative. Upon receipt of the extension request, Cal OES will:

1. Verify compliance with performance reporting requirements by confirming the Subrecipient has submitted all necessary performance reports;
2. Confirm the Subrecipient has provided sufficient justification for the request; and
3. If applicable, confirm the Subrecipient has demonstrated sufficient progress in past situations where an extension was authorized by Cal OES.

Extension requests will be granted only due to compelling legal, policy, or operational challenges, and will only be considered for the following reasons:

Extension Requests Cont.

1. Contractual commitments with vendors that prevent completion of the project within the period of performance;
2. The project must undergo a complex environmental review which cannot be completed within this timeframe;
3. Projects are long-term by design and therefore; acceleration would compromise core programmatic goals; and
4. Where other special circumstances exist.

To be considered, extension requests must be received no later than sixty days prior to the end of the Subrecipient's period of performance and must contain specific and compelling justifications as to why an extension is required.

All extension requests must address the following:

1. Grant program, fiscal year, and award number;
2. Reason for the delay;
3. Current status of the activity/activities;
4. Approved performance period termination date and new project completion date;
5. Amount of funds drawn down to date;
6. Remaining available funds, both federal and non-federal;
7. Budget outlining how remaining federal and non-federal funds will be expended;
8. Plan for completion, including milestones and timeframes for each milestone and the position/person responsible for implementing the plan for completion; and
9. Certification that the activity/activities will be completed within the extended period of performance without any modification to the original Statement of Work.

General questions regarding extension requirements and the extension request form should be directed to your Program Representative. For additional information, please see [IB 379](#). Extension requests for personnel and salaries do not meet the requirements of [IB 379](#) and will not be granted.

Progress Reports on Grant Extensions

All Subrecipients that receive Cal OES approval to extend their FY 2023 grant subaward period of performance may be required to submit progress reports indicating completed and future project milestones on all extended projects. Progress reports must be submitted electronically to the Program Representative. Deadlines for the submission of progress reports will be established at the time of extension approval.

Monitoring

Cal OES Grants Monitoring actively monitors Subrecipients, through day-to-day communications, programmatic site visits, and desk and on-site compliance assessments. The purpose of the compliance assessment is to ensure Subrecipients are in compliance with applicable state and federal regulations, grant guidelines, and programmatic requirements. Monitoring activities may include, but are not limited to:

- Verifying that entries recorded on the FMFW categories are properly supported with source documentation;
- Eligibility of and support for expenditures, typically covering two to three years of data;
- Comparing actual Subrecipient activities to those approved in the grant application and subsequent modifications, including the review of timesheets and invoices as applicable;
- Procurements and contracts;
- Ensuring equipment lists are properly maintained and physical inventories are conducted;
- Ensuring advances have been disbursed in accordance with applicable guidelines; and
- Confirming compliance with:
 - Standard Assurances, and
 - Information provided on performance reports and payment requests

NOTE: It is the responsibility of all Subrecipients that pass down grant funds to other entities, to maintain and utilize a formal process to monitor the grant activities of their subawards. This requirement includes, but is not limited to, on-site verification of grant activities, as required. It is common for Subrecipients to receive findings in a programmatic site visit or compliance assessment,

**Monitoring
Cont.**

which require a Corrective Action Plan (CAP) to be submitted by Subrecipients. Those Subrecipients who fail to submit a CAP, as required, shall have a “hold” placed on any future reimbursements until the “finding” is resolved.

**Failure to
Submit
Required
Reports**

Periodic reporting is required by the grant. Subrecipients who miss a single reporting deadline may receive a letter addressed to their Governing Body informing them of the failure to report. Subrecipients who fail to report twice in a row may have subsequent awards reduced by ten percent until timely reporting is reestablished.

**Suspension/
Termination**

Cal OES may suspend or terminate grant funding, in whole or in part, or other measures may be imposed for any of the following reasons:

- Failure to submit required reports.
- Failure to expend funds in a timely manner consistent with the grant milestones, guidance, and assurances.
- Failure to comply with the requirements or statutory progress toward the goals or objectives of federal or state law.
- Failure to make satisfactory progress toward the goals or objectives outlined in the Subrecipient application.
- Failure to follow grant agreement requirements or special conditions.
- Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.
- False certification in the application or document.
- Failure to adequately manage, monitor, or direct the grant funding activities of their Subrecipients.

Before taking action, Cal OES will provide the Subrecipient reasonable notice of intent to impose corrective measures and will make every effort to informally resolve the problem.

Closeout

Cal OES will closeout Subrecipient awards when it determines all applicable administrative actions and all required work of the federal award have been completed.

