

FY 2013 NONPROFIT SECURITY GRANT PROGRAM (NSGP) FUNDING OPPORTUNITY ANNOUNCEMENT (FOA)

OVERVIEW INFORMATION

Issued By

U.S. Department of Homeland Security (DHS): Federal Emergency Management Agency (FEMA)

Catalog of Federal Domestic Assistance (CFDA) Number

97.008

CFDA Title

Non-Profit Security Grant Program

Funding Opportunity Announcement Title

Fiscal Year (FY) 2013 Urban Areas Security Initiative (UASI) Nonprofit Security Grant Program (NSGP)

Authorizing Authority for Program

Section 2003 of the Homeland Security Act of 2002, Public Law 107-296, as amended (6 U.S.C. § 604); and, The Department of Homeland Security Appropriations Act, 2013. Pub.L. 113-6.

Appropriation Authority for Program

The Department of Homeland Security Appropriations Act, 2013 (Public Law 113-6)

FOA Number

DHS-13-GPD-008-000-01

Key Dates and Time

Application Start Date: 05/21/2013

Application Submission Deadline Date: 06/24/2013 at 11:59:59 p.m. EST

Anticipated Funding Selection Date: 08/02/2013

Anticipated Award Date: 09/30/2013

Other Key Dates

Applying for FY 2013 NSGP funds requires a two-step process. Step One: initial submission to determine eligibility and Step Two: full application. Applicants are encouraged to initiate Step One immediately after the FOA is published but no later than June 17, 2013 by submitting a complete Standard Form 424 to Grants.gov. Successful completion of this step is necessary for FEMA to determine eligibility of the applicant. Late submissions of Step One to Grants.gov could result in applicants missing the application deadline in Step Two. Once FEMA has determined an applicant

to be eligible, applicants can proceed to Step Two which involves submitting the full application package via the Non Disaster (ND) Grants system. The submission deadline for the full application package is June 24, 2013. For additional details see Section X of the Full FOA.

Intergovernmental Review

Is an intergovernmental review required? Yes No

If yes, applicants must contact their State's Single Point of Contact (SPOC) to find out about and comply with the State's process under Executive Order 12372. Name and addresses of the SPOCs are maintained at the Office of Management and Budget's (OMB) home page at http://www.whitehouse.gov/omb/grants_spo.

FOA EXECUTIVE SUMMARY

Program Type

Select the applicable program type:

New Continuing One-time

Date of origin for Program: 01/04/2007

Opportunity Category

Select the applicable opportunity category:

Discretionary Mandatory Competitive Non-competitive

Application Process

DHS makes all funding opportunities available through the common electronic “storefront” Grants.gov, accessible on the Internet at <http://www.grants.gov>. If you experience difficulties accessing information or have any questions please call the Grants.gov customer support hotline at (800) 518-4726.

Application forms and instructions are available at Grants.gov. To access these materials, go to <http://www.grants.gov>, select “Apply for Grants,” and then select “Download Application Package.” Enter the CFDA and/or the funding opportunity number located on the cover of this announcement. Select “Download Application Package,” and then follow the prompts to download the application package. To download the instructions, go to “Download Application Package” and select “Instructions.”

For additional details on how to apply, please refer to Section X of the Full FOA.

Eligible Applicants

The following entities are eligible to apply directly to FEMA under this solicitation:

State governments (on behalf of eligible nonprofit organizations)

For additional information, see the *Eligibility Criteria* section of the Full FOA.

Type of Funding Instrument

Select the applicable funding instrument:

Grant Cooperative Agreement

Cost Share or Match

Select the applicable requirement:

Cost Match Cost Share None Required

Maintenance of Effort

Is there a Maintenance of Effort (MOE) requirement?

Yes No

Management and Administration

Management and administration (M&A) activities are those defined as directly relating to the management and administration of NSGP funds, such as financial management and monitoring. A maximum of up to five percent (5%) of funds awarded may be retained by the State and any funds retained are to be used solely for M&A purposes associated with the NSGP award. Recipient non-profit organizations may also use up to five percent (5%) of their FY 2013 NSGP funds for M&A purposes associated with the award.

Indirect Costs

Indirect costs are allowable only if the applicant has an approved indirect cost rate with the cognizant Federal agency. A copy of the approved rate (a fully executed, agreement negotiated with the applicant's cognizant Federal agency) is required at the time of application. Indirect costs will be evaluated as part of the application for Federal funds to determine if allowable and reasonable.

FULL FOA

I. Funding Opportunity Description

Program Overview and Priorities

The FY 2013 NSGP provides \$10,000,000 in funding support for target hardening and other physical security enhancements and activities to nonprofit organizations that are at high risk of terrorist attack and located within one of the specific UASI-eligible Urban Areas. While this funding is provided specifically to high-risk nonprofit organizations under The *Department of Homeland Security Appropriations Act, 2013* (Public Law 113-6), the program seeks to integrate nonprofit preparedness activities with broader State and local preparedness efforts. It is also designed to promote coordination and collaboration in emergency preparedness activities among public and private community representatives, as well as State and local government agencies.

Program Objectives

The FY 2013 NSGP plays an important role in the implementation of the National Preparedness System (NPS) by supporting the development and sustainment of core capabilities. Core capabilities are essential for the execution of each of the five mission areas outlined in the National Preparedness Goal (NPG). Delivering core capabilities requires the combined effort of the whole community, rather than the exclusive effort of any single organization or level of government. The FY 2013 NSGP's allowable costs support efforts to build and sustain core capabilities across the Prevention, Protection, Mitigation, Response, and Recovery mission areas.

Examples of tangible outcomes from the FY 2013 NSGP include strengthening emergency management capabilities through:

- Building and sustaining core capabilities
- Strengthening governance integration
- Whole community approach to security and emergency management

For additional details on priorities for this program, please refer to Appendix B – *NSGP Priorities*.

II. Funding Information

Award Amounts, Important Dates, and Extensions

Available Funding for this FOA: \$10,000,000

Projected Number of Awards: 200

Projected Award Start Date(s): 09/01/2013

Projected Award End Date(s): 08/31/2015

Period of Performance: 24 months

Grantees must accept their grant awards no later than 90 days from the award date. The grantee shall notify the awarding agency of its intent to accept and proceed with work under the award, or provide a written notice of intent to decline. Funds will remain on hold until the grantee accepts the award through official correspondence (e.g., written, electronic signature, signed letter or fax to the Grant Programs Directorate [GPD]), and all other conditions of award have been satisfied, or the award is otherwise rescinded. Failure to accept the grant award within the 90 day timeframe may result in a loss of funds.

Period of Performance

Is an extension to the period of performance permitted?

Yes No

Extensions to the period of performance will be considered only through formal requests to FEMA with specific and compelling justifications as to why an extension is required. Agencies should request extensions sparingly and expect extensions to be granted only under exceptional circumstances. For additional information on the period of performance extensions, refer to Information Bulletin (IB) 379 located at <http://www.fema.gov/grants/grant-programs-directorate-information-bulletins>.

