



***Cal* OES**

**GOVERNOR'S OFFICE
OF EMERGENCY SERVICES**

**Fiscal Year 2024
Nonprofit Security Grant Program**

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

January 2025

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Federal Program Announcement

In April 2024, the U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) issued the Fiscal Year (FY) 2024 Nonprofit Security Grant Program (NSGP), [Notice of Funding Opportunity](#) (NOFO) and [FEMA Preparedness Grants Manual \(PGM\)](#).

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 2024 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 2023 and FY 2024 NSGP and highlight additional California policies and requirements applicable to the FY 2024 NSGP.

Key Changes to the FY 2024 NSGP

Purchasing Under a FEMA Award: 2024 OMB Revisions:

The Office of Management and Budget (OMB) updated parts of the OMB Guidance for Grants and Agreements in Title 2 of the Code of Federal Regulations. These updates will apply to FEMA awards with an award date on or after October 1, 2024.

Updates to the federal procurement standards at [2 C.F.R. §§ 200.317 – 200.327](#), which govern how FEMA award recipients and subrecipients must conduct purchases under a FEMA award.

FEMA will update its policy and guidance documents to incorporate these revisions. For now, please refer to the [Purchasing Under a FEMA Award: 2024 OMB Revisions Fact Sheet](#). Details on all the 2 C.F.R. revisions can be found on the [Federal Register's Guidance for Federal Financial Assistance webpage](#). For additional information on the federal procurement standards, visit [Contracting with Federal Funds for Goods and Services Before, During and After Disasters | FEMA.gov](#).

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| 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 | <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> |

FY 2024 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 2024:

- 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. Additional information regarding community preparedness and resilience is available through [Individuals and Communities](#).

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.

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| NIMS Implementation | <p>Prior to the allocation of any federal preparedness awards, Subrecipients must ensure and maintain the adoption and implementation of the National Incident Management System (NIMS).</p> |
| Management and Administration | <p>The Management and Administration (M&A) allowance for Subrecipients is set at a maximum of five percent for the FY 2024 NSGP.</p> |
| Indirect Costs | <p>Indirect costs are allowable under the FY 2024 NSGP Grant Award.</p> <p>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.</p> <p>Indirect costs are <i>in addition to</i> 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.</p> <p>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.</p> <p>The FEMA Preparedness Grants Manual, published by FEMA, states that State and local governments are not permitted to use the de minimis rate. These costs are allowable only when an exception is granted to the SAA by FEMA per 2 C.F.R. Part 200, Appendix VII, paragraph D.1.b.</p> |
| Personnel Cap | <p>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</p> |

Personnel Cap Cont.

Grants Analyst on official letterhead, with the following information:

- Documentation explaining why the cap should be waived;
- Conditions under which the request is being submitted; and
- 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 to 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)
- Signs (03OE-03-SIGN)
- 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)
- Repeater (06CP-01-REPT)
- Services/Systems, Paging (06CC-02-PAGE)
- Intercom/Intercom System (06CP-03-ICOM)
- Accessories, Portable Radio (06CP-03-PRAC)
- Generators (10GE-00-GENR)
- System, Alert/Notification (13IT-00-ALRT)

Equipment Typing/ Identification and Use Cont.

- Supply, Uninterruptible Power (UPS) (10PE-00-UPS)
- 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)
- Network, Acoustic Sensor Triangulation (14SW-01-ASTN)
- Doors and Gates, Impact Resistant (14SW-01-DOOR)
- Lighting, Area, Fixed (14SW-01-LITE)
- 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 2024 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, licenses, upgrades, and user fees are allowable as described in FEMA PGM.

Telecommuni- cations 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:

Telecommunications Equipment or Services Prohibitions Cont.

- 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
- 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 Grants Analyst, 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,

Prohibited and Controlled Equipment Cont.

prohibits the use of grant funding to purchase certain types of military equipment by state, local, tribal, and territorial (SLTT) 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.

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 Grants Analyst 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.

**Build America,
Buy America
Act (BABAA)
Cont.**

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 2024 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 2024 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 Agent Contact Information – Provide 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.

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.

Application Attachments Cont.

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 Subrecipients must submit an electronic signed [FY 2024 Standard Assurances](#) as part of their FY 2024 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.

Program Standard Assurances Addendum

The Program Standard Assurances Addendum specifies additional requirements that Subrecipients must meet. All Subrecipients must submit an electronic signed [Program Standard Assurances Addendum](#) as part of the FY 2024 NSGP application. The required Program Standard Assurances Addendum can be found only in PDF format on the Cal OES website.

