FY2024 NONPROFIT SECURITY GRANT PROGRAM - STATE (NSGP-S) APPLICATION INSTRUCTIONS

The maximum amount for an individual application is **$150,000**. If an organization applies for multiple sites, the total of up to three applications submitted by the individual organization cannot exceed $450,000. **To receive NSGP-S, organizations must NOT be located in Hamilton or Marion counties.**

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

Nonprofit organizations must have a Unique Entity Identifier (UEI), which is obtained through SAM.gov. Nonprofit organizations must register in SAM.gov to obtain the UEI but are not required to maintain an active registration in SAM.gov. Guidance on obtaining a UEI in SAM.gov can be found at GSA UEI Update and SAM.gov Update.

Applicants must submit applications to the state administrative agent (SAA) for this grant, the Indiana Department of Homeland Security, at grants@dhs.in.gov. Applications must be received by May 30, 2024, at 5 p.m. EDT. **Do not submit applications directly to FEMA or through Grants.gov.**

FIVE REQUIRED DOCUMENTS

Eligible applicants must complete and submit the following five documents:

FY2024 NSGP Investment Justification Form

Applicants must use the **FY2024 NSGP Investment Justification Form** available at https://www.in.gov/dhs/grants-management/grants-management/nonprofit-security-grant-program/. Additional resources are also available to assist in the grant application process. Applicants should select NO to the question "Are you physically located in a current Urban Area Security Initiative designated urban area?" on page two.

Use the file naming convention: FY2024_NSGP_S_IN_<*Nonprofit's Legal Name*>

Mission Statement

Applicants must provide a **mission statement** that explains the nature of the applicant organization's purpose and mission. This primarily will be used to validate the organization's type as either:

1) ideology-based/spiritual/religious;

2) educational;

3) medical; or

4) other.

The mission statement should be provided on the organization's official letterhead.

Vulnerability Assessment

Applicants must provide the **vulnerability assessment,** upon which the request in the application is based. There is no specified or required format for the vulnerability assessment. If an organization already has conducted a vulnerability assessment for the site it is applying for, it can use a previous assessment as long as there have been no substantive changes that would make the assessment invalid or inaccurate.

W-9 Form

Applicants must provide a completed and signed **W-9 form**. This will expedite the process to obtain a Supplier ID from the state of Indiana. If an organization already has a Supplier ID, please include that Supplier ID number on the submission email along with the W-9 Form.

Automated Direct Deposit Form

Applicants must provide a completed and signed **Automated Direct Deposit form**. This will expedite the process to obtain a Supplier ID from the state of Indiana. If an organization already has a Supplier ID, please include that Supplier ID number on the submission email along with the Automated Direct Deposit Form.

Additional Instructions

Submissions must include all five (5) documents to be considered for submission to FEMA.

Investment justification forms must remain in PDF format and the space available. Do not convert to another application or add additional pages. Do not scan these pages as they must be submitted as fillable forms.

SUBMITTING APPLICATIONS

Submit applications via email to grants@dhs.in.gov no later than **5 p.m. EDT on May 30, 2024.**