

The Department of Homeland Security (DHS) Notice of Funding Opportunity (NOFO) Fiscal Year 2023 Nonprofit Security Grant Program

Release Date: Feb 27, 2023

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Effective April 4, 2022, the Federal Government transitioned from using the Data Universal Numbering System or DUNS number, to a new, non-proprietary identifier known as a Unique Entity Identifier or UEI. For entities that had an active registration in the System for Award Management (SAM) prior to this date, the UEI has automatically been assigned and no action is necessary. For all entities filing a new registration in SAM.gov on or after April 4, 2022, the UEI will be assigned to that entity as part of the SAM.gov registration process.

UEI registration information is available on GSA.gov at: [Unique Entity Identifier Update | GSA](#).

Grants.gov registration information can be found at: <https://www.grants.gov/web/grants/register.html>.

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A. Program Description



FEMA

1. Issued By

U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA)/Grant Programs Directorate (GPD)

2. Assistance Listings Number

97.008

3. Assistance Listings Title

Nonprofit Security Grant Program (NSGP)

4. Funding Opportunity Title

Fiscal Year 2023 Nonprofit Security Grant Program

5. Funding Opportunity Number

DHS-23-GPD-008-000-01

6. Authorizing Authority for Program

Department of Homeland Security Appropriations Act, 2023 (Pub. L. No. 117-328); Sections 2003 and 2004 of the *Homeland Security Act of 2002* (Pub. L. No. 107-296, as amended) (6 U.S.C. §§ 604 and 605)

7. Appropriation Authority for Program

Department of Homeland Security Appropriations Act, 2023 (Pub. L. No. 117-328)

8. Announcement Type

Initial

9. Program Category

Preparedness: Community Security

10. Program Overview, Objectives, and Priorities



a. Overview

The Fiscal Year (FY) 2023 Nonprofit Security Grant Program (NSGP) is one of three grant programs that support DHS/FEMA's focus on enhancing the ability of state, local, tribal, and territorial governments, as well as nonprofits, to prevent, protect against, prepare for, and respond to terrorist or other extremist attacks. These grant programs are part of a comprehensive set of measures authorized by Congress and implemented by DHS to help strengthen the nation's communities against potential terrorist or other extremist attacks. Among the five basic homeland security missions noted in the [DHS Strategic Plan for Fiscal Years 2020-2024](#), NSGP supports the goal to Strengthen National Preparedness and Resilience.

The [2022-2026 FEMA Strategic Plan](#) outlines three bold, ambitious goals in order to position FEMA to address the increasing range and complexity of disasters, support the diversity of communities we serve, and complement the nation's growing expectations of the emergency management community. The NSGP supports FEMA's efforts to instill equity as a foundation of emergency management (Goal 1), as well as promote and sustain a ready FEMA and prepared nation (Goal 3). We invite our stakeholders and partners to also adopt these priorities and join us in building a more prepared and resilient nation.

In FY 2023, there are two funding sources appropriated for nonprofit organizations:

1. **NSGP - Urban Area (NSGP-UA):** NSGP-UA funds nonprofit organizations located **within** FY 2023 Urban Area Security Initiative (UASI)-designated high-risk urban areas; and
2. **NSGP - State (NSGP-S):** NSGP-S funds nonprofit organizations located **outside** of a FY 2023 UASI-designated high-risk urban area. Under NSGP-S, each state will receive a target allocation for nonprofit organizations in the state located **outside** of FY 2023 UASI-designated high-risk urban areas.

For FY 2023, DHS is focused on the importance of information sharing and collaboration to building a national culture of preparedness and protecting against terrorism and other threats to our national security. The threats to our Nation have evolved during the past two decades. We now face continuous cyber threats by sophisticated actors, threats to soft targets and crowded places, and threats from



domestic violent extremists who currently pose the greatest terrorism threat to the nation¹. Therefore, for FY 2023, we have identified one priority area related to some of the most serious threats that recipients should address with their NSGP funds: enhancing the protection of soft targets/crowded places. DHS is focused on forging partnerships to strengthen information sharing and collaboration and, although there are no requirements for information sharing between nonprofit organizations and federal, state, local, tribal, and territorial law enforcement, the NSGP seeks to bring nonprofit organizations into broader state and local preparedness efforts by removing barriers to communication and being more inclusive.

b. Objectives

The objective of the FY 2023 NSGP is to provide funding for physical and cybersecurity enhancements and other security-related activities to nonprofit organizations that are at high risk of a terrorist or other extremist attack. The NSGP also seeks to integrate the preparedness activities of nonprofit organizations with broader state and local preparedness efforts.

c. Priorities

Given the evolving threat landscape, DHS/FEMA has evaluated the national risk profile and set priorities that help ensure appropriate allocation of scarce security dollars. In assessing the national risk profile for FY 2023, one area warrants the most concern under the NSGP:

1. Enhancing the protection of soft targets/crowded places

Likewise, there are several enduring security needs that crosscut the homeland security enterprise. The following are second-tier priority areas that help recipients implement a comprehensive approach to securing communities:

1. Effective planning;
2. Training and awareness campaigns; and
3. Exercises.

A continuing area of concern is the threat posed by malicious cyber actors. Additional resources and information regarding cybersecurity and cybersecurity performance goals are available through the [Cybersecurity and Infrastructure](#)



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[Security Agency, Cross-Sector Cybersecurity Performance Goals](#), and the [National Institute of Standards and Technology](#).

The table below provides a breakdown of these priority areas for the FY 2023 NSGP, showing both the core capabilities enhanced and lifelines supported, as well as examples of eligible project types for each area. A detailed description of allowable investments for each project type is included in the FY 2023 [Preparedness Grants Manual](#). (All references in this NOFO to the Preparedness Grants Manual are for the FY 2023 version.)

FY 2023 NSGP Funding Priorities

*All priorities in this table concern Safety and Security Lifelines.***National Priorities**

Priority Areas	Core Capabilities Enhanced	Example Project Types
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Enhancing the Protection of Soft Targets/Crowded Places	<p>Planning</p> <p>Operational coordination</p> <p>Public information and warning</p> <p>Intelligence and Information Sharing</p> <p>Interdiction and disruption</p> <p>Screening, search, and detection</p> <p>Access control and identity verification</p> <p>Physical protective measures</p> <p>Risk management for protection programs and activities</p> <p>Cybersecurity</p> <p>Long-term vulnerability reduction</p> <p>Situational assessment</p> <p>Infrastructure systems</p>	<p>Private contracted security guards</p> <p>Physical security enhancements</p> <p>Closed circuit television (CCTV) security cameras</p> <p>Security screening equipment for people and baggage</p> <p>Access controls</p> <p>Fencing, gates, barriers, etc.</p> <p>Card readers, associated hardware/software</p> <p>Cybersecurity enhancements</p> <p>Risk-based cybersecurity planning and training</p> <p>Improving cybersecurity of access control and identify verification systems</p> <p>Improving cybersecurity of security technologies (e.g., CCTV systems)</p> <p>Adoption of cybersecurity performance goals (https://www.cisa.gov/cpg)</p>
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Enduring Needs



Priority Areas	Core Capabilities Enhanced	Example Project Types
Planning	<p>Planning</p> <p>Risk management for protection programs and activities</p> <p>Risk and disaster resilience assessment</p> <p>Threats and hazards identification</p> <p>Operational coordination</p>	<p>Conduct or enhancement of security risk assessments</p> <p>Development of:</p> <p>Security plans and protocols</p> <p>Emergency/contingency plans</p> <p>Evacuation/shelter in place plans</p> <p>Assessment of capabilities and gaps in planning for the needs of persons with disabilities and others with access and functional needs</p>
Training & Awareness	<p>Long-term vulnerability reduction</p> <p>Public information & warning</p>	<p>Active shooter training, including integrating the needs of persons with disabilities</p> <p>Security training for employees</p> <p>Public awareness/preparedness campaigns</p>
Exercises	Long-term vulnerability reduction	Response exercises

11. Performance Measures

Performance metrics for this program are:

- Percentage of funding awarded for contract security;
- Percentage of funding awarded for target hardening; and
- Percentage of funding awarded for training and awareness campaigns.



FEMA will calculate and analyze the above metrics through a review of recipient Biannual Strategy Implementation Report updates and award monitoring to ensure that the funds are expended for their intended purpose and achieve the stated outcomes in the grant application.

B. Federal Award Information

1. Available Funding for the NOFO:	\$305,000,000
Subtotal for NSGP-UA:	\$152,500,000
Subtotal for NSGP-S:	\$152,500,000

2. Projected Number of Awards: 56

3. Maximum Award Amount:

Nonprofit organizations must apply through their respective State Administrative Agency (SAA). See Section C.1 for more information about the SAA, nonprofit organization, and applicant/subapplicant roles and responsibilities. For NSGP-UA and NSGP-S, consistent with prior years, each nonprofit may only represent one site/location/physical address per application. For example, a nonprofit with one site may apply for up to \$150,000 for that site. Nonprofits with multiple sites (multiple locations/physical addresses) may choose to apply for additional sites at up to \$150,000 per site for a maximum of three sites, not to exceed \$450,000 per funding stream (NSGP-S and NSGP-UA) and per state. For example, a nonprofit organization with locations in multiple states may apply for *up to three sites within each state and funding stream (three sites for NSGP-S and three sites for NSGP-UA per state)*. If a nonprofit subapplicant applies for projects at multiple sites, regardless of whether the projects are similar in nature, each individual site must include an assessment of the vulnerability and risk unique to each site. That is, one vulnerability assessment per location/physical address. Failure to do so may be cause for rejection of the application.

4. Period of Performance: 36 months



Extensions to the period of performance are allowed. For additional information on period of performance extensions, please refer to Section H of this NOFO or the [Preparedness Grants Manual](#).

FEMA awards under most programs, including this program, only include one budget period, so it will be same as the period of performance. See 2 C.F.R. § 200.1 for definitions of “budget period” and “period of performance.”

- 5. **Projected Period of Performance Start Date(s):** **September 1, 2023**
- 6. **Projected Period of Performance End Date(s):** **August 31, 2026**
- 7. **Funding Instrument Type:** **Grant**

C. Eligibility Information

1. Eligible Applicants

Note: Throughout this funding notice, the term “applicant” refers to the SAA, and the term “subapplicant” refers to the nonprofit organization. Consistent with the commitment to clarity and transparency, most of this NOFO’s information identifies actions for the applicant to take, not the subapplicant. Contact FEMA-NSGP@fema.dhs.gov with questions.

The SAA is the only eligible applicant to apply for funding to FEMA. Nonprofit organizations are eligible as subapplicants to the SAA. As such, nonprofit organizations must apply for FY 2023 NSGP through their SAA, who then submits application information to FEMA. A list of SAA points of contact is available at: [State Administrative Agency \(SAA\) Contacts | FEMA.gov](#). Nonprofit organizations may not apply directly to DHS/FEMA for FY 2023 NSGP funds.

Additional information on the subapplicant process specific to nonprofit organizations is included in Section D.11 of this funding notice.



SAA, in coordination with the Urban Area Working Groups (UAWG) or other relevant state partners, are encouraged to notify and actively inform eligible nonprofit organizations of the availability of FY 2023 NSGP funding.

2. Applicant Eligibility Criteria

The SAA is the only eligible applicant. Nonprofit organizations eligible as **subapplicants to the SAA** are those organizations that are:

1. Described under section 501(c)(3) of the Internal Revenue Code of 1986 (IRC) and exempt from tax under section 501(a) of such code. ***This includes entities designated as “private” (e.g., private institutions of higher learning), as private colleges and universities can also be designated as 501c3 entities.*** **Note:** The Internal Revenue Service (IRS) does not require certain organizations such as churches, mosques, and synagogues to apply for and receive a recognition of exemption under section 501(c)(3) of the IRC. Such organizations are automatically exempt if they meet the requirements of section 501(c)(3). These organizations are not required to provide recognition of exemption. For organizations that the IRS requires to apply for and receive a recognition of exemption under section 501(c)(3), the state may or may not require recognition of exemption, as long as the method chosen is applied consistently.