Additional Funding Information

In FY 2013, the total amount of funds distributed under this grant program will be \$10,000,000. Each nonprofit organization must apply through their State Administrative Agency (SAA) for up to a \$75,000 grant award. The FY 2013 NSGP funds will be allocated to organizations established as "Section 501(c)(3)" organizations under the Internal Revenue Code of 1986 (26 U.S.C. § 501(c)(3)) and deemed at high risk of a terrorist attack due to their ideology, beliefs, or mission by the Secretary of DHS. Such nonprofit organizations must be located within one of the designated FY 2013 UASI-eligible Urban Areas.

III. Eligibility Information

Eligibility Criteria

The SAA is the only entity eligible to apply for FY 2013 NSGP funds on behalf of eligible nonprofit organizations. Eligible nonprofit organizations are those organizations described under section 501(c)(3) of the Internal Revenue Code of 1986 that are determined to be at high risk of terrorist attack due to their ideology, beliefs, or mission **and** that are located within one of the designated FY 2013 UASI-eligible Urban Areas, which are listed in Appendix A – *FY 2013 UASI-Eligible Urban Areas*. Eligible nonprofit organizations must provide their applications along with a copy of their organization's Mission Statement to their respective SAA in order to be considered for FY 2013 NSGP funding.

SAA's, in coordination with the Urban Area Working Groups (UAWGs), are encouraged to notify and actively inform eligible nonprofit organizations of the availability of the FY

2013 NSGP - especially organizations that have not previously applied for or received NSGP funding. It is important that **ALL** eligible nonprofit organizations are afforded an opportunity to seek funding.

Criteria for determining eligible applicants that are at high risk of terrorist attack include, but are not limited to:

- Identification and substantiation (e.g., police reports or insurance claims) of prior threats or attacks against the nonprofit organization or closely related organizations (within or outside the U.S.) by a terrorist organization, network, or cell
- Symbolic value of the site(s) as a highly recognized national or historical institution that renders the site a possible target of terrorism
- Role of the applicant nonprofit organization in responding to or recovering from terrorist attacks
- Findings from previously conducted threat and/or vulnerability assessments

IV. Funding Restrictions

Restrictions on Use of Award Funds

DHS grant funds may only be used for the purpose set forth in the grant and must be consistent with the statutory authority for the award. Grant funds may not be used for matching funds for other Federal grants/cooperative agreements, 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.

Pre-award costs are allowable only with the written consent of DHS and if they are included in the award agreement.

Federal employees are prohibited from serving in any capacity (paid or unpaid) on any proposal submitted under this program. Federal employees may not receive funds under this award.

For additional details on restrictions on the use of funds, please refer to Appendix C – *Funding Guidelines*.

NSGP Pass-Through Requirements: Awards made to the SAA for NSGP carry additional pass-through requirements. Pass-through is defined as an obligation on the part of the States to make funds available to non-profit organizations. Four requirements must be met to pass-through grant funds:

- There must be some action to establish a firm commitment of the grant award on the part of the awarding entity
- The action must be unconditional on the part of the awarding entity (i.e., no contingencies for availability of SAA funds)
- There must be documentary evidence of the commitment of grant award

- The award terms must be communicated to the official grantee

The SAA must obligate 100 percent (100%) of the funds awarded under NSGP to successful applicants within 45 days of receipt of the funds. A letter of intent (or equivalent) to distribute funds is not considered sufficient. Award sub-recipients must receive their funds within 45 days from the date the funds are first made available to the grantee so that they can initiate implementation of approved investments.

V. Application Review Information and Selection Process

Application Review Information

FY 2013 NSGP Applications will be reviewed through a two-phased State and Federal review process for completeness, adherence to programmatic guidelines, feasibility, and how well the Investment Justification (IJ) (project description and justification) addresses the identified risk. For additional information on how IJs are reviewed and scored at the State and Federal level, please refer to Appendix D – *NSGP Investment Justification and Scoring Criteria*.

FY 2013 NSGP evaluation criteria include items such as:

- Identification and substantiation of prior threats or attacks (from within or outside the U.S.) by a terrorist organization, network, or cell against the applicant based on their ideology, beliefs, or mission
- 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 terrorism
- Role of the applicant nonprofit organization in responding to terrorist attacks
- Findings from previously conducted threat and/or vulnerability assessments
- Integration of nonprofit preparedness with broader State and local preparedness efforts
- Complete, feasible IJs that address an identified risk, including threat and vulnerability, and build or sustain a core capability identified in the NPG
- Not having received prior years' NSGP funding
- Risk profile

Application Selection Process

Applications will be reviewed in two phases to leverage local knowledge and understanding of the applicant's risk of a terrorist attack, while also ensuring coordination and alignment with Federal, State, and local preparedness efforts.

- **State Review:** Applications, to include organization Mission Statements, must be submitted by the nonprofit organization to the SAA/UAWG (if they are separate entities), **no later than 11:59 p.m. EST, June 10, 2013** to ensure adequate time for a State review of nonprofit applications.

The SAA, in coordination with the UAWG, is required to conduct an initial review of all submitted applications from nonprofit organizations to first determine eligibility

based on the established criteria. Once eligibility has been determined, the SAA will review and score compliant IJs using the *NSGP Scoring Worksheet* (see Appendix E- *Investment Justification Scoring Worksheet*) and *Prioritization of Investment Justifications Template* (OMB Control Number: 1660-0110/FEMA Form 089-24). Recognizing the impact an organization's ideology, beliefs, or mission may have on their risk of potential terrorist threats, SAA's must use the provided Mission Statement along with information provided in Section I (Applicant Information), Section II (Background Information) and Section III (Risk) of the applicant's Investment Justification in order to validate the organization type when preparing the SAA Prioritization Tracker.

The SAA is required to provide the scores from the State review along with a prioritized list of NSGP projects. Each application should receive a unique rank. Rankings should be developed based on these two factors:

- Need – The relative need for the nonprofit organization compared to the other applicants
- Impact – The potential impact of the nonprofit organization in achieving maximum prevention and/or protection results at minimal cost

The SAA should ensure that information noted in the *Prioritization of Investment Justifications Template* accurately reflects the data noted in each organization's IJ. While completing the *Prioritization of Investment Justifications Template*, the SAA should verify the Dun and Bradstreet Data Universal Numbering System (DUNS) number, System for Award Management (SAM), 501(c)(3) number, and legal organization name. Tracker information submitted by the SAA pertaining to a nonprofit(s) "Organization Type" and "Total Project Cost" will be considered during FEMA's review and scoring process.

