Governor Katie Hobbs

Executive Deputy Director Kim O'Connor

Arizona Department of Homeland Security

FY2025 State of Arizona
Nonprofit Security Grant Program (AZ-NSGP)

Grant Information Seminar
July/August 2024
Please turn your microphones and video off.
Please type your name and nonprofit organization in the Chat Box.
Presentation will be posted on the AZDOHS website following last webinar.

Agenda

- FY2025 AZ-NSGP Overview
  - Eligibility
  - Cost Categories
    - Examples and/or Information under Planning, Equipment, Training, Contracted Security
  - Application – Helpful Hints

- FY2025 AZ-NSGP Application Timeline

- Application Package & Review Process

FY2025 State of Arizona
NSGP Overview

▶ Legislation established AZ-NSGP - 10/31/23

- • $1M per fiscal year for 5 years
- • In year 2 of 5-year grant program

▶ **2024 Key Legislative Changes**

- ▪ Eligibility (not received federal NSGP in the last 3 federal grant cycles – 2023, 2022, or 2021)
  - • Not eligible to apply for current AZ-NSGP if applied for federal NSGP in current year
- • Be able to demonstrate a risk or threat is occurring at the time of application or has occurred in the two years prior to applying
- ▪ Security Personnel – Contract Security or Direct Hire
- ▪ Establishes an Informal Review Panel

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FY2025 State of Arizona NSGP Overview (continued)

▶ Target/Facility-hardening

- Nexus to terrorism/extremism

- Security Enhancements
  - Items that help prevent/protect against acts of terrorism/extremism

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Eligibility Criteria

▶ Only nonprofit organizations as described under section 501(c)(3) of the Internal Revenue Code of 1986 (IRC), exempt from tax under section 501(a) of such code may apply.

1. Have applied for the federal nonprofit security grant and not received funding in the **last 3 years (2023, 2022, 2021)** the applicant is applying for the state grant.

   a) <u>2024 federal NSGP applications are not considered</u> in this AZ-NSGP grant cycle.

2. Have been unable to apply for the federal nonprofit security grant due to an inability to fund the request up front and wait for reimbursement.

Reimbursement or Advance Payment

1. **Reimbursement** - If meet eligibility criteria wherein nonprofit applied for USDHS/FEMA NSGP funding in the last 3 years (2023, 2022, 2021) and did not receive an award, reimbursement process will be utilized.

2. **Advance Payment** - If nonprofit is unable to pay for security enhancements upfront and request reimbursement after payment, an Advance Payment process will be utilized.

What type of entities/organizations are **not** eligible to apply under NSGP?

- Utility Companies
- For-profit transportation entities/companies
- For-profit hospitals Public schools (elementary, middle, or high schools)
- For-profit colleges/universities
- For-profit public venues, stadiums, amusement parks
- Organizations active in politics/lobbying
- Volunteer Fire Departments
- Community Service Organizations (Kiwanis, Rotary, Lions Clubs, etc.)
- Homeowner associations, labor, agricultural, or horticultural organizations
- Governmental Entities

Maximum Award Amount

▶ Eligible nonprofit organizations may apply for an award amount

- Up to $100,000 total per nonprofit organization
- Three/3 - Maximum number of applications per nonprofit organization
  - One application per location
  - Vulnerability Assessment required for each location
  - Total amount for all sites may not exceed $100,000

▶ Individual submitting the application should be a current employee, personnel, official, staff or leadership of the nonprofit organization and duly authorized to apply for an award on behalf of the entity.

Arizona Application Package

Must include the following:

1. **Application – Excel File**

   a) **Use a Windows operating environment.**

   b) **Download and save form first.** **Then open the form from the saved area.**

   c) **Enable content/editing**

2. **Vulnerability Assessment** (*No standardized form*)

   Choose one of the 3 Ways Below to Obtain

   a) CISA Self Assessment (https://www.cisa.gov/houses-worship-security-self-assessment)

   b) ACTIC - Link to request an assessment request form available at https://azdohs.gov/usdhs-fema-nsgp and emailing to *cikr@azdps.gov*.

       i. FYI - Assessments requested may take time to complete depending upon available staff

   c) Vendor Assessment

Recommended order of importance/completion

1. Complete or request a **vulnerability assessment** if you do not already have one

   a. **Application is based on vulnerability assessment**

      1. Self-Assessment https://www.cisa.gov/houses-worship-security-self-assessment

      2. ACTIC Assessment - Request Form on website at https://azdohs.gov/usdhs-fema-nsgp

      3. Vendor Assessment

   b. Assessments are good for 5 years in Arizona if no significant changes have occurred

2. Download State of Arizona NSGP Application (Excel file) and begin drafting responses

Vulnerability Assessment

➤ Application is based upon the vulnerability assessment

➤ Site must be currently occupied & utilized by the organization (**not used as a residence or being remodeled/built for future use**)

➤ Vulnerability Assessment

- Must have been completed within the last 5 years

- If using an assessment completed prior to current year, please describe any enhancements made since assessment was completed

Allowable Cost Categories

- ➢ Planning

- ➢ Equipment

- ➢ Training

- ➢ Security Personnel

Planning

Funding may be used for security or emergency planning expenses and the materials required to conduct planning activities. Planning must be related to the protection of the facility and the people within the facility and should include access and functional needs as well as those with limited English proficiency.

