Mississippi Office of Homeland Security

FY24 Homeland Security Non-Profit

Grant Application Preparation

Welcome and Introductions

MOHS Grants Staff:

- Kim Johnson-Non-Profit Program
- Catrina Stamps-Non-Profit Programs/Finance Lead
- Kayla Stewart-FEMA Grant Programs Lead
- Ty Barnes-DOJ Grants and DHS Grants
- Orlando Hoard- Admin Assistant-MOHS Grants/Finance
- Beth Loflin, Director of Grants and Finance

Grant Preparation Topics

Information about the FY24 Non-Profit Grant	Important Dates	Funding Eligibility	Threat Assessment (Required)
Unique Entity Identification Numbers (Required)	Mission Statement (Required)	Heads Up on Application. Look at Old FY23 Application	What can I apply for?
	AEL List. DOUBLE CHECK. WHAT IS IT YOU WANT????	Application Release, Grant Writing & Submission	Questions

FY24 Homeland Security Grant Program

Information about the FY24 Federal Non-Profit Security Grant Program
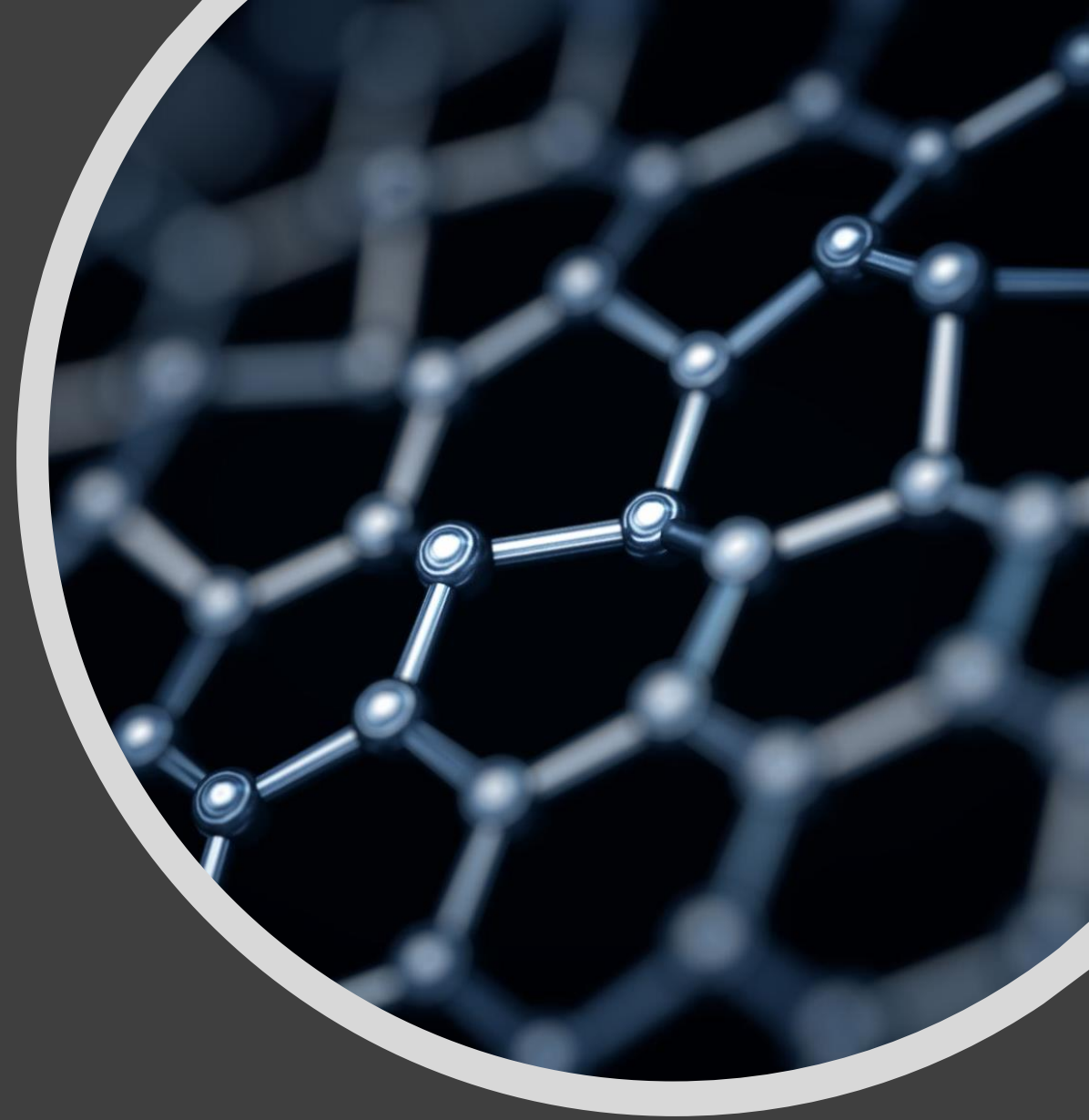
Homeland Security Non-Profit Grant Program

The Fiscal Year (FY) 2024 Homeland Security Non-Profit Grant Program (HSGP) is provided by Department of Homeland Security and the Federal Emergency Management Agency.