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 Subrecipients must submit a copy of their FY 2024 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 Grants Analyst for review. After the required documents are approved, a completed copy of the FMFW, along with all other application components must be submitted, with official 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 Grants Analyst as soon as possible. The completed application should be received by Cal OES no later than the date provided in the FY 2024 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 Grants Analyst may request additional information. Requests for late submission of required documents must be emailed to the Grants Analyst 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 Units I & II
3650 Schriever Avenue
Mather, CA 95655

| | |
|------------------|----------------|
| Leslee Choate | (916) 364-4697 |
| Keshia Lyons | (916) 364-4695 |
| Heather Weathers | (916) 364-4694 |
| Brandon Blackmon | (916) 364-4561 |
| Victoria Kazimir | (916) 364-4531 |
| Sterling Hickox | (916) 845-8189 |
| Jennifer Fowler | (916) 845-8741 |
| Tony Soria | (916) 328-7909 |

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 FMFW, returning it to the appropriate Grants Analyst. 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 FMFW, signed by the Subrecipient's AA, and submitted to the Grants Analyst.

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

Modifications Cont.

- 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
- 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 allowable.

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 Grants Analyst

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 are required to conduct procurement activities in with documented procurement procedures that align with federal procurement standards outlined in [2 C.F.R. Part 200](#). In cases where there is a conflict between the local procedures and federal standards, the more stringent requirements must be followed. Additionally, subrecipients must implement written conflict of interest policies that govern the actions of employees involved in the selection, award, and administration of contracts. These policies should include provisions for disciplinary actions in the event of violations.

Procurement Documentation

Subrecipients must maintain records that document the procurement process, including the rationale for the procurement method, contract type, contractor selection or rejection, and the basis for the contract price. To be allowable, costs must be properly documented. Acceptable documentation includes, but is 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

Under 2 C.F.R. Part 200, procurement thresholds are defined as follows:

- **Micro-purchase threshold:** This is the maximum amount for which purchases can be made without requiring competitive quotes or formal procurement processes, provided the price is reasonable. The micro-purchase threshold is set at **\$10,000**.

Procurement Thresholds Cont.

- **Simplified acquisition threshold:** This sets the maximum amount for which federal procurement procedures may be simplified. The threshold is **\$250,000**. For purchases at or below this amount, subrecipients may use streamlined methods, such as obtaining competitive price or rate quotations from an adequate number of qualified sources. Purchases exceeding \$250,000 require more formal procurement procedures, including sealed bids or competitive proposals.

Subrecipients must adhere to these thresholds and, in cases of conflict between local procurement procedures and federal requirements, must apply the more stringent threshold.

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. Grants Analysts will provide additional instructions should this report be required.

Environmental Planning and Historic Preservation Cont.

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;

Bids, Estimates, and Invoices Cont.

- Labor/installation costs should be listed separately and detailed including price per hour per person; and
- State/local taxes should be listed separately.

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;

Inventory Control and Property Management Cont.

- A physical inventory conducted at least every two years;
- 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 Grants Analyst 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 Grants Analyst.

Extension Requests

Extensions to the initial period of performance identified in the subaward will only be considered through formal, written requests to your Grants Analyst. 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 Grants Analyst. 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 2024 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 Grants Analyst. 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.

Monitoring Cont.

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, 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.

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.

For indirect cost rate proposals, cost allocation plans, or other rate computation records, the start of the record retention period is dependent on whether the proposal, plan, or other computation is required to be submitted to the federal government (or to the pass-through entity) for negotiation purposes. See [2 C.F.R. § 200.334\(f\)](#).

In order for any cost to be allowable, it must be adequately documented per [2 C.F.R. § 200.403\(g\)](#).

If the State Administrative Agency's 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

**Records
Retention Cont.**

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 2024 NSGP Allocations | 2024

| FY 2024 NSGP Allocations | | |
|--------------------------|---|-----------|
| Area | Nonprofit | Award |
| NSGP-State | Ahlul Beyt Mosque, Inc. | \$127,500 |
| NSGP-State | American Jewish University | \$150,000 |
| NSGP-State | American Martyrs Catholic Church | \$150,000 |
| NSGP-State | Bais Hillel | \$150,000 |
| NSGP-State | Bidwell Park Congregation of Jehovah's Witnesses, Chico, CA, Inc. | \$140,000 |
| NSGP-State | Biola University, Inc. | \$150,000 |
| NSGP-State | Boys & Girls Clubs of Kern County, aka Boys Club of Bakersfield | \$150,000 |
| NSGP-State | Buddhist Tzu Chi Education Foundation | \$150,000 |
| NSGP-State | Butte County Fair Association | \$150,000 |
| NSGP-State | Cain Memorial African Methodist Episcopal Church | \$147,000 |
| NSGP-State | Cain Memorial African Methodist Episcopal Church - Site 2 | \$150,000 |
| NSGP-State | California State University (MSR Building) | \$150,000 |
| NSGP-State | Calvary Baptist Missionary Church, dba Calvary Baptist Church and Schools | \$150,000 |
| NSGP-State | Calvary Community Church of Conejo Valley | \$150,000 |
| NSGP-State | Camp Ramah in California, Inc. | \$150,000 |
| NSGP-State | Cantwell-Sacred Heart of Mary High School | \$146,465 |
| NSGP-State | Canyon Hills Assembly of God 7001 | \$150,000 |
| NSGP-State | Canyon Hills Assembly of God 7100 | \$150,000 |
| NSGP-State | Catholic Charities Diocese of SD 250B | \$58,247 |
| NSGP-State | Central Valley Crescent | \$150,000 |
| NSGP-State | Chabad Jewish Center of Thousand Oaks, Inc. | \$150,000 |
| NSGP-State | Chabad of Camarillo | \$150,000 |
| NSGP-State | Chabad of Moorpark | \$150,000 |
| NSGP-State | Chabad of Ventura | \$76,755 |
| NSGP-State | Chabad of the Conejo, Inc. | \$150,000 |
| NSGP-State | Chabad of the Conejo, Inc. 30345 | \$150,000 |
| NSGP-State | Chabad of the Conejo, Inc. 30347 | \$150,000 |
| NSGP-State | Compassion Christian Center | \$147,000 |
| NSGP-State | Congregation B'nai B'rith | \$150,000 |
| NSGP-State | Crossroads Community Church of Santa Clarita Valley | \$150,000 |
| NSGP-State | Diocese of Fresno Education Corp. – Garces Memorial High School | \$150,000 |
| NSGP-State | Diocese of Fresno Education Corporation | \$150,000 |
| NSGP-State | Education Center Affiliated with Saint Barbara Greek Orthodox Church | \$102,690 |

Attachment A – FY 2024 NSGP Allocations | 2024

| FY 2024 NSGP Allocations | | |
|--------------------------|---|-----------|
| Area | Nonprofit | Award |
| NSGP-State | First Congregational Church A Corp. | \$127,050 |
| NSGP-State | First Pentecostal Church of Orosi | \$150,000 |
| NSGP-State | First Presbyterian Church Bakersfield | \$150,000 |
| NSGP-State | Fresno Pacific University | \$150,000 |
| NSGP-State | Garden Community Church | \$150,000 |
| NSGP-State | Grace Evangelical Lutheran Church of Lancaster | \$148,112 |
| NSGP-State | Greater Lighthouse Community Church | \$150,000 |
| NSGP-State | Hillcrest Congregation of Jehovah's Witnesses, Bakersfield CA, Inc. | \$150,000 |
| NSGP-State | Iglesia Monte Sion Dios Incomparable | \$150,000 |
| NSGP-State | Ilan Ramon Day School | \$150,000 |
| NSGP-State | Jewish Federation of Ventura County | \$150,000 |
| NSGP-State | Lily of the Valley Emmanuel Church of Jesus Christ | \$150,000 |
| NSGP-State | Mission Santa Ines | \$150,000 |
| NSGP-State | Maha Shakti Ashram Sanstha Inc. | \$150,000 |
| NSGP-State | Masjid Porterville, Inc. | \$150,000 |
| NSGP-State | Melody of Creation Farm | \$144,300 |
| NSGP-State | Neighborhood Mennonite Brethren Church of Visalia, California | \$124,110 |
| NSGP-State | Ness Hatorah Organization, Inc. 141 | \$150,000 |
| NSGP-State | Ness Hatorah Organization, Inc. 3430 | \$150,000 |
| NSGP-State | New Hope Missionary Baptist Church of Santa Maria | \$150,000 |
| NSGP-State | Our Lady of Guadalupe Church | \$150,000 |
| NSGP-State | Our Lady of the Assumption Parish | \$51,300 |
| NSGP-State | Paraclete Catholic High School | \$150,000 |
| NSGP-State | Pastor of Our Lady of Mercy Parish Redding A Corporation Sole | \$150,000 |
| NSGP-State | Pastor of Sacred Heart, Sacred Heart School | \$150,000 |
| NSGP-State | Planned Parenthood of the Pacific Southwest | \$150,000 |
| NSGP-State | Pomona Catholic High School | \$150,000 |
| NSGP-State | Radha Krishna Mandir | \$150,000 |
| NSGP-State | Saint Agnes Medical Center | \$150,000 |
| NSGP-State | Saint Barbara Greek Orthodox Church | \$109,725 |
| NSGP-State | Saint Katherine Drexel Catholic Parish | \$134,183 |
| NSGP-State | Saint Mark's University Parish | \$150,000 |
| NSGP-State | Shalom Institute Camp and Conference Center 34342 | \$150,000 |
| NSGP-State | Shalom Institute Camp and Conference Center 8955 | \$75,000 |
| NSGP-State | Shri Paramhans Advait Mat Ontario Inc. | \$150,000 |