Examples of planning activities allowable under this program include:

1. Development and enhancement of security plans and protocols;
   - Emergency contingency plans;
   - Evacuation/Shelter-in-place plans;
   - Emergency response plans

Equipment

Allowable costs are focused on target hardening and physical security enhancements. 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 or other extremist attack.

- ▶ Video Surveillance Systems (security cameras)
  - ▪ Facial recognition or License Plate Reader software is not allowed
- ▶ Bollards
- ▶ Fencing
- ▶ Impact Resistant Film/Windows
- ▶ Access Control Systems
- ▶ Security enhanced doors/windows

Training

- **Training** – limited to an organization's security personnel, staff, members and volunteers only
  - **Security-related**
    - **Applications should include specific details about proposed training <u>– to include topic, organization attendees/participants, length, and vulnerability the activity will help mitigate</u>**
  - Limited to protection of facility and its occupants
    - Examples: Terrorism awareness/employee preparedness (Community Emergency Response Team), Active Shooter, emergency first aid

Security Personnel

- Contracted Security – **must** be acquired through a **competitive process**

- Newly Hired Security Personnel
  - Must be an increase in staff or FTE (Full-time Employee)

- **Allowable if not** already included in **current operating budget**

- NSGP funds **may not be used to purchase equipment for security personnel**

NSGP Overview: Unallowable Project Examples

- Organizational operating costs

- General-use expenditures

- Overtime

- Development of risk or vulnerability assessments

- License Plate Reader (LPR) systems

- Facial recognition software

- Knox Boxes

- Guns/weapons or weapons training

- Landscaping

- Initiatives that study technology development

- Pre-award costs

- Sexual Predator Screening Database

- Organizational salaries

Application – Excel File

Sections of the Application File

1. Application – Revised Form
2. Reference - Authorized Equipment List (AEL) Descriptions

Application – Section III

III. **Risk** – <u>**Nexus to Terrorism**</u>

- **Threat**

  - Identification or specific threats against nonprofit or closely related organization by a terrorist organization

    - Has your organization received terrorism/extremist threats? If so, describe what those threats were.

  - Include findings from vulnerability assessment, police findings or claims that may have been made at the location

- **Vulnerability**

  - What are the specific vulnerabilities that expose your facility/location to potential impact from a terrorist or other extremist attack? These vulnerabilities should be identified in your vulnerability assessment.

- **Potential Consequences**

  - What could happen as a result of an terrorist/extremist attack? What's the potential impact to your facility, the organization, and the people it serves?

Application – Section IV

IV. **Facility Hardening**

- **Narrative** – fully **describe target-hardening activities**, associated costs and **link to vulnerability assessment**

  - Example: <u>Fencing</u> – Approximately 240 feet of 8-foot chain-link fencing topped with 1 foot of barbed wire <u>addressing the vulnerability to breach/access the facility along the west side</u>. (AEL# 14SW-01-WALL)

    240 feet x $208.33 per foot = $50,000

  - Example: $5,000 for 8 exterior <u>cameras</u>, 3 located on lighting poles in parking lot, 1 adjacent to the main entrance, and 1 on each corner of the building (4) to address the current <u>inability to monitor the exterior of the facility and identify suspicious activity to prevent or protect from an incident</u>.

    8 cameras x $625 = $5,000

- **Dropdown Menu of Authorized Equipment Options (AEL)**

Application – Section IV (continued)

IV. Facility Hardening (continued)

➤ Recommend getting estimates as a basis for the costs

  ➤ Consider potential cost increases

 ➤ **Authorized Equipment List (AEL)**

  ➤ Definitions – last tab

  ➤ Equipment - Dropdown AEL menu under

 ➤ Do not use the <u>Authorized Equipment List (AEL) Description </u>as your description.

 ➤ **Do not use brand names** of equipment

 ➤ Quantities – Suggest you round up when applicable (Example: Number identified in estimate(s) is 18, round up to 20) If awarded, number of items must not exceed estimated number in Project Detail Sheet

  ➤ # of cameras, # of doors, linear feet of fence, # of bollards, etc.