- **Federal Review:** The highest-scoring IJs from each submitting Urban Area will be reviewed by a panel of Federal evaluators. In order to determine the number of applications that will advance to the Federal Review, FEMA will multiply the available FY 2013 NSGP funding by 1.5 (150%). Applicants will then be selected from each submitting Urban Area, based on their State scores, using a top-down approach until the cumulative funding amount *requested* has reached 150 percent (150%).
- **Final Score:** To calculate the final score, the sum of each applicant's Federal and State scores will be multiplied by a factor of three for nonprofit groups that are at a high risk of terrorist 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 others. All final application scores will then be sorted in descending order and awardees will be selected for funding from highest to lowest until the available FY 2013 NSGP funding has been exhausted. In the event of a tie during the funding determination process, priority will be given to nonprofit organizations that have not received prior year

funding and those ranked highest by their SAA. FEMA will use the final results to make funding recommendations to the Secretary of Homeland Security.

NOTE: Upon award, recipients may only fund Investments that were included within the FY 2013 IJs that were submitted to FEMA and evaluated through the Federal review process.

VI. Post-Selection and Pre-Award Guidelines

Notice of Award

All successful applicants for all DHS grant and cooperative agreements are required to comply with DHS Standard Administrative Terms and Conditions available within Section 6.1.1 of <http://www.dhs.gov/xlibrary/assets/cfo-financial-management-policy-manual.pdf>.

Upon approval of an application, the award will be made in the form of a grant. The date the approval of award is entered in the system is the “award date.” Notification of award approval is made through the ND Grants system through an automatic e-mail to the grantee point of contact listed in the initial application. Once an award has been approved and recorded in the system, a notice is sent to the authorized grant official. Follow the directions in the notification to accept your award documents. The authorized grant official should carefully read the award package for instructions on administering the grant and to learn more about the terms and conditions associated with responsibilities under Federal awards.

Administrative and Federal Financial Requirements

Grantees are obligated to submit various financial and programmatic reports as a condition of their award acceptance. Please see below for a summary of financial and/or programmatic reports as required. Future awards and funds drawdown may be withheld if these reports are delinquent.

- 1. Federal Financial Report (FFR) – required quarterly.** Obligations and expenditures must be reported on a quarterly basis through the FFR (SF-425). A report must be submitted for every quarter of the period of performance, including partial calendar quarters, as well as for periods where no grant activity occurs. Future awards and fund draw downs may be withheld if these reports are delinquent, demonstrate lack of progress, or are insufficient in detail. The final FFR is due 90 days after the end date of the performance period. FFRs must be filed electronically through the Payment and Reporting System (PARS).
- 2. Grant Close-Out Process.** Within 90 days after the end of the period of performance, or after an amendment has been issued to close out a grant, whichever comes first, grantees must submit a final FFR and final progress report detailing all accomplishments and a qualitative summary of the impact of those accomplishments throughout the period of performance. After these reports have been reviewed and approved by FEMA, a close-out notice will be completed to close

out the grant. The notice will indicate the period of performance as closed, list any remaining funds that will be deobligated, and address the requirement of maintaining the grant records for three years from the date of the final FFR. The grantee is responsible for returning any funds that have been drawn down but remain as unliquidated on grantee financial records. As part of the final report, grantees must submit the Tangible Personal Property Report (SF-428), available at http://www.whitehouse.gov/sites/default/files/omb/grants/approved_forms/sf-428.pdf, to provide an inventory of all tangible personal property acquired using NSGP funds. An inventory of all construction projects that used NSGP funds has to be reported using the Real Property Status Report (Standard Form SF 429) available at http://www.whitehouse.gov/sites/default/files/omb/grants/approved_forms/sf-429.pdf.

Programmatic Reporting Requirements

- 1. Performance Progress Report (SF-PPR).** Grantees are responsible for providing updated performance reports using the SF-PPR (OMB Control Number: 0970-0334) on a semi-annual basis. The SF-PPR is due within 30 days after the end of the reporting period (July 30 for the reporting period of January 1 through June 30; and January 30 for the reporting period of July 1 through December 31). Grantees must submit the cover page of the SF-PPR as an attachment to the ND Grants system. The SF-PPR can be accessed online at http://www.na.fs.fed.us/fap/SF-PPR_Cover%20Sheet.pdf.

Grantees will be required to report on progress towards implementing plans described in their application.

- 2. State Preparedness Report (SPR) Submittal.** Section 652(c) of the *Post-Katrina Emergency Management Reform Act of 2006* (Public Law 109-295), 6 U.S.C. §752(c), requires any State that receives Federal preparedness assistance to submit an SPR (OMB Control Number: 1660-0131) to FEMA. States submitted the most recent SPR in December 2012 thus satisfying this requirement in order to receive funding under the FY 2013 NSGP.
- 3. Biannual Strategy Implementation Reports (BSIR).** In addition to the Quarterly Reports grantees are responsible for completing and submitting BSIR reports. The BSIR is due within 30 days after the end of the reporting period (July 30 for the reporting period of January 1 through June 30; and January 30 for the reporting period of July 1 through December 31). Updated obligations and expenditure information must be provided within the BSIR to show progress made toward meeting strategic goals and objectives as well as how expenditures support Planning, Organization, Equipment, Training and Exercises (POETE). The first BSIR is not due until at least six months after the award notice has been received by the grantee.
- 4. Monitoring.** Grant recipients will be monitored on an annual and as needed basis by FEMA staff, both programmatically and financially, to ensure that the project

goals, objectives, performance requirements, timelines, milestone completion, budgets, and other related program criteria are being met.

Monitoring may be accomplished through either a desk-based review or on-site monitoring visits, or both. Monitoring will involve the review and analysis of the financial, programmatic, performance, compliance and administrative processes, policies, activities, and other attributes of each Federal assistance award and will identify areas where technical assistance, corrective actions and other support may be needed.

VII. DHS FEMA Contact Information

Contact and Resource Information

This section describes several resources that may help applicants in completing a FEMA grant application. These points of contact are also available for successful applicants who may require assistance during execution of their award.

Financial and Administrative Information

- 1. Grant Programs Directorate (GPD).** GPD's Grant Operations Division Business Office provides financial support and technical assistance. Additional guidance and information can be obtained by contacting the FEMA Call Center at (866) 927-5646 or via e-mail to ASK-GMD@dhs.gov.
- 2. FEMA Regions.** FEMA Regions may also provide fiscal support, including pre- and post-award administration and technical assistance to the grant programs included in this solicitation. For a list of contacts, please go to <http://www.fema.gov/about/contact/regions.shtm>.
- 3. GPD Environmental Planning and Historic Preservation (GPD-EHP).** The FEMA GPD-EHP Team provides guidance and information about the EHP review process to grantees and sub-grantees. All inquiries and communications about GPD projects or the EHP review process, including the submittal of EHP review materials, should be sent to gpdehpinfo@fema.gov. EHP Technical Assistance, including the EHP Screening Form, can be found at https://www.rkb.us/ehp_docs.cfm.

Programmatic Information

- 1. Centralized Scheduling and Information Desk (CSID).** CSID is a non-emergency comprehensive management and information resource developed by DHS for grants stakeholders. CSID 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, grantees will be directed to a Federal point of contact who can answer specific programmatic questions or concerns. CSID can be reached by

phone at (800) 368-6498 or by e-mail at askcsid@fema.gov, Monday through Friday, 8:00 a.m. – 5:30 p.m. EST.