This grant is provided funding for **physical and cybersecurity enhancements and other security-related activities to non-profit organizations that are at high risk for terrorist attacks.**

Program National Priorities for Non-Profit Grant Programs:

Enhancing the Protection of Soft Targets / Crowded Places

Federal Funding for FY23

For the Fiscal Year of the 2023 Homeland Security Grant, Mississippi Office of Homeland Security was awarded a total of:

FY23 Homeland Security Non-Profit Grant Program Grant Awards

$2,709,836.00

FY24 Homeland Security Non-Profit Grant Program

Important Dates

Key Announcements	Key Dates
Memo on Non-Profit Grant <u>Application Preparation</u> Sessions (Grant Staff)	February 1, 2024
Non-Profit Grant <u>Application Preparation</u> Sessions (Grant Staff)	February 20, 2024 February 22, 2024
Memo of Release of FY24 Non-Profit Grant Application Sent to all Sub-Grantees (Grant Staff)	TBD
FY24 Federal NOFO should release	TBD
FY24 NP Grant Application and Funding Guidelines Released on MOHS Website, Facebook, social media, etc.	TBD
Non-Profit Grant Writing Sessions (Grant Staff)	TBD
Non-Profit Grant Due to MOHS	TBD
Assigned NP Application to Program Managers	TBD
NP Application Review Period-Risk Assessment Program Staff/Grant Director	TBD
FEMA NP Application Due	TBD
NP Grant Agreements Drafted (Grants Staff)	May 1st-June 15th
NP Award Announcement	July 21, 2024 (Tentative)
Non-Profit Orientation-TBD	August 2024-September 2024
Grant Packets Due and to be Returned to MOHS	August 30, 2024 (Tentative)
Grant Performance Period	September 1, 2024-August 30, 2025
EHPS Due to MOHS	October 15, 2025
FY24 Extensions Due	June 1, 2025
FY24 Grant Closeout Deadline	November 15, 2025

Important Dates for the FY24 Non-Profit Grant Application

Funding Eligibility for FY24 Grant Application

Eligible **nonprofit organizations** are those organizations that are:

Described under section 501(c)(3) of the Internal Revenue Code of 1986 (IRC) and exempt from tax under section 501(a) of such code.

Eligible **nonprofit organizations** are those organizations that are:

. Able to demonstrate, through the application, that the organization is at high risk of a **terrorist attack**.

Funding Eligibility

Note: The Internal Revenue Service (IRS) **does not require certain organizations such as churches, mosques, and synagogues to apply for and receive a recognition of exemption under section 501(c)(3) of the IRC**.

Refer to links below for additional information:

- https://www.irs.gov/charities-non-profits/charitable-organizations/exemptionrequirements-section-501-c-3-organizations
- https://www.irs.gov/publications/p557
- https://www.irs.gov/charities-and-nonprofits

Funding Eligibility-Not Eligible

Entities **not eligible** to apply under the Nonprofit Security Grant Program. These entities are subject to change with release of the official 2024 Notice of Funding Opportunity from FEMA.

Utility companies

For-profit transportation companies, such as a company offering bus service

For-profit hospitals

Organizations active in politics, lobbying, and advocacy work

- **Volunteer fire departments**
- **Community Service organizations (Kiwanis, Rotary, and Lions Clubs)**
- **Homeowner Associations**

Labor, agricultural or horticultural organizations

- **Labor unions, county fairs, and flower societies are examples of these types of groups.**
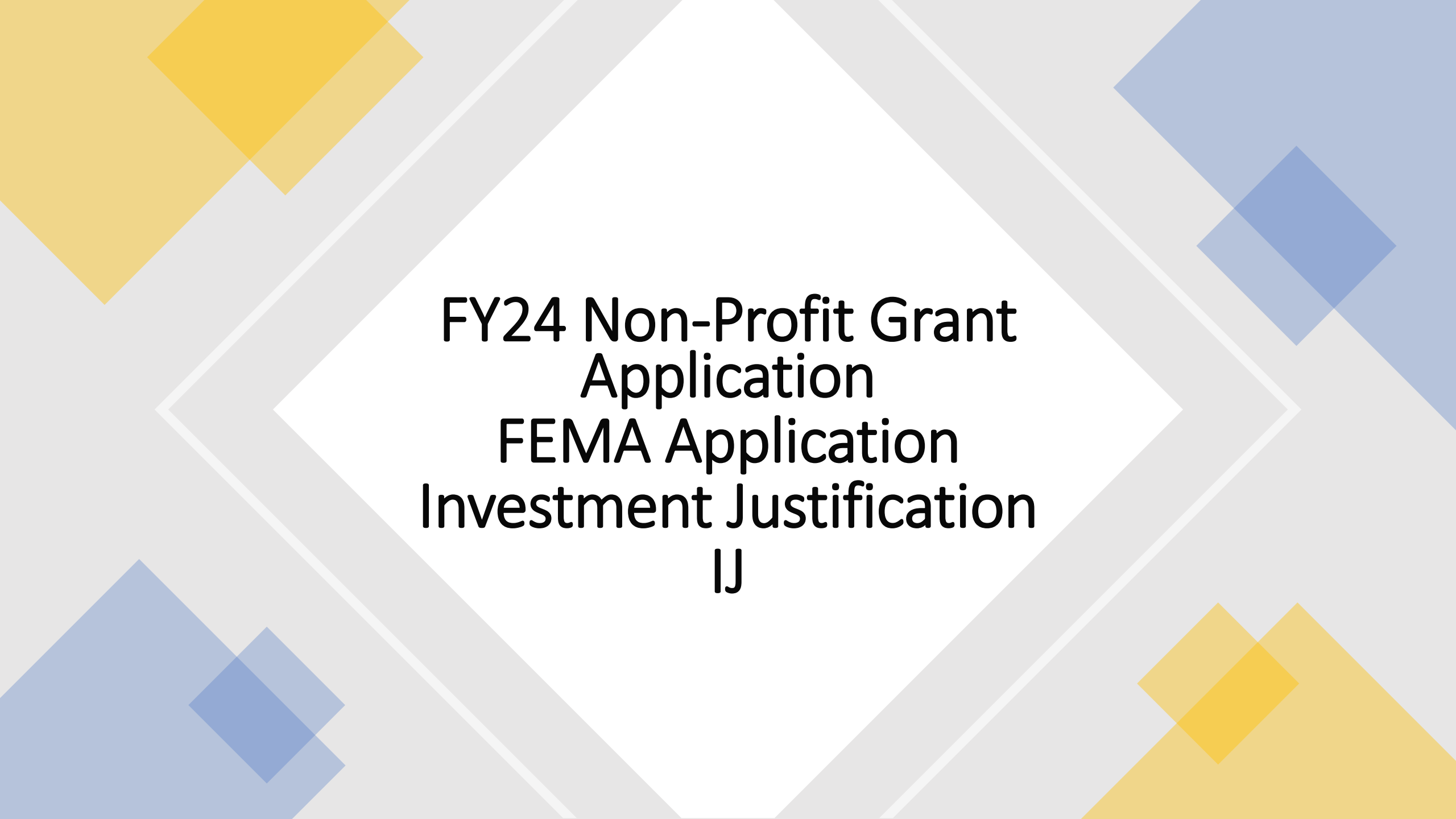
What do I need to Apply?