Application – Section V

v. **Milestones** **(November 1 – May 31)**

Steps/Dates that sequentially build upon each other toward project completion

Common milestone include, but are not limited to:

Milestone	Start Date	End Date
Award notification and completion of award paperwork	11/1/24	11/30/24
Grant paperwork completion and submission	11/15/24	11/31/24
Secure estimates/quotes (fencing, security system, access control)	11/15/24	12/15/24
Selection and award of contracts to vendors	12/5/24	2/1/25
Installation and testing of security camera & monitoring equipment	3/1/25	5/15/25
First Aid training delivery	3/1/25	5/15/25
Vendor payments, grant closeout paperwork	5/15/25	5/31/25

Application – Section VII

VII. Impact

- How will your facility be more secure?

- Is there a measured enhancement result that may be achieved?

  - i.e., anticipate 75% fewer unauthorized entries to the facility

  - XX number of staff will be trained resulting in increased ability to prevent/protect or respond to an incident

- Refer to Scoring Matrix

  - Be descriptive and address the items requested in the application and the vulnerabilities identified

Timeline

FY2024/2025 STATE OF ARIZONA NONPROFIT SECURITY GRANT PROGRAM

July 2024
- AZ-NSGP Application Period Opens

August 2024
- Grant Information Seminars Conducted

September 2024
- **September 10, 2024** - Application Period Closes
- 9/10 - 9/30/24 - Review/Prioritization of Applications

October 2024
- AZ-NSGP Review Panel Convened
- Awards Announced
- Recipient Orientation Meeting

November 1 - May 15, 2025
- Final Awards to Subrecipients
- Period of Performance will begin
- Project Activities Completed
- **May 15** - Last day to process Advance Payments

May 16 - June 15, 2025
- **5/31/25 - Period of Performance ends.**
- **6/15/25 - Advance Payment Recipients:** All Advance Payment proof of payment documentation has been submitted to AZDOHS for Recipients operating on an Advance Payment process.
- **6/15/25 - Reimbursement Process Recipients:** Final Reimbursement documentation received and processed by AZDOHS for Recipients operating on a Reimbursement process.
- **6/30/25 - Reimbursement Process Recipients:** FY2024/2025 AZ-NSGP ends and all requests for reimbursements have been paid to Recipients operating on a Reimbursement process.

Application Package
(https://azdohs.gov/az-nsgp)

1. **Application (Excel File)**
   - ✓ Review completed application with NSGP Scoring Matrix
   - ✓ **No reach-back if errors or missing information**

2. **Vulnerability Assessment**
   - ✓ **No Standardized Form**

Deadline: **September 10, 2024, 5:00 p.m.**

Save the Application files using the following naming convention:

- ✓ **Application:** FY2025_AZ_NSGP_<Nonprofit Name>
- ✓ **Assessment:** FY2025_AZ_NSGP_VA_<Nonprofit Name>

Email to: hs@azdohs.gov

Application Review & Award Process

- ➢ AZDOHS Review
  - • Equipment (Allowable)
  - • Nonprofit Organization Eligibility
    - ▪ Nonprofit status
  - • Vulnerability Assessment
    - ▪ Project Elements are Supported by Assessment
  - • Scoring
  - • Need and Impact
  - • Bonus Points
    - ▪ Applicants that have not received funding previously
    - ▪ Additional bonus points based upon organization type
- ➢ Informal Review Panel
- ➢ Awards to be **announced** by October 15, 2024
  - ▪ **All applicants will be notified via email**
- ➢ Period of Performance (POP)
  - ▪ **Anticipated to be November 1, 2024 – May 31, 2025**
  - ▪ **Approximately 6-8 month POP**

Takeaways

- **AZ Application Package – 2 items to be submitted**
  1. **Application** (Excel file)
  2. **Vulnerability Assessment**
- Application <u>must</u> be supported by vulnerability assessment
- Clearly express **risk/vulnerability to a potential terrorist or other extremist attack/incident**
- Include Authorized Equipment List (AEL) numbers for equipment items, **no brand names or vendor names**
- Incomplete application (sections left blank) reduces score
- Review your application with the Scoring Matrix prior to submission
- **Save the Application files** using the following naming convention:
    - **Application**: FY2025_AZ_NSGP_<Nonprofit Name>
    - **Assessment**: FY2025_AZ_NSGP_VA_<Nonprofit Name>
- **Application Deadline: September 10, 2024**
- **Applications emailed to: hs@azdohs.gov**

Questions?

Contact Information

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If you would like to be added to the AZDOHS NSGP Email distribution list, please send request to cbowen@azdohs.gov

AZ-NSGP information available at: azdohs.gov/az-nsgp