



**MAINE FY2022
NONPROFIT SECURITY GRANT PROGRAM GUIDANCE
APPLICATION DEADLINE: May 31, 2022 by 5:00 PM**

The objective of the FY2022 Nonprofit Security Grant Program (NSGP) is to provide funding for physical security enhancements and other security-related activities to nonprofit organizations that are at high risk of a terrorist attack. The NSGP also seeks to integrate the preparedness activities of nonprofit organizations with broader state and local preparedness efforts.

Nonprofit organizations must apply through their respective State Authorized Agent (SAA):
Maine Emergency Management Agency (MEMA)

As part of the FY2022 NSGP application, each eligible nonprofit applicant must submit the following documents via the MEMA Grant Portal:

https://webportalapp.com/sp/maineemergencymanagement_fy2022_nsgp

1. **NSGP Investment Justification (IJ)** Each applicant must develop a formal IJ that addresses each investment proposed for funding and self-identify with one of the following categories:
 - a) Ideology-based/Spiritual/Religious
 - b) Educational
 - c) Medical
 - d) Other

Security enhancements must be for the locations that the nonprofit occupies at the time of application. The investments or projects described in the IJ must:

- Be consistent with all applicable requirements outlined in the FY2022 Notice of Funding Opportunity (NOFO).
 - Address an identified risk, including threat and vulnerability, and build or sustain a core capability identified in the National Preparedness Goal for that site, regardless if it is being submitting for similar projects at multiples 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 NOFO and the Preparedness Grant Manual.
2. **Vulnerability/Risk Assessment** Each applicant must include its vulnerability/risk assessment unique to each site. This file should be submitted in pdf format, however there is no specific form/format for the Vulnerability/Risk Assessment itself.
 3. **Mission Statement** Each applicant must include its Mission Statement and any mission implementing policies or practices that may elevate the organization's risk.



Sub-applicants with one site may apply for up to \$150,000 for that site;

Sub-applicants with multiple sites may apply for up to \$150,000 per site, for up to three sites, for a maximum of \$450,000 per sub-applicant.

- If a sub-applicant applies for projects at multiple sites, regardless of whether the projects are similar in nature, it must include an assessment of the vulnerability and risk unique to each site. Failure to do so may be cause for rejection of the application.

Proposed budgets must ensure all costs are allowable per FEMA's federal guidelines:

- Allowable:
 - Equipment
 - Equipment is limited to select items in the following categories of items on **FEMA's Authorized Equipment List (AEL)** for allowable equipment purchases:
 - -Physical security enhancement equipment: Category 14
 - -Inspection and Screening Systems: Category 15
 - Planning
 - Training/Exercises
 - Nonprofit Management and Administration
 - Indirect (Facilities & Administration) Costs
- Unallowable Costs:
 - Hiring of public safety personnel
 - General use expenditures like software, general use vehicles, licensing fees, etc.
 - Overtime and backfill
 - Weapons, weapons systems and accessories, and ammunition
 - Vulnerability Security Assessments and development
 - Development of Investment Justifications
 - Technological Development Studies
 - Proof-of-Concept Initiatives
 - Funding federal programs
 - Duplicating federal programs
 - Organizational operational expenses
 - Reimbursement of pre-award security expenses

FAQ

Is the milestones section of the Investment Justification asking for estimated start and end dates of the key activities needed to complete our project?

Yes, you can estimate those dates.

For the project costs is it ok to provide estimates?

Yes, but the estimates should be as close to actual costs as possible.



How much are Management and Administration (M&A) Costs for the NSGP-S?

Nonprofits can apply for up to 5% of their FY2022 NSGP funds for M&A activities directly related to the management and administration of the award.

Scoring & review process:

The scoring criteria for the applications are included on pp. 36-52 of the NOFO – applicants should review the scoring criteria to understand how your applications will be scored by MEMA and the FEMA reviewers.

SAA reviews applications on the following criteria:

- Verification that the nonprofit is located outside of one of the FY 2022 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
- Role of the applicant nonprofit organization in responding to or recovering from terrorist attacks
- Alignment between the project activities requested within the physical 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, and proposes building or sustaining a core capability identified in the National Preparedness Goal
- Clarity and detail provided in project description, scope and justification
- Project is feasible and effective at mitigating the identified vulnerability and thus reducing the risks for which the project was designed
- Project can be fully completed within the three-year period of performance
- Demonstration that the nonprofit organization is located within an underserved or disadvantaged community
- 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

After reviewed for completeness and accuracy, SAA then submits the Maine submissions to FEMA. FEMA reviews and finalizes award decisions.