

## Uniform Notice for Funding Opportunity (NOFO) Summary Information

	Data Field	
1.	Awarding Agency Name:	Illinois Emergency Management Agency (IEMA)
2.	Agency Program Contact:	Tammy Porter (217) 557-4831 <a href="mailto:Tammy.D.Porter@illinois.gov">Tammy.D.Porter@illinois.gov</a>
3.	Announcement Type:	<input checked="" type="checkbox"/> Initial announcement <input type="checkbox"/> Modification of a previous announcement
4.	Type of Assistance Instrument:	Grant
5.	Funding Opportunity Number:	
6.	Funding Opportunity Title:	Illinois Not-for-Profit Security Grant Program (NSGP-IL)
7.	CSFA Number:	588-40-3019
8.	CSFA Popular Name:	Illinois Not-for-Profit Security Grant Program (NSGP-IL)
9.	CFDA Number(s):	
10.	Anticipated Number of Awards:	133
11.	Estimated Total Program Funding:	\$20 million made available in SFY 23
12.	Award Range:	Minimum - None; Maximum - \$150,000 per application- up to three sites with a maximum of \$450,000 per organization
13.	Source of Funding:	<input type="checkbox"/> Federal or Federal pass-through <input checked="" type="checkbox"/> State <input type="checkbox"/> Private / other funding Mark all that apply
14.	Cost Sharing or Matching Requirement:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
15.	Indirect Costs Allowed	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
16.	Posted Date:	Date agency posted the NOFO to <a href="http://grants.illinois.gov">grants.illinois.gov</a>
17.	Closing Date for Applications:	IEMA Application Form and other application forms must be submitted to IEMA by the grant application deadline which is: <b>January 16, 2023 @ 5:00 p.m. CDT</b>
18.	Technical Assistance Session:	Session Offered: Yes Session Mandatory: <a href="#">Training</a>

## **Agency-Specific Content for the Notice of Funding Opportunity**

### **Program Description**

The SFY 23 Illinois Not-for-profit Security Grant Program (NSGP-IL) provides funding support for target hardening and other physical security enhancements, including training for not-for-profit organizations that are at high risk of a terrorist attack by a terrorist organization, network, or cell as defined in 29 Illinois Administrative Code 120.

### **Objectives**

NSGP-IL funds must be used for target-hardening activities, which can be accomplished through trainings such as active shooter, or through the purchase and installation of security equipment on real property (including buildings and improvements) owned or leased by the not-for-profit organization. Security enhancements must be for the locations that the not-for-profit occupies at the time of the application, and the projects must be fully completed during the three-year performance period. NSGP-IL seeks to integrate the preparedness activities of not-for-profit organizations with broader state and local preparedness efforts.

### **Performance Measures**

Performance metrics for this program are as follows:

- Percentage of funding spent on contract security;
- Percentage of funding spent on target hardening;
- Percentage of funding spent on training; and
- Percentage of funding spent on Management & Administration

### **Priorities**

Given the evolving threat landscape, it is incumbent upon IEMA to continuously evaluate the State of Illinois risk profile and set priorities that help ensure appropriate allocation of scarce security dollars. In assessing the State of Illinois risk profile for SFY 2023, these areas attract the most concern:

- 1) Enhancing the protection of soft targets/crowded places; and
- 2) Training and awareness.

### **State Funding Information**

**Available Funding in the SFY 23 NSGP-IL NOFO: \$20 million**

### **NSGP-IL Maximum Award**

Eligible 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 organization. If an applicant applies for projects at multiple sites, regardless of

whether the projects are similar in nature, each site must have its own application and include an assessment of the vulnerability and risk unique to each site. Failure to do so may be cause for rejection of the application.

### **Period of Performance**

IEMA will issue these competitive grants to applicants that are approved by IEMA. The period of performance is 36 months.

**Projected Period of Performance Start Date(s):     April 1, 2023**

**Projected Period of Performance End Date(s):     March 31, 2026**

### **Eligibility Information**

Eligible not-for-profit organizations are those organizations that are:

1. Exempt from Federal income taxation under Section 501(c)(3) of the Federal Internal Revenue Code.

AGENCY NOTE: Applicants shall provide documentation indicating they are exempt under Section 501(c)(3) of the Federal Internal Revenue Code or exempt from the requirements of Section 501(c)(3).

Refer to links below for additional information:

- <https://www.irs.gov/charities-non-profits/charitable-organizations/exemption-requirements-501c3-organizations>
- <https://www.irs.gov/publications/p557/ch03.html>
- <https://www.irs.gov/charities-non-profits>

2. Able to demonstrate, through the application, that the organization is at high risk of a terrorist attack by a terrorist organization, network, or cell.
3. The location of the Project, as identified by the Applicant during the application process, shall be in the State of Illinois and shall remain located in the State for a minimum of 5 years after the end of the grant performance period.
4. Proposed projects for the Grant Performance Period cannot be listed or claimed, in part or in whole, under any Federal grant or grant application.

An application submitted by an otherwise eligible non-state entity (i.e., the applicant) may be deemed ineligible when the person that submitted the application is not: 1) a current employee, personnel, official, staff or leadership of the non-state entity; and 2) duly authorized to apply for an award on behalf of the non-state entity at the time of application. Further, the Authorized Organization Representative (AOR) must be a duly authorized current employee, personnel, official, staff or leadership of the recipient and provide an email address unique to the recipient at the time of application and upon any change in assignment during the period of

performance. Consultants or contractors of the recipient are not permitted to be the AOR of the recipient.

### **Application and Submission Information**

The Illinois Emergency Management Agency (IEMA) and the Illinois Terrorism Task Force, announce a grant opportunity for not-for-profit organizations located in the State of Illinois. The Illinois Not-for-profit Security Grant Program (NSGP-IL) will provide an amount to be determined statewide **to eligible 501(c)(3) organizations who are deemed at high-risk of a potential terrorist attack by a terrorist organization, network, or cell.** The grant program will be administered in accordance with 29 Ill. Adm. Code 120 and applicants must comply with the requirements in Part 120 and this NOFO.

**Grants of up to \$150,000.00** will be awarded to eligible not-for-profit organizations through IEMA according to criteria that include:

- State verification that the not-for-profit organization is located within Illinois;
- Identification and substantiation of prior threats or attacks by a terrorist organization, network, or cell against the not-for-profit organization;

AGENCY NOTE: Substantiating information may include evidence of threats or attacks by an individual or groups of individuals affiliated with or subscribing to the beliefs of a terrorist organization, network, or cell, and also may include evidence of threats or attacks against organizations closely related to the Applicant's organization.

- Indication of the symbolic or strategic value of one or more of the Applicant's sites that renders the Project site a possible target of terrorism;
- Potential consequences to the organization if the Project site is damaged, destroyed, or disrupted by a terrorist act;
- How the grant funds will be used to integrate organizational preparedness with broader State and local preparedness efforts. IEMA may include specific goals for preparedness in the NOFO and the description under this subsection should address those goals;
- A vulnerability assessment conducted by experienced security, law enforcement, or military personnel within the last 3 years, or since the most recent security improvements if they occurred within the last 3 years, and a description of how the grant award will be used to address the vulnerabilities identified in the assessment;

AGENCY NOTE: A person completing the vulnerability assessment on behalf of an Applicant may be active or inactive (e.g., retired) security, law enforcement, or military personnel, as long as such person possesses sufficient knowledge of security

weaknesses in order to identify vulnerabilities, assign severity levels to those vulnerabilities, and recommend remediation or mitigation measures to alleviate the vulnerabilities. IEMA may request a person completing the vulnerability assessment on behalf of an Applicant to substantiate his or her security, law enforcement, and/or military experience.

- How the protective activities outlined in the project will reduce the vulnerability of the non-profit organization;
- Connection between them and the vulnerabilities identified and a list of law enforcement officials or other subject matter experts consulted, if applicable;
- Equipment compatibility considerations; and
- Project budget and timeline;
- If the project affects leased property, provide a copy of a long-term lease agreement that extends a minimum of 5 years from the date of the application or provide a written attestation/commitment to remain at the leased property for this period of time; and
- History of prior funding under Federal NSGP.

NSGP-IL funds must be used for target-hardening activities, which can be accomplished through the purchase or installation of security equipment on real property (including buildings and improvements) owned or leased by the not-for-profit organization. Allowable equipment is limited to four categories of select items on the [AEL Listing NSGP IL](#) 1) Physical Security Enhancement Equipment (Category 14), e.g., alarm systems, reinforced security doors, barriers/fences, 2) Inspection and Screening Systems (Category 15), e.g., walk-through magnetometers or conveyor-belt x-ray systems to screen personnel and packages, 3) AEL 06CP-01-PORT Handheld Radios, and 4) 03OE-03-MEGA Public Warning Systems.

Contract Security Personnel is an eligible activity, including contracting with a municipal law enforcement organization for public safety personnel. Overtime/backfill of public safety personnel is a prohibited contractual security expense. In addition, the purchase of equipment on behalf of a contractual security organization is also prohibited.

Training costs are allowed under this program only as described in this funding notice. Allowable training activities are active shooter training and evacuation and security training and response exercises for employees. All organizations claiming reimbursement for approved training activities must provide registration of all training participants and record of attendance.

The Applicant may request up to 5% of the total grant award for management and administration costs. Such management and administration costs shall be included in the requested grant award amount, rather than in addition to the requested amount.

### **Prohibitions**

- Applicants should check SAM.gov (<https://sam.gov/content/exclusions>) for exclusions and prohibited uses to prevent entering into a prohibited transaction.
- Recipients are subject to the prohibitions described in section 889 of the John S. McCain National Defense Authorization Act (“Act”) for Fiscal Year 2019 (FY 2019 NDAA), Pub. L. No. 115-232 (2018) and 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. Beginning August 13, 2020, the statute – as it applies to IEMA recipients, subrecipients, and their contractors and subcontractors – prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons.

Examples of telecommunications equipment or services prohibited under the Act are as follows:

- i. Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities);
  - ii. For the purpose of public safety, security of Government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);
  - iii. Telecommunications or video surveillance services provided by such entities or using such equipment; or
  - iv. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the People’s Republic of China
- An Applicant awarded grant funding may be required to certify that it is in compliance with applicable Federal, State and, local prohibitions in the Grant Agreement described in 29 Ill. Adm. Code 120.50.

- NSGP funding may not be used for construction and renovation projects.

**A completed grant application package must include the following items:**

1. NSGP-IL Application with AEL Numbers included in the Target Hardening bottom section. Please save the Application with the title as:  
NSGP\_IL\_2023\_NAME OF ORGANIZATION;
2. Vulnerability/Risk Assessment - Conducted by experienced security, law enforcement, or military personnel within the last 3 years, or since the most recent security improvements (any format deemed appropriate by applicant) for each Property site that an application covers (maximum of 3 Property sites);
3. Mission Statement (any format deemed appropriate by applicant);
4. Attachment A Application Contact Information (Must include Zip + 4 digits);
5. IRS W-9 Form; and
6. Documentation or narrative, as applicable, that the Applicant meets the requirements of 29 Ill. Adm. Code 120.20(a), 120.30(b)(14), and 120.30(c).

**Cost Share or Match**

There is no cost share requirement for the SFY 23 NSGP-IL.

**Application Review Information**

Prior to making a State award, IEMA is required to review information available through any OMB-designated repositories of government-wide eligibility qualification or financial integrity information. Therefore application evaluation criteria may include the following risk based considerations of the applicant: (1) financial stability; (2) quality of management systems and ability to meet management standards; (3) history of performance in managing federal award; (4) reports and findings from audits; and (5) ability to effectively implement statutory, regulatory, or other requirements.

