

FY2020 NSGP Application Instructions

- The maximum amount for an individual application is **\$100,000**. If an organization applies for multiple sites, the total of all applications submitted by the individual organization cannot exceed \$100,000.
- An eligible nonprofit organization must: 1.) 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 2.) Be able to demonstrate, through the application, that the organization is at high risk of a terrorist attack.
- Applicants must have a valid DUNS number to apply for this grant. If your organization does not yet have a DUNS number, or no one knows it, visit the [Dun & Bradstreet \(D&B\) website](#) or call 1-866-705-5711 to register or search for a DUNS number.
- It is not necessary to register in Grants.gov or SAM.gov. Only a DUNS number is required.
- Applicants must submit their applications by the due date set by Ohio Emergency Management Agency, which is the State Administrative Agent (SAA) for this grant. Do not submit applications directly to FEMA or Grants.gov.

Eligible applicants must complete and submit the following three documents:

1. Applicants must use the **FY2020 NSGP Investment Justification Form** available at https://ema.ohio.gov/PreparednessGrants_NSGP.aspx.
 - The Form must be saved in Microsoft Excel 97-2003 format if the applicant is using Office 2007 (see detailed instructions in the “Introduction” tab of the Investment Justification).
 - Use the file naming convention: FY2020_NSGP_S_OH_<Your Nonprofit Name>
 2. In addition to the Investment Justification Form, applicants must provide a **Mission Statement** which explains the nature of the applicant organization’s purpose and mission. This will primarily 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.
 3. Applicants must also 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 has already 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.
- Investment Justification Forms must remain in Excel file format. Do not convert to PDF or another application. Vulnerability assessments and Mission Statements can be submitted in any common format (PDF, Word, etc.).
 - Submit applications via email to rblaser@dps.ohio.gov no later than **4:00 p.m. on March 31, 2020**.
 - Please refer to the references available at https://ema.ohio.gov/PreparednessGrants_NSGP.aspx.
 - Questions/concerns should be directed to Rudi Blaser, