

## FY 2025 California State Nonprofit Security Grant Program (CSNSGP), Request for Proposal (RFP) Addendum

This Addendum reflects the following updates to the FY 2025 CSNSGP, Support Services (SS) funding. All other conditions remain as stipulated in the initial [FY 2025 CSNSGP RFP](#).

### ELIGIBILITY INFORMATION

To be eligible, applicants must be California nonprofits described under section 501, subsection (c)(3), of the Internal Revenue Code of 1986 (IRC) and exempt from taxation under IRC section 501, subsection (a). (See California State Nonprofit Security Grant Program, Request for Proposal (RFP), Part I, Section C.)

SS Applicants may submit one (1) Proposal up to \$500,000 solely for SS funding to provide support to other **eligible** nonprofits for the following allowable costs:

- Vulnerability Assessments (VAs);
- Security trainings;
- Mass notification alert systems;
- Monitoring and response systems; and
- Lifesaving emergency equipment.

The number of submissions and amount of funding requested may not exceed these limits.

### PROJECT ACTIVITY GUIDELINES

Allowable costs for SS applicants must be for SS and Management & Administration (M&A). (See RFP, Part I, Section F.) The following is a brief description of costs associated with each of these categories:

- **Support Services**

SS Applicants may request funding to support **eligible** nonprofits for the following allowable costs.

- **Vulnerability Assessments:** VAs are typically conducted at no cost by specialized personnel through fusion centers or law enforcement agencies. Resources to obtain a free VA can be found on Cal OES's website: <https://www.caloes.ca.gov/wp-content/uploads/Grants/Documents/VA-Resources.pdf>

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SS Applicants can provide VAs and not utilize the free VA resources available; however, the following criteria must be met:

- VAs can be conducted for nonprofits that have never had a VA; or
- VAs can be conducted for nonprofits that require a new VA as their existing VA is outdated and there are new/modified vulnerabilities; or
- VAs can be conducted for nonprofits that are unable to secure a VA on their own.

**All VAs must be conducted at a reasonable cost.**

Nonprofits supported by SS Applicants must have current VAs before other support can be provided. VAs exceeding \$10,000 in cost will require a minimum of two price/rate quotes. These price/rate quotes will need to be provided to Cal OES at the time of reimbursement.

- **Security Trainings:** Funding may be used for training-related costs and apply to the nonprofit's employees or members/congregants to receive on-site security training. Training activities using CSNSGP funds must address a specific threat and/or vulnerability, as identified in the Proposal.

Security trainings are typically conducted by specialized personnel. However:

- SS Applicants can propose to conduct security trainings if they are credentialed or have experience to do so; or
- SS Applicants can hire specialized personnel to conduct security trainings.
- Security trainings must receive Cal OES approval at least 30 days prior to starting the training event.
- Approved Security trainings exceeding \$10,000 in cost will require a minimum of two price/rate quotes. These price/rate quotes will need to be provided to Cal OES at the time of reimbursement.

**All Security trainings must be conducted at a reasonable cost.**

- **Mass Notification Alert Systems:** Funding may be used for communication that enables organizations and authorities to send real-time alerts and instructions to large groups of people simultaneously during emergencies or other critical events.

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- **Monitoring And Response Systems:** Funding may be used for communications and safety equipment to be used during emergencies or other critical events.
- **Lifesaving Emergency Equipment:** Funding may be used for basic emergency kit supplies, safety equipment, and/or advanced medical life support to be used during emergencies or other critical events.
- **Management & Administration:** Applicants that receive a subaward under this Program may use and expend up to five percent (5%) of their funds for M&A activities. This cost consists of hiring full-time or part-time staff or contractors/consultants.

### PROPOSAL COMPONENTS

Proposals **MUST** include at the time of submission a fully completed [Application Form \(Version: 10/25\)](#) and [VA Worksheet \(Version: 10/25\)](#). SS Applicants must submit one single email containing the required documents. Incomplete Proposal submissions or submissions utilizing a different version of the forms will not be considered.

1. [Application Form \(Version: 10/25\)](#) must include:
  - Applicant Information
  - Background
  - Risk
  - Security Enhancements
  - Milestones
  - Impact
  - Funding History (Not Scored)
2. [VA Worksheet \(Version: 10/25\)](#): SS Applicants must submit a shared VA Worksheet that is reflective of the risk/vulnerabilities from all known eligible nonprofits they propose to support.
  - Defines, identifies, and prioritizes vulnerabilities of the organizational structure. All vulnerabilities must be up-to-date and not being addressed by any other funding received.
  - Provides the organization with mitigation options of what security enhancements to procure in order to make the organization more secure.
  - The VA Worksheet can be completed via self-assessment by the Applicant.

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### PROPOSAL DUE DATE AND SUBMISSION INSTRUCTIONS

The [Application Form \(Version: 10/25\)](#) and [Vulnerability Assessment \(VA\) Worksheet \(Version: 10/25\)](#) must be emailed to CSNSGP@caloes.ca.gov, and **received by 11:59 pm (PDT) Monday, January 12, 2026**.

### POST AWARD REQUIREMENTS

If selected for funding, SS Subrecipients will be required to:

- Maintain a list of nonprofits they are supporting during the Grant Subaward Period of Performance.
- Ensure that each nonprofit they support has a defined physical location.
- Ensure there is a contractual agreement with each eligible nonprofit supported. These contractual agreements are meant to define expectations, identify services provided, and ensure both entities have an overall understanding of CSNSGP requirements. SS Subrecipients are expected to maintain these contractual agreements and provide these agreements during a Cal OES Performance Assessment or Monitoring Visit. Subrecipients must clearly provide the names and physical addresses of all eligible nonprofits they support.
- Obtain proof of ownership or lease agreement of the physical address for each supported nonprofit. Where nonprofits are leasing, Subrecipients are required to collect a letter on official letterhead from the nonprofit's landlord that provides permission to install support services (e.g., mass notification alert systems; monitoring and response systems; and life-saving emergency equipment).