



# Homeland Security and Emergency Services

## Nonprofit Security Grant Program (NSGP) - Getting Started Guide

The [Nonprofit Security Grant Program \(NSGP\)](#) is made available through the U.S. Department of Homeland Security – Federal Emergency Management Agency (DHS-FEMA). The NSGP provides funding support for target hardening and other physical security enhancements and activities to nonprofit organizations that are at high risk of a terrorist or other extremist attack. The NYS Division of Homeland Security & Emergency Services (DHSES) is the State Administrative Agency (SAA) for the program, meaning nonprofit organizations must apply to DHSES, who will then submit a final application package to FEMA on behalf of all nonprofit sub-applicants. The timeline for the NSGP fluctuates each year as it is dependent on the federal appropriations process and the application period is typically very short. It is therefore recommended that nonprofit organizations planning to apply refer to the requirements below to get started now, as there are several steps that can be completed prior to the application period.

- ❑ **Get Prequalified** - Eligible organizations must be prequalified in the Statewide Financial System (SFS) at the time of application submission. Organizations should be aware of the expiration date of the documents uploaded to SFS to keep your prequalification status active. Prequalification documents may expire prior to application submission. It is your responsibility to ensure documents are up to date to maintain your prequalification status. For more information, please visit: <https://grantsmanagement.ny.gov/get-prequalified>.
- ❑ **Obtain a Unique Entity Identifier (UEI)** - Nonprofit organizations must obtain a UEI number. DUNS numbers are no longer valid.
  - For more information, please visit: <https://sam.gov/content/duns-uei>
- ❑ **Register (or be exempt) with the NYS Attorney General's Office Charities Bureau**
  - If you believe your organization is exempt from registration requirements, there is an opportunity to claim an exemption through the Charities Bureau registration portal. For more information, please visit: [https://www.charitiesnys.com/charities\\_new.html](https://www.charitiesnys.com/charities_new.html).



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- **Obtain/Conduct a Vulnerability Assessment** - A vulnerability assessment must be attached to each application. Vulnerability assessments must:
  - be provided for each site for which funding is requested;
  - contain the site's physical address, which must match the physical address provided in the Investment Justification (IJ);
  - be aligned to all requested projects; and
  - accurately reflect the site's security vulnerabilities at the time your application is submitted.
    - There are several ways to obtain a vulnerability assessment, including but not limited to: requesting from local law enforcement or a security vendor, or conducting a self-assessment. The Cybersecurity and Infrastructure Security Agency (CISA) self-assessment tool is an option and is available here: <https://www.cisa.gov/publication/houses-worship-security-self-assessment>.
  
- **Sign up for important NSGP updates and reminders**
  - Requests to be added to the NYS DHSES nonprofit distribution list should be sent to: [Grant.Info@dhses.ny.gov](mailto:Grant.Info@dhses.ny.gov).

Please note, the requirements outlined above may all be completed prior to the NSGP application period but are not all-inclusive. All NSGP application instructions and requirements will be detailed in the DHSES Request for Applications (RFA), which will be published following FEMA's release of the Notice of Funding Opportunity (NOFO).

Questions? Please contact the NYS DHSES Grants Program Administration at:  
[Grant.Info@dhses.ny.gov](mailto:Grant.Info@dhses.ny.gov)