Systems Information

1. **Grants.gov.** For technical assistance with Grants.gov, please call the Grants.gov customer support hotline at (800) 518-4726.
2. **Non Disaster (ND) Grants.** For technical assistance with the ND Grants system, please contact ndgrants@fema.gov or (800) 865-4076.

VIII. Other Critical Information

Emergency Management Assistance Compact (EMAC) Membership

In support of the NPG, grantees must belong to, be located in, or act as a temporary member States of EMAC, except for American Samoa and the Commonwealth of the Northern Mariana Islands, which are not required to belong to EMAC at this time. All assets supported in part or entirely with FY 2013 NSGP funding by States, territories and Tribes must be readily deployable to support emergency or disaster operations per existing EMAC agreements. In addition, funding may be used for the sustainment of core capabilities that, while they may not be physically deployable, support national response capabilities such as Geographic/Geospatial Information Systems (GIS), interoperable communications systems, capabilities as defined under the mitigation mission area of the NPG, and fusion centers.

National Preparedness

DHS coordinates with local, State, territory, Tribal, and Federal governments as well as the private and nonprofit sectors to facilitate an all-of-nation/whole community, risk driven, and capabilities-based approach to preparedness. This risk driven, capabilities-based approach is grounded in the identification and assessment of risk through the Threat and Hazard Identification and Risk Assessment (THIRA). Urban Areas and States must maintain and update their THIRAs, and States their SPRs, annually to ensure that the community's shared understanding of risk evolves to account for changes in the risk landscape, including successful mitigation efforts, emerging threats, hazards, and associated consequences. Information on the NPS can be found in the National Preparedness System Description (released Nov 2011), which is posted on the FEMA website at <http://www.fema.gov/national-preparedness/national-preparedness-system>. Additional details regarding the NPS and how it's supported by NSGP can be found in Appendix B – *NSGP Priorities*.

National Incident Management System (NIMS) Implementation

Prior to allocation of any Federal preparedness awards in FY 2013, grantees must ensure and maintain adoption and implementation of NIMS.

Emergency management and incident response activities require carefully managed resources (personnel, teams, facilities, equipment and/or supplies) to meet incident

needs. Utilization of the standardized resource management concepts such as typing, inventorying, and cataloging promote a strong national mutual aid capability needed to support delivery of core capabilities. Additional information on resource management and national Tier I NIMS Resource Types can be found at <http://www.fema.gov/resource-management>.

FEMA developed the NIMS Guideline for Credentialing of Personnel to describe national credentialing standards and to provide written guidance regarding the use of those standards. This guideline describes credentialing and typing processes, and identifies tools which Federal Emergency Response Officials (FEROs) and emergency managers at all levels of government may use both routinely and to facilitate multijurisdictional coordinated responses.

Although State, local, tribal, and private sector partners—including nongovernmental organizations—are not required to credential their personnel in accordance with these guidelines, FEMA strongly encourages them to do so in order to leverage the Federal investment in the Federal Information Processing Standards (FIPS) 201 infrastructure and to facilitate interoperability for personnel deployed outside their home jurisdiction. Additional information can be found at http://www.fema.gov/pdf/emergency/nims/nims_alert_cred_guideline.pdf

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/or historic properties to ensure that all activities and programs funded by the agency, including grants-funded projects, comply with Federal EHP regulations, laws and Executive Orders as applicable. Grantees and sub-grantees proposing projects that have the potential to impact the environment, including but not limited to 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 that explains the goals and objectives of the proposed project along with supporting documentation so that FEMA may determine whether the proposed project has the potential to impact environmental resources and/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. The EHP review process must be completed before funds are released to carry out the proposed project.

IX. How to apply

Application Instructions

NSGP Investment Justification (IJ): As part of the FY 2013 NSGP application process, applicants must develop a formal IJ that addresses each Investment being proposed for funding. The IJ must address an identified risk, including threat and vulnerability, and build or sustain a core capability identified in the NPG. The IJ must

demonstrate the ability to provide enhancements consistent with the purpose of the program and guidance provided by FEMA. Applicants must ensure that the IJ is consistent with all applicable requirements outlined in the application kit. Applicants will find additional information regarding the NSGP IJ template, FEMA Form 089-24 (OMB Control Number: 1660-0110), in Appendix D –NSGP *Investment Justification and Scoring Criteria*.

X. Application and Submission Information

Address to Request Application Package

FEMA makes all funding opportunities available on the Internet at <http://www.grants.gov>. If you experience difficulties accessing information or have any questions please call the Grants.gov customer support hotline at (800) 518-4726.

Application forms and instructions are available at Grants.gov. To access these materials, go to <http://www.grants.gov>, select “Apply for Grants,” then select the CFDA number (97.008) or the FOA Number noted in the Overview Information section of the FOA and then select “Download Application Package”. Select “Download Application Package,” and then follow the prompts to download the application package. To download the instructions, go to “Download Application Package” and select “Instructions.”

Content and Form of Application

- 1. Application via Grants.gov.** All applicants must file their applications using the Administration’s common electronic “storefront” – <http://www.grants.gov>. Eligible applicants must apply for funding through this portal, accessible on the Internet at <http://www.grants.gov>.

The application must be started and submitted using Grants.gov after registration in the System for Award Management (SAM) is confirmed. The on-line application includes the following required form:

- Standard Form 424, Application for Federal Assistance

Applying for FY 2013 NSGP funds requires a two-step process. Step One: initial submission to determine eligibility and Step Two: full application. Applicants are encouraged to initiate Step One as soon after the FOA is published but no later than June 17, 2013. This involves submitting a complete Standard Form 424 to www.grants.gov. The Standard Form 424 will be retrieved by ND Grants and the system will automatically populate the relevant data fields in the application. Successful completion of this step is necessary for FEMA to determine eligibility of the applicant. Late submissions to Grants.gov to complete Step One could result in applicants missing the application deadline in Step Two. Once FEMA has determined an applicant to be eligible, applicants can proceed to Step Two which

involves submitting the full application package via the ND Grants system. The submission deadline for the full application package is June 24, 2013.

The application must be completed and final submission made through the ND Grants system located at <https://portal.fema.gov>. If you need assistance registering for the ND Grants system, please contact ndgrants@fema.gov or (800) 865-4076. Applicants are encouraged to begin their ND Grants registration at the time of solicitation to ensure they have adequate time to start and complete their application submission. Unless otherwise referenced, the ND Grants system includes the following required forms and submissions:

- Standard Form 424A, Budget Information (Non-construction)
- Standard Form 424B, Standard Assurances (Non-construction)
- Standard Form 424C, Budget Information (Construction)
- Standard Form 424D, Standard Assurances (Construction)
- Standard Form LLL, Disclosure of Lobbying Activities (if the grantee has engaged or intends to engage in lobbying activities)
- Grants.gov (GG) Lobbying Form, Certification Regarding Lobbying
- FEMA Form 112-0-3C, Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements
- Investment Justifications from eligible nonprofits (OMB Control Number: 1660-0110/FEMA Form 089-25)
- SAA Prioritization of Investment Justifications (in rank order) in FEMA-provided template (OMB Control Number: 1660-0110/FEMA Form 089-24)

The program title listed in the CFDA is “Non-profit Security Grant Program.” The CFDA number is **97.008**.