Closeout Cont.

Subawards will be closed after:

- Receiving any applicable Subrecipient Performance Report indicating that all approved work has been completed, and all funds have been distributed;
- All funds have been requested and reimbursed, or disencumbered;
- Completing a review to confirm the accuracy of reported information;
- Reconciling actual costs to subawards, modifications, and payments; and
- Verifying the Subrecipient has submitted a final BSIR showing all grant funds have been expended.

Records Retention

The records retention period is three years from the date of the Cal OES Grant Closeout Letter, or until any pending litigation, claim, or audit started before the expiration of the three-year retention period has been resolved and final action is taken. The Cal OES Grant Closeout Letter will notify the Subrecipient of the start of the records retention period for all programmatic and financial grant-related records.

If the State Administrative Agency award remains open after the Subrecipient's submission of the final BSIR, Cal OES will complete any additional BSIR reporting required under the award on behalf of the Subrecipient.

Closed grants may still be monitored and audited. Failure to maintain all grant records for the required retention period could result in a reduction of grant funds, and an invoice to return costs associated with the unsupported activities. If documents are retained longer than the required retention period, FEMA, the DHS Office of Inspector General, Government Accountability Office, and pass-through entity have the right to access these records as well. See Title 2 C.F.R § [200.334](#) and [200.337](#).

Attachment A – FY 2023 NSGP Allocations | 2023

FY 2023 NSGP Allocations		
Area	Nonprofit	Award
NSGP-State	Agape Community Church	\$150,000
NSGP-State	All Saints Academy of Stockton	\$150,000
NSGP-State	Antioch Missionary Baptist Church	\$147,000
NSGP-State	Boys & Girls Clubs of Kern County (Boys Club of Bakersfield-5207)	\$79,900
NSGP-State	Boys & Girls Clubs of Kern County (Boys Club of Bakersfield-8301)	\$109,450
NSGP-State	Boys & Girls Clubs of Kern County (Boys Club of Bakersfield-801)	\$150,000
NSGP-State	Boys and Girls Clubs of the North Valley- Bellin Center	\$21,197
NSGP-State	Boys and Girls Clubs of the North Valley- Chico Clubhouse (CCH)	\$58,044
NSGP-State	Boys and Girls Clubs of the North Valley- Chico Teen Center (CTC)	\$21,434
NSGP-State	Buddhist Tzu Chi Foundation (1100, San Dimas)	\$150,000
NSGP-State	Buddhist Tzu Chi Education Foundation (Walnut)	\$150,000
NSGP-State	Buddhist Tzu Chi Education Foundation (Monrovia)	\$150,000
NSGP-State	California Ave. Church of Christ	\$60,000
NSGP-State	Camp Ramah in California, Inc.	\$150,000
NSGP-State	Chabad of Westlake Village	\$150,000
NSGP-State	Congregation Beth Shalom of the Santa Clarita Valley	\$150,000
NSGP-State	Crossover Church of Rosedale	\$150,000
NSGP-State	Dharma Realm Buddhist Association, Inc.	\$149,948
NSGP-State	Diocese of Fresno Education Corporation dba San Joaquin Memorial High School	\$150,000
NSGP-State	Dolores Huerta Foundation	\$136,500
NSGP-State	Forest Home	\$150,000
NSGP-State	Fresno Pacific University	\$150,000
NSGP-State	Greater Lighthouse Community Outreach, Inc.	\$147,000
NSGP-State	Gurudwara Anandgarh Sahib	\$150,000
NSGP-State	Hebrew Discovery Center	\$150,000
NSGP-State	Holy Temple Church of God in Christ	\$147,000
NSGP-State	International Church of the Foursquare Gospel dba Santa Clarita Foursquare Church dba Crosspoint	\$131,000
NSGP-State	Islamic Society of Tracy	\$150,000
NSGP-State	Jewish Family Service of San Diego – Desert Outreach Housing Center	\$142,800
NSGP-State	Jewish Family Service of San Diego – Desert Outreach Housing Center - De Anza Road	\$57,750
NSGP-State	Jewish Federation of Ventura County	\$150,000