- Applicant(s) must be:
  - Described under section 501(c)(3) of the Internal Revenue Code of 1986 (IRC) and exempt from tax under section 501(a) of such code.
  - Be able to demonstrate, through this application, that the organization is at high risk of a terrorist attack.

- Must be eligible for funding.
  - The applicant must not be listed on the suspended and debarred list.
  - The applicant must not be listed on the DPS Restricted Parties List.
  - Applicants must have a current and active **Unique Entity Identification (UEI)** number.

What do I need to Apply?

The following items <u>must</u> be submitted, or the Application will be considered incomplete and will not be considered.

- **FEMA Application (In the format, provided)**

- **Vulnerability/Risk Assessment (WORK ON NOW)**

- **Unique Entity Identification Number (WORK ON NOW)**

- **Mission Statement of the Project (WORK ON NOW)**

- **Proof of 501(C)(3) (If Not a House of Worship) (WORK ON NOW)**

FY24 Non-Profit Grant Application
FEMA Application
Investment Justification
IJ

FEMA releases the annual Investment Justification in **ADOBE ACROBAT** **Fillable Document.**

FEMA Investment Justification (IJ) (Required)

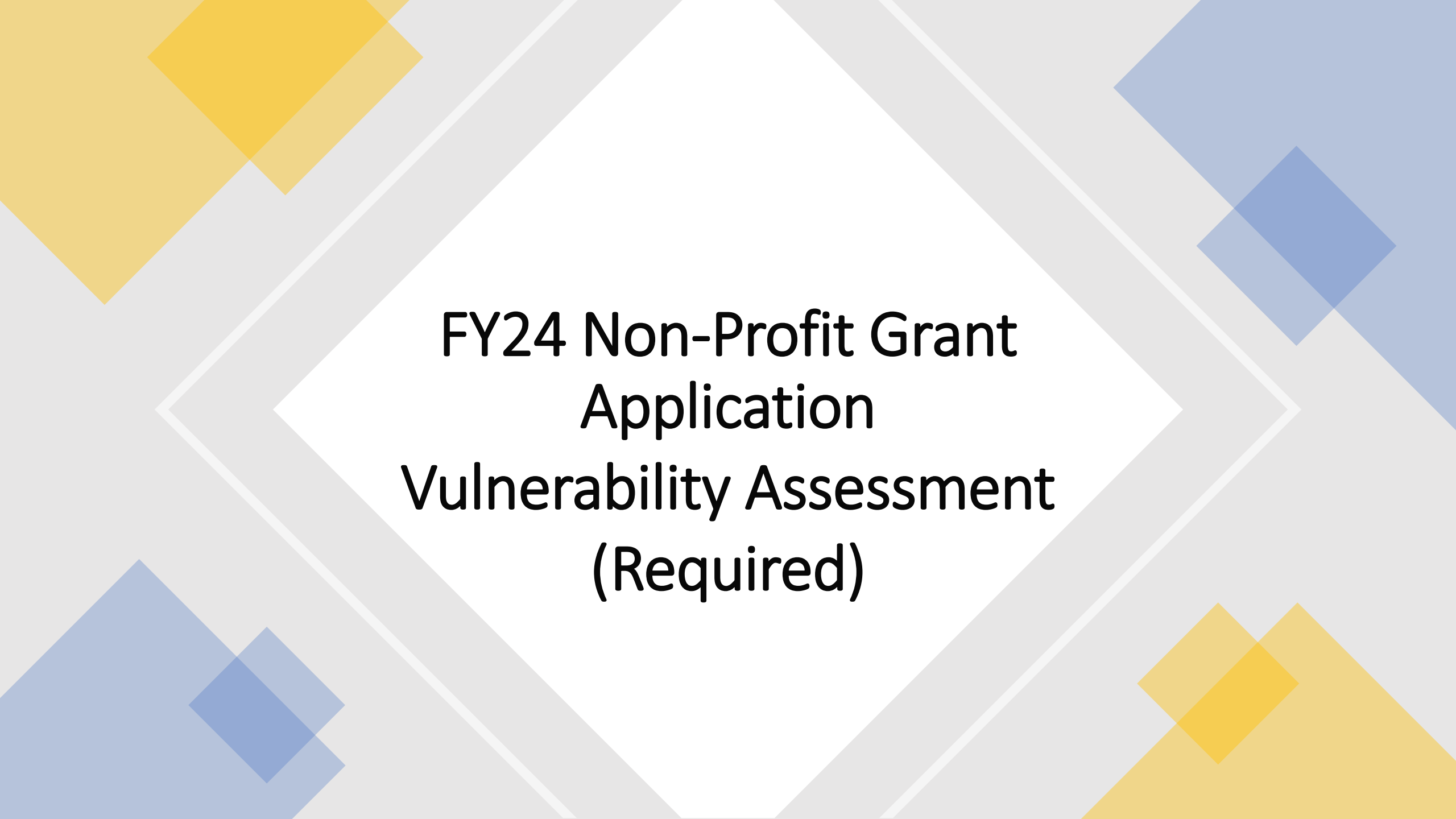You will need the <u>latest</u> version of Adobe Acrobat Reader

Adobe Acrobat
is
FREE!