- 2. Dun and Bradstreet Data Universal Numbering System (DUNS) Number.** The applicant must provide a DUNS number with their application. This number is a required field within <http://www.grants.gov> and for SAM. Organizations should verify that they have a DUNS number, or take the steps necessary to obtain one, as soon as possible. Applicants can receive a DUNS number at no cost by calling the dedicated toll-free DUNS number request line at (866) 705-5711.
- 3. System for Award Management (SAM).** The application process also involves an updated and current SAM registration by the applicant at <http://www.sam.gov>. Please ensure that your organization’s name, address, DUNS number and EIN are up to date in SAM and that the DUNS number used in SAM is the same one used to apply for all FEMA awards. Future payments will be contingent on the information provided in SAM; therefore it is imperative that the information is correct.

Applicants will obtain FOA Overviews and Full Announcement information from the Grants.gov website where the full FOA is posted.

In addition, the following Telephone Device for the Deaf (TDD) and/or Federal Information Relay Service (FIRS) number available for this Announcement is: (800) 462-7585.

Applications will be processed through the Grants.gov portal and the ND Grants system.

Hard copies of the application will not be accepted.

Appendix A – FY 2013 UASI-Eligible Urban Areas

State/Territory	Urban Area
Arizona	Phoenix Area
California	Anaheim/Santa Ana Area
	Bay Area
	Los Angeles/Long Beach Area
	Sacramento Area
	San Diego Area
Colorado	Denver Area
District of Columbia	National Capital Region
Florida	Miami/Fort Lauderdale Area
	Tampa Area
Georgia	Atlanta Area
Illinois	Chicago Area
Maryland	Baltimore Area
Massachusetts	Boston Area
Michigan	Detroit Area
Minnesota	Twin Cities Area
Missouri	St. Louis Area
New Jersey	Jersey City/Newark Area
New York	New York City Area
North Carolina	Charlotte Area
Pennsylvania	Philadelphia Area
	Pittsburgh Area
Texas	Dallas/Fort Worth/Arlington Area
	Houston Area
Washington	Seattle Area

Appendix B –NSGP Priorities

The Alignment of NSGP to the National Preparedness System (NPS)

The NPS is the instrument the Nation will employ to build, sustain, and deliver core capabilities in order to achieve the National Preparedness Goal (Goal). The Goal is “a secure and resilient Nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk.” The objective of the NPS is to facilitate an integrated, all-of-Nation, risk informed, capabilities-based approach to preparedness. The guidance, programs, processes, and systems that support each component of the NPS enable a collaborative, whole community approach to national preparedness that engages individuals, families, communities, private and nonprofit sectors, faith-based organizations, and all levels of government (<http://www.fema.gov/whole-community>).

National preparedness is the shared responsibility of the whole community. Every member must be given the opportunity to contribute. The FY 2013 NSGP plays an important role in the implementation of the NPS by supporting the building, sustainment, and delivery of core capabilities. Core capabilities are essential for the execution of critical tasks for each of the five mission areas outlined in the Goal. Delivering core capabilities requires the combined effort of the whole community, rather than the exclusive effort of any single organization or level of government. The NSGP’s allowable costs support efforts to build and sustain core capabilities across the Prevention, Protection, Mitigation, Response, and Recovery mission areas.

Particular emphasis will be placed on capabilities that address the greatest risks to the security and resilience of the United States.

Using the core capabilities, the FY 2013 NSGP supports the achievement of the NPG by:

- Preventing a threatened or an actual act of terrorism.
- Protecting our citizens, residents, visitors, and assets against the greatest threats and hazards.
- Mitigating the loss of life and property by lessening the impact of future disasters.
- Responding quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of a catastrophic incident.
- Recovering through a focus on the timely restoration, strengthening, and revitalization of infrastructure, housing, and a sustainable economy, as well as the health, social, cultural, historic, and environmental fabric of communities affected by a catastrophic incident.

The core capabilities contained in the Goal are highly interdependent and require us to use existing preparedness networks and activities, improve training and exercise programs, promote innovation, and ensure that the appropriate administrative, finance, and logistics systems are in place.

To support building, sustaining, and delivering these core capabilities, grantees will use the components of the NPS. The components of the NPS are: Identifying and Assessing Risk; Estimating Capability Requirements; Building and Sustaining Capabilities; Planning to Deliver Capabilities; Validating Capabilities; and Reviewing and Updating. For more information on each component, read the National Preparedness System Description available at <http://www.fema.gov/national-preparedness/national-preparedness-system>.

Building and Sustaining Core Capabilities

The FY 2013 NSGP focuses on the development and sustainment of core capabilities as outlined in the Goal. Particular emphasis will be placed on building and sustaining capabilities that address high consequence events that pose the greatest risk to the security and resilience of the United States and that can be utilized nationwide. NSGP uses a comprehensive process for assessing regional and national risks and identifying capability needs in order to prioritize and invest in key deployable assets, as well as those elements that support deployment.

Capabilities are the means to accomplish a mission, function, or objective based on the performance of related tasks, under specified conditions, to target levels of performance. The most essential capabilities are the core capabilities identified in the Goal.

Working together, individuals, government officials, and elected leaders can develop plans to allocate resources effectively and reduce risk. For these plans to be effective, those involved must consider methods to reduce and manage risk as well as how to sustain appropriate levels of capability and address potential shortfalls in order to achieve the Goal.

Achieving the Goal will require participation and resources from the whole community. Not all capabilities can be addressed in a given local, State, or Federal funding cycle, nor can funding be expected to flow from any one source. Officials must prioritize the achievement of certain capabilities to most effectively ensure their security and resilience while understanding the effects of not addressing other identified needs. Building and sustaining capabilities will include a combination of organizational resources, equipment, training, and education. Consideration must also be given to finding, connecting to, and strengthening community resources by using the expertise and capacity of the whole community: individuals, communities, private and nonprofit sectors, faith-based organizations, and all levels of government. Jurisdictions must also use mutual aid agreements to fill needs and work with partners to develop regional capabilities. Ultimately, a jurisdiction may need to rely on other levels of government or partners to address a particular need. This expectation should be communicated well before an event occurs when the capabilities are most urgently needed.

As these issues are considered in light of the eligible activities, the results of an effective THIRA must inform jurisdictions' planning efforts. This risk picture will provide

an understanding of potential consequences from the range of threats and hazards a community faces daily as well as those infrequent events that would stress the core capabilities of a jurisdiction. Coupled with the desired outcomes and capability targets established by a community, this combined perspective is crucial to enabling all levels of government to effectively estimate the level of capabilities required to manage its greatest risks.