NSGP-IL applications are to be submitted by not-for-profit organizations to IEMA. NSGP-IL applications will be reviewed through a review process for completeness, adherence to programmatic guidelines, feasibility, and how well the application (project description and justification) addresses the identified risk.

For the application period pursuant to this NOFO only, there will be an initial application period of 45 days with an automatic extension of 30 days for a total of 75 days; however, IEMA reserves the right to extend the application period or open additional application periods depending on funding provided by the Illinois General Assembly. This is a competitive grant program. IEMA reserves the right to deny any grant applications or to provide reduced funding to any Applicant.

Criteria - The following are NSGP-IL evaluation criteria:

1. The necessity of the funding based on the vulnerability assessment provided by the Applicant;
2. The ability of the funding to enhance the safety of the non-profit organization;
3. An evaluation of the likelihood of Project completion during the Grant Performance Period;
4. Review of proposed eligible equipment interoperability with existing equipment (if applicable);
5. Prioritization of Projects by the Applicant;
6. Sustainability of the Project, specifically including compliance with subsection 120.20(b); and
7. The availability of funding.

### **Scoring and Funding Recommendations**

Upon submission of your completed NSGP-IL application to IEMA, the state will review, score, and rank every complete application it has received from eligible not-for-profit organizations. The results of the scoring process will be based on the criteria outlined in this funding notice.

### **NSGP-IL Application Checklist**

Not-for-profit organizations must fully answer each question in all the sections of the NSGP-IL Application(s) for the form to be considered complete. In their NSGP-IL Application, not-for-profit organizations should summarize the most critically important, impactful, and salient information. The NSGP-IL Application should be crafted using the identified threats/risks to your organization, the results of the vulnerability assessment of a physical location/structure/building, and details of the requested projects/activities to mitigate or remediate those vulnerabilities with associated estimated costs. Not-for-profit **organizations should describe their current threat/risk. While historic risk may be included for context, the NSGP-IL Application should focus on current threats and risks.**

**Reminder:** *Each NSGP-IL Application form and corresponding required documents must be exclusively for one physical location/address. Applicants may submit up to three (3) NSGP-IL Applications. Each organization submitting multiple NSGP-IL Applications can request up to \$150,000 per location for a total of \$450,000 across three unique physical locations/addresses. The amount of funding requested, and number of submissions, may not exceed these limits.*

**Below is the NSGP-IL Application Checklist that includes the required contents of a complete NSGP-IL Application:**



## **Section I – Applicant Information**

- Legal Name of the Organization/Physical Address of the Facility/County
- Point of Contact including email address
- Year the Original Facility was Constructed
- Owning vs. Leasing and Permission to Make Enhancements (provide lease agreement)
- Year the Organization Began Operating from the Facility
- Other Organizations in Facility
- Mission Statement Summary
- Membership/Population Served
- Organization Type
- Organization's Affiliation
- 501(c)(3) Tax-Exempt Designation
- UEI obtained via the System for Award Management

AGENCY NOTE: A UEI number is not required at the time of application; it is only required prior to issuance of the grant award. If the Applicant does not have a UEI number currently, the Applicant should apply for the UEI number immediately in order to avoid a delay in issuance of the grant award.

- State Funding Request (total estimated cost of projects/activities)

## **Section II – Background (5 POSSIBLE POINTS OUT OF 40)**

- Describe the symbolic value of your organization's site as a highly recognized national or historical institution, or significant institution within the community that renders the site a possible target of terrorism.
- Describe any role in responding to or recovering from terrorist attacks, specifically highlighting the efforts that demonstrate integration of not-for-profit preparedness with broader state and local preparedness efforts.

## **Section III – Risk (15 POSSIBLE POINTS OUT OF 40)**

- Threat: Describe the identification and substantiation of specific threats, incidents, or attacks against the not-for-profit organization or a closely related organization, network, or cell (examples include police report, insurance claim, internet threats, etc.).
- Vulnerability: Describe your organization's susceptibility to destruction, incapacitation, or exploitation by a terrorist attack.
- Consequence: Describe potential negative effects/impacts on your organization's assets, systems, and/or function if disrupted, damaged, or destroyed due to a terrorist attack.