Attachment A – FY 2024 NSGP Allocations | 2024

| FY 2024 NSGP Allocations | | |
|----------------------------|--|---------------------|
| Area | Nonprofit | Award |
| NSGP-State | Sikh Temple Gurdwara Yuba City | \$150,000 |
| NSGP-State | St. Aloysius School | \$150,000 |
| NSGP-State | St. Catherine of Siena Roman Catholic Church | \$150,000 |
| NSGP-State | St. Demiana Coptic Orthodox Church | \$150,000 |
| NSGP-State | St. Stephen's Episcopal Church of Santa Clarita | \$150,000 |
| NSGP-State | Temple Beth El | \$135,000 |
| NSGP-State | Temple Menorah | \$150,000 |
| NSGP-State | The Bridge Bible Church of Mennonite Brethren | \$150,000 |
| NSGP-State | The Roman Catholic Archbishop of Los Angeles, A Corporation Sole, Our Lady of Assumption | \$150,000 |
| NSGP-State | Trinity County Fair Association Inc. | \$142,500 |
| NSGP-State | Trinity Lutheran Church | \$147,334 |
| NSGP-State | Union Rescue Mission Hope Gardens | \$150,000 |
| NSGP-State | Victory Outreach Church | \$150,000 |
| NSGP-State | Vine and Branch Fellowship | \$150,000 |
| NSGP-State | Yuba City Church of the Nazarene | \$127,500 |
| NSGP-State Total | | \$11,861,771 |
| Anaheim/ Santa Ana Area | Academy Youth Service Organization | \$150,000 |
| Anaheim/ Santa Ana Area | Beth Jacob Congregation of Irvine | \$150,000 |
| Anaheim/ Santa Ana Area | Calvary Church of Santa Ana, Inc. | \$150,000 |
| Anaheim/ Santa Ana Area | Chabad Jewish Center of Dana Point | \$150,000 |
| Anaheim/ Santa Ana Area | Chabad Jewish Center of Mission Viejo | \$150,000 |
| Anaheim/ Santa Ana Area | Chabad Jewish Center of S Clemente Inc. | \$120,814 |
| Anaheim/ Santa Ana Area | Chabad of Irvine | \$150,000 |
| Anaheim/ Santa Ana Area | Congregation B'nai Israel | \$149,950 |
| Anaheim/ Santa Ana Area | Jewish Community Center of Orange County | \$148,513 |
| Anaheim/ Santa Ana Area | Johnson Chapel African Methodist Episcopal Church | \$149,984 |
| Anaheim/ Santa Ana Area | Mandir | \$150,000 |
| Anaheim/ Santa Ana Area | Newport Jewish Center | \$150,000 |

Attachment A – FY 2024 NSGP Allocations | 2024

| FY 2024 NSGP Allocations | | |
|----------------------------|--|-----------|
| Area | Nonprofit | Award |
| Anaheim/ Santa Ana Area | Red Hill Lutheran Church and School | \$133,560 |
| Anaheim/ Santa Ana Area | Sikh Center of Orange County | \$150,000 |
| Anaheim/ Santa Ana Area | St. Basil Greek Orthodox Church | \$150,000 |
| Anaheim/ Santa Ana Area | Temple Bat Yahm | \$150,000 |
| Anaheim/ Santa Ana Area | Temple Beth Tikvah | \$150,000 |
| Anaheim/ Santa Ana Area | The Israeli Center of Orange County | \$150,000 |
| Bay Area | Al-Furqaan Foundation, f.b.n Masjid Furqaan Hayward | \$149,720 |
| Bay Area | All Hallows Chapel | \$150,000 |
| Bay Area | Archdiocese of San Francisco Chancery | \$149,829 |
| Bay Area | B'nai Israel Jewish Center | \$41,278 |
| Bay Area | Buddhist Tzu Chi Foundation | \$150,000 |
| Bay Area | Calvary Community Church | \$147,000 |
| Bay Area | Canyon Creek Presbyterian Church | \$150,000 |
| Bay Area | Catholic Charities San Francisco and CYO | \$64,200 |
| Bay Area | Catholic Charities of Santa Clara County | \$150,000 |
| Bay Area | Chabad House | \$148,731 |
| Bay Area | Chabad Jewish Center of Oakland Inc. | \$150,000 |
| Bay Area | Chabad of Lamorinda | \$149,990 |
| Bay Area | Chabad of Solano County | \$150,000 |
| Bay Area | Church of the Epiphany | \$148,900 |
| Bay Area | Clayton Valley Presbyterian Church | \$141,500 |
| Bay Area | Congregation Anshey Sfar | \$150,000 |
| Bay Area | Congregation Beth David | \$150,000 |
| Bay Area | Congregation Ner Tamid | \$150,000 |
| Bay Area | Congregation Sherith Israel | \$150,000 |
| Bay Area | Dancey Memorial Church of God in Christ | \$147,000 |
| Bay Area | Evergreen Islamic Center | \$150,000 |
| Bay Area | First African Methodist Episcopal Church | \$150,000 |
| Bay Area | First Covenant Church of Oakland | \$150,000 |
| Bay Area | General Assembly of Alameda County, dba Church of the Latter Rain 33115 | \$150,000 |
| Bay Area | General Assembly of Alameda County, dba Church of the Latter Rain 5 | \$150,000 |