Attachment A – FY 2023 NSGP Allocations | 2023

FY 2023 NSGP Allocations		
Area	Nonprofit	Award
NSGP-State	Life Pacific University (LPU)	\$150,000
NSGP-State	Masjid Fresno	\$150,000
NSGP-State	Pacific Battleship Center	\$125,000
NSGP-State	Pastor of Saint Thomas More Catholic Parish Paradise	\$75,800
NSGP-State	Pioneer Tabernacle Community Church of God in Christ	\$147,000
NSGP-State	Prayer Mission Church of God in Christ	\$147,000
NSGP-State	Roman Catholic Bishop of Fresno/Immaculate Heart of Mary	\$150,000
NSGP-State	San Geronio Memorial Hospital	\$149,760
NSGP-State	Shasta County Young Men's Christian Association (dba Shasta Family YMCA)	\$73,500
NSGP-State	Shomrei Torah Synagogue	\$150,000
NSGP-State	St Thomas the Apostle Catholic Parish	\$11,200
NSGP-State	St Thomas the Apostle Catholic Parish- School	\$125,470
NSGP-State	Temple Beth Israel of The Pomona Valley	\$150,000
NSGP-State	Temple Menorah	\$150,000
NSGP-State	Temple Ner Shalom of San Luis Obispo	\$70,111
NSGP-State	The Rector Wardens and Vestrymen of St. Mary's Parish Laguna Beach	\$139,000
NSGP-State	United States Catholic Conference Maryvale	\$150,000
NSGP-State	Vida Church LA	\$150,000
NSGP-State	WestCare California	\$149,820
NSGP-State	Westside Neighborhood Church of God In Christ	\$150,000
NSGP-State	World Relief Corporation of National Association of Evangelicals, Modesto	\$19,443
NSGP-State Total		\$6,542,127
Anaheim/ Santa Ana Area	Academy Youth Service Organization	\$150,000
Anaheim/ Santa Ana Area	Calvary Chapel of Costa Mesa (3000)	\$121,994
Anaheim/ Santa Ana Area	Calvary Chapel of Costa Mesa (3232)	\$139,410
Anaheim/ Santa Ana Area	Chabad Jewish Center of Mission Viejo	\$150,000
Anaheim/ Santa Ana Area	Cornerstone Christian Fellowship	\$150,000
Anaheim/ Santa Ana Area	International Society for Krishna Consciousness of Laguna Beach, Inc.	\$139,000
Anaheim/ Santa Ana Area	New Hope Presbyterian Church	\$150,000

Attachment A – FY 2023 NSGP Allocations | 2023

FY 2023 NSGP Allocations		
Area	Nonprofit	Award
Anaheim/ Santa Ana Area	World Relief Corporation of National Association of Evangelicals, Garden Grove	\$22,274
Bay Area	Allen Chapel African Methodist Episcopal Church, Inc.	\$147,000
Bay Area	Amos Temple Christian Methodist Episcopal Church	\$150,000
Bay Area	Archbishop Residence: The Archdiocese of San Francisco Parish & School Juridic Persons Real Property Support Corporation	\$92,303
Bay Area	Bais Menachem Yeshiva Day School	\$150,000
Bay Area	Berkeley Mount Zion Missionary Baptist Church	\$147,000
Bay Area	Beth Chaim Congregation of Contra Costa County	\$150,000
Bay Area	Buddhist Tzu Chi Foundation (2355 San Jose)	\$150,000
Bay Area	Chabad Jewish Center of North S Jose & Morgan Hill	\$150,000
Bay Area	Chabad of Noe Valley	\$150,000
Bay Area	Chochmat HaLev	\$150,000
Bay Area	Christian Congregation of Jehovah's Witnesses	\$125,000
Bay Area	Congregation Beth Abraham of Oakland, California	\$150,000
Bay Area	Congregation Beth Israel of Berkeley	\$150,000
Bay Area	Congregation Chevra Thilim	\$150,000
Bay Area	Congregation Emeth	\$150,000
Bay Area	Cristo Rey De La Salle East Bay High School, Inc.	\$150,000
Bay Area	East Oakland Church of God in Christ (Site 1)	\$147,000
Bay Area	First Baptist Church, Campbell	\$120,000
Bay Area	First Hebrew Congregation and Community Center of Salinas	\$150,000
Bay Area	First Hebrew Congregation of Alameda	\$150,000
Bay Area	Gideon Hausner Jewish Day School	\$150,000
Bay Area	Hindu Community and Cultural Center, Inc.	\$150,000
Bay Area	Islamic Center of Livermore	\$150,000
Bay Area	Jewish Community High School of the Bay	\$125,130
Bay Area	Jews for Jesus	\$150,000
Bay Area	Livermore Valley Jewish Community Center dba Beth Emek	\$149,601
Bay Area	Masjid Ar-Raheem Inc.	\$150,000
Bay Area	Muslim Community Association of San Francisco Bay Area	\$150,000
Bay Area	New Life Christian Center of Novato of the Assemblies of God dba Marin Christian Academy, North Bay Christian Academy	\$150,000
Bay Area	New Life Christian Center of Novato of the Assemblies of God dba New Life Church, Marin Christian Academy, Noah's Ark Prek	\$150,000