Note: The Internal Revenue Service (IRS) does not require certain organizations such as churches, mosques, and synagogues to apply for and receive a recognition of exemption under section 501(c)(3) of the IRC. Such organizations are automatically exempt if they meet the requirements of section 501(c)(3). These organizations are not required to provide recognition of exemption. For organizations that the IRS requires to apply for and receive a recognition of exemption under section 501(c)(3), the state may or may not require recognition of exemption, as long as the method chosen is applied consistently.

Refer to links below for additional information:



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- [Exemption Requirements - 501\(c\)\(3\) Organizations | Internal Revenue Service \(irs.gov\)](#)
 - <https://www.irs.gov/publications/p557/ch03.html> Publication 557 (01/2022), Tax-Exempt Status for Your Organization | Internal Revenue Service (irs.gov)
 - [Charities and Nonprofits | Internal Revenue Service \(irs.gov\)](#)
2. Able to demonstrate, through the application, that the organization is at high risk of a terrorist or other extremist attack; and
 3. For NSGP-UA, located within a FY 2023 UASI-designated high-risk urban area; or for NSGP-S, located outside of a FY 2023 UASI-designated high-risk urban area.

Applying for NSGP-UA versus NSGP-S

Nonprofit organizations may not apply to FEMA directly. Nonprofit organizations must apply for FY 2023 NSGP through their SAA. A list of SAA points of contact is available at [State Administrative Agency \(SAA\) Contacts | FEMA.gov](#). **Nonprofit organizations should contact the respective SAA to:**

- Verify the SAA's application deadline. SAAs establish all requirements and deadlines to manage their nonprofit sub-application process in support of the SAAs' submissions to DHS/FEMA. Deadlines and state requirements may vary from state to state. The deadline published in this funding notice is for the SAA to apply to DHS/FEMA, not for the nonprofit organization to apply to the SAA.
- Obtain information on any additional state requirements or processes.

Eligible nonprofit subapplicants located within FY 2023 UASI-designated high-risk urban areas may apply to the SAA (applicant) to receive funding **only** under NSGP-UA. Eligible nonprofit organization subapplicants located outside of FY 2023 UASI-designated high-risk urban areas may apply to the SAA (applicant) to receive funding **only** under NSGP-S. DHS/FEMA will verify that nonprofit subapplicants have applied to the correct program and may disqualify the applications of nonprofit subapplicants that apply to the wrong program.



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For nonprofit organizations that are unsure whether or not they are within a FY 2023 UASI-designated urban area, contact the respective SAA. A list of SAA contacts can be found at [State Administrative Agency \(SAA\) Contacts | FEMA.gov](#).

If a nonprofit organization has a physical location within a defined Metropolitan Statistical Area but the location is NOT within the bounds of how the UAWG defines the high-risk urban area footprint for the purposes of the UASI grant program, then that location should apply under NSGP-S.

Nonprofit organizations that have locations both within and outside of UASI-designated high-risk urban areas can apply under both NSGP-UA and NSGP-S depending on the physical location of the facilities. In such cases, the nonprofit subapplicant must submit separate applications for NSGP-UA and NSGP-S to the SAA (applicant) for funding consideration. SAA applicants and nonprofit subapplicants must still adhere to the other restrictions and requirements set forth in this funding notice, including applying for a maximum of six locations total per nonprofit organization with no more than three locations in either NSGP-UA or NSGP-S, and a maximum of \$150,000 per location. If a nonprofit organization has a physical location within a defined Metropolitan Statistical Area ***but the location is NOT within the bounds of how the UAWG defines the high-risk urban area footprint for the purposes of the UASI grant program, then that location should apply under NSGP-S.*** Nonprofit organizations should contact their [SAAs](#) to determine if their physical location falls within the UAWG-defined high-risk urban area footprint.

Additionally, the final beneficiary of the NSGP grant award must be an eligible nonprofit organization and cannot be a for-profit/fundraising extension of a nonprofit organization. While these for-profit or fundraising extensions may be associated with the eligible nonprofit organization, NSGP funding cannot be used to benefit those extensions and therefore they will be considered ineligible applications. If the funding being sought is for the benefit of a for-profit/fundraising extension, then that would constitute an ineligible subaward since only nonprofit organizations are eligible subrecipients. This is distinct from a contract under an award where a nonprofit organization could seek the assistance of a for-profit/fundraising extension, but the purpose would be to benefit the *nonprofit organization* and not for the benefit of the for-profit/fundraising extension. For further information on the distinction between a subaward and contract, see 2



An application submitted by an otherwise eligible non-federal entity (which for this program is the SAA) may be deemed ineligible when the person that submitted the application (for the applicant/SAA) is not: 1) a **current employee, personnel, official, staff, or leadership** of the non-federal entity; and 2) **duly authorized to apply** for an award on behalf of the non-federal entity at the time of application. Further, the Authorized Organization Representative (AOR) must be a duly authorized current employee, personnel, official, staff or leadership of the recipient and **provide an email address unique to the recipient (SAA) at the time of application and upon any change in assignment during the period of performance. Consultants or contractors of the recipient are not permitted to be the AOR of the recipient.**

FY 2023 NSGP-UA Eligible High-Risk Urban Areas

State/Territory	High-Risk Urban Area
Arizona	Phoenix Area
California	Anaheim/Santa Ana Area
California	Bay Area
California	Los Angeles/Long Beach Area
California	Riverside Area
California	Sacramento Area
California	San Diego Area
Colorado	Denver Area
District of Columbia	National Capital Region
Florida	Jacksonville Area
Florida	Miami/Fort Lauderdale Area



State/Territory	High-Risk Urban Area
Florida	Orlando Area
Florida	Tampa Area
Georgia	Atlanta Area
Hawaii	Honolulu
Illinois	Chicago Area
Indiana	Indianapolis Area
Louisiana	New Orleans Area
Maryland	Baltimore Area
Massachusetts	Boston Area
Michigan	Detroit Area
Minnesota	Twin Cities Area
Missouri	Kansas City Area
Missouri	St. Louis Area
Nevada	Las Vegas Area
New Jersey	Jersey City/Newark Area
New York	New York City Area
North Carolina	Charlotte Area
Ohio	Cincinnati Area
Ohio	Cleveland Area
Oregon	Portland Area



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State/Territory	High-Risk Urban Area
Pennsylvania	Philadelphia Area
Pennsylvania	Pittsburgh Area
Tennessee	Nashville Area
Texas	Austin Area
Texas	Dallas/Fort Worth/Arlington Area
Texas	Houston Area
Texas	San Antonio Area
Virginia	Hampton Roads Area
Washington	Seattle Area

FY 2023 NSGP-S Target Allocations

State/Territory	FY 2022 Target Allocation	5% for M&A based on Target Allocation	State/Territory	FY 2022 Target Allocation	5% for M&A based on Target Allocation
Alabama	\$3,300,000	\$165,000	Montana	\$1,950,000	\$97,500
Alaska	\$1,800,000	\$90,000	Nebraska	\$2,250,000	\$112,500
American Samoa	\$1,500,000	\$75,000	Nevada	\$1,800,000	\$90,000
Arizona	\$2,550,000	\$127,500	New Hampshire	\$1,950,000	\$97,500



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State/Territory	FY 2022 Target Allocation	5% for M&A based on Target Allocation	State/Territory	FY 2022 Target Allocation	5% for M&A based on Target Allocation
Arkansas	\$2,550,000	\$127,500	New Jersey	\$2,400,000	\$120,000
California	\$6,550,000	\$327,500	New Mexico	\$2,250,000	\$112,500
Colorado	\$2,400,000	\$120,000	New York	\$4,200,000	\$210,000
Connecticut	\$2,850,000	\$142,500	North Carolina	\$4,500,000	\$225,000
Delaware	\$1,800,000	\$90,000	North Dakota	\$1,800,000	\$90,000
District of Columbia	-	-	Northern Mariana Islands	\$1,500,000	\$75,000
Florida	\$4,050,000	\$202,500	Ohio	\$5,100,000	\$255,000
Georgia	\$4,050,000	\$202,500	Oklahoma	\$3,000,000	\$150,000
Guam	\$1,500,000	\$75,000	Oregon	\$2,400,000	\$120,000
Hawaii	\$1,650,000	\$82,500	Pennsylvania	\$3,600,000	\$180,000
Idaho	\$2,250,000	\$112,500	Puerto Rico	\$2,700,000	\$135,000
Illinois	\$4,050,000	\$202,500	Rhode Island	\$1,950,000	\$97,500
Indiana	\$3,450,000	\$172,500	South Carolina	\$3,300,000	\$165,000
Iowa	\$2,700,000	\$135,000	South Dakota	\$1,800,000	\$90,000
Kansas	\$2,250,000	\$112,500	Tennessee	\$3,450,000	\$172,500
Kentucky	\$3,150,000	\$157,500	Texas	\$5,700,000	\$285,000



State/Territory	FY 2022 Target Allocation	5% for M&A based on Target Allocation	State/Territory	FY 2022 Target Allocation	5% for M&A based on Target Allocation
Louisiana	\$2,850,000	\$142,500	U.S. Virgin Islands	\$1,500,000	\$75,000
Maine	\$1,950,000	\$97,500	Utah	\$2,700,000	\$135,000
Maryland	\$1,950,000	\$97,500	Vermont	\$1,800,000	\$90,000
Massachusetts	\$3,600,000	\$180,000	Virginia	\$3,150,000	\$157,500
Michigan	\$3,450,000	\$172,500	Washington	\$2,700,000	\$135,000
Minnesota	\$2,400,000	\$120,000	West Virginia	\$2,100,000	\$105,000
Mississippi	\$2,550,000	\$127,500	Wisconsin	\$3,600,000	\$180,000
Missouri	\$2,550,000	\$127,500	Wyoming	\$1,650,000	\$82,500

a.Reducing Subapplicant Burden

For FY 2023, each SAA is **strongly encouraged** to re-evaluate its process for collecting and evaluating subaward applications. FEMA encourages each SAA to minimize the type and quantity of information that it collects as part of the subaward application process, in order to decrease the overall financial and time burden associated with applying for subawards under this grant program. Each SAA should review its subaward application and reduce or eliminate the request for any information that is not needed for legal, financial, or oversight purposes. In FY 2024, FEMA commits to reviewing this NOFO to reduce burden.

3. Cost Share or Match

There is no cost share requirement for the FY 2023 NSGP. Applicants that propose a cost share will not receive additional consideration in the scoring.



D. Application and Submission Information

1. Key Dates and Times

- a. **Application Start Date:** February 27, 2023
- b. **Application Submission Deadline:** May 18, 2023 at 5 p.m. ET

All applications **must** be received by the established deadline.

The SAA application deadline to apply to FEMA is May 18, 2023, at 5 p.m. ET. **Nonprofit applications are due to the SAA BEFORE the application submission deadline for the SAA. Nonprofit organizations must contact the SAA for the state/territory deadline.** SAAs establish all requirements and deadlines to manage their nonprofit sub-application process in support of their submissions to DHS/FEMA. **Deadlines and SAA requirements may vary from state/territory to state/territory.** Section D.11 contains information specific for the nonprofit organization subapplicant process as it relates to FEMA NSGP application requirements. However, nonprofit organizations must work with their [SAAs](#) to determine **state/territory-specific application requirements and deadlines.**

The Non-Disaster (ND) Grants System has a date stamp that indicates when an application is submitted. Applicants will receive an electronic message confirming receipt of their submission. For additional information on how an applicant will be notified of application receipt, see the subsection titled “Timely Receipt Requirements and Proof of Timely Submission” in Section D of this NOFO.

