

**Fiscal Year 2007**  
**Urban Area Security Initiative**  
**Nonprofit Security Grant Program**

**Investment Justification**  
**Questions, Criteria, and Prioritization**  
**Methodology for SAAs and UAWGs**

April 2007

# Review Methodology for SAAs / UAWGs

- The Nonprofit Security Grant Program (NSGP) Guidance requires a two phase review process:
  1. Applications will be reviewed and prioritized by the respective Urban Area Working Group (UAWG) in coordination with the local Citizen Corps Council and the respective State Administrative Agency (SAA)
  2. Applications will be reviewed and final award determinations made through a panel of evaluators from across DHS, including:
    - Federal Emergency Management Agency, National Preparedness Directorate
    - Office of Infrastructure Protection (e.g., Protective Security Coordination Division, Office of Bombing Prevention)
    - Domestic Nuclear Detection Office (as applicable)
    - Office of Intelligence and Analysis
- This document provides review criteria for the SAA/UAWG phase of the NSGP review.
  - The criteria provide a standard review methodology across States and Urban Areas
  - By focusing the SAA/UAWG review on two Investment Justification focus areas (Background and Risk), the review leverages local knowledge and efficiently applies the SAA/UAWG effort to the questions most needing local input
  - The “Overall Score” provides the SAA/UAWG panel the opportunity to subjectively review the overall application including the focus areas

# Questions and Prioritization Criteria

- The Investment Justification (IJ) includes 6 questions in 5 categories:
  1. Overview
  2. Background
  3. Risk
  4. Target Hardening Activity
  5. Project Management
    - Funding Plan
    - Soft Match
- UAWGs and Citizen Corps Councils, in coordination with SAAs, will review the overall application with a specific focus on 2 questions, identified below:
  - Background
  - Risk
- This review will produce a high, medium, or low score on a 5 point scale.
- The aggregate list of scores will provide a prioritized list of eligible nonprofit organizations.

# Background

**IJ Requirement:** Provide a summary description of any of the following:

- Membership and community served
- Symbolic value of the site(s) as a highly recognized national or historical institution that renders the site a possible target of international terrorism
- Known critical infrastructure or key resources (CI/KR) located within close proximity to nonprofit organization facilities
- Any role in responding to or recovering from international terrorist attacks
- Prior threats or attacks (within or outside the U.S.) by a terrorist organization, network, or cell against the nonprofit organization or a closely related organization, including how the nonprofit organization gained knowledge of these threats, the source of the information, and how this understanding influenced the development of this application

## Criteria

- Does the response clearly address the identified topics?
- Can the SAA/UAWG review panel verify the response?

# Risk

**IJ Requirement:** Describe the findings from a previously conducted risk assessments, including threats and vulnerabilities, as well as potential consequences of an attack.

## Criteria

- Does the response indicate and understanding of the nonprofit organization's risk, including threat and vulnerability, as well as potential consequences of an attack?
- Can the SAA/UAWG review panel verify the response?

# Prioritization Methodology

## SCORE = 1

- Incomplete or unclear Investment Justification (IJ)
- Review panel cannot verify or substantiate information in Background and Risk section in IJ

## SCORE = 2

- Partially complete IJ
- Review panel cannot verify or substantiate information in Background and Risk section in IJ

## SCORE = 3

- Complete or clear IJ
- Review panel can verify or substantiate some information in Background and Risk section in IJ

## SCORE = 4

- Partially complete or clear IJ
- Review panel can verify or substantiate all information in Background and Risk section in IJ

## SCORE = 5

- Complete and clear IJ
- Review panel can verify or substantiate all information in Background and Risk section in IJ