Attachment A – FY 2024 NSGP Allocations | 2024

| FY 2024 NSGP Allocations | | |
|--------------------------|--|-----------|
| Area | Nonprofit | Award |
| Bay Area | Harmony Missionary Baptist Church | \$150,000 |
| Bay Area | Hindu Community and Cultural Center 1232 | \$150,000 |
| Bay Area | Holy Trinity Greek Orthodox Church | \$140,070 |
| Bay Area | ISKCON of Silicon Valley | \$150,000 |
| Bay Area | India Heritage Foundation 1 | \$148,554 |
| Bay Area | India Heritage Foundation 2 | \$148,788 |
| Bay Area | Jewish Community Center of Santa Cruz, CA Inc., dba Temple Beth El Soquel Cemetery | \$150,000 |
| Bay Area | Jewish Community Center of Santa Cruz, California, dba Temple Beth El | \$150,000 |
| Bay Area | Jewish Family Services of Silicon Valley | \$150,000 |
| Bay Area | Jews for Jesus | \$148,000 |
| Bay Area | Liberty Christian Center | \$150,000 |
| Bay Area | Liberty Christian Center - Site 2 | \$147,000 |
| Bay Area | Living Water Community Church | \$150,000 |
| Bay Area | Macedonia Missionary Baptist Church | \$150,000 |
| Bay Area | Mater Dolorosa Catholic Parish | \$149,000 |
| Bay Area | Mission Dolores Basilica | \$150,000 |
| Bay Area | Monterey Peninsula Jewish Community | \$150,000 |
| Bay Area | Mosque and Islamic Center of San Francisco Waqf | \$150,000 |
| Bay Area | New Life Christian Center of Novato of the Assemblies of God, dba's: New Life Church, Marin Christian Academy, Noah's Ark Prek | \$137,400 |
| Bay Area | Northstar School | \$150,000 |
| Bay Area | Our Lady of Angels Church | \$86,331 |
| Bay Area | Our Lady of Loretto Church | \$115,925 |
| Bay Area | Our Lady of Lourdes Church | \$150,000 |
| Bay Area | Pastor of St. Joseph Parish, Vacaville | \$150,000 |
| Bay Area | Reality San Francisco Church 1314 | \$150,000 |
| Bay Area | Reality San Francisco Church 1325 | \$150,000 |
| Bay Area | Rectory: The Archdiocese of San Francisco Parish & School Juridic Persons Real Property Support Corporation | \$49,334 |
| Bay Area | Rise Academy | \$150,000 |
| Bay Area | Roman Catholic Bishop of San Jose, dba St. Leo the Great Parish | \$150,000 |
| Bay Area | Roman Catholic Bishop of San Jose, dba Our Lady of Guadalupe Parish | \$150,000 |
| Bay Area | Roman Catholic Bishop of San Jose, dba Our Lady of Refuge Parish | \$150,000 |

Attachment A – FY 2024 NSGP Allocations | 2024

| FY 2024 NSGP Allocations | | |
|---------------------------------|---|-----------|
| Area | Nonprofit | Award |
| Bay Area | Roman Catholic Bishop of San Jose, dba St. Athanasius Church | \$150,000 |
| Bay Area | Saint Thomas the Apostle Church | \$127,579 |
| Bay Area | Saint Veronica Catholic Church | \$150,000 |
| Bay Area | Sha'ar Zahav | \$150,000 |
| Bay Area | Shiloh Baptist Church of Vallejo | \$147,000 |
| Bay Area | South Peninsula Hebrew Day School | \$150,000 |
| Bay Area | St. Augustine Catholic Church | \$148,417 |
| Bay Area | St. Monica Church | \$110,000 |
| Bay Area | St. Patrick Church | \$105,000 |
| Bay Area | St. Theresa Church | \$149,000 |
| Bay Area | St. Timothy Catholic Church | \$150,000 |
| Bay Area | St. Emydius Church | \$45,000 |
| Bay Area | Temple Beth Hillel | \$150,000 |
| Bay Area | Temple Isaiah of Contra Costa County | \$150,000 |
| Bay Area | The Congregation Emanu-El | \$150,000 |
| Bay Area | The Hellenic Community of Oakland and Vicinity | \$150,000 |
| Bay Area | The Karaite Jews of America | \$150,000 |
| Bay Area | The Roman Catholic Bishop of San Jose, dba St. Joseph of Cupertino Parish | \$150,000 |
| Bay Area | The Roman Catholic Bishop of San Jose, A Corporation Sole, dba Saint John Vianney Parish and School | \$150,000 |
| Bay Area | The Roman Catholic Bishop of San Jose, A Corporation Sole, dba St. Justin Parish | \$150,000 |
| Bay Area | Union Baptist Church | \$150,000 |
| Bay Area | Union for Reform Judaism, dba Camp Newman | \$150,000 |
| Bay Area | Unitarian Universalist Congregation Santa Rosa | \$105,295 |
| Bay Area | Vacaville Islamic Center | \$150,000 |
| Bay Area | Westgate Community Bible Church 6601 | \$150,000 |
| Los Angeles/ Long Beach Area | Adat Shalom | \$150,000 |
| Los Angeles/ Long Beach Area | Baba Sale Congregation | \$150,000 |
| Los Angeles/ Long Beach Area | Bais Bezael | \$150,000 |