FEMA will not review applications that are received after the deadline or consider these late applications for funding. FEMA may, however, extend the application deadline on request for any applicant who can demonstrate that good cause exists to justify extending the deadline. Good cause for an extension may include technical problems outside of the applicant’s control that prevent submission of the application by the deadline, other exigent or emergency circumstances, or statutory requirements for FEMA to make an award.



Applicants experiencing technical problems outside of their control must notify FEMA as soon as possible and before the application deadline. Failure to timely notify FEMA of the issue that prevented the timely filing of the application may preclude consideration of the award. “Timely notification” of FEMA means: prior to the application deadline and within 48 hours after the applicant became aware of the issue.

A list of FEMA contacts can be found in Section G of this NOFO, “DHS Awarding Agency Contact Information.” For additional assistance using the ND Grants System, please contact the ND Grants Service Desk at (800) 865-4076 or NDGrants@fema.dhs.gov. The ND Grants Service Desk is available Monday through Friday, 9:00 AM – 6:00 PM Eastern Time (ET). For programmatic or grants management questions, please contact your Program Analyst or Grants Specialist. If applicants do not know who to contact or if there are programmatic questions or concerns, please contact the FEMA Grants Information Desk by e-mail at fema-grants-news@fema.dhs.gov OR by phone at (800) 368-6498, Monday through Friday, 9 a.m. – 5 p.m. ET.

c. Anticipated Funding Selection Date:
07/21/2023

No later than

d. Anticipated Award Date:
09/30/2023

No later than

e. Other Key Dates

Event	Suggested Applicant Deadline for Completion
Initial registration in SAM.gov includes UEI issuance	Four weeks before actual submission deadline



Event	Suggested Applicant Deadline for Completion
Obtaining a valid Employer Identification Number (EIN)	Four weeks before actual submission deadline
Creating an account with login.gov	Four weeks before actual submission deadline
Registering in SAM or updating SAM registration	Four weeks before actual submission deadline
Registering in Grants.gov	Four weeks before actual submission deadline
Registering in ND Grants	Four weeks before actual submission deadline
Starting application in Grants.gov	One week before actual submission deadline
Submitting application in Grants.gov	Three days before actual submission deadline
Submitting the final application in ND Grants	By the submission deadline

2. Agreeing to Terms and Conditions of the Award

By submitting an application, applicants agree to comply with the requirements of this NOFO and the terms and conditions of the award, should they receive an award.

3. Address to Request Application Package

See the [Preparedness Grants Manual](#) for requesting and submitting an application.

Initial applications are processed through the [Grants.gov](#) portal. Final applications are completed and submitted through FEMA's Non-Disaster Grants (ND Grants) System. Application forms and instructions are available at Grants.gov. To access



these materials, go to [Home | Grants.gov](#).

4. Requirements: Obtain a Unique Entity Identifier (UEI) and Register in the System for Award Management (SAM)

Each applicant, unless they have a valid exception under 2 CFR 25.110, must:

1. Be registered in SAM.gov before application submission;
2. Provide a valid Unique Entity Identifier (UEI) in its application; and
3. Continue to always maintain an active System for Award Management (SAM) registration with current information during the Federal Award process.

Note that subrecipients do not need to have a valid UEI at the time of application; however, *they must have a valid UEI in order to receive a subaward*.

5. Steps Required to Obtain a Unique Entity Identifier, Register in the System for Award Management (SAM), and Submit an Application

Applying for an award under this program is a multi-step process and requires time to complete. Applicants are encouraged to register early as the registration process can take four weeks or more to complete. Therefore, registration should be done in sufficient time to ensure it does not impact your ability to meet required submission deadlines.

Please review the table above for estimated deadlines to complete each of the steps listed. Failure of an applicant to comply with any of the required steps before the deadline for submitting an application may disqualify that application from funding.

To apply for an award under this program, all applicants must:

- a. Apply for, update, or verify their Unique Entity Identifier (UEI) number from SAM.gov and Employer Identification Number (EIN) [from the Internal Revenue Service](#);
- b. In the application, provide an UEI number;
- c. Have an account with [login.gov](#);



- d. Register for, update, or verify their SAM account and ensure the account is active before submitting the application;
- e. Create a Grants.gov account;
- f. Add a profile to a Grants.gov account;
- g. Establish an Authorized Organizational Representative (AOR) in Grants.gov;
- h. [Register in ND Grants](#)
- i. Submit an initial application in Grants.gov;
- j. Submit the final application in ND Grants, including electronically signing applicable forms; and
- k. Continue to maintain an active SAM registration with current information at all times during which it has an active federal award or an application or plan under consideration by a federal awarding agency. As part of this, applicants must also provide information on an applicant's immediate and highest-level owner and subsidiaries, as well as on all predecessors that have been awarded federal contracts or federal financial assistance within the last three years, if applicable.

Specific instructions on how to apply for, update, or verify an UEI number or SAM registration or establish an AOR are included below in the steps for applying through Grants.gov.

Nonprofit organization subapplicants applying for NSGP funding through the SAA must have a UEI *at the time they receive a subaward*. Nonprofit organizations must register in SAM.gov to obtain the UEI but are not required to maintain an active registration in SAM. Further guidance on obtaining a UEI in SAM.gov can be found at [GSA UEI Update](#) and [SAM.gov Update](#). Nonprofit sub-applicants are also reminded that if they have previously applied for another federal grant, they should use the same UEI and EIN from those prior applications to save time.

Applicants are advised that FEMA may not make a federal award until the applicant has complied with all applicable SAM requirements. Therefore, an applicant's SAM registration must be active not only at the time of application, but also during the application review period and when FEMA is ready to make a



federal award. Further, as noted above, an applicant's or recipient's SAM registration must remain active for the duration of an active federal award. If an applicant's SAM registration is expired at the time of application, expires during application review, or expires any other time before award, FEMA may determine that the applicant is not qualified to receive a federal award and use that determination as a basis for making a federal award to another applicant.

Per 2 C.F.R. § 25.110(c)(2)(iii), if an applicant is experiencing exigent circumstances that prevents it from obtaining an UEI number and completing SAM registration prior to receiving a federal award, the applicant must notify FEMA as soon as possible by contacting fema-grants-news@fema.dhs.gov and providing the details of the circumstances that prevent completion of these requirements. If FEMA determines that there are exigent circumstances and FEMA has decided to make an award, the applicant will be required to obtain an UEI number, if applicable, and complete SAM registration within 30 days of the federal award date.

6. Electronic Delivery

DHS is participating in the Grants.gov initiative to provide the grant community with a single site to find and apply for grant funding opportunities. DHS encourages or requires applicants to submit their applications online through Grants.gov, depending on the funding opportunity.

For this funding opportunity, FEMA requires applicants to submit initial applications through Grants.gov and a final application through ND Grants.

7. How to Register to Apply through Grants.gov

For information on how to register to apply through Grants.gov, please see the [Preparedness Grants Manual](#).

8. How to Submit an Initial Application to FEMA via Grants.gov

Standard Form 424 (SF-424) is the initial application for this NOFO.

Grants.gov applicants can apply online using a workspace. A workspace is a shared, online environment where members of a grant team may simultaneously access and edit different web forms within an application. For each Notice of



Funding Opportunity, you can create individual instances of a workspace. Applicants are encouraged to submit their initial applications in Grants.gov at least seven days before the application deadline.

In Grants.gov, applicants need to submit the following forms:

- SF-424, Application for Federal Assistance
- Grants.gov Lobbying Form, Certification Regarding Lobbying

For further information on how to submit an initial application via Grants.gov, please see the [Preparedness Grants Manual](#).

9. Submitting the Final Application in ND Grants

After submitting the initial application in Grants.gov, eligible applicants will be notified by FEMA and asked to proceed with submitting their complete application package in ND Grants. Applicants can register early with ND Grants and are encouraged to begin their ND Grants registration at the time of this announcement or, at the latest, seven days before the application deadline. Early registration will allow applicants to have adequate time to start and complete their applications.

Applicants needing assistance registering for the ND Grants system should contact ndgrants@fema.dhs.gov or (800) 865-4076. For step-by-step directions on using the ND Grants system and other guides, please see [Non-Disaster Grants Management System | FEMA.gov](#).

In ND Grants, applicants will be prompted to submit the standard application information and any program-specific information required as described in Section D.11 of this NOFO, “Content and Form of Application Submission.” The Standard Forms (SF) are auto generated in ND Grants, but applicants may access these forms in advance through the Forms tab under the [SF-424 family on Grants.gov](#). Applicants should review these forms before applying to ensure they have all the information required.

For additional application submission requirements, including program-specific requirements, please refer to the subsection titled “Content and Form of Application Submission” under Section D of this NOFO.

10. Timely Receipt Requirements and Proof of Timely Submission



FEMA

As application submission is a two-step process, the applicant with the AOR role who submitted the application in Grants.gov will receive an acknowledgement of receipt and a tracking number (GRANTXXXXXXXX) from Grants.gov with the successful transmission of its initial application. **This notification does not serve as proof of timely submission, as the application is not complete until it is submitted in ND Grants.** Applicants can also view the ND Grants Agency Tracking Number by accessing the Details tab in the submitted workspace section in Grants.gov, under the Agency Tracking Number column. Should the Agency Tracking Number not appear, the application has not yet migrated from Grants.gov into the ND Grants System. Please allow 24 hours for your ND Grants application tracking number to migrate.

All applications must be received in ND Grants by **5:00 PM ET** on the application deadline. Proof of timely submission is automatically recorded by ND Grants. An electronic date/time stamp is generated within the system when the application is successfully received by ND Grants. Additionally, the applicant(s) listed as contacts on the application will receive a system-generated email to confirm receipt.

11. Content and Form of Application Submission

a. Standard Required Application Forms and Information

The following forms or information are required to be submitted in either Grants.gov or ND Grants. The Standard Forms (SF) are submitted either through Grants.gov, through forms generated in ND Grants, or as an attachment in ND Grants. Applicants may also access the SFs at [SF-424 Family | Grants.gov](#).

I. GRANTS.GOV

- **SF-424, Application for Federal Assistance, initial application submitted through Grants.gov**
Grants.gov Lobbying Form, Certification Regarding Lobbying, submitted through Grants.gov

II. ND GRANTS



- **SF-424A, Budget Information (Non-Construction)**, submitted via the forms generated by ND Grants
- **For construction under an award, submit SF-424C, Budget Information (Construction)**, submitted via the forms generated by ND Grants, in addition to or instead of SF-424A
 - To comply with 2 C.F.R. § 200.402 - 2 C.F.R. § 200.405, NSGP applicants must complete and submit an SF-424A or SF-424C, as appropriate, reflecting cost breakdown per budget cost categories per sub-programs (NSGP-S and NSGP-UA) and **Management and Administration costs** as applicable to align with the FY 2022 NSGP funding notice. The SF-424A or SF-424C with the pre-filled requirements can be found with the NSGP funding notice and associated attachments on grants.gov. Adjustments to the SF-424A or SF-424C maybe required after the FY 2022 NSGP final allocation announcements are made. GPD Grants Management Specialists will contact applicants for any necessary revisions.
- **SF-424B, Standard Assurances (Non-Construction)**, submitted via the forms generated by ND Grants
 - **For construction under an award, submit SF-424D, Standard Assurances (Construction)**, submitted via the forms generated by ND Grants, in addition to or instead of SF-424B
- **SF-LLL, Disclosure of Lobbying Activities**, submitted via the forms generated by ND Grants
- **Indirect Cost Agreement or Proposal**, submitted as an attachment in ND Grants if the budget includes indirect costs and the applicant is required to have an indirect cost rate agreement or proposal. If the applicant does not have or is not required to have an indirect cost rate agreement or proposal, please see Section D.13 of this funding notice, “Funding Restrictions and Allowable Costs,” for further information regarding allowability of indirect costs and whether alternatives to an indirect cost rate agreement or proposal might be available or contact the relevant FEMA staff identified in Section G of this funding notice, “DHS Awarding Agency Contact Information” for further instructions.

Generally, applicants have to submit either the non-construction forms (i.e., SF-424A and SF-424B) or construction forms (i.e., SF-424C and SF-424D), meaning that applicants that only have construction work and do not have any non-construction work need only submit the construction forms (i.e., SF-424C and SF-424D) and not the non-construction forms (i.e., SF-424A and SF-424B), and vice



versa. However, applicants who have both construction and non-construction work under this program need to submit both the construction and non- construction forms.

b. Program-Specific Required Forms and Information

The following program-specific forms or information are required to be submitted in ND Grants:

- Investment Justifications (IJ) only from eligible nonprofit subapplicants that meet the following criteria:
 - Are recommended for funding by the SAA;
 - **Are for no more than \$150,000 per site, for no more than three sites per state and funding source (e.g., three per state for NSGP-S and three per state for NSGP-UA), for a maximum of \$450,000 per funding source (NSGP-S and/or NSGP-UA) per eligible nonprofit;**
 - **Include only one site per IJ²;**
 - **Have a physical address (not a PO Box Number);** and
 - Are for location(s) that the nonprofit occupies at the time of application.
- SAA Prioritization of IJs in the DHS/FEMA-provided template (OMB Control Number: 1660-0110/FEMA Form FF-207-FY-21-114) located in the Related Documents tab of the Grants.gov posting:
 - SAAs must submit a Prioritization of IJs for NSGP-UA and a separate Prioritization of IJs for NSGP-S.
 - SAAs **must** include nonprofit organization application details (e.g., nonprofit organization name, IJ title(s), requested amount(s)) for each nonprofit organization that applied to the SAA for funding on the State Prioritization of IJs even if not being recommended by the SAA for funding. IJs for applications not being recommended for funding should not be submitted to FEMA.
 - Each nonprofit organization being recommended for funding must be scored and must have a **unique rank** (#1 [one] being the highest ranked through the total number of applications the SAA scored).
 - States with multiple FY 2023 UASI-designated high-risk urban areas must ensure that nonprofits are ranked by high-risk urban area. For example, if a state has three high-risk urban areas, there should be three groups of rankings.



I. Nonprofit Organization Specific Application Instructions

As part of the FY 2023 NSGP application, each eligible nonprofit subapplicant must submit the following three documents to the SAA by the deadline established by the SAA:

1. NSGP IJ

Nonprofit subapplicants with one site may apply for up to \$150,000 for that site. Nonprofit subapplicants with multiple sites may apply for up to \$150,000 per site, for up to three sites, for a maximum of \$450,000 per nonprofit subapplicant per state and funding source. If a nonprofit subapplicant applies for multiple sites, it must submit one complete IJ for each site.

A fillable IJ form (DHS/FEMA Form FF-207-FY-21-115, OMB Control Number: 1660-0110) is available in the Related Documents tab of the [Grants.gov](https://www.grants.gov) NSGP posting. The IJ must describe each investment proposed for funding. The investments or projects described in the IJ must:

- Be for the location(s) that the nonprofit occupies at the time of application;
- **Address an identified risk, including threat and vulnerability, regardless of whether it is submitting for similar projects at multiple sites;**
- Demonstrate the ability to provide enhancements consistent with the purpose of the program and guidance provided by DHS/FEMA;
- Be both feasible and effective at reducing the risks for which the project was designed;
- Be able to be fully completed within the three-year period of performance; and
- Be consistent with all applicable requirements outlined in the funding notice and the [Preparedness Grants Manual](#).

Nonprofit subapplicants are required to self-identify with one of the following four categories in the IJ as part of the application process:

1. Ideology-based/Spiritual/Religious
2. Educational
3. Medical
4. Other



2. Vulnerability/Risk Assessment

Each nonprofit subapplicant must include a vulnerability/risk assessment **unique to the site** the IJ is being submitted for.

3. Mission Statement

Each nonprofit subapplicant must include its Mission Statement and any mission implementation policies or practices that may elevate the organization's risk. SAAs will use the Mission Statement along with the nonprofit subapplicant's self-identification in the IJ to validate that the organization is one of the following types: 1) Ideology-based/Spiritual/Religious; 2) Educational; 3) Medical; or 4) Other. The organization type is a factor when calculating the final score of the application; see Section E Application Review Information, subsection Final Score.

The Vulnerability/Risk Assessment and the Mission Statement are not to be submitted in ND Grants but should be maintained by the SAA and must be made available to DHS/FEMA upon request.

12. Intergovernmental Review

An intergovernmental review may be required. Applicants must contact their state's Single Point of Contact (SPOC) to comply with the state's process under Executive Order 12372

(See [Executive Orders | National Archives; Intergovernmental Review \(SPOC List\) \(whitehouse.gov\)](#)).

13. Funding Restrictions and Allowable Costs

All costs charged to awards covered by this NOFO must comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements at 2 C.F.R. Part 200, unless otherwise indicated in the NOFO, the terms and conditions of the award, or the Preparedness Grants Manual. This includes, among other requirements, that costs must be incurred, and products and services must be



delivered, within the period of performance of the award. See 2 C.F.R. § 200.403(h) (referring to budget periods, which for FEMA awards under this program is the same as the period of performance).

Federal funds made available through this award may be used for the purpose set forth in this NOFO, the [Preparedness Grants Manual](#), and the terms and conditions of the award and must be consistent with the statutory authority for the award. Award funds may not be used for matching funds for any other federal awards, lobbying, or intervention in federal regulatory or adjudicatory proceedings. In addition, federal funds may not be used to sue the Federal Government or any other government entity. See the [Preparedness Grants Manual](#) for more information on funding restrictions and allowable costs.

a. Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services

Recipients and subrecipients of FEMA federal financial assistance are subject to the prohibitions described in section 889 of the [John S. McCain National Defense Authorization Act for Fiscal Year 2019 \(FY 2019 NDAA\)](#), Pub. L. No. 115-232 (2018) and 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. Beginning August 13, 2020, the statute – as it applies to FEMA recipients, subrecipients, and their contractors and subcontractors – prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons.

Guidance is available at [Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services, FEMA Policy #405-143-1](#), or superseding document.

Additional guidance is available at [Contract Provisions Guide: Navigating Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards \(fema.gov\)](#).

Effective August 13, 2020, FEMA recipients and subrecipients **may not** use any FEMA funds under open or new awards to:



1. Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;
2. Enter into, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system; or
3. Enter into, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

i. Replacement Equipment and Services

FEMA grant funding may be permitted to procure replacement equipment and services impacted by this prohibition, provided the costs are otherwise consistent with the requirements of the NOFO, the [Preparedness Grants Manual](#), and any other state-specific requirements as defined by each SAA.

ii. Definitions

Per section 889(f)(2)-(3) of the FY 2019 NDAA and 2 C.F.R. § 200.216, covered telecommunications equipment or services means:

- i. Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation, (or any subsidiary or affiliate of such entities);
- ii. 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);
- iii. Telecommunications or video surveillance services provided by such entities or using such equipment; or
- iv. 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.

Examples of the types of products covered by this prohibition include phones, internet, video surveillance, and cloud servers when produced, provided, or used by the entities listed in the definition of "covered telecommunications equipment or services." See 2 C.F.R. § 200.471.

b. Pre-Award Costs

Pre-award costs are generally not allowable for this program. However, certain pre-award costs can be allowable only with the prior written approval of DHS/FEMA and only if the costs are included in the award agreement. To request pre-award costs, a written request must be included with the application and signed by the AOR. The request letter must outline what the pre-award costs are for, including a detailed budget breakout of pre-award costs from the post-award costs, and a justification for approval. Please note that pre-award security expenses are not allowable. Pre-award costs resulting from pre-award grant writing services provided by an independent contractor that shall not exceed \$1,500 are allowed, as detailed in this funding notice.

c. Management and Administration (M&A) Costs

M&A costs are for activities directly related to the management and administration of the award. M&A activities are those defined as directly relating to the management and administration of NSGP funds, such as financial management and monitoring. M&A expenses must be based on actual expenses or known contractual costs. Requests that are simple percentages of the award, without supporting justification, will not be allowed or considered for reimbursement. M&A costs for the NSGP are calculated as up to 5% of the total Federal award allocated to the recipient, not on final expenditures at close out.

M&A costs are not operational costs, they are the necessary costs incurred in direct support of the grant or as a result of the grant and should be allocated across the entire lifecycle of the grant. Examples include preparing and submitting required programmatic and financial reports, establishing and/or maintaining equipment inventory, documenting operational and equipment expenditures for financial accounting purposes, and responding to official informational requests



from state and federal oversight authorities.

Note: SAAs must be able to separately account for M&A costs associated with the NSGP-UA award from those associated with the NSGP-S award.

M&A costs are allowed under this program as described below:

I. SAA (Recipient) for NSGP-S and NSGP-UA M&A:

The SAA may use and expend up to 5% of their total FY 2023 NSGP-S and NSGP-UA awards for M&A purposes associated with administering the NSGP-S and NSGP-UA awards. **SAAs must include the amount they are requesting for NSGP-S and NSGP-UA M&A in the SF-424A form.** The amount should be in addition to the total requested by the subapplicant nonprofit organizations, but not exceed 5% of the total requested by the subapplicant nonprofit organizations.

d. Indirect Facilities & Administrative (F&A) Costs

Indirect costs are allowable under this program as described in 2 C.F.R. Part 200, including 2 C.F.R. § 200.414. Applicants with a current negotiated indirect cost rate agreement that desire to charge indirect costs to an award must provide a copy of their negotiated indirect cost rate agreement at the time of application. Not all applicants are required to have a current negotiated indirect cost rate agreement. Applicants that are not required by 2 C.F.R. Part 200 to have a negotiated indirect cost rate agreement but are required by 2 C.F.R. Part 200 to develop an indirect cost rate proposal must provide a copy of their proposal at the time of application. Applicants who do not have a current negotiated indirect cost rate agreement (including a provisional rate) and wish to charge the de minimis rate must reach out to the FEMA Grants Management Specialist for further instructions. Applicants who wish to use a cost allocation plan in lieu of an indirect cost rate must also reach out to the FEMA Grants Management Specialist for further instructions. Post-award requests to charge indirect costs will be considered on a case-by-case basis and based upon the submission of an agreement or proposal as discussed above or based upon on the de minimis rate or cost allocation plan, as applicable.

e. Other Direct Costs



I. Planning

Planning costs are allowed under this program only as described in this funding notice and the accompanying appendix in the [Preparedness Grants Manual](#).

II. Organization

Organization costs are not allowed under this program.

III. Equipment

Equipment costs are allowed under this program only as described in this funding notice and the accompanying appendix in the [Preparedness Grants Manual](#).

Applicants should analyze the costs and benefits of purchasing versus leasing equipment, especially high-cost items and those subject to rapid technical advances. Large equipment purchases must be identified and explained. For more information regarding property management standards for equipment, please reference 2 C.F.R. § 200.313, located at [Property Standards in the Electronic Code of Federal Regulations \(eCFR\)](#).

Additionally, recipients that are using NSGP funds to support emergency communications equipment activities must comply with the [SAFECOM Guidance on Emergency Communications Grants](#), including provisions on technical standards that ensure and enhance interoperable communications.

IV. Maintenance and Sustainment

Maintenance and sustainment costs, such as maintenance contracts, warranties, repair or replacement costs, upgrades, and user fees are allowable. For additional information, see the [Preparedness Grants Manual](#).

V. Training

Training costs are allowed under this program only as described in this funding notice and the accompanying appendix in the [Preparedness Grants Manual](#).



VI. Exercises

Exercise costs are allowed under this program only as described in this funding notice and the accompanying appendix in the [Preparedness Grants Manual](#).

VII. Construction and Renovation

Construction and renovation costs are allowed under this program only as described in this funding notice and the accompanying appendix in the [Preparedness Grants Manual](#). For construction costs to be allowed, they must be specifically approved by DHS/FEMA in writing prior to the use of any program funds for construction or renovation. Limits on the total amount of grant funding that may be used for construction or renovation may apply. See the [Preparedness Grants Manual](#) for additional information on construction and renovation.

All proposed construction and renovation activities must undergo an Environmental Planning and Historic Preservation (EHP) review, including approval of the review from FEMA, prior to undertaking any action related to the project. Failure of a grant recipient to meet these requirements may jeopardize Federal funding. See the [Preparedness Grants Manual](#) for additional information.

VIII. Operational Overtime

Operational overtime costs are not allowed under this program.

IX. Contracted Security

Contracted security personnel are allowed under this program only as described in this funding notice and the accompanying appendix in the [Preparedness Grants Manual](#). The nonprofit organization must be able to sustain this capability in future years without NSGP funding, and a sustainment plan will be required as part of the closeout package for any award funding this capability. Contracted security costs described in the IJ should include the hourly/daily rate, the number of personnel, and anticipated number of hours/days the personnel will work over the course of the period of performance. NSGP funds may not be used to purchase equipment for contracted security.



Additionally, NSGP recipients and subrecipients may not use more than 50% of their awards to pay for personnel activities unless a waiver is approved by FEMA. For more information on the 50% personnel cap and applicable procedures for seeking a waiver, please see [FEMA Information Bulletin No. 421b, Clarification on the Personnel Reimbursement for Intelligence Cooperation and Enhancement of Homeland Security Act of 2008 \(Public Law 110-412 – the PRICE Act\)](#)

E. Application Review Information

1. Application Evaluation Criteria

a. Programmatic Criteria

Nonprofit organizations must submit their FY 2023 NSGP applications to their respective SAA by the deadline established by the SAA. If an SAA has established deadline that is prior to release of the FY 2023 NSGP funding notice, the SAA is responsible for working with any nonprofits that may need to amend their submissions to account for changes in the FY 2023 NSGP program prior to the start of the SAA application evaluation process. FY 2023 NSGP-S and NSGP-UA applications will be reviewed through a two-phase state and federal review process for completeness, adherence to programmatic guidelines, feasibility, and how well the IJ (project description and justification) addresses the identified risk(s). For FY 2023 NSGP-S, SAAs will make recommendations to DHS/FEMA based on their target allocation and according to the chart listed in the NSGP-S Process subsection below.

The following are the FY 2023 NSGP-S and NSGP-UA evaluation process and criteria:

- For NSGP-UA, state and federal verification that the nonprofit organization is located within one of the FY 2023 UASI-designated high-risk urban areas (contact the appropriate [SAA](#) for the UAWG-defined high-risk urban area footprints); and for NSGP-S, verification that the nonprofit is located outside of one of the FY 2023 UASI-designated high-risk urban areas;
- Identification and substantiation of current or persistent threats or attacks (from within or outside the United States) by a terrorist organization, network, or cell against the applicant based on their ideology, beliefs, and/or mission as: 1) an



ideology-based/spiritual/religious; 2) educational; 3) medical; or 4) other nonprofit entity;

- Symbolic value of the site(s) as a highly recognized regional and/or national or historical institution(s) that renders the site a possible target of terrorist or other extremist attack;
- Role of the nonprofit organization in responding to or recovering from terrorist or other extremist attacks;
- Alignment between the project activities requested within the physical or cyber vulnerabilities identified in the organization's vulnerability assessment;
- Integration of nonprofit preparedness with broader state and local preparedness efforts;
- Completed IJ **for each site** that addresses an identified risk **unique to that site**, including the assessed threat, vulnerability, and consequence of the risk;
- Demonstration that the nonprofit organization is located within an underserved or disadvantaged community; see Section E, Application Review Information – Review and Selection Process, for additional information on how this demonstration will affect scores; and
- History of prior funding under NSGP. Not having received prior year NSGP funding is a positive factor when calculating the state score of the application; see Section E, Application Review Information – Review and Selection Process, for additional information.

Grant projects must be: 1) both feasible and effective at mitigating the identified vulnerability and thus reducing the risks for which the project was designed; and 2) able to be fully completed within the three-year period of performance.

DHS/FEMA will use the information provided in the application, as well as any supporting documentation, to determine the feasibility and effectiveness of the grant project. Information that would assist in the feasibility and effectiveness determination includes the following:

- Scope of work (purpose and objectives of the project, identification of what is being protected);
- Desired outcomes, including expected long-term impact where applicable;
- Summary of status of planning and design accomplished to date (e.g., included in a capital improvement plan); and
- Project schedule.
- Recipients and subrecipients are expected to conform, as applicable, with accepted engineering practices, established codes, standards, modeling



techniques, and best practices.

b. Financial Integrity Criteria

Prior to making a federal award, FEMA is required by 31 U.S.C. § 3354, [as enacted by the Payment Integrity Information Act of 2019, Pub. L. No. 116-117 \(2020\)](#); 41 U.S.C. § 2313; and 2 C.F.R. § 200.206 to review information available through any Office of Management and Budget (OMB)-designated repositories of governmentwide eligibility qualification or financial integrity information, [including whether the applicant is suspended or debarred](#). FEMA may also pose additional questions to the applicant to aid in conducting the pre-award risk review. Therefore, application evaluation criteria may include the following risk-based considerations of the applicant:

- Financial stability.
- Quality of management systems and ability to meet management standards.
- History of performance in managing federal award.
- Reports and findings from audits.
- Ability to effectively implement statutory, regulatory, or other requirements.

c. Supplemental Financial Integrity Criteria and Review

Prior to making a federal award where the anticipated total federal share will be greater than the simplified acquisition threshold, currently \$250,000:

- FEMA is required to review and consider any information about the applicant, including information on the applicant's immediate and highest-level owner, subsidiaries, and predecessors, if applicable, that is in the designated integrity and performance system accessible through the System for Award Management (SAM), which is currently the [Federal Awardee Performance and Integrity Information System \(FAPIIS\)](#).
- An applicant, at its option, may review information in FAPIIS and comment on any information about itself that a federal awarding agency previously entered.
- FEMA will consider any comments by the applicant, in addition to the other information in FAPIIS, in making a judgment about the applicant's integrity, business ethics, and record of performance under federal awards when completing the review of risk posed by applicants as described in 2 C.F.R. § 200.206.



d. Security Review

DHS Intelligence and Analysis receives a list of potential NSGP subrecipient organizations, which it reviews against U.S. intelligence community reporting. The security review occurs after the competitive scoring and selection process is complete. The information provided for the security review is limited to the nonprofit organization's name and physical address, as submitted by the nonprofit organization. Any potentially derogatory information, as well as any potentially mitigating information, that could assist in determining whether a security risk exists is sent to FEMA and is used in making final award decisions.

2. Review and Selection Process

NSGP-UA Process

State Review

Application packages are submitted by the nonprofit organization to the SAA based on the established criteria. As part of the review for NSGP-UA, the SAAs must:

- Conduct an eligibility review, in coordination with the UAWG;
- Verify that the nonprofit is located within a FY 2023 UASI-designated high-risk urban area;
- Review and score only **complete** application packages (including mission statements and vulnerability assessments) using the NSGP Scoring Criteria provided by DHS/FEMA;
- Validate the **self-certified organization type listed in the IJ** by assessing the central purpose of the organization described in the mission statement;
- Prioritize all NSGP IJs by ranking each IJ. Each IJ will receive a **unique rank** (# 1 [one] being the highest ranked through the total number of applications the SAA scored);
- For states with multiple FY 2023 UASI-designated high-risk urban areas, each high-risk urban area must be ranked separately;
- Submit the results of the SAA review of **complete applications from eligible applicants** to DHS/FEMA using the SAA Prioritization Tracker;



- Submit nonprofit organization application details for **applications received but not recommended for funding (including incomplete applications and ineligible applicants), as well as justification as to why they are not being recommended for funding** to DHS/FEMA using the SAA Prioritization Tracker (IJs for applications not being recommended for funding should not be submitted to FEMA);
- Submit IJs that are recommended for funding; and
- Retain the mission statements and vulnerability assessments submitted by each nonprofit organization.

The SAA will base the ranking on the final scores from the Prioritization Tracker as determined by the SAA's subject-matter expertise and discretion with consideration of the following factors:

- **Need:** the relative need for the nonprofit organization compared to the other applicants; and
- **Impact:** the feasibility of the proposed project and how effectively the proposed project addresses the identified need.

Federal Review

The highest-ranking IJs from each submitting high-risk urban area are reviewed by a panel made up of DHS/FEMA federal staff. FEMA typically reviews IJs totaling up to 150% of the available funding. As a part of this, federal staff will also verify that the nonprofit is located within a FY 2023 UASI-designated high-risk urban area.

In determining the number of applications that will advance to the federal review, FEMA will:

- Organize applications in rank order from highest to lowest rank; then
- Select the highest ranked projects for a federal review. At least one IJ from each submitting high-risk urban area will be included in the federal review.

Federal reviewers will score each IJ. The questions the reviewers will score are:

- Background Information Section
 - Did the applicant provide a description of their nonprofit organization to include:



- Symbolic value of the site as a highly recognized national or historical institution or significant institution within the community that renders the site as a possible target of terrorism
- Any role in responding to or recovering from terrorist attacks
 - 0 = the applicant did not provide a response to all of the required information regarding their nonprofit organization
 - 1 = the applicant provided some of the required information regarding their nonprofit organization
 - 2 = the applicant provided all of the required information regarding their nonprofit organization
- Risk Section
 - Did the applicant discuss specific threats or attacks against the nonprofit organization or closely related organization?
 - 0 = the applicant did not address findings from previously conducted risk assessments, police reports, and/or insurance claims
 - 1 = the applicant poorly addressed the findings from previously conducted risk assessments, police reports, and/or insurance claims
 - 2 = the applicant partially addressed the findings from previously conducted risk assessments, police reports, and/or insurance claims
 - 3 = the applicant adequately addressed the findings from previously conducted risk assessments, police reports, and/or insurance claims
 - 4 = the applicant thoroughly addressed the findings from previously conducted risk assessments, police reports, and/or insurance claims
 - In considering the vulnerabilities, how well did the applicant describe the organization's susceptibility to destruction, incapacitation or exploitation by a terrorist attack?
 - 0 = the applicant did not address the organization's susceptibility to destruction, incapacitation or exploitation by a terrorist attack
 - 1 = the applicant poorly addressed the organization's susceptibility to destruction, incapacitation or exploitation by a terrorist attack
 - 2 = the applicant partially addressed the organization's susceptibility to destruction, incapacitation or exploitation by a terrorist attack
 - 3 = the applicant adequately addressed the organization's susceptibility to destruction, incapacitation or exploitation by a terrorist attack
 - 4 = the applicant thoroughly addressed the organization's susceptibility to destruction, incapacitation or exploitation by a terrorist attack