FEMA Investment Justification (IJ) (Required)

The Application **<u>MUST</u>** be submitted back to MOHS in the initial format.

FY24 Non-Profit Grant Application
Vulnerability Assessment (Required)

Non-Profit Vulnerability Assessment

<u>Multiple Resources for a Vulnerability Assessments:</u>

- Houses of Worship Security Self-Assessment

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

- MOHS Non-Profit Vulnerability Assessment Worksheet
- Local Law Enforcement Report

Houses of Worship Security Self-Assessment

**Houses of Worship
Security Self-Assessment**

Security and Safety/Emergency Management

This section refers to the need to designate personnel to create and implement plans and procedures to address security and personnel safety issues and emergencies. Factors that contribute to the effectiveness of security, safety, and emergency management efforts at houses of worship include the designation of a security manager or security committee; volunteer ushers and greeters; existence of security and safety/emergency operations plans; commitment to training and exercises on these plans; engaging with external partners such as first responders and working groups; and mass notification capabilities and crisis communications. These teams are usually comprised of volunteers and can be composed of any members of the house of worship. Some may have a security or safety background such as law enforcement, fire service, emergency medical response, or emergency management, but any member with the interest and desire can be trained for the various roles available. Some organizations hire permanent personnel to fill specific security or safety roles. Houses of worship may use different names for their plans. They may incorporate security elements into a plan that outlines the facility's approach to operations before, during, and after an emergency, or they may have two separate plans, one focused on security and another focused on safety/emergency operations. Security generally refers to those elements that secure a facility from theft, attack, bomb threat, and similar physical harm to the congregation or facility. Safety and emergency management refers to protection from natural disasters, fires, trips and falls, accidental injuries, and health emergencies such as choking incidents, heart attacks, bee stings, and a wide range of similar events.

Security and Safety/Emergency Management					
Question	**Very Low**	**Low**	**Medium**	**High**	**Very High**
1. Does the house of worship have a security manager or security committee to make security management decisions?	The house of worship does not have a security manager or committee.	The house of worship has a security manager or committee, but security management activities are sporadic.	The house of worship has a security manager or committee. Security management activities are regularly scheduled, but not coordinated with other committees, departments, or groups (e.g., special events planning, childcare).	The house of worship has a security manager or committee. Security management activities are regularly scheduled and coordinated with other committees, departments, and groups, but additional personnel are needed to support the facility's security mission.	The house of worship has a security manager or committee. Security management activities are regularly scheduled and coordinated with other committees, departments, and groups, and staffing levels fully support the facility's security mission.

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

MOHS Non-Profit Vulnerability Assessment Worksheet

Non-Profit Security Grant Program
Non-Profit Vulnerability Assessment Worksheet

Applications for the Homeland Security Non-Profit Security Grant Program (NSGP) requires the submission of a Vulnerability Assessment, as part of the application package. Assessments should cover such general areas as threats, vulnerabilities, and mitigation options (security systems, perimeter, lighting, and physical protection).

This Vulnerability Assessment Worksheet may be used as the requirement for the NSGP grant application, or the jurisdiction may use other methods of a vulnerability assessment. Each application/location will require a separate Vulnerability Assessment.

Any vulnerability assessment provided to the Mississippi Office of Homeland Security should be performed by individuals with a security or law enforcement backgrounds.

The Non-Profit Security Grant Program is centered around terrorism or acts of terrorism and not criminal acts.

Terrorism is unlawful use of violence, especially against civilians, in the forms of violence or threats to further political, social, or ideological objectives. Intimidation or instilling fear to individuals.

Criminal Acts are acts of vandalism, assaults and/or thefts. Attach any photos, news articles or police reports that may validate the incidents.
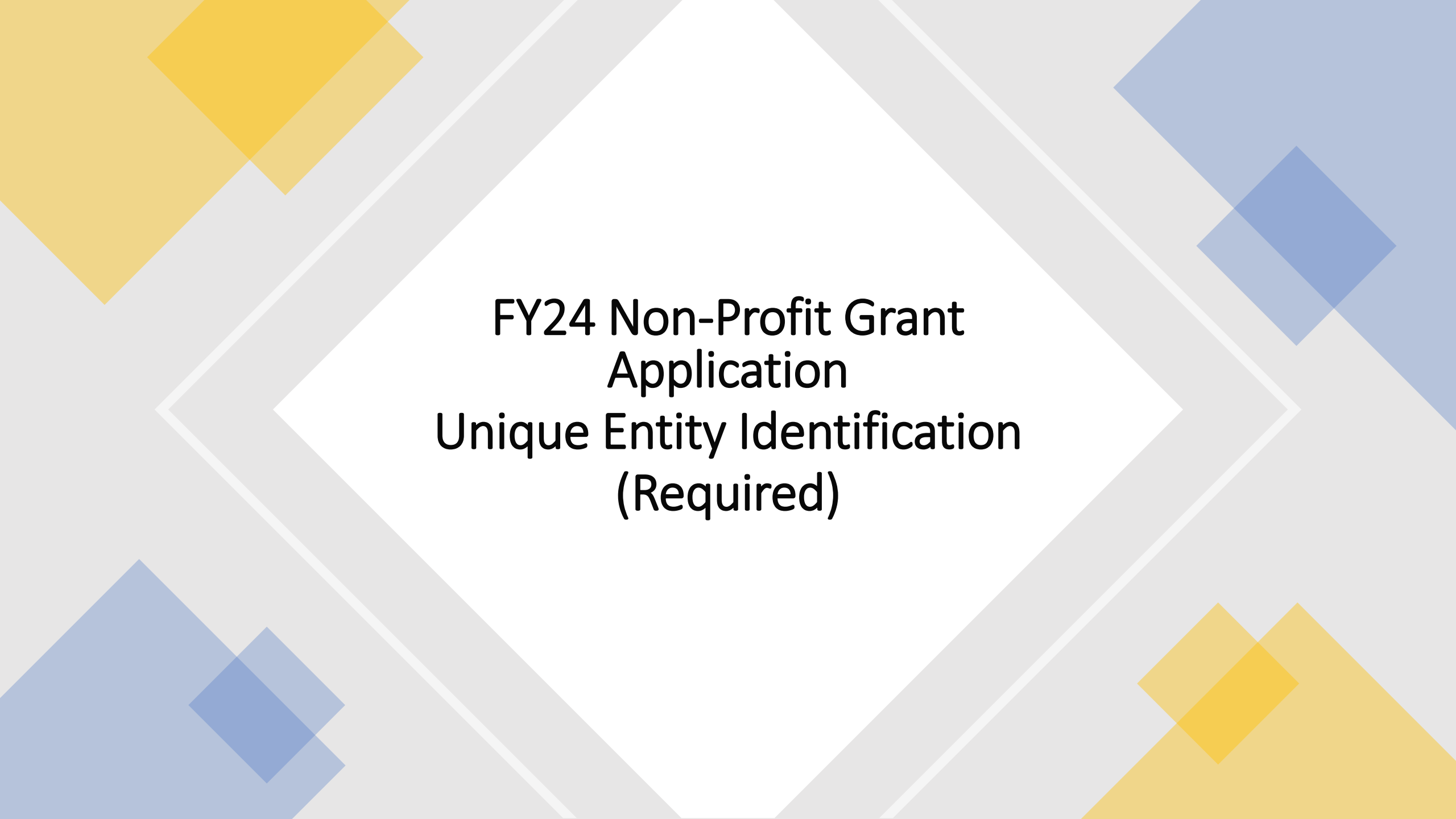
General Information:

Non-Profit Name: _____

Physical Address: _____

Phone Number: _____

Site Visit Conducted (Date): _____

Assessment Participants:

Name:	Title:	Email:	Phone:

FY24 Non-Profit Grant Application
Unique Entity Identification
(Required)

FY24 Federal Unique Entity Identification Number

If someone or a website offers to help you set up an UEI Number and charge you, this is a SCAM.

UEI Numbers are federal identification numbers and are FREE.

FY24 Federal Unique Entity Identification Number

- Unique Identification Number (UEI) will be a twelve (12) character numeric and letter-based identification.

  - Example: Z12RTK8RW2QZ

- Identification will not expire or be required to be renewed, it will just need to be updated, as changes or personnel changes occur in your agency.

- Agencies will have a choice to have information that can be viewed by the public or not.

Setting up an UEI Number

https://sam.gov/content/home

Setting up an UEI Number

https://sam.gov/content/entity-registration

Setting up an UEI Number

[Entity Registration Checklist (iae-prd-videos.s3.amazonaws.com)](https://iae-prd-videos.s3.amazonaws.com)

SAM.GOV® | *Entity Registration Checklist*

Prepare for Entity Registration in SAM.gov

(i) SAM.gov is an official website of the United States government. SAM.gov is FREE to use. There is no charge to get a Unique Entity ID, register your entity, and maintain your entity registration at SAM.gov.

What can you do with this guide?
The questionnaires and checklists here will help you gather the information you need and prepare to answer the questions in your entity registration.

All Awards registration allows you to bid on contracts and other procurements, as well as apply for financial assistance. Look for the icon on the left to submit an All Awards registration.

Jump to All Awards entity registration questionnaires and checklists

Financial Assistance Awards Only registration allows you to apply for financial assistance, or grants and loans, only. Look for the icon on the left to submit a Financial Assistance Only registration.

Jump to Financial Assistance Awards Only entity registration questionnaires and checklists

For **All Awards registrations**, prepare these sections:	For **Financial Assistance Awards Only registrations**, prepare these sections:
- Unique Entity ID - Core Data - Assertions - Reps & Certs - Architect and Engineering Responses - Defense FAR Supplement (DFARS) questionnaire (if applicable) - Points of Contact (POCs) - SBA supplemental page (If you are a small business)	- Unique Entity ID - Core Data - Reps & Certs - Points of Contact (POCs)