Attachment A – FY 2024 NSGP Allocations | 2024

| FY 2024 NSGP Allocations | | |
|---------------------------------|-------------------------------------|-----------|
| Area | Nonprofit | Award |
| Los Angeles/ Long Beach Area | Beis Medrash of Hancock Park | \$150,000 |
| Los Angeles/ Long Beach Area | Birkat Yitzchok, Inc. | \$150,000 |
| Los Angeles/ Long Beach Area | Boys & Girls Clubs of Santa Monica | \$150,000 |
| Los Angeles/ Long Beach Area | Burbank Temple Emanu El | \$147,000 |
| Los Angeles/ Long Beach Area | Cancer Aid Global 1933 | \$149,500 |
| Los Angeles/ Long Beach Area | Cancer Aid Global 704 | \$149,500 |
| Los Angeles/ Long Beach Area | Cancer Aid Global 860 | \$149,000 |
| Los Angeles/ Long Beach Area | Cathedral of Our Lady of the Angels | \$89,000 |
| Los Angeles/ Long Beach Area | Chabad Of Picfair Village | \$75,915 |
| Los Angeles/ Long Beach Area | Chabad of Brentwood Inc. | \$150,000 |
| Los Angeles/ Long Beach Area | Chabad of Burbank Inc. | \$150,000 |
| Los Angeles/ Long Beach Area | Chabad of Calabasas, Inc. | \$150,000 |
| Los Angeles/ Long Beach Area | Chabad of California 1750 | \$37,138 |
| Los Angeles/ Long Beach Area | Chabad of California 5675 | \$150,000 |
| Los Angeles/ Long Beach Area | Chabad of California 947 | \$32,550 |
| Los Angeles/ Long Beach Area | Chabad of Hollywood West | \$150,000 |
| Los Angeles/ Long Beach Area | Chabad of Silver Lake | \$150,000 |
| Los Angeles/ Long Beach Area | Christ Mission 3435 | \$150,000 |
| Los Angeles/ Long Beach Area | Christ Mission 767 | \$150,000 |
| Los Angeles/ Long Beach Area | Congregation Etz Jacob | \$150,000 |

Attachment A – FY 2024 NSGP Allocations | 2024

| FY 2024 NSGP Allocations | | |
|---------------------------------|--|-----------|
| Area | Nonprofit | Award |
| Los Angeles/ Long Beach Area | Congregation Shaarei Tefila | \$150,000 |
| Los Angeles/ Long Beach Area | Congregation Tifereth Zvi | \$150,000 |
| Los Angeles/ Long Beach Area | Congregation or Ami | \$65,850 |
| Los Angeles/ Long Beach Area | Coptic Orthodox Church - Diocese of Los Angeles, Southern California and Hawaii | \$150,000 |
| Los Angeles/ Long Beach Area | Emergency Aid International 3055 | \$150,000 |
| Los Angeles/ Long Beach Area | Emergency Aid International 3200 | \$149,500 |
| Los Angeles/ Long Beach Area | Emergency Aid International 4032 | \$150,000 |
| Los Angeles/ Long Beach Area | Gindi Maimonides Academy 310 | \$150,000 |
| Los Angeles/ Long Beach Area | Gindi Maimonides Academy 8511 | \$150,000 |
| Los Angeles/ Long Beach Area | Gooddeed 2140 | \$149,500 |
| Los Angeles/ Long Beach Area | Gooddeed 453 | \$150,000 |
| Los Angeles/ Long Beach Area | Gooddeed 6311 | \$150,000 |
| Los Angeles/ Long Beach Area | Greater St Augustine Baptist Church | \$147,000 |
| Los Angeles/ Long Beach Area | Hays Tabernacle Christian Methodist Episcopal Church | \$150,000 |
| Los Angeles/ Long Beach Area | Heartkindness 120 | \$150,000 |
| Los Angeles/ Long Beach Area | Heartkindness 3700 | \$150,000 |
| Los Angeles/ Long Beach Area | Heartkindness 656 | \$149,500 |
| Los Angeles/ Long Beach Area | Hillel at UCLA | \$130,000 |
| Los Angeles/ Long Beach Area | IKAR | \$150,000 |
| Los Angeles/ Long Beach Area | Jerusalem Baptist Church | \$150,000 |

Attachment A – FY 2024 NSGP Allocations | 2024

| FY 2024 NSGP Allocations | | |
|---------------------------------|---|-----------|
| Area | Nonprofit | Award |
| Los Angeles/ Long Beach Area | Jewish Educational Movement | \$150,000 |
| Los Angeles/ Long Beach Area | Jewish Student Center 2700 | \$150,000 |
| Los Angeles/ Long Beach Area | Jewish Student Center 2713 | \$150,000 |
| Los Angeles/ Long Beach Area | Jews for Jesus | \$150,000 |
| Los Angeles/ Long Beach Area | Kol Tikvah | \$150,000 |
| Los Angeles/ Long Beach Area | Lavate | \$150,000 |
| Los Angeles/ Long Beach Area | Ohr Eliyahu Academy | \$139,000 |
| Los Angeles/ Long Beach Area | Oma's Jewish Center | \$150,000 |
| Los Angeles/ Long Beach Area | Planethome 1096 | \$150,000 |
| Los Angeles/ Long Beach Area | Planethome 311 | \$150,000 |
| Los Angeles/ Long Beach Area | Planethome 3727 | \$150,000 |
| Los Angeles/ Long Beach Area | Saint Sophia Cathedral Greek Orthodox Community | \$147,525 |
| Los Angeles/ Long Beach Area | Samuel A Fryer Yavneh Hebrew Academy | \$150,000 |
| Los Angeles/ Long Beach Area | Second African Methodist Episcopal Church Los Angeles | \$150,000 |
| Los Angeles/ Long Beach Area | Sephardic Union DBA Bnei Torah Congregation | \$150,000 |
| Los Angeles/ Long Beach Area | Southern California Nessah Educational and Cultural Center, dba Nessah Synagogue | \$150,000 |
| Los Angeles/ Long Beach Area | St. Anthony Catholic Church | \$150,000 |
| Los Angeles/ Long Beach Area | St. Camillus Center for Spiritual Care | \$59,251 |
| Los Angeles/ Long Beach Area | St. Jerome Catholic Church | \$150,000 |
| Los Angeles/ Long Beach Area | Tashbar Sephardic Yeshiva Ketana | \$150,000 |

Attachment A – FY 2024 NSGP Allocations | 2024

| FY 2024 NSGP Allocations | | |
|---------------------------------|---|-----------|
| Area | Nonprofit | Award |
| Los Angeles/ Long Beach Area | Temple Beth Am | \$150,000 |
| Los Angeles/ Long Beach Area | Temple Beth El & Center | \$150,000 |
| Los Angeles/ Long Beach Area | Temple Israel of Hollywood | \$150,000 |
| Los Angeles/ Long Beach Area | The Plaza Synagogue, dba Young Jewish Professionals | \$69,705 |
| Los Angeles/ Long Beach Area | The Stephen S. Wise Temple | \$150,000 |
| Los Angeles/ Long Beach Area | The Westside Kollel, Inc., dba Magen Avot | \$84,050 |
| Los Angeles/ Long Beach Area | TrueLA Church | \$150,000 |
| Los Angeles/ Long Beach Area | Union Rescue Mission Downtown | \$150,000 |
| Los Angeles/ Long Beach Area | United Community Church | \$147,000 |
| Los Angeles/ Long Beach Area | Vintage Church of Los Angeles | \$148,181 |
| Los Angeles/ Long Beach Area | Westside Jewish Community Center, Inc. | \$144,250 |
| Los Angeles/ Long Beach Area | Westwood Hills Congregational Church | \$148,000 |
| Los Angeles/ Long Beach Area | Westwood Village Synagogue, Inc. | \$150,000 |
| Los Angeles/ Long Beach Area | Wilshire Boulevard Temple 11661 | \$132,500 |
| Los Angeles/ Long Beach Area | Wilshire Boulevard Temple 11960 | \$150,000 |
| Los Angeles/ Long Beach Area | Wilshire Boulevard Temple 3663 | \$150,000 |
| Los Angeles/ Long Beach Area | Yachad Outreach Center | \$150,000 |
| Los Angeles/ Long Beach Area | Yeshiva Ketana of Los Angeles | \$149,782 |
| Los Angeles/ Long Beach Area | Young Israel of Los Angeles | \$150,000 |
| Riverside Area | Chabad of Chino Valley | \$74,844 |
| Riverside Area | Holy Transfiguration American Coptic Orthodox Church | \$148,605 |