Files and information on the NPS can be found at <http://www.fema.gov/national-preparedness/national-preparedness-system>.

Strengthening Governance Integration

DHS preparedness grant programs are intended to support the core capabilities across the five mission areas of Prevention, Protection, Mitigation, Response and Recovery that are necessary to prepare for incidents that pose the greatest risk to the Nation's security. Each program reflects the Department's intent to build and sustain an integrated network of national capabilities across all levels of government and the whole community. With declining Federal funds available to support these capabilities, disparate governance structures must be integrated and refined to ensure resources are targeted to support the most critical needs of a community based on risk driven, capabilities-based planning. Strong and inclusive governance systems better ensure that disparate funding streams are coordinated and applied for maximum impact.

DHS requires that all governance processes that guide the allocation of preparedness grant funds adhere to the following guiding principles:

- *Prioritization of Investments* – resources must be allocated to address the most critical capability needs.
- *Transparency* – stakeholders must be provided visibility on how preparedness grant funds are allocated and distributed, and for what purpose.
- *Substantive Local Involvement* – the tools and processes that are used to inform the critical priorities which DHS grants support must include local government representatives. At the state and regional level, local risk assessments must be included in the overarching analysis to ensure that all threats and hazards are accounted for.
- *Flexibility with Accountability* – recognition of unique preparedness gaps at the local level, as well as maintaining and sustaining existing capabilities.
- *Support of Regional Coordination* – recognition of inter/intra-state partnerships and dependencies at the state and regional level, and within metropolitan areas.

Program Priority

Advancing “Whole Community” Approach to Security and Emergency Management

Communities are challenged to develop collective, local abilities to withstand the potential impacts of natural disasters and terrorist threats, Through NSGP, nonprofit organizations will be better able to protect against and prevent terrorist attacks. For

more information on the “Whole Community Approach to Emergency Management” see <http://www.fema.gov/library/viewRecord.do?id=4941>.

Appendix C – Funding Guidelines

NSGP grant recipients and sub-recipients may only use NSGP grant funds for the purpose set forth in the grant, and must be consistent with the statutory authority for the award. Grant funds may not be used for matching funds for other Federal grants/cooperative agreements, 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.

Pre-award costs are allowable only with the written consent of DHS and if they are included in the award agreement.

Federal employees are prohibited from serving in any capacity (paid or unpaid) on any proposal submitted under this program. Federal employees may not receive funds under this award.

The following pages outline general allowable and unallowable NSGP costs guidance.

1. **Management and Administration (M&A).** M&A Activities are those costs defined as directly relating to the management and administration of NSGP funds, such as financial management and monitoring. The amount of M&A is specified in each fiscal year's FOA. M&A costs include the following categories of activities:
 - Hiring of full-time or part-time staff or contractors/consultants responsible for activities relating to the management and administration of NSGP funds
 - Travel expenses directly related to the M&A of NSGP funds
 - Meeting-related expenses directly related to M&A of NSGP funds
2. **Indirect Cost.** Indirect costs are allowable only if the applicant has an approved indirect cost rate with the cognizant Federal agency. A copy of the approved rate (a fully executed, agreement negotiated with the applicant's cognizant Federal agency) is required at the time of application. Indirect costs will be evaluated as part of the application for Federal funds to determine if allowable and reasonable.
3. **Allowable Costs**

Equipment

Allowable costs are focused on target hardening activities. Funding can be used for the acquisition and installation of security equipment on real property (including buildings and improvements) owned or leased by the nonprofit organization, specifically in prevention of and/or protection against the risk of a terrorist attack. This equipment is **limited to two categories** of items on the Authorized Equipment List (AEL):

- Physical Security Enhancement Equipment (Category 14)
- Inspection and Screening Systems (Category 15)

The two allowable prevention and protection categories and equipment standards for the NSGP are listed on the web-based version of the AEL on the RKB, at <http://www.rkb.us>. Unless otherwise stated, equipment must meet all mandatory regulatory and/or DHS-adopted standards to be eligible for purchase using these funds, including the Americans with Disabilities Act. In addition, agencies will be responsible for obtaining and maintaining all necessary certifications and licenses for the requested equipment. Costs associated with inclusive practices and the provision of reasonable accommodations and modifications to provide full access for children and adults with disabilities are allowable.

Construction and Renovation

Written approval must be provided by FEMA prior to the use of any NSGP Program funds for construction or renovation. Additionally, grantees are required to submit a SF-424C Budget and Budget detail citing the project costs.

Grantees and sub-grantees must submit all documentation resulting from that review to GPD prior to submitting materials for EHP review. Grantees and sub-grantees are also encouraged to have completed as many steps as possible for a successful EHP review in support of their proposal for funding (e.g., coordination with their State Historic Preservation Office to identify potential historic preservation issues and to discuss the potential for project effects, compliance with all state and EHP laws and requirements). Projects for which the grantee believes an Environmental Assessment (EA) may be needed, as defined in 44 CFR 10.8 and 10.9, must also be identified to the FEMA Program Analyst within six months of the award and completed EHP review materials must be submitted no later than 12 months before the end of the period of performance. EHP review packets should be sent to gpdehpinfo@fema.gov.

NSGP Program grantees using funds for construction projects must comply with the *Davis-Bacon Act* (40 U.S.C. 3141 *et seq.*). Grant recipients must ensure that their contractors or subcontractors for construction projects pay workers employed directly at the work-site no less than the prevailing wages and fringe benefits paid on projects of a similar character. Additional information, including Department of Labor (DOL) wage determinations, is available from the following website: <http://www.dol.gov/compliance/laws/comp-dbra.htm>.

Training

Nonprofit organization security personnel may only use NSGP funds to attend security-related training courses and programs within the United States. Allowable training-related costs under the NSGP are limited to attendance fees for training, and related expenses, such as materials, supplies, and/or equipment. Overtime, backfill, and/or travel expenses are not allowable costs. Allowable training topics are limited to the protection of critical infrastructure key resources, including physical and cyber security, target hardening, and terrorism awareness/employee preparedness. Training conducted using NSGP funds must address a specific threat and/or vulnerability, as identified in the nonprofit's IJ. Training should provide

the opportunity to demonstrate and validate skills learned, as well as to identify any gaps in these skills. Any training or training gaps, including those for children and individuals with disabilities or access and functional needs, should be identified in the AAR/IP and addressed in the training cycle.

Proposed attendance at training courses and all associated costs leveraging the NSGP must be included in the nonprofit organization's IJ.

