FY 2026 Nonprofit Security Grant Program (NSGP)

Minnesota Homeland Security and Emergency Management

NSGP Overview

FY 2026 Opportunity

Disclosure

The following is intended to be an overview of the application process under FY2026 NSGP for Minnesota Nonprofit Organizations and is for informational purposes only. It is not a comprehensive discussion of the FY2026 NSGP. Applicants are responsible for all pre- and post- award requirements under FY2026 NSGP, as detailed in the Notice of Funding Opportunity (NOFO), Preparedness Grants Manual (PGM), and grant award terms and conditions if the project is funded.

Overview

NSGP is a grant program intended to provide federal funding for physical security enhancements and other security-related activities to nonprofit organizations that are at risk of a terrorist or religious based attack.

Who is Eligible

- Nonprofit organizations that are described as an Internal Revenue Service (IRS) 501(c)(3) entity and exempt from tax under section 501(a) of the Internal Revenue Code
  - Organizations such as churches, mosques, and synagogues are considered automatically exempt if they meet the requirements of section 501(c)(3) and to not have to apply for and receive a recognition of exemption from the IRS
- Located within the state of Minnesota
- Able to demonstrate, through the application, that the organization is at high risk of an attack.

Period of Performance

- The period of performance is 36 months
- Start Date is September 1, 2026
- End Date is August 31, 2029

Funding

- Organizations within the Twin Cities Urban Area are applying on a **competitive** basis with organizations from designated urban areas nationwide. Projected funding for UA is $1,060,000.

- The Target Allocation assigned to Minnesota for statewide/ outstate funding is $2,250,000

  -Organizations outside of the urban area are designated to apply for the target allocation funding

- FY2026 NSGP Applicants may apply for up to $200,000 per site. Applicants with multiple sites may apply for up to 3 locations

Allowable Costs

- Planning – Security or emergency planning expenses and the materials required to conduct planning activities
  - Must be related to the protection of the facility and the people within and should include consideration of individuals with access and functional needs as well as those with limited English proficiency
  - Examples of allowable planning activities include, but are not limited to:
    - Development/enhancement of security plans
    - Emergency contingency or Continuity of Operations Plans
    - Evacuation/Shelter-in-place Plans
    - Security Risk Management Plans
    - Emergency Response Plans

Allowable Costs

- Training/Exercises
  - Limited to an organization's security personnel, staff, members, and volunteers only and may be offsite or onsite.
    - Train-the-trainer courses are allowed.
  - Limited to attendance fees and related expenses such as materials, supplies, and/or equipment.
    - Travel is **not** a reimbursable cost under NSGP.
  - Examples of allowable Training/Exercise activities include, but are not limited to:
    - Physical and cybersecurity
    - Target hardening
    - Terrorism awareness/employee preparedness topics such as:
      - Community Emergency Response Team (CERT) training
      - Active Shooter training
      - Emergency First Aid training
  - Application should include specific details to include topic, organizational attendees/participants, length, and what vulnerability the activity will help mitigate

Allowable Costs

- Equipment –Authorized Equipment List (AEL) Categories 14 and 15 only.
  - Category 14: Physical Security Enhancement Equipment
  - Category 15: Inspection and Screening Systems
- Exceptions:
  - Handheld Radios (AEL Code: 06CP-01-PORT –Radio, Portable)
  - Public Warning Systems (AEL Code: 03OE-03-MEGA –System, Public Address, Handheld or Mobile)

NOTE: The full list of equipment under Categories 14 and 15 can be found at https://www.fema.gov/grants/guidance-tools/authorized-equipment-list

Allowable Costs

- Personnel – Contracted security protection is the only allowable cost in this category under the NSGP
  - Funds may **not** be used to purchase equipment for contracted security
  - Application should justify proposed contracted security personnel spending in the target hardening narrative section of the application.
    - Example: Number of Personnel, Frequency of Use, Hourly Rate

Un-Allowable Costs

- Several types of proposed projects and activity are **not** allowed under the grant program, to include, but not limited to the following:
  - Organizational operating costs
  - Hiring of public safety personnel
  - General-use expenditures
  - Overtime
  - Development of risk or vulnerability assessments
  - Guns/Weapons
  - Weapons Training
  - Any pre-award costs (including grant writer fees)
  - Proof-of-concept initiatives
  - Development of the Investment Justification
  - Sexual Predator Screening Database