Setting up an UEI Number

Organization Start Date

Fiscal Year Information

Incorporation Information

Financial Information

Executive Compensation

Federal Contract Information
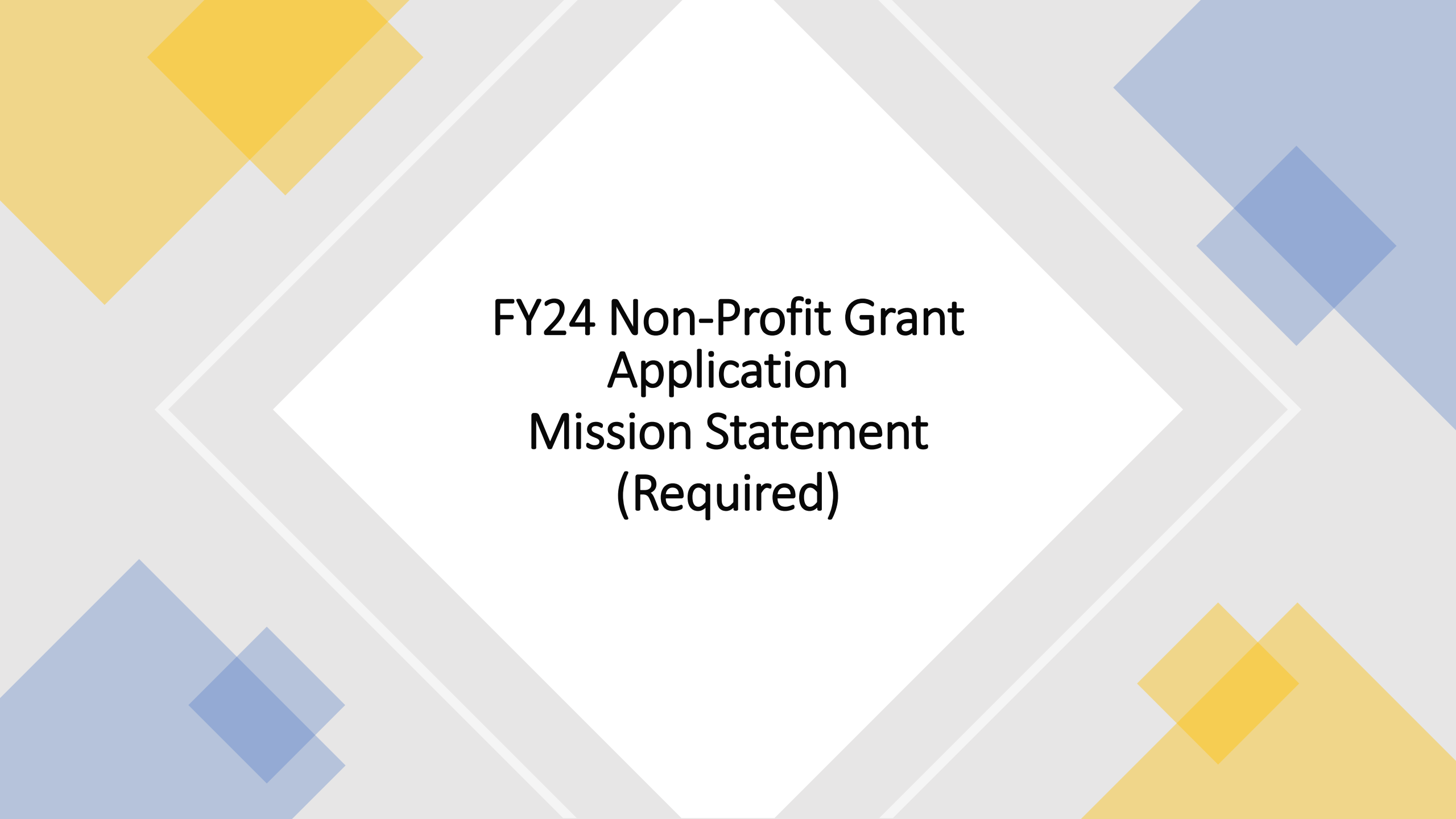
Point of Contacts
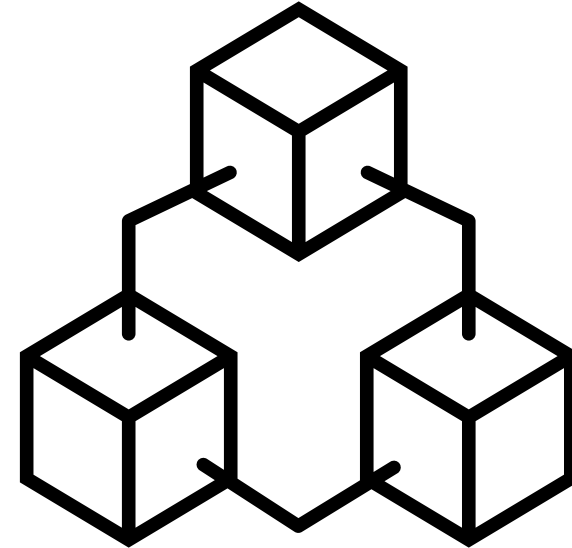
The MOHS Grant Department does not have access into the SAM/UEI Federal Database to help entities. This is the organization's responsibility to fulfill all the requirements to get a UEI number. Without a UEI Number, the MOHS can not issue federal funds.

FY24 Non-Profit Grant Application
Mission Statement
(Required)
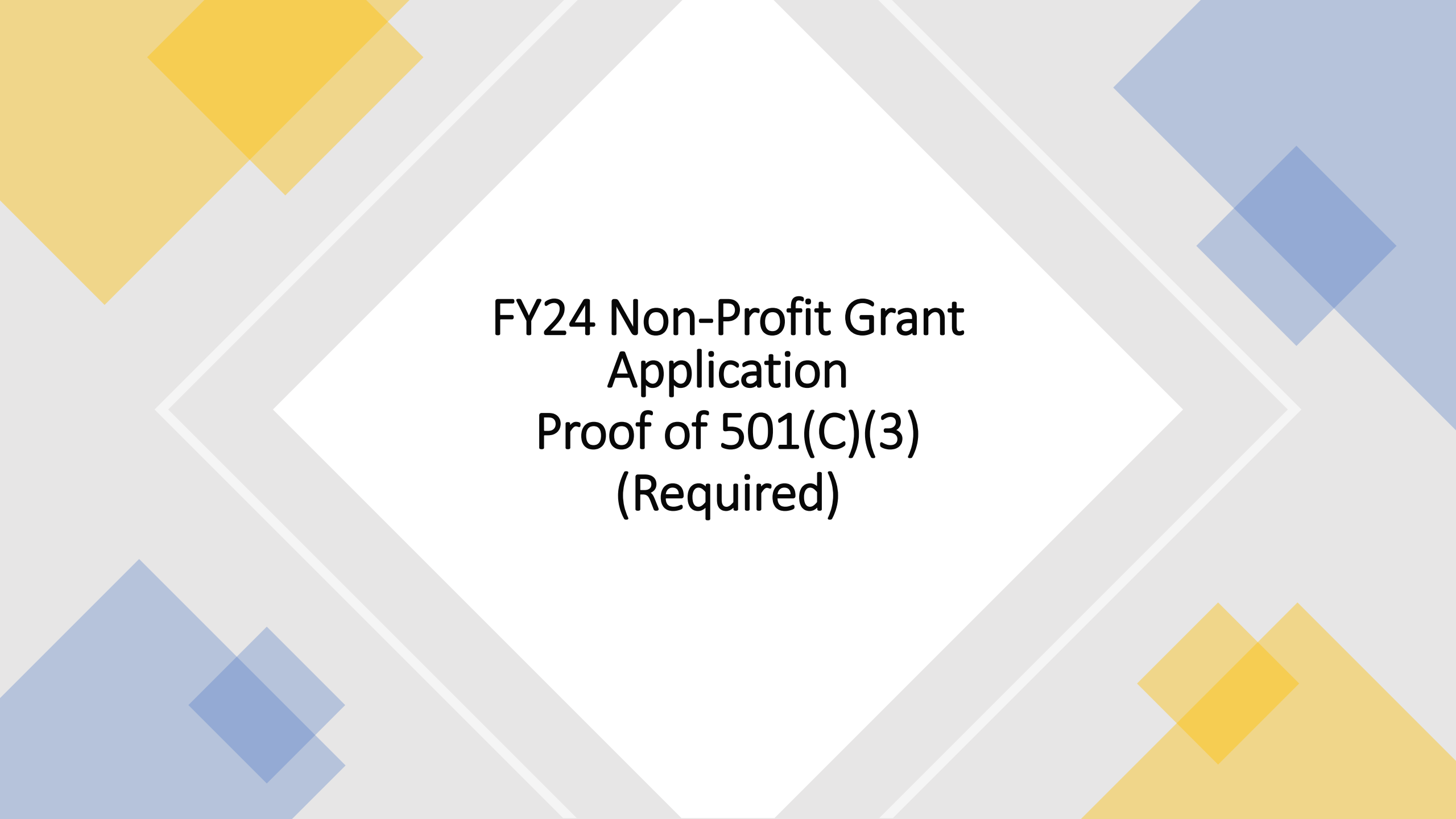
FY24 Mission Statement