4. Unallowable Costs. The following projects and costs are considered **ineligible** for award consideration:

- Hiring of Public Safety Personnel
- General-use Expenditures
- Overtime and Backfill
- Initiatives that do not address the implementation of programs/initiatives to build prevention and protection-focused capabilities directed at identified facilities and/or the surrounding communities
- The development of risk/vulnerability assessment models
- Initiatives that fund risk or vulnerability security assessments or the development of the IJ
- Initiatives in which Federal agencies are the beneficiary or that enhance Federal property
- Initiatives which study technology development
- Proof-of-concept initiatives
- Initiatives that duplicate capabilities being provided by the Federal government
- Organizational operating expenses
- Reimbursement of pre-award security expenses

Appendix D – NSGP Investment Justification and Scoring Criteria

Question	Scoring Criteria
I. APPLICANT INFORMATION	
<p>Identify the following:</p> <ul style="list-style-type: none"> • Legal Name of the Organization • Physical Address of the Facility to include the City and/or County Name • Year the Original Facility was Constructed • Organization Type (Short description of organization's ideology, beliefs, or mission) • 501(c)(3) Number (If Applicable) • Current Dun and Bradstreet Number • Urban Area • NSGP Federal Funding Request • NSGP Total Project Cost • Any Current Contract with DHS (not including previously awarded DHS funding) (Yes/No – if yes, please describe) • Investment Phase – New or Ongoing <p>(1,500 character limit not including spaces)</p>	<p>This information will not be scored</p>
II. BACKGROUND	
<p>Background: Describe the nonprofit organization including:</p> <ul style="list-style-type: none"> • Membership and community served • Symbolic value of the site(s) as a highly recognized national or historical institution that renders the site as a possible target of terrorism • Any role in responding to or recovering from terrorist attacks <p>(1,800 character limit not including spaces)</p>	<p>The information provided will be scored in terms of its contribution to setting context and its relationship to other questions. Out of 40 points, this section is worth 2 possible points.</p>

Question	Scoring Criteria
III. RISK	
<p>Risk: DHS defines risk as the product of three principal variables: <i>Threat</i>, <i>Vulnerability</i>, and <i>Consequences</i>. In the space below, describe findings from previously conducted risk assessments, including A) Threats, B) Vulnerabilities, and C) Potential Consequences of an attack.</p> <p>(2,200 character limit not including spaces)</p>	<p>The information provided will be scored based on the indication of an understanding of the organization's risk, including threat and vulnerabilities, as well as potential consequences of an attack. Out of 40 points, this section is worth 12 possible points.</p>
<p>III.A. Threat: In considering threat, the applicant should discuss the identification and substantiation of prior threats or attacks against the nonprofit organization or closely related organization by a terrorist organization, network, or cell. The applicant should also discuss findings from risk assessment, police findings, and/or insurance claims.</p>	
<p>III.B. Vulnerabilities: In considering vulnerabilities, the applicant should discuss the organization's susceptibility to destruction, incapacitation, or exploitation by a terrorist attack</p>	
<p>III.C. Potential Consequences: In considering potential consequences, the applicant should discuss potential negative effects on the organization's asset, system, and/or network if damaged, destroyed, or disrupted by a terrorist attack</p>	
IV. TARGET HARDENING	
<p>Target Hardening: In this section, describe the proposed target hardening activity, including the total Federal funds requested, that addresses the identified threat or vulnerability. Allowable costs are focused on target hardening activities as well as security-related training courses and programs limited to the protection of critical infrastructure key resources, including physical and cyber security, target hardening, and terrorism awareness/employee preparedness. Funding can also be used for the acquisition and installation of security equipment on real property (including buildings and improvements) owned or leased by the nonprofit organization, specifically in prevention of and/or in protection against the risk of a terrorist attack. This equipment is limited to two categories of items on the Authorized Equipment List (AEL).</p> <ul style="list-style-type: none"> • Physical Security Enhancement Equipment (AEL Category 14) • Inspection and Screening Systems (AEL Category 15) <p>The equipment categories are listed on the web based AEL on the Responder Knowledge Base (RKB), which is sponsored by DHS and located at http://www.rkb.us/. The description must identify the respective AEL category for all requested equipment.</p> <p>(2,200 character limit not including spaces)</p>	<p>Target hardening activity and impact address prevention of, protection against, and/or mitigation of the identified risk(s). Out of 40 points, this section is worth 8 possible points.</p>

V. MILESTONES	
<p>Milestones: Provide description and associated key activities that lead to the milestone event over the NSGP period of performance. Start dates should reflect the start of the associated key activities and end dates should reflect when the <u>milestone event will occur</u>.</p> <p>(1,000 character limit not including spaces)</p>	<p>Milestones collectively present a clear sequence of events that will allow the Investment to reach its objectives for this period of performance. Out of 40 points, this section is worth 9 possible points.</p>
VI. PROJECT MANAGEMENT	
<p>Describe the project management, including:</p> <ul style="list-style-type: none"> • Who will manage the project • Description of any challenges to the effective implementation of this project • Coordination of the project with State and local homeland security partners <p>(2,000 character limit not including spaces)</p>	<p>Response describes, at a high-level, the roles and responsibilities of the management team, governance structures, and subject matter expertise required to manage the Investment. Out of 40 points, this section is worth 5 possible points.</p>
VII. IMPACT	
<p>Impact: What measurable outputs and outcomes will indicate that this Investment is successful at the end of the NSGP period of performance? Which specific NPG core capabilities does this investment work to achieve? Explain how this Investment supports the building or sustaining of these NPG core capabilities.</p> <p>(2,200 character limit not including spaces)</p>	<p>Response describes how the outcomes will mitigate risks outlined in the Background and Risk sections, as well as how the investment supports building or sustaining the identified NPG core capabilities. Out of 40 points, this section is worth 4 possible points.</p>
BONUS	
FUNDING HISTORY	
<p>Funding History – Previous Request Name and Funding: If the nonprofit organization has received NSGP funding in the past, provide the funding source, funding amount, funding year, and the investment type</p> <p>(700 character limit not including spaces)</p>	<p>Due to the competitive nature of this program, preference will be given to nonprofit organizations that have not received prior years funding. Applicants that have not received NSGP funding in the past will receive an additional one bonus point to their total State application score at the time of submission to FEMA.</p>