FEMA

- In considering potential consequences, how well did the applicant address potential negative effects on the organization's asset, system, and/or network if damaged, destroyed, or disrupted by a terrorist attack?
 - 0 = the applicant did not address potential negative effects on the organization's asset, system, and/or network if damaged, destroyed or disrupted by a terrorist attack
 - 1 = the applicant poorly addressed potential negative effects on the organization's asset, system, and/or network if damaged, destroyed or disrupted by a terrorist attack
 - 2 = the applicant partially addressed potential negative effects on the organization's asset, system, and/or network if damaged, destroyed or disrupted by a terrorist attack
 - 3 = the applicant adequately addressed potential negative effects on the organization's asset, system, and/or network if damaged, destroyed or disrupted by a terrorist attack
 - 4 = the applicant thoroughly addressed potential negative effects on the organization's asset, system, and/or network if damaged, destroyed or disrupted by a terrorist attack
- Facility Hardening Section
 - How well does the proposed facility hardening activity mitigate the identified risk(s) and/or vulnerabilities?
 - 0 = the applicant did not provide a description of how the proposed facility hardening activity will mitigate the identified risks(s)/vulnerabilities
 - 1 = the applicant provided a poor description of how the proposed facility hardening activity will mitigate the identified risk(s)/vulnerabilities
 - 2 = the applicant provided a partial description of how the proposed facility hardening activity will mitigate the identified risk(s)/vulnerabilities
 - 3 = the applicant provided an adequate description of how the proposed facility hardening activity will mitigate the identified risk(s)/vulnerabilities
 - 4 = the applicant provided a thorough description of how the proposed facility hardening activity will mitigate the identified risk(s)/vulnerabilities
 - Did the applicant's proposed facility hardening activity focus on the preparation for, prevention of, protection against, and/or responding to the risk of a terrorist attack?
 - 0 = the applicant's facility hardening activity did not focus on the prevention of and/or protection against the risk of a terrorist attack



FEMA

- 1 = the applicant's facility hardening activity poorly focused on the prevention of and/or protection against the risk of a terrorist attack
- 2= the applicant's facility hardening activity partially focused on the prevention of and/or protection against the risk of a terrorist attack
- 3= the applicant's facility hardening activity adequately focused on the prevention of and/or protection against the risk of a terrorist attack
- 4= the applicant's facility hardening activity thoroughly focused on the prevention of and/or protection against the risk of a terrorist attack
- Did the applicant propose projects that are allowable based on the priorities of the program?
 - 0 = the proposed projects are not allowable based on the priorities of the program
 - 1 = the proposed projects are partially allowable and the un-allowability will compromise the successful implementation of the project
 - 2 = the proposed projects are partially allowable but could be resolved with a minor modification to the proposed project
 - 3 = the proposed projects are all allowable based on the priorities of the program
- Did the applicant propose projects that are feasible based on the priorities of the program?
 - 0 = the proposed projects are not feasible based on the priorities of the program
 - 1 = the proposed projects could be feasible but require significant changes
 - 2 = the proposed projects could be feasible but require minor changes
 - 3 = the proposed projects are feasible based on the priorities of the program
- Milestone Section
 - How well did the applicant describe the milestones and the associated key activities that lead to the milestone event over the NSGP period of performance?
 - 0 = the applicant did not provide a description of milestones and associated activities that lead to the milestone event over the NSGP period of performance
 - 1 = the applicant provided a poor description of milestones and associated activities that lead to the milestone event over the NSGP period of performance
 - 2 = the applicant provided a partial description of milestones and associated activities that lead to the milestone event over the NSGP



FEMA

- period of performance
 - 3 = the applicant provided an adequate description of milestones and associated activities that lead to the milestone event over the NSGP period of performance
 - 4 = the applicant provided a thorough description of milestones and associated activities that lead to the milestone event over the NSGP period of performance
- Project Management Section
 - How well did the applicant justify the effectiveness of the proposed management team's roles and responsibilities and governance structure to support the implementation of the investment?
 - 0 = the applicant did not justify the effectiveness of the proposed management team's roles and responsibilities and governance structure to support the implementation of the investment
 - 1 = the applicant partially justified the effectiveness of the proposed management team's roles and responsibilities and governance structure to support the implementation of the investment
 - 2 = the applicant adequately justified the effectiveness of the proposed management team's roles and responsibilities and governance structure to support the implementation of the investment
 - 3 = the applicant thoroughly the effectiveness of the proposed management team's roles and responsibilities and governance structure to support the implementation of the investment
- Impact Section
 - How well did the applicant describe the outcomes/outputs that would indicate that the investment was successful?
 - 0 = the applicant did not discuss what outcomes/outputs indicate that the investment was successful
 - 1 = the applicant poorly discussed what outcomes/outputs indicate that the investment was successful
 - 2 = the applicant partially discussed what outcomes/outputs indicate that the investment was successful
 - 3 = the applicant adequately discussed what outcomes/outputs indicate that the investment was successful
 - 4 = the applicant thoroughly discussed what outcomes/outputs indicate that the investment was successful



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- Did the applicant describe how the investment supports building or sustaining the identified Goal Core Capabilities?
 - 0 = the applicant did not provide a description of how the investment supports building or sustaining the identified Goal Core Capabilities
 - 1 = the applicant provided a description of how the investment supports building or sustaining the identified Goal Core Capabilities

Final Score

To calculate an application's final score, the average of the subapplicant's SAA score and federal review score will be multiplied:

- By a factor of three for ideology-based/spiritual/religious entities;
- By a factor of two for medical and educational institutions; and
- By a factor of one for all other nonprofit organizations.

Applicants that have never received an NSGP award will have 15 points added to their score.

To advance considerations of equity in awarding NSGP grant funding, FEMA will add up to 15 additional points to the scores of organizations that demonstrate how they serve an underserved community or population or that are located within an underserved community. FEMA will apply the Center for Disease Control and Prevention's (CDC) [Social Vulnerability Index³](#) (SVI) tool to each applicant. FEMA will add 10 points to applications from organizations in communities, or demonstrate that they serve communities, with a "High" SVI ranking (.60 - .79) and 15 points to applications from organizations in communities, or demonstrate that they serve communities, with a "Very High" SVI ranking (.80 – 1.0).

Applicants will be selected from highest to lowest scored. In the event of a tie during the funding determination process, priority will be given to nonprofit organizations that are located in historically underserved or disadvantaged communities, then those that have not received prior year funding, and then those prioritized highest by their SAA. Should additional NSGP-UA funding remain unobligated after reviewing all submissions, FEMA will use the final scores, in part, to determine how the remaining balance of funds will be allocated. Submissions will be selected for funding until the remaining balance of funds is exhausted.



DHS/FEMA will use the final results to make funding recommendations to the Secretary of Homeland Security. All final funding determinations will be made by the Secretary of Homeland Security, who retains the discretion to consider other factors and information in addition to DHS/FEMA's funding recommendations.

NSGP-S Process

State Review

Application packages are submitted by the nonprofit organization to the SAA based on the established criteria. The SAA will review applications and recommend to DHS/FEMA which nonprofit organizations should be selected for funding. As part of the state review, the SAAs must:

- Conduct an eligibility review;
- Verify that the nonprofit is located outside a FY 2023 UASI-designated high-risk urban area;
- Review and score all **complete** application packages (including vulnerability assessments and mission statement) using the NSGP Scoring Criteria provided by DHS/FEMA;
- Validate the **self-certified organization type listed in the IJ** by assessing the central purpose of the organization described in the mission statement;
- Prioritize all NSGP IJs by ranking each IJ. Each IJ will receive a **unique rank (# 1 [one] being the highest ranked through the total number of applications the SAA scored)**;
- Submit the results of the state review along with **complete investment justifications from eligible applicants** to DHS/FEMA using the SAA Prioritization Tracker;
- Submit nonprofit organization application details for **applications received but not recommended for funding (including incomplete applications and ineligible applicants), as well as justification as to why they are not being recommended for funding** to DHS/FEMA using the SAA Prioritization Tracker (IJs for applications not being recommended for funding should not be submitted to FEMA);



- Submit IJs that are recommended for funding; SAAs should submit IJs that collectively represent 150% of the state's NSGP-S allocation; this will allow DHS/FEMA to award the next prioritized IJ in instances when a subapplicant is found to be ineligible or when a significant portion of an IJ includes proposed projects that are unallowable, for example:

NSGP-S Target Allocation	Submit IJs That Total This Amount to DHS/FEMA
\$1.4 million	\$2.1 million
\$2 million	\$3 million
\$2.5 million	\$3.75 million

- Retain the mission statements and vulnerability assessments submitted by each nonprofit organization.

The SAA will base the ranking on the final scores from the Prioritization Tracker as determined by the SAA's subject-matter expertise and discretion with consideration of the following factors:

- **Need:** The relative need for the nonprofit organization compared to the other applicants; and
- **Impact:** The feasibility of the proposed project and how effectively the proposed project addresses the identified need.

Federal Review

The IJs submitted by each SAA will be reviewed by DHS/FEMA federal staff. Federal staff will verify that the nonprofit organization is located outside of a FY 2023 UASI-designated high-risk urban area. Federal reviewers will score each IJ using the NSGP Investment Justification Scoring Worksheet. The questions the reviewers will score are:



- Background Information Section
 - Did the applicant provide a description of their nonprofit organization to include:
 - Symbolic value of the site as a highly recognized national or historical institution or significant institution within the community that renders the site as a possible target of terrorism
 - Any role in responding to or recovering from terrorist attacks
 - 0 = the applicant did not provide a response to all of the required information regarding their nonprofit organization
 - 1 = the applicant provided some of the required information regarding their nonprofit organization
 - 2 = the applicant provided all of the required information regarding their nonprofit organization
- Risk Section
 - Did the applicant discuss specific threats or attacks against the nonprofit organization or closely related organization?
 - 0 = the applicant did not address findings from previously conducted risk assessments, police reports, and/or insurance claims
 - 1 = the applicant poorly addressed the findings from previously conducted risk assessments, police reports, and/or insurance claims
 - 2 = the applicant partially addressed the findings from previously conducted risk assessments, police reports, and/or insurance claims
 - 3 = the applicant adequately addressed the findings from previously conducted risk assessments, police reports, and/or insurance claims
 - 4 = the applicant thoroughly addressed the findings from previously conducted risk assessments, police reports, and/or insurance claims
 - In considering the vulnerabilities, how well did the applicant describe the organization's susceptibility to destruction, incapacitation or exploitation by a terrorist attack?
 - 0 = the applicant did not address the organization's susceptibility to destruction, incapacitation or exploitation by a terrorist attack
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 - 2 = the applicant partially addressed the organization's susceptibility to destruction, incapacitation or exploitation by a terrorist attack
 - 3 = the applicant adequately addressed the organization's susceptibility to destruction, incapacitation or exploitation by a terrorist attack



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- 4 = the applicant thoroughly addressed the organization's susceptibility to destruction, incapacitation or exploitation by a terrorist attack
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 - How well does the proposed facility hardening activity mitigate the identified risk(s) and/or vulnerabilities?
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- 0 = the applicant's facility hardening activity did not focus on the prevention of and/or protection against the risk of a terrorist attack
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 - 3 = the proposed projects are feasible based on the priorities of the program
- Milestone Section
 - How well did the applicant describe the milestones and the associated key activities that lead to the milestone event over the NSGP period of performance?
 - 0 = the applicant did not provide a description of milestones and associated activities that lead to the milestone event over the NSGP period of performance
 - 1 = the applicant provided a poor description of milestones and associated activities that lead to the milestone event over the NSGP period of performance



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- 2 = the applicant provided a partial description of milestones and associated activities that lead to the milestone event over the NSGP period of performance
- 3 = the applicant provided an adequate description of milestones and associated activities that lead to the milestone event over the NSGP period of performance
- 4 = the applicant provided a thorough description of milestones and associated activities that lead to the milestone event over the NSGP period of performance
- Project Management Section
 - How well did the applicant justify the effectiveness of the proposed management team's roles and responsibilities and governance structure to support the implementation of the investment?
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 - How well did the applicant describe the outcomes/outputs that would indicate that the investment was successful?
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 - 1 = the applicant poorly discussed what outcomes/outputs indicate that the investment was successful
 - 2 = the applicant partially discussed what outcomes/outputs indicate that the investment was successful
 - 3 = the applicant adequately discussed what outcomes/outputs indicate that the investment was successful



FEMA

- 4 = the applicant thoroughly discussed what outcomes/outputs indicate that the investment was successful
- Did the applicant describe how the investment supports building or sustaining the identified Goal Core Capabilities?
 - 0 = the applicant did not provide a description of how the investment supports building or sustaining the identified Goal Core Capabilities
 - 1 = the applicant provided a description of how the investment supports building or sustaining the identified Goal Core Capabilities

Final Score

To calculate an application's final score, the average of the combined subapplicant's SAA score and federal review score will be multiplied:

- By a factor of three for nonprofit groups that are at a high risk of terrorist or other extremist attacks due to their ideology, beliefs, or mission;
- By a factor of two for medical and educational institutions; and
- By a factor of one for all other nonprofit organizations.