Attachment A – FY 2023 NSGP Allocations | 2023

FY 2023 NSGP Allocations		
Area	Nonprofit	Award
Bay Area	Ninth Street Media Consortium, Inc.	\$150,000
Bay Area	Oshman Family Jewish Community Center	\$145,880
Bay Area	Our Lady of Angels Church	\$142,612
Bay Area	Queen Memorial Church of God in Christ	\$147,000
Bay Area	Santa Rosa Reform Jewish Congregation, Inc.	\$149,840
Bay Area	Schneerson Center Inc.	\$150,000
Bay Area	South Peninsula Hebrew Day School	\$150,000
Bay Area	St. Mark Baptist Church of Pittsburg	\$147,000
Bay Area	St. Robert's Catholic Church	\$80,247
Bay Area	The Cathedral of St. Mary of The Assumption	\$150,000
Bay Area	The Congregation Emanu-El	\$140,000
Bay Area	The New Hope Baptist Church, A Religious Society of Oakland, California	\$147,000
Bay Area	Touro University California	\$75,051
Bay Area	Urban Adamah	\$150,000
Los Angeles/ Long Beach	Ateret Israel Inc.	\$150,000
Los Angeles/ Long Beach	Baba Sale Congregation	\$150,000
Los Angeles/ Long Beach	Beis Medrash of Hancock Park	\$150,000
Los Angeles/ Long Beach	Chabad House Community Center	\$150,000
Los Angeles/ Long Beach	Chabad of Burbank, Inc.	\$150,000
Los Angeles/ Long Beach	Chabad of Greater Los Feliz	\$150,000
Los Angeles/ Long Beach	Chabad of Hollywood West	\$150,000
Los Angeles/ Long Beach	Chabad of North Beverly Hills	\$150,000
Los Angeles/ Long Beach	Congregation Hazon Ovadya	\$150,000
Los Angeles/ Long Beach	Congregation Kollel Yechiel Yehuda	\$150,000
Los Angeles/ Long Beach	Congregation Ohr Hachaim	\$150,000
Los Angeles/ Long Beach	Friendship Circle	\$150,000

Attachment A – FY 2023 NSGP Allocations | 2023

FY 2023 NSGP Allocations		
Area	Nonprofit	Award
Los Angeles/ Long Beach	Hillel at UCLA	\$112,000
Los Angeles/ Long Beach	Hillel Hebrew Academy (401)	\$150,000
Los Angeles/ Long Beach	Hillel Hebrew Academy (9120)	\$150,000
Los Angeles/ Long Beach	International Society for Krishna Consciousness of California	\$149,900
Los Angeles/ Long Beach	Islamic Center of Hawthorne, Inc.	\$150,000
Los Angeles/ Long Beach	Jewish Big Brothers Big Sisters Association of Los Angeles (JBBBSLA)	\$150,000
Los Angeles/ Long Beach	Jewish Center of Glendale	\$150,000
Los Angeles/ Long Beach	Jewish Educational Movement	\$150,000
Los Angeles/ Long Beach	Jewish Federation of Greater Long Beach and West Orange County	\$150,000
Los Angeles/ Long Beach	Jewish Student Center	\$150,000
Los Angeles/ Long Beach	LAvate	\$150,000
Los Angeles/ Long Beach	McCoy Memorial Baptist Church	\$147,000
Los Angeles/ Long Beach	Mount Saint Mary's University	\$150,000
Los Angeles/ Long Beach	Ohr Eliyahu Academy	\$150,000
Los Angeles/ Long Beach	Ohr Haemet Inc. (1975)	\$148,000
Los Angeles/ Long Beach	Ohr Haemet Inc. (1030)	\$150,000
Los Angeles/ Long Beach	The Happy Minyan Inc.	\$147,000
Los Angeles/ Long Beach	The NESS Counseling Center, Inc.	\$141,225
Los Angeles/ Long Beach	The Rector, Wardens and Vestrymen of St. James Parish, Los Angeles (Church)	\$150,000
Los Angeles/ Long Beach	The Rector, Wardens and Vestrymen of St. James Parish, Los Angeles (Preschool)	\$150,000