Appendix E – NSGP Investment Justification Scoring Worksheet

FISCAL YEAR (FY) 2013 NONPROFIT SECURITY GRANT PROGRAM (NSGP) INVESTMENT JUSTIFICATION SCORING WORKSHEET	
State	<input style="width: 90%;" type="text"/>
Urban Area	<input style="width: 90%;" type="text"/>
Name of the Nonprofit Organization	<input style="width: 90%;" type="text"/>
FY 2013 NSGP Federal Funding Request	<input style="width: 90%;" type="text"/>
Scoring Legend	
Did Not	The applicant provided no response
Poor	The applicant's response is incomplete and does not address all of the required information
Partial	The applicant's response is complete but minimally addresses all of the required information
Adequate	The applicant's response is complete and moderately addresses all of the required information
Thorough	The applicant's response is complete and fully addresses all of the required information
I. Applicant Information (Unscored)	
1. Did the applicant provide all of the required information?	
No	The applicant did not provide all of the required information
Yes	The applicant did provide all of the required information
<input style="width: 30px; height: 20px;" type="checkbox"/>	<input style="width: 90%; height: 20px;" type="text"/>
II. Background (Total of 2 possible points)	
2. Did the applicant provide a description of their nonprofit organization to include:	
<ul style="list-style-type: none"> ▪ Membership and community served ▪ Symbolic value of the site as a highly recognized national or historical institution 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 any 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	
Score	<input style="width: 30px; height: 20px;" type="checkbox"/> <input style="width: 90%; height: 20px;" type="text"/>
III. Risk (Total of 12 possible points)	
3. In considering threat, how well did the applicant address findings from previously conducted risk assessments, police reports, and/or insurance claims?	
0 = The applicant did not address findings from previously conducted risk assessments, police reports, and/or insurance claims	
1 = The applicant poorly addressed findings from previously conducted risk assessments, police reports, and/or insurance claims	
2 = The applicant partially addressed findings from previously conducted risk assessments, police reports, and/or insurance claims	
3 = The applicant adequately addressed findings from previously conducted risk assessments, police reports, and/or insurance claims	
4 = The applicant thoroughly addressed findings from previously conducted risk assessments, police reports, and/or insurance claims	
Score	<input style="width: 30px; height: 20px;" type="checkbox"/> <input style="width: 90%; height: 20px;" type="text"/>

III. Risk (Total of 12 possible points)

4. In considering vulnerabilities, how well did the applicant address 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

Score

5. 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

Score

IV. Target Hardening (Total of 8 possible points)

6. Did the applicant describe how the proposed target hardening activity will mitigate the identified risk(s)?

- 0 = The applicant **did not** provide a description of how the proposed target hardening activity will mitigate the identified risk(s)
- 1 = The applicant provided a **poor** description of how the proposed target hardening activity will mitigate the identified risk(s)
- 2 = The applicant provided a **partial** description of how the proposed target hardening activity will mitigate the identified risk(s)
- 3 = The applicant provided an **adequate** description of how the proposed target hardening activity will mitigate the identified risk(s)
- 4 = The applicant provided a **thorough** description of how the proposed target hardening activity will mitigate the identified risk(s)

Score

IV. Target Hardening (Total of 8 possible points)

7. Did the applicant's proposed target hardening activity focus on the prevention of and/or protection against the risk of a terrorist attack?

- 0 = The applicant's target hardening activity **did not** focus on the prevention of and/or protection against the risk of a terrorist attack
- 1 = The applicant's target hardening activity **poorly** focused on the prevention of and/or protection against the risk of a terrorist attack
- 2 = The applicant's target hardening activity **partially** focused on the prevention of and/or protection against the risk of a terrorist attack
- 3 = The applicant's target hardening activity **adequately** focused on the prevention of and/or protection against the risk of a terrorist attack
- 4 = The applicant's target hardening activity **thoroughly** focused on the prevention of and/or protection against the risk of a terrorist attack

Score

V. Milestones (Total of 9 possible points)

8. Did the applicant provide specific milestones that present a clear sequence of events that will allow the Investment to reach its objectives during the FY 2013 NSGP period of performance?

- 0 = No, the applicant did not provide specific milestones that present a clear sequence of events that will allow the Investment to reach its objectives during the FY 2013 NSGP period of performance (please proceed to question 11)
- 1 = Yes, the applicant did provide specific milestones that present a clear sequence of events that will allow the Investment to reach its objectives during the FY 2013 NSGP period of performance (please proceed to question 9)

9. How well do the milestones collectively present a clear sequence of events that effectively build upon each other and would allow the applicants to reach its intended objectives during the FY 2013 NSGP period of performance?

- 0 = The milestones identified do not present a clear sequence of events that effectively build upon each other and would allow the applicant to reach its intended objectives during the FY 2013 NSGP period of performance
- 1 = The milestones present a poorly defined sequence of events that effectively build upon each other and would allow the applicant to reach its intended objectives during the FY 2013 NSGP period of performance
- 2 = The milestones present a partially defined sequence of events that effectively build upon each other and would allow the applicant to reach its intended objectives during the FY 2013 NSGP period of performance
- 3 = The milestones present an adequately defined sequence of events that effectively build upon each other and would allow the applicant to reach its intended objectives during the FY 2013 NSGP period of performance
- 4 = The milestones present a thoroughly defined sequence of events that effectively build upon each other and would allow the applicant to reach its intended objectives during the FY 2013 NSGP period of performance

Score

10. How well did the applicant describe the milestones as well as associated key activities that lead to the milestone event over the FY 2013 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 FY 2013 NSGP period of performance
- 1 = The applicant provided a poor description of milestones and associated activities that lead to the milestone event over the FY 2013 NSGP period of performance
- 2 = The applicant provided a partial description of milestones and associated activities that lead to the milestone event over the FY 2013 NSGP period of performance
- 3 = The applicant provided an adequate description of milestones and associated activities that lead to the milestone event over the FY 2013 NSGP period of performance
- 4 = The applicant provided a thorough description of milestones and associated activities that lead to the milestone event over the FY 2013 NSGP period of performance

Score

VI. Project Management (Total of 5 possible points)

11. Has the applicant described, at high-level, the roles and responsibilities of the management team, governance structures, and subject matter expertise required in managing the Investment?

- 0 = **No**, the applicant **did not** describe the management team's roles and responsibilities, governance structure, or subject matter expertise required to manage the Investment
- 1 = **Yes**, the applicant **did** describe the management team's roles and responsibilities, governance structure, and subject matter expertise required to manage the Investment

Score

12. 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 **poorly** 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 **partially** 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 **adequately** justified the effectiveness of the proposed management team's roles and responsibilities and governance structure to support the implementation of the Investment
- 4 = The applicant **thoroughly** justified the effectiveness of the proposed management team's roles and responsibilities and governance structure to support the implementation of the Investment

Score

VII. Impact (Total of 4 possible points)

13. Did the applicant provide a brief description of how the outcomes will mitigate risks outlined in the Background and Risk sections, as well as how the investment supports building or sustaining the identified NPG Core Capabilities?

- 0 = The applicant **did not** provide a brief description of how the outcomes will mitigate risks outlined in the Background and Risk sections, as well as how the investment supports building or sustaining the identified NPG Core Capabilities
- 1 = The applicant **poorly** provided a brief description of how the outcomes will mitigate risks outlined in the Background and Risk sections, as well as how the investment supports building or sustaining the identified NPG Core Capabilities
- 2 = The applicant **partially** provided a brief description of how the outcomes will mitigate risks outlined in the Background and Risk sections, as well as how the investment supports building or sustaining the identified NPG Core Capabilities
- 3 = The applicant **adequately** provided a brief description of how the outcomes will mitigate risks outlined in the Background and Risk sections, as well as how the investment supports building or sustaining the identified NPG Core Capabilities
- 4 = The applicant **thoroughly** provided a brief description of how the outcomes will mitigate risks outlined in the Background and Risk sections, as well as how the investment supports building or sustaining the identified NPG Core Capabilities

Score

Total Score

Total Investment Justification Score:

Based on a possible score of **40**, this Investment Justification scored a:

0