Applicants who have never received a NSGP award will have 15 points added to their score.

To advance considerations of equity in awarding NSGP grant funding, FEMA will add up to 15 additional points to the scores of organizations that demonstrate how they serve an underserved community or population or that are located within an underserved community. FEMA will apply the Centers for Disease Control and Prevention's (CDC) [Social Vulnerability Index 4](#) (SVI) tool to each applicant. FEMA will add 10 points to applications from organizations in communities, or demonstrate that they serve communities, with a "High" SVI ranking (.60 - .79) and 15 points to applications from organizations in communities, or demonstrate that they serve communities, with a "Very High" SVI ranking (.80 – 1.0).

Applicants will be selected from highest to lowest scored within their respective state/territory until the available state target allocation has been exhausted. In the event of a tie during the funding determination process, priority will be given to nonprofit organizations located in historically underserved or disadvantaged communities, then those that have not received prior year funding, and then those prioritized highest by their SAA. Should additional NSGP-S funding remain



unobligated after reviewing all state/territory submissions, FEMA will use the final scores, in part, to determine how the remaining balance of funds will be allocated. Submissions will be selected for funding until the remaining balance of funds is exhausted.

DHS/FEMA will use the final results to make funding recommendations to the Secretary of Homeland Security. All final funding determinations will be made by the Secretary of Homeland Security, who retains the discretion to consider other factors and information in addition to DHS/FEMA's funding recommendations.

F. Federal Award Administration Information

1. Notice of Award

Before accepting the award, the AOR and recipient should carefully read the award package. The award package includes instructions on administering the grant award and the terms and conditions associated with responsibilities under federal awards. **Recipients must accept all conditions in this NOFO and the [Preparedness Grants Manual](#) as well as any specific terms and conditions in the Notice of Award to receive an award under this program.**

See the [Preparedness Grants Manual](#) for information on Notice of Award.

2. Pass-Through Requirements

Pass-through funding is required under this program. See the [Preparedness Grants Manual](#) for information on these requirements.

3. Administrative and National Policy Requirements

In addition to the requirements of in this section and in this NOFO, FEMA may place specific terms and conditions on individual awards in accordance with 2 C.F.R. Part 200.

In addition to the information regarding DHS Standard Terms and Conditions and Ensuring the Protection of Civil Rights, see the [Preparedness Grants Manual](#) for



additional information on administrative and national policy requirements, including:

- • [EHP Compliance](#)
- • [FirstNet](#)
- • [NIMS Implementation](#)
- • [SAFECOM Guidance on Emergency Communication Grants](#)

a. DHS Standard Terms and Conditions

All successful applicants for DHS grant and cooperative agreements are required to comply with DHS Standard Terms and Conditions, which are available online at [DHS Standard Terms and Conditions](#).

The applicable DHS Standard Terms and Conditions will be those in effect at the time the award was made. [What terms and conditions will apply for the award will be clearly stated in the award package at the time of award.](#)

b. Ensuring the Protection of Civil Rights

As the Nation works towards achieving the [National Preparedness Goal](#), it is important to continue to protect the civil rights of individuals. Recipients and subrecipients must carry out their programs and activities, including those related to the building, sustainment, and delivery of core capabilities, in a manner that respects and ensures the protection of civil rights for protected populations.

Federal civil rights statutes, such as Section 504 of the Rehabilitation Act of 1973 and Title VI of the Civil Rights Act of 1964, along with DHS and FEMA regulations, prohibit discrimination on the basis of race, color, national origin, sex, religion, age, disability, limited English proficiency, or economic status in connection with programs and activities receiving [federal financial assistance](#) from FEMA.

The DHS Standard Terms and Conditions include a fuller list of the civil rights provisions that apply to recipients. These terms and conditions can be found in the [DHS Standard Terms and Conditions](#). Additional information on civil rights provisions is available at [External Civil Rights Division | FEMA.gov](#).

Monitoring and oversight requirements in connection with recipient compliance with federal civil rights laws are also authorized pursuant to 44 C.F.R. Part 7.



In accordance with civil rights laws and regulations, recipients and subrecipients must ensure the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment.

c. Environmental Planning and Historic Preservation (EHP) Compliance

As a federal agency, FEMA is required to consider the effects of its actions on the environment and historic properties to ensure that all activities and programs funded by FEMA, including grant-funded projects, comply with federal EHP laws, Executive Orders, regulations, and policies, as applicable.

All non-critical new construction or substantial improvement of structures in a Special Flood Hazard Area must, at a minimum, apply the flood elevations of the Federal Flood Risk Management Standard's Freeboard Value Approach unless doing so would cause the project to be unable to meet applicable program cost-effectiveness requirements. All other types of projects may choose to apply the flood elevations of the Federal Flood Risk Management Standard's Freeboard Value Approach. See [Executive Order \(EO\) 14030, Climate-Related Financial Risk](#) and [FEMA Policy #-206-21-0003, Partial Implementation of the Federal Flood Risk Management Standard for Hazard Mitigation Assistance Programs \(Interim\) \(fema.gov\)](#).

All GPD actions, including grant-funded actions, must comply with National Flood Insurance Program criteria or any more restrictive federal, state, or local floodplain management standards or building code (44 CFR § 9.11(d)(6)). All GPD-funded non-critical actions in 1% annual chance floodplains (also known as 100-year floodplains) that involve new construction or substantial improvement of structures must be elevated, at a minimum, to the lower of:

- Two feet above the 1% annual chance flood elevation (also known as the base flood elevation), in accordance with the Federal Flood Risk Management Standard (FFRMS) "Freeboard Value Approach" (FVA); or
- The 0.2% annual chance flood elevation. Where 0.2% annual chance flood elevations are not available, such actions must be elevated to at least two feet above the 1% annual chance flood elevation.



All GPD-funded critical actions in 0.2% annual chance floodplains (also known as 500-year floodplains) that involve new construction or substantial improvement of structures must be elevated, at a minimum, to the higher of:

- Three feet above the 1% annual chance flood elevation; or
- The 0.2% annual chance flood elevation. Where 0.2% annual chance flood elevations are not available, such actions must be elevated to at least three feet above the 1% annual chance flood elevation.

See [EO 11988, Floodplain Management](#), as amended by [EO 13690, Establishing a Federal Flood Risk Management Standard and a Process for Further Soliciting and Considering Stakeholder Input](#).

Recipients and subrecipients proposing projects that have the potential to impact the environment, including, but not limited to, the construction of communication towers, modification or renovation of existing buildings, structures, and facilities, or new construction including replacement of facilities, must participate in the FEMA EHP review process. The EHP review process involves the submission of a detailed project description along with any supporting documentation requested by FEMA in order to determine whether the proposed project has the potential to impact environmental resources or historic properties.

In some cases, FEMA is also required to consult with other regulatory agencies and the public in order to complete the review process. [Federal law requires EHP review to be completed before federal funds are released to carry out proposed projects.](#) FEMA may not be able to fund projects that are not in compliance with applicable EHP laws, Executive Orders, regulations, and policies.

[DHS and FEMA EHP policy is found in directives and instructions available on the FEMA.gov EHP page](#), the FEMA website page that includes documents regarding EHP responsibilities and program requirements, including implementation of the National Environmental Policy Act and other EHP regulations and Executive Orders.

The GPD EHP screening form is located at [FEMA Form](#). Additionally, all recipients under this funding opportunity are required to comply with the [FEMA GPD EHP Policy Guidance, FEMA Policy #108-023-1](#).



4. Reporting

Recipients are required to submit various financial and programmatic reports as a condition of award acceptance. Future awards and funds drawdown may be withheld if these reports are delinquent.

See the [Preparedness Grants Manual](#) for information on reporting requirements.

5. Monitoring and Oversight

Per 2 C.F.R. § 200.337, FEMA, through its authorized representatives, has the right, at all reasonable times, to make site visits or conduct desk reviews to review project accomplishments and management control systems to review award progress and to provide any required technical assistance. During site visits or desk reviews, FEMA will review recipients' files related to the award. As part of any monitoring and program evaluation activities, recipients must permit FEMA, upon reasonable notice, to review grant-related records and to interview the organization's staff and contractors regarding the program. Recipients must respond in a timely and accurate manner to FEMA requests for information relating to the award.

See the [Preparedness Grants Manual](#) for information on monitoring and oversight.

G. DHS Awarding Agency Contact Information

1. Stakeholder Engagement and Outreach

Consistent with the commitment to ensuring clarity and transparency, FEMA will host several NSGP-focused webinars intended for both applicants and subapplicants per the tentative schedule below. Please check [Nonprofit Security Grant Program Webinars | FEMA.gov](#) for the webinar's URL link. Additional webinars may be scheduled; please check FEMA.gov for the most up-to-date webinar schedule. You can also email FEMA-NSGP@fema.dhs.gov with webinar-related questions. Additional information for subapplicants is available in the FY 2023 Subapplicant Quick Start Guide at [Nonprofit Security Grant Program | FEMA.gov](#).



Webinar Schedule and Registration Links

Date	Time	Adobe Connect Registration Link
2/16/23	2 PM	https://fema.connectsolutions.com/eaofu8grlixq/event/registration.html
3/3/23	2 PM	https://fema.connectsolutions.com/e0okt2l6pelq/event/registration.html
3/8/23	3 PM	https://fema.connectsolutions.com/e77z9cq39nur/event/registration.html
3/30/23	3 PM	https://fema.connectsolutions.com/e74ri6jsemnb/event/registration.html
4/4/23	2 PM	https://fema.connectsolutions.com/ezrhgk10r3uz/event/registration.html
4/25/23	3 PM	https://fema.connectsolutions.com/ecqkgfqfajjp/event/registration.html
5/4/23	2 PM	https://fema.connectsolutions.com/en4bo833pqur/event/registration.html

Note: Following registration, you will receive a calendar invitation for the webinar. The link to join the webinar is contained in that calendar event email. It may take time for this email to arrive – please wait following registration and be sure to check your junk/spam folders.

Above dates are subject to change.