Attachment A – FY 2024 NSGP Allocations | 2024

| FY 2024 NSGP Allocations | | |
|--------------------------|---|-----------|
| Area | Nonprofit | Award |
| Riverside Area | Inland Sikh Education Empire (ISEE) | \$150,000 |
| Riverside Area | Northside Church of Christ | \$150,000 |
| Riverside Area | Sacred Place United Church of Christ | \$149,979 |
| Riverside Area | Swaminarayan Gurukul - USA | \$150,000 |
| Sacramento Area | Cathedral of the Blessed Sacrament | \$150,000 |
| Sacramento Area | Center Of Praise Ministries | \$150,000 |
| Sacramento Area | Center Of Praise Ministries Legacy Center | \$150,000 |
| Sacramento Area | Congregation Bet Haverim, Jewish Fellowship of Davis | \$149,600 |
| Sacramento Area | First Street Community Church | \$109,210 |
| Sacramento Area | Georgetown California Congregation of Jehovah's Witnesses, Inc. | \$16,500 |
| Sacramento Area | Gospel Center Church of God in Christ | \$150,000 |
| Sacramento Area | Gospel Center Church of God in Christ - Site 2 | \$150,000 |
| Sacramento Area | Islamic Community of Sacramento Bosniaks Inc. | \$150,000 |
| Sacramento Area | Oak Hills Baptist Church, Inc. | \$150,000 |
| Sacramento Area | Saint Paul Church of Sacramento | \$150,000 |
| Sacramento Area | Sylvan Congregation of Jehovah's Witnesses, Citrus Heights, CA, Incorporated | \$150,000 |
| Sacramento Area | Temple Or Rishon Sunrise Jewish Congregation | \$141,000 |
| Sacramento Area | The University (Evangelical) Covenant Church of Davis, California | \$108,000 |
| San Diego Area | Alef Center | \$150,000 |
| San Diego Area | Beautiful Saviour Lutheran Church | \$150,000 |
| San Diego Area | Beth Jacob Congregation & Center | \$101,500 |
| San Diego Area | Chabad Center of University City | \$150,000 |
| San Diego Area | Chabad Hebrew Academy | \$128,750 |
| San Diego Area | Chabad Jewish Center of RSF | \$150,000 |
| San Diego Area | Chabad at La Costa Inc. | \$150,000 |
| San Diego Area | Chabad of Downtown Inc. | \$150,000 |
| San Diego Area | Christ the Cornerstone Lutheran Church of San Diego, California | \$88,445 |
| San Diego Area | Chula Vista Community Church | \$150,000 |
| San Diego Area | Communion Church of the Christian and Missionary Alliance | \$137,347 |
| San Diego Area | Congregation Beth El of La Jolla | \$150,000 |
| San Diego Area | Congregation Tifereth Israel of San Diego, Inc. | \$76,000 |
| San Diego Area | Escondido Foursquare Church, dba Escondido Christian Church 927 | \$125,400 |
| San Diego Area | House Of Prayer Lutheran Church | \$73,500 |

Attachment A – FY 2024 NSGP Allocations | 2024

| FY 2024 NSGP Allocations | | |
|--------------------------------------|---|---------------------|
| Area | Nonprofit | Award |
| San Diego Area | Islamic Center of San Diego East County (ICSD-EC) | \$150,000 |
| San Diego Area | Jain Society of San Diego Inc. | \$150,000 |
| San Diego Area | Leichtag Foundation | \$75,000 |
| San Diego Area | Maranatha Chapel | \$150,000 |
| San Diego Area | Shadow Mountain Community Church, Inc. | \$150,000 |
| San Diego Area | Soille San Diego Hebrew Day School | \$150,000 |
| San Diego Area | South Bay United Pentecostal Church | \$150,000 |
| San Diego Area | St. Demiana Coptic Orthodox Church Inc. | \$150,000 |
| San Diego Area | Temple Emanu-El San Diego | \$150,000 |
| San Diego Area | The Pastor of San Rafael Catholic Parish in San Diego, California, A Corporation Sole | \$150,000 |
| San Diego Area | University City United Church | \$36,000 |
| San Diego Area | Water's Edge West, dba Captivate Church | \$150,000 |
| NSGP-Urban Area Total | | \$31,878,539 |
| FY 2024 NSGP Total Allocation | | \$43,740,310 |

Attachment B – FY 2024 NSGP Timeline | 2024

| | |
|--|--|
| DHS Announcement of FY 2024 NSGP | April 16, 2024 |
| Cal OES Application due to DHS/FEMA | June 24, 2024 |
| DHS/FEMA Award to California | September 20, 2024 |
| Subrecipient period of performance begins | September 1, 2024 |
| Subrecipient Required Document Webinars | October 2024 |
| Notification of Subrecipient Award | November 2024 |
| FY 2024 NSGP California Supplement release | January 2025 |
| Subrecipient Required documents due to Cal OES | February 10, 2025 |
| Subrecipient period of performance ends | May 31, 2027 |
| Final Requests for Reimbursement due | Within twenty (20) calendar days of the subaward expiration date |
| Cal OES's performance period ends | August 31, 2027 |

Attachment C – FY 2024 NSGP Program Checklist | 2024

Subrecipient: _____ **FIPS#:** _____

Grants Analyst: _____

Financial Management Forms Workbook:

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

Required Documents:

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