Each Application must have a Mission Statement from your Entity.

Must be on Agency / Organization Letterhead

FY24 Non-Profit Grant Application
Proof of 501(C)(3)
(Required)

FY24 Proof of 501(C)(3) Non-Profit Status

Each Organization that is **not a House of Worship**, is also required to submit their Non-Profit Status Information.

Please Provide 501(C)(3) Letter.

Heads up on FY24 IJ, Looking back at FY23.

Looking Back at FY23 for FY24!!!!

Last Year's Application can be a good reference to what **"MAY"** be coming for FY24. We currently do not know what the Application will look like, but it will be similar.

Additional questions could be added, data could be requested and more information about your project or planned activities.

Please review the FY23 Application and be aware of what could be asked!!!!!!!!!!! Plan ahead!!!!!!!

What can I apply for????

What Can I Apply for?

Terror Threat Prevention Projects!

What is it that you need to reduce a terrorist threat?

What are the items that will help respond to a terrorist on your property?

What equipment can help with response, in the event of an attack?

What Can I Apply for?

If applicants have questions regarding the allowable or unallowable use of funding or need assistance in completing the application, please contact mohsgrants@dps.ms.gov. Applicants may also visit the FEMA website and review the Notice of Funding Opportunity to review all grant funding guidelines for this grant opportunity. Please see the link below:

https://www.fema.gov/grants/preparedness/nonprofit-security/nonprofit-security-grant-program-notices-funding-opportunity

What Can I Apply for? (Subject to Change)
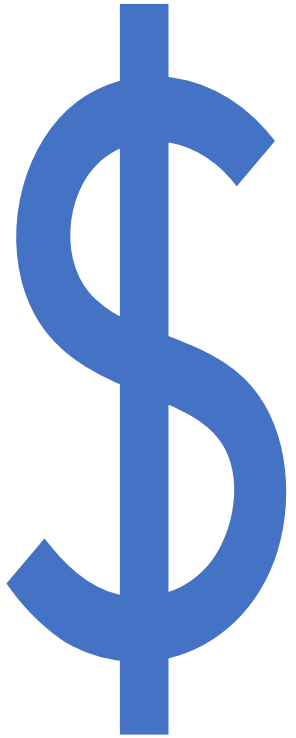
- Applicants with one site may apply for up to **$150,000** for that site.

- 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 you go over these allowable amounts, your Application WILL NOT be considered for eligibility.

What Can I Apply for? ALLOWABLES

Management and Administration-5% of Total Request. MAXIMUM

- $150,000.00 will be allowed, $7,500.00 MAX total.
- Activity Sheets, Time Sheets, etc. are required for reporting.

Training- Although FEMA allows Training, MOHS can provide training at no charge. Church Security; Active Shooter; CERT Training.

- We generally do not award training, as the MOHS can provide <u>for free</u>.

Contracted Security- Contracted Security is allowable. MOHS <u>has not funded</u> contracted security in the past. If funding allows, contracts, time sheets and activity sheets must be provided. Need will be a HUGE factor in contracted security.

What Can I Apply for? Equipment

Allowable costs are focused on target hardening and physical security enhancements. This equipment is limited to select items in the following two sections of items on the Authorized Equipment List (AEL) and the following two specific items from other sections:

- **Physical Security Enhancement Equipment (Section 14)**
- **Inspection and Screening Systems (Section 15)**
- **Handheld Radios (AEL 06CP-01-PORT–Radio Portable)**
- **Public Warning Systems (AEL 030E-03-MEGA–System, Public Address, Handheld or Mobile)**
- **Installation**

https://www.fema.gov/grants/tools/authorized-equipment-list

Items on the AEL are the ONLY items allowed for Equipment.

Review the Allowable AEL List. Items listed on the IJ/Application are what could be awarded.

BE VERY CAREFUL with what is requested and applied for!

FEMA Authorized Equipment List:

Each item on the Non-Profit Allowable list, is provided in the Funding Guidance, with examples. Please remember that equipment is for TERRORISM RELATED projects to reduce and respond against terrorism activity. Equipment is not for personal, or entity use outside the grant.