2. Contact and Resource Information

a. Program Office Contact

FEMA has assigned Regional Program Analysts for the EMPG Program. If you do not know your Regional Program Analyst, reference Regions, States and Territories or contact the FEMA Grants Information Desk by e-mail at fema-grants-news@fema.dhs.gov OR by phone at (800) 368-6498, Monday through Friday, 9 a.m. – 5 p.m. ET.

b. FEMA Grants News



FEMA

FEMA Grants News is a non-emergency comprehensive management and information resource developed by FEMA for grants stakeholders. **This channel** provides general information on all FEMA grant programs and maintains a comprehensive database containing key personnel contact information at the federal, state, and local levels. When necessary, recipients will be directed to a federal point of contact who can answer specific programmatic questions or concerns. FEMA Grants Information Desk can be reached by e-mail at fema-grants-news@fema.dhs.gov OR by phone at (800) 368-6498, Monday through Friday, 9 a.m. – 5 p.m. ET.

c. Grant Programs Directorate (GPD) Award Administration Division

GPD's Award Administration Division (AAD) provides support regarding financial matters and budgetary technical assistance. Additional guidance and information can be obtained by contacting the AAD's Help Desk via e-mail at ASK-GMD@fema.dhs.gov.

d. FEMA Regional Offices

FEMA Regional Offices also may provide fiscal support, including pre- and post-award administration and technical assistance such as conducting cash analysis, financial monitoring, and audit resolution to the grant program under this NOFO. GPD will provide programmatic support and technical assistance.

FEMA Regional Office contact information is available at [Regions, States and Territories | FEMA.gov](#).

e. Equal Rights

The FEMA Office of Equal Rights (OER) is responsible for compliance with and enforcement of federal civil rights obligations in connection with programs and services conducted by FEMA and recipients of FEMA financial assistance. All inquiries and communications about federal civil rights compliance for FEMA grants under this NOFO should be sent to FEMA-CivilRightsOffice@fema.dhs.gov.

f. Environmental Planning and Historic Preservation



GPD's EHP Team provides guidance and information about the EHP review process to recipients and subrecipients. All inquiries and communications about GPD projects under this NOFO or the EHP review process, including the submittal of EHP review materials, should be sent to gpdehpinfo@fema.dhs.gov.

3. Systems Information

a. Grants.gov

For technical assistance with [Grants.gov](https://www.grants.gov), call the customer support hotline 24 hours per day, 7 days per week (except federal holidays) at (800) 518-4726 or e-mail at support@grants.gov.

b. Non-Disaster (ND) Grants

For technical assistance with the ND Grants system, please contact the ND Grants Helpdesk at ndgrants@fema.dhs.gov or (800) 865-4076, Monday through Friday, 9:00 AM – 6:00 PM ET. User resources are available at [Non-Disaster Grants Management System | FEMA.gov](https://www.fema.gov/non-disaster-grants-management-system).

c. Payment and Reporting System (PARS)

FEMA uses the [Payment and Reporting System \(PARS\)](https://www.fema.gov/payment-reporting-system) for financial reporting, invoicing, and tracking payments. FEMA uses the Direct Deposit/Electronic Funds Transfer (DD/EFT) method of payment to recipients. If you have questions about the online system, please call the Customer Service Center at (866) 927-5646 or email ask-GMD@fema.dhs.gov.

H. Additional Information

GPD has developed the [Preparedness Grants Manual](https://www.fema.gov/preparedness-grants-manual) to guide applicants and recipients of grant funding on how to manage their grants and other resources. Recipients seeking guidance on policies and procedures for managing preparedness grants should reference the Preparedness Grants Manual for further information. Examples of information contained in the [Preparedness Grants Manual](https://www.fema.gov/preparedness-grants-manual) include:

- Actions to Address Noncompliance



FEMA

- Audits
- Case Studies and Use of Grant-Funded Resources During Real-World Incident Operations
- Community Lifelines
- Conflicts of Interest in the Administration of Federal Awards and Subawards
- Disability Integration
- National Incident Management System
- Payment Information
- Period of Performance Extensions
- Procurement Integrity
- Record Retention
- Whole Community Preparedness
- Other Post-Award Requirements

1. Termination Provisions

FEMA may terminate a federal award in whole or in part for one of the following reasons. FEMA and the recipient must still comply with closeout requirements at 2 C.F.R. §§ 200.344-200.345 even if an award is terminated in whole or in part. To the extent that subawards are permitted under this NOFO, pass-through entities should refer to 2 C.F.R. § 200.340 for additional information on termination regarding subawards.

a. Noncompliance

If a recipient fails to comply with the terms and conditions of a federal award, FEMA may terminate the award in whole or in part. If the noncompliance can be corrected, FEMA may first attempt to direct the recipient to correct the noncompliance. This may take the form of a Compliance Notification. If the noncompliance cannot be corrected or the recipient is non-responsive, FEMA may proceed with a Remedy Notification, which could impose a remedy for noncompliance per 2 C.F.R. § 200.339, including termination. Any action to terminate based on noncompliance will follow the requirements of 2 C.F.R. §§ 200.341-200.342 as well as the requirement of 2 C.F.R. § 200.340(c) to report in FAPIIS the recipient's material failure to comply with the award terms and conditions. See also the section on Actions to Address Noncompliance in this NOFO or in the [Preparedness Grants Manual](#).



b. With the Consent of the Recipient

FEMA may also terminate an award in whole or in part with the consent of the recipient, in which case the parties must agree upon the termination conditions, including the effective date, and in the case of partial termination, the portion to be terminated.

c. Notification by the Recipient

The recipient may terminate the award, in whole or in part, by sending written notification to FEMA setting forth the reasons for such termination, the effective date, and in the case of partial termination, the portion to be terminated. In the case of partial termination, FEMA may determine that a partially terminated award will not accomplish the purpose of the federal award, so FEMA may terminate the award in its entirety. If that occurs, FEMA will follow the requirements of 2 C.F.R. §§ 200.341-200.342 in deciding to fully terminate the award.

2. Program Evaluation

Recipients and subrecipients are encouraged to incorporate program evaluation activities from the outset of their program design and implementation to meaningfully document and measure their progress towards meeting an agency priority goal(s). Title I of the [Foundations for Evidence-Based Policymaking Act of 2018 \(Evidence Act\)](#), Pub. L. No. 115-435 (2019) urges federal awarding agencies and federal assistance recipients and subrecipients to use program evaluation as a critical tool to learn, to improve equitable delivery, and to elevate program service and delivery across the program lifecycle. Evaluation means “an assessment using systematic data collection and analysis of one or more programs, policies, and organizations intended to assess their effectiveness and efficiency.” Evidence Act § 101 (codified at 5 U.S.C. § 311). Evaluation costs are allowable costs (either as direct or indirect), unless prohibited by statute or regulation.

In addition, recipients are required to participate in a DHS-led evaluation if selected, which may be carried out by a third-party on behalf of the Program Office or DHS. By accepting grant funds, recipients agree to participate in the evaluation, which may include analysis of individuals who benefit from the grant, and provide access to program operating personnel and participants, as specified



by the evaluator(s) during the award.

3. Period of Performance Extensions

Extensions to the period of performance for this program are allowed. Extensions to the POP identified in the award will only be considered through formal, written requests to the recipient's FEMA Preparedness Officer and must contain specific and compelling justifications as to why an extension is required. Recipients are advised to coordinate with the FEMA Preparedness Officer as needed when preparing an extension request. Please refer to the [Preparedness Grants Manual](#) for more detail on the requirements for submitting an extension request.

4. Protecting Houses of Worship and Public Venues

Across the United States, Americans congregate in faith-based venues to worship, learn, play, and bond as a community. However, public gatherings are vulnerable, and adversaries may perceive houses of worship as attractive targets where they can inflict mass casualties, cause substantial psychological impacts, and draw extensive media coverage. The DHS Center for Faith-Based & Neighborhood Partnerships (DHS Center) partners with interagency and whole community partners to offer numerous resources to assist faith-based and community organizations with their efforts to prepare for all types of hazards, whether natural or man-made. Technical assistance is provided through presentations, workshops, training, webinars, tabletop exercises, and training. Access to these free resources can be found at [DHS Center for Faith-Based and Neighborhood Partnerships Resources | FEMA.gov](#).

5. Financial Assistance Programs for Infrastructure

a. Build America, Buy America Act

b. Recipients and subrecipients must comply with the Build America, Buy America Act (BABAA), which was enacted as part of the Infrastructure Investment and Jobs Act §§ 70901-70927, Pub. L. No. 117-58 (2021); and EO 14005, Ensuring the Future is Made in All of America by All of America's Workers. See also [OMB Memorandum M-22-11, Initial Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure](#).



None of the funds provided under this program may 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. Nor does a Buy America preference 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.

To see whether a particular FEMA federal financial assistance program is considered an infrastructure program and thus required to include a Buy America preference, please see [Programs and Definitions: Build America, Buy America Act | FEMA.gov](#) and [Build America, Buy America Act Frequently Asked Questions \(FAQs\) | FEMA.gov](#). Additional information is found in [Buy America Preference in FEMA Financial Assistance Programs for Infrastructure, FEMA Interim Policy #207-22-0001](#).

c. Waivers

When necessary, recipients (and subrecipients through their pass-through entity) may apply for, and FEMA may grant, a waiver from these requirements.

A waiver of the domestic content procurement preference may be granted by the agency awarding official if FEMA determines that:

- Applying the domestic content procurement preference would be inconsistent with the public interest.
- The types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality.
- The inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25%.



For FEMA awards, the process for requesting a waiver from the Buy America preference requirements can be found on FEMA's website at ["Buy America" Preference in FEMA Financial Assistance Programs for Infrastructure | FEMA.gov](#).

d. Definitions

Construction materials: an article, material, or supply—other than an item primarily of iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives—that is or consists primarily of non-ferrous metals, plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables), glass (including optic glass), lumber, paint, and drywall.

Domestic content procurement preference: Means all iron and steel used in the project are produced in the United States; the manufactured products used in the project are produced in the United States; or the construction materials used in the project are produced in the United States.

Federal financial assistance: Generally defined in 2 C.F.R. § 200.1 and includes all expenditures by a federal agency to a non-federal entity for an infrastructure project, except that it does not include expenditures for assistance authorities relating to major disasters or emergencies under sections 402, 403, 404, 406, 408, or 502 of the [Robert T. Stafford Disaster Relief and Emergency Assistance Act](#) relating to a major disaster or emergency declared under section 401 or 501, respectively, or pre and post disaster or emergency response expenditures.

Infrastructure: infrastructure projects which serve a public function, including at a minimum, the structures, facilities, and equipment for, in the United States, roads, highways, and bridges; public transportation; dams, ports, harbors, and other maritime facilities; intercity passenger and freight railroads; freight and intermodal facilities; airports; water systems, including drinking water and wastewater systems; electrical transmission facilities and systems; utilities; broadband infrastructure; and buildings and real property; and structures, facilities, and equipment that generate, transport, and distribute energy.

Produced in the United States means the following for:



- Iron and steel: All manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
- Manufactured products: The product was manufactured in the United States, and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55% of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation.
- Construction Materials: All manufacturing processes for the construction material occurred in the United States.
- Project: is any activity related to the construction, alteration, maintenance, or repair of infrastructure in the United States.

Footnotes

1. Strategic Intelligence Assessment and Data on Domestic Terrorism, Federal Bureau of Investigation and Department of Homeland Security, May 2021.
2. A nonprofit organization may procure resources covering similar purposes across multiple sites, but the quantities and costs must be broken down by site in each IJ.
3. Centers for Disease Control and Prevention/Agency for Toxic Substances and Disease Registry/Geospatial Research, Analysis, and Services Program. CDC/ATSDR Social Vulnerability Index **2018** Database.



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