Application Overview

- Nonprofit organizations must submit their full and complete applications to HSEM via email by established due date.
- Full and complete applications must include:
  - Mission Statement
  - Completed Vulnerability Assessment(s) (VA)
  - Completed Investment Justification(s) (IJ)
  - Supporting Documentation(optional)
    - Any documentation that supports Threat to facility (if applicable) such as police reports or insurance reports

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- Mission Statement –used to validate information in Investment Justification and to categorize the facility (faith-based, education, medical, other)
  - Should be on official letterhead
  - Provide the “Who, What, and Why” of the organization
  - Should state the intent/purpose of the organization and any mission implementing policies or practices that may elevate its risk

Application Overview

- Vulnerability Assessment (VA) –identifies the threats, vulnerabilities, and threats specific to the facility/site in the application; is the foundation from which the Investment Justification (IJ) is built upon
  - Must address the threats, vulnerabilities, and consequences (TVC) of potential events at a site or location.
  - Applicants submitting multiple sites, must submit a **separate** VA for each site that is unique to that site
  - Equipment requested in the IJ should directly link to the TVCs to the facility, as identified in the VA
  - **While there is no requirement for who conducts the VA, FEMA encourages organizations to have someone with a security, law enforcement, military, or emergency service background conduct the VA**

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- Investment Justification –describes the "Who, What, When, Where, Why, and How" of the applicant's plan for target hardening of its facility
  - **MUST** submit to HSEM in the required FEMA, standardized, Adobe PDF fillable form
    - Submissions in any format other than the PDF form **will not** be accepted
    - Consists of 7 subsections –all sections must be completed
  - Should be consistent with the findings of the Vulnerability Assessment and address target hardening initiatives that will mitigate identified vulnerabilities
  - Establishes the project timeline and milestones for completion of proposed investments and identifies key individuals that will be involved in implementing and administering the award

Application Overview

- Investment Justification –Section I –Applicant Information
  - Includes the following fields that must be filled out:
    - Legal Name of the Organization
    - Physical Address of the Facility
      - Must be the facility currently occupied by the organization at time of application
      - Facilities under construction or future planned facilities are not eligible
    - Year the Facility was Constructed
    - Organization Type: Short narrative description of organizations ideology, beliefs, and mission.
    - 501(c)(3) Tax-exempt organization –must check yes or no
      - If no –then you are not eligible to apply under NSGP

Application Overview

- Investment Justification –Section I –Applicant Information (continued)
  - Includes the following fields that must be filled out:
    - UEI: Applications can only be submitted with a current and valid UEI number; applicants with pending UEI numbers will not be accepted
    - FY 2026 Urban Area: Select "Twin Cities Area" **OR** "Not within a UASI-designated urban area".
    - FY 2026 NSGP Federal Funding Request: Cannot exceed $200,000
    - Any Current Contract with Department of Homeland Security –must select yes or no
      - This questions does not include previously awarded NSGP funding.
      - If applicant selects yes, they must provide a narrative response describing the contract.
    - Investment Phase –must select new or ongoing

Application Overview

- Investment Justification –Section II –Background Information
  - Applicants should thoroughly address both narratives fields in this section:
    - Symbolic value of the site as a highly recognized national or historical institution that renders the site as a possible target of terrorism
      - Applicant should address how its facility makes it a target at a local or regional level
    - Any role in responding to or recovering from terrorist attacks
      - Applicant may also detail their involvement in their community in emergency preparedness activities or response.

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- Investment Justification –Section III –Risk
  - Threat –applicant should describe any incidents that have occurred at its facility, or any threats such as verbal threats or vandalization made against the organization or people that represent the organization. The applicant should also describe any threats identified in a risk assessment here as well, or that were substantiated after an event in a police report or insurance claim, with associated dates.
  - Vulnerability –applicant should detail and summarize the findings from the Vulnerability Assessment (to be submitted with application) in this section, spelling out exactly what physical weaknesses at its location that make it an attractive target for exploitation by those wanting to do the organization harm.
  - Consequence –applicant should thoroughly address the short and long-term impacts locally to its facility, organization, and community should an incident occur at its site.

Application Overview

- Investment Justification –Section IV –Target Hardening
  - **All** proposed target hardening activities should be thoroughly detailed in this section to include establishing link to the vulnerability assessment (VA).
  - **All** associated costs should be justified
    - Example 1: Fencing: 240 feet of 8-foot chain-length fencing topped with 1 foot of barbed wire, to address vulnerability to breaching along the west side of the facility. (240 feet x $208.33 per foot -$50,000)
    - Example 2: Cameras: 8 exterior cameras –3 located on lighting poles in parking lot, 1 adjacent to main entrance, 1 on each corner (4) of the building to address inability to monitor the exterior of our facility and identify suspicious activity (8 cameras x $625 per camera = $5,000)
  - Proposed contracted security personnel, planning, training, and exercise costs are also captured, detailed, and linked to vulnerabilities in the VA in this section similar to examples above.

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- Investment Justification –Section IV –Target Hardening (continued)
  - List all physical security equipment proposed for purchase in the narrative portion of Section IV
    - Must include the correct AEL Number/s and Title(s) of all proposed equipment purchases,
    - Must include the vulnerability in Section III it address
    - Must include the total amount requested per item.
  - Total funds requested must match in both the narrative and budget portion of Section IV, along with the total federal funding requested in Section I.

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- Investment Justification –Section V –Milestones
  - Includes fields that capture activities and dates that sequentially build upon each other toward the completion of all approved projects in the application.
    - Applicants should be detailed an include a comprehensive and realistic list of sequential milestones in this section. Common milestones include, but are not limited to:
      - Award notification and completion of award paperwork
      - Time to secure bids that meet federal procurement requirements
      - Time to select and award contracts to vendors
      - Environmental and Historic Preservation (EHP) paperwork completion, submission, and approval
      - Installation and testing of equipment
      - Vendor payments, grant closeout paperwork

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- Investment Justification –Section VI –Project Management
  - Includes a narrative field that captures the name, phone number, and/or email address, and experience of the individuals(s) listed that will be involved in carrying out all funded projects and activities.
    - All individuals that will be involved in the management and implementation of awarded projects should be listed in this section.
    - If multiple individuals are listed, their roles and responsibilities for various phases of the project implementation should listed as well as experience in executing those responsibilities in similar projects
    - If multiple individuals are listed, the overall governing structure of the group should be explained.
  - Includes a narrative section where the applicant must describe any potential project challenges as well as coordination with homeland security partners.

Application Overview

- Investment Justification –Section VII –Impact
  - Includes a narrative field where application is to describe how the projects it proposed in the IJ will mitigate known threats and vulnerabilities
    - Example: *Installation of the 2 requested cameras on the west exterior of our facility will better help our organization monitor and surveil the adjacent empty lot in order to identify suspicious activity in advance of an event. This will help to greatly mitigate the vulnerabilities identified in our VA related to the lack of security along our west side perimeter and the threat of a facility breach in that area.*
  - Includes a narrative field for applicants to identify the core capabilities the proposed projects and activities in their IJ will help to address.
    - Applicants can identify the core capabilities their proposed projects and activities help to achieve at the following link: https://www.fema.gov/emergency-managers/national-preparedness/mission-core-capabilities

Application Submission

- Access the application information from HSEM grant staff at: Please email Greg Ruehl at greg.ruehl@state.mn.us
- Fill out application form.
- Email the following Documents:
  - Mission Statement
  - Completed Vulnerability Assessment
  - Completed Investment Justification (Microsoft Excel Form)
  - Other Supporting Documentation (police reports, insurance reports)-Optional*

Application Review Process

- Two-Phased Process
  - State Administrative Agency (SAA) Review –Minnesota Homeland Security and Emergency Management
  - Federal Review
- Results used to inform the final funding decisions made by the Secretary of Homeland Security



Application Review

- SAA Review
  - HSEM will review and score all complete applications received by the deadline using the DHS/FEMA NSGP Scoring Worksheet
  - Incomplete applications will not be reviewed, scored, or forwarded to FEMA
  - HSEM will prioritize and sequentially rank by funding priority all complete applications and submit to FEMA.
- Federal Review
  - Federal reviewers score each IJ using the NSGP IJ Scoring Worksheet
  - Federal reviewers will calculate application scores, sort, and select for award from highest to lowest final score within each state until the available state target allocation has been exhausted.
  - FEMA will provide the SAA (HSEM) with a list of the subrecipients selected for award in the State, along with their final allocations by September 1, 2026.

Post Award

- Nonprofit organizations selected for award **must** comply with all terms and conditions of award.
- Post-award scope and budget changes require prior approval by FEMA and may be denied without compelling justification, given the competitive nature of the grant program.
  - Any proposed changes **must** be supported by the VA.
  - Nonprofits selected for award that subsequently renovate their facilities so as to affect the vulnerability assessment upon which the application was based will not be approved for a scope change.
  - HSEM cannot approve scope and budget changes under the NSGP.
  - FEMA approval of scope and budget changes may take several weeks. No work associated with proposed changes are allowed until FEMA approval is received.

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