Attachment A – FY 2023 NSGP Allocations | 2023

FY 2023 NSGP Allocations		
Area	Nonprofit	Award
Los Angeles/ Long Beach	The Rector, Wardens and Vestrymen of St. James Parish, Los Angeles (School)	\$150,000
Los Angeles/ Long Beach	The Westside Kollel, Inc. dba Link	\$150,000
Los Angeles/ Long Beach	Torat Hayim	\$150,000
Los Angeles/ Long Beach	Young Israel of Century City	\$150,000
Riverside Area	Boys & Girls Clubs of Greater Redlands-Riverside	\$101,500
Riverside Area	Central Community Christian Fellowship	\$150,000
Riverside Area	Grace Chapel of San Bernardino - Access Center	\$150,000
Riverside Area	Grace Chapel of San Bernardino - Worship Center	\$150,000
Sacramento Area	Christian Faith Church	\$150,000
Sacramento Area	First Baptist Church of Del Paso Heights	\$147,000
Sacramento Area	Genesis Missionary Baptist Church, Inc.	\$147,000
Sacramento Area	Iglesia Apostolica Sacramento	\$147,000
Sacramento Area	Jewish Community Center Chabad of Roseville Inc.	\$150,000
Sacramento Area	Our Lady of Grace Catholic Church	\$150,000
Sacramento Area	Pastor of St. Mel Parish - Fair Oaks A Corporation Sole (St. Mel School)	\$150,000
Sacramento Area	Pastor of St. Robert Parish, Sacramento, a corporation sole	\$150,000
Sacramento Area	Pleasant Grove Community Church	\$150,000
Sacramento Area	South Sacramento Christian Center	\$150,000
Sacramento Area	St John Missionary Baptist Church	\$147,000
Sacramento Area	St. Peter and All Hallows Parish, Sacramento, California, A Corporation Sole	\$150,000
Sacramento Area	Victory Outreach-South Sacramento	\$150,000
Sacramento Area	World Relief Corporation of National Association of Evangelicals, Sacramento	\$26,078
San Diego Area	Chabad of Chula Vista	\$150,000
San Diego Area	Friends of Chabad Lubavitch of San Diego Inc.	\$150,000
San Diego Area	Jewish Family Service of San Diego	\$141,750
San Diego Area	Jewish Family Service of San Diego - Safe Parking Program - Mission Valley	\$102,900
San Diego Area	Jewish Family Service of San Diego RFS	\$140,700
San Diego Area	Shadow Mountain Community Church, Inc. (3844)	\$150,000
San Diego Area	Shadow Mountain Community Church, Inc. (402)	\$150,000
San Diego Area	Temple Solel of Northern San Diego County, Inc.	\$150,000
NSGP-Urban Area Total		\$16,296,395

FY 2023 NSGP Total Allocation	\$22,838,522
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Attachment B – FY 2023 NSGP Timeline | 2023

DHS Announcement of FY 2023 NSGP	February 27, 2023
Cal OES Application due to DHS/FEMA	May 18, 2023
DHS/FEMA Award to California	September 7, 2023
Subrecipient period of performance begins	September 1, 2023
FY 2023 NSGP California Supplement release	October 2023
Notification of Subrecipient Award	October 2023
Subrecipient Required Document Webinars	October 2023
Subrecipient Required documents due to Cal OES	December 29, 2023
Subrecipient period of performance ends	May 31, 2026
Final Requests for Reimbursement due	Within twenty (20) calendar days of the subaward expiration date
Cal OES's performance period ends	August 31, 2026

Subrecipient:

FIPS#:

Program Representative:

Financial Management Forms Workbook:

- _____ Grant Subaward Face Sheet
- _____ Authorized Body of 5 Sheet
- _____ Project Ledger
- _____ Planning Ledger (If Applicable)
- _____ Equipment Ledger
- _____ Training Ledger (If Applicable)
- _____ Exercise Ledger (If Applicable)
- _____ Management and Administration Ledger (If Applicable)
- _____ Indirect Cost Ledger (If Applicable)
- _____ Consultant-Contractor Ledger (If Applicable)
- _____ Personnel Ledger (If Applicable)
- _____ Authorized Agent Sheet

Required Documents:

- _____ Original Counter-signed Award Letter
- _____ EHP Screening Form
- _____ FFATA Financial Disclosure
- _____ Certification Regarding Lobbying
- _____ Governing Body Resolution
- _____ Subrecipient Grants Management Assessment
- _____ 2023 NSGP Standard Assurances
- _____ Indirect Cost Rate Agreement (If Applicable)
- _____ 501 (c)(3) Certification Form
- _____ 501 (c)(3) Certification Letter (If Applicable)
- _____ STD 204/Payee Data Record