## **Section IV – Facility Hardening (9 POSSIBLE POINTS OUT OF 40)**

- Describe how the proposed projects/activities will harden (make safer/more secure) the facility and/or mitigate the identified risk(s) and/or vulnerabilities based on the vulnerable assessment
- Describe how the proposed target hardening focuses on the prevention of and/or protection against the risk/threat of a terrorist attack.

- Confirm that the proposed projects are allowable in accordance with the priorities of the NSGP-IL
- Confirm that the proposed projects are feasible (meaning there is a reasonable expectation based on predicable planning assumptions to complete all tasks, projects and/or activities within the subaward period of performance) and proposed milestones under the NSGP-IL

#### **Section V – Milestones (5 POSSIBLE POINTS OUT OF 40)**

- Describe any key activities that will lead to milestones in the program/project and grants management over the course of the NSGP-IL grant award period of performance.

#### **Section VI – Project Management (2 POSSIBLE POINTS OUT OF 40)**

- Describe the proposed management team’s roles, responsibilities, and governance structure to support the implementation of the projects/activities.
- Assess the project management plan/approach.

#### **Section VII – Impact (4 POSSIBLE POINTS OUT OF 40)**

- Describe the outcome and outputs of the proposed projects/activities that will indicate that the application was successful.

#### **Award Administration Information**

Once IEMA has determined the not-for-profit organizations who will receive funding through the Illinois Not-for-profit Security Grant Program (NSGP-IL), notification will be sent to the point of contact indicated in the application. IEMA will enter into grant agreements with the not-for-profit organizations selected for funding in order to complete the approved projects.

The Illinois State Agency Historic Resources Preservation Act (20 ILCS 3420/4) requires notification to and review by the Illinois Department of Natural Resources (IDNR) of “State agency undertakings” (including projects funded by State grants) that “can result in changes in the character or use of historic property, if any historic property is located in the area of potential effects.” Applicants should confirm prior to submitting an application that this requirement is not applicable. Further information concerning this requirement can be found at: <https://www2.illinois.gov/dnrhistoric/Pages/default.aspx> Applicants can also contact IEMA’s State Historic Preservation Office (SHPO) Coordinator with questions.

Applicants are encouraged to register early as these registration processes can take four weeks or more to complete. To receive an award under this program, all applicants must:

- a) Apply for, update or verify their UEI number from SAM.gov and Employer Identification Number (EIN) from the Internal Revenue Service;
- b) Register for their Illinois.gov (GATA) account and address pre-qualifications
- c) Register for, update, or verify their SAM account and ensure the account is active

#### **Grant Agreement and Payment**

IEMA shall execute a Grant Agreement with each Applicant to whom a grant is awarded. The Grant Agreement shall specify the parties to the grant, the Grant Performance Period, the

amount of the grant, that unspent grant funds shall be returned to the State as required by the Illinois Grant Funds Recovery Act [30 ILCS 705], that the State of Illinois may audit records required to be maintained to verify that grant funds were used for permissible uses under the grant, and that the grant agreement shall cease if funds for the grant are not appropriated by the General Assembly, and any other standard provisions required to be included in grant agreements entered into by the State.

IEMA will send the Grant Agreement for signature to the point of contact indicated in the application. The Grant Agreement must be signed by both the Grantee and IEMA prior to funding being disbursed.

Following execution of the Grant Agreement, a Grantee shall submit a copy of documents that verify expenditures or anticipated expenditures to IEMA for review in accordance with the approved Project budget.

IEMA may either reimburse a Grantee for eligible expenditures or advance funds to a Grantee for eligible expenditures, but only upon the Grantee's submission of an accepted bid, invoice, or other official document showing the exact cost of the expenditure. For reimbursement, the Grantee shall provide documentation that the exact cost of the expenditure was paid to the vendor.

AGENCY NOTE: Nothing in these rules shall exempt a Grantee from complying with applicable procurement requirements.