AEL/SEL Number	Title	Description	Examples:
030E-03-MEGA	System, Public Address, Handheld or Mobile	Systems for mass audio notification, including vehicle-mounted high powered speaker systems, or battery powered megaphone / public address systems with corded microphone. Useful for crowd control or briefing incident personnel.	Microphones; amplifiers; loudspeakers and related equipment. **Must provide justification as to WHY this is essential for your organization and how system would be used.**
04AP-05-CRED	System, Credentialing	Software application and associated hardware and material for **creating site/event credential badges** and controlling scene access. Although some hardware may still be required, this functionality may also be obtainable via subscription as a cloud-based service, as opposed to purchasing software. However, special security considerations apply for data stored remotely.	Software and system to produce credentialing, name tags, badges. **Must provide justification as to WHY this is essential for your organization and how system would be used.**

FEMA Authorized Equipment List:

05HS-00-MALW	Software, Malware/Antivirus Protection	Software for protection against viruses, spyware, and malicious code. May be obtained for individual hosts or for entire network segments.	Services are only purchased for (1) year and the period of performance for the grant. Agency must be able to show how the services will be able to continue without grant funds. **Must provide justification as to WHY this is essential for your organization and how software would be used.**
05HS-00-PFWL	System, Personal Firewall	Personal firewall for operation on individual workstations. Usually a software solution, but appliances are also available	Personal Firewall System. Although allowable, the MOHS has not funded this category with past funding. Any computer systems should be for the entity and not for personal use. **Must provide justification as to WHY this is essential for your organization and how system would be used.**

If you are requesting funding for an internet, subscription or cloud-based system, please remember these grants have a period of performance for (1) year. We want them opened and closed in (1) year. Agency will need to be able to continue services after the grant has ended.

FEMA Authorized Equipment List:

14EX-00-BCAN	Receptacles, Trash, Blast-Resistant	Blast-resistant trash receptacles.	Trash receptacles that can withstand terrorism blasts. Although allowable, the MOHS has not funded this category with past funding. **Must provide justification as to WHY this is essential for your organization and the Need for item.**

There are a few instances with the AEL, that mention… Although allowable, the MOHS has not funded this category with past funding. This is not a "NO", but you will need to provide a justification, as to why you need the item and how it is essential to your project.

We can't buy items, just because they are allowable, there needs to be a NEED for the item.

FEMA Authorized Equipment List:

21GN-00-INST	Installation	Installation costs for authorized equipment purchased through FEMA grants.	Installation of all equipment to be installed for Entity. Please NOTE: Installation costs should be specific only to the items being installed for the federally funded project, not other projects.

Installation is also part of the FEMA AEL List. Each entity will need to add in installation to their request to cover all equipment. If you do not include, it will not be included in the funding award (if awarded) and the entity will have to cover all costs.

FEMA Authorized Equipment List:

21GB-00-TRNG	Training	Training on CBRNE and cyber security equipment by vendors or local entities.	Training can be provided by MOHS for FREE. Although allowable, the MOHS encourages the use of available resources.

Training is allowable. The MOHS RARELY allows for training into awards.

The MOHS Training Division is #3 in the nation for training with Active Shooter course. We offer a variety of classes for FREE and can help build your church security team, provide Community Response Training and even targeted violence prevention training.

Use funds for the NEEDS of your organization!

Contracted Security

Although allowable, the MOHS **has not awarded** contracted security for grant awards. If requesting, please provide justification of the need and the critical nature of why the entity is requesting.

Please be aware...... Contracted Security would require contracts provide, time and activity sheets, as well as additional documentation.

THERE MUST BE A NEED, NOT A WANT.
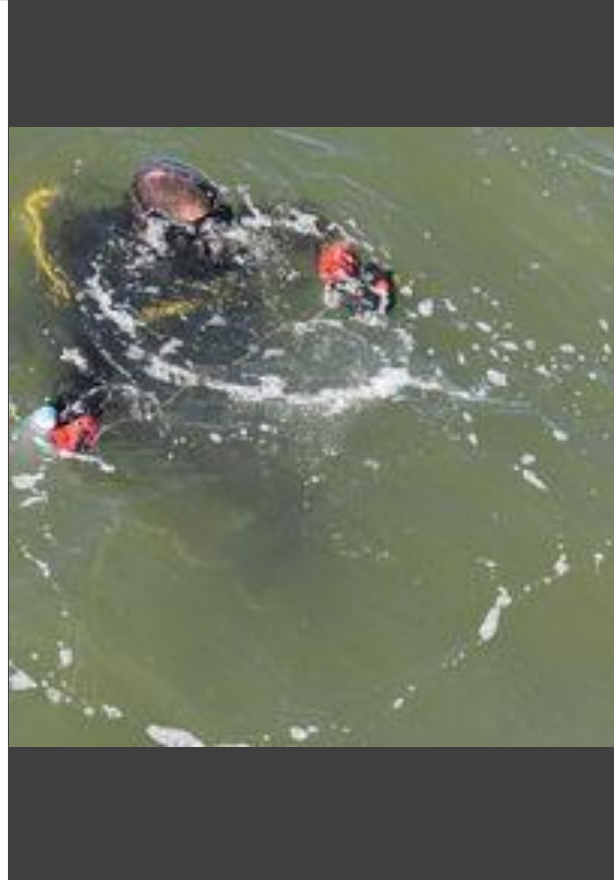
FY24 Homeland Security Non-Profit Program

Application Release, Grant Writing and Submission of Application

When are Applications Released?

To Be Determined

Grant Writing

The MOHS will hold two (2) grant writing sessions to provide program updates, answer questions and assist in the development of the applications.

Grant Writing Sessions for the Homeland Security Non-Profit Grant Program	
Wednesday, TBD Virtual Training	Wednesday, TBD Virtual Training

FY24 Grant Application
Due to MOHS

TBD

by 5:00 p.m.

NO EXCEPTIONS

All Questions

Please submit all questions to the MOHS Grants Email:

Email Address: mohsgrants@dps.ms.gov

We will have someone responds to your questions as promptly, as we can.