1. For advance payments, the Applicant must submit a request and include the information in subsection (a). Approval and administration of advance payments shall be governed by subsections (b) through (g).
  - a. An Advance Payment Request Cash Budget Template (Cash Budget). Cash Budgets must be signed by either the Chief Executive Officer (or equivalent) or Chief Financial Officer (or equivalent) for the Applicant. The executive's signature certifies that their entity complies with the requirements set forth in 2 CFR 200.302 (Financial Management) and 44 Ill. Admin. Code 7000.120(b)(i)(A) (Advance Payments). The Cash Budget must demonstrate the estimated monthly cash requirements for each month of the Grant Performance Period.
  - b. If advance payment is requested, prior to approval, IEMA will perform or secure an assessment to ensure compliance with the specific language of GATA and any rules adopted pursuant to GATA. If the assessment does not ensure compliance with GATA and the rules promulgated thereunder, then IEMA may deny the request for advance payment.
  - c. Upon approval by IEMA, advance payments shall be limited to the minimum amounts needed and be timed to be in accordance with the actual, immediate cash requirements of the Grantee in carrying out the purpose of

the approved Project. The timing and amount of advance payments must be as close as is administratively feasible to the actual disbursements by the Grantee for Project costs. Additionally, the Grantee must make timely payments to contractors.

- d. Upon approval for advance payment, an initial payment will be processed in an amount equal to the first three months' cash requirements as reflected in the submitted Advance Payment Cash Budget.
  - e. Grantees must submit invoices in the format and method prescribed in the Grant Agreement. Invoices must include only allowable incurred costs that have been paid by the Grantee.
  - f. Subsequent payments will be made quarterly based on the invoices submitted to IEMA and will be adjusted up or down, based on a comparison of actual cumulative expenditures to cumulative advance payments, to date.
  - g. Grantees that do not expend all advance payment amounts by the end of the Grant Performance Period or that are unable to demonstrate that all incurred costs were necessary, reasonable, allowable, or allocable as approved in their respective grant budget, shall return the funds within 45 days or be subject to grant funds recovery.
2. Unless a request for advance payment was received and approved as indicated in subsection 120.50(d)(1), Grantees will be paid via the reimbursement method or when they do not meet the requirements of 44 Ill. Admin. Code 7000.120(b)(2), upon a grantee's request to use the reimbursement method of payment, or as stipulated in a specific condition. Grantees that have specific conditions noted in their Grant Agreement for any of the following items must be paid using the reimbursement method:
- a. Fiscal and administrative high risk (weak internal controls);
  - b. Have a history of failure to comply with general or specific terms and conditions of the Grant Agreement or any other grants issued by the State of Illinois
  - c. Failure to meet expected performance goals as described in 2 CFR 200.211 or their Project deliverables as stated in their applicable Grant Agreement;
  - d. Or otherwise not financially or programmatically responsible.

### **Audit and Grant Fund Recovery**

Grant funds shall be used exclusively for the Project identified in the grant application and shall be expended in accordance with this Part and the Grant Agreement.

Grantees shall maintain documentation of expenditures under the grant for a minimum of five years after the termination of the Grant Performance Period. Documentation shall be maintained so that it is readily accessible during an audit.

The State of Illinois shall have the right to inspect equipment procured and to audit and obtain copies of the books, records, and any other recorded information of the Grantee related to Grantee expenses for which Grantee received compensation under this Part.

The State of Illinois shall have the right of recovery of the grant funds in accordance with the provisions and procedures of the Illinois Grant Funds Recovery Act [30 ILCS 705], Grant Accountability and Transparency Act [30 ILCS 708], and 2 CFR 200.

**State Awarding Agency Contact**

For more information on Not-for-profit Security Grant Program, please contact Tammy Porter at: Illinois Emergency Management Agency, 2200 South Dirksen Parkway, Springfield, IL 62703, Phone (217) 557-4831, Fax (217) 558-1335, Email: [Tammy.D.Porter@illinois.gov](mailto:Tammy.D.Porter@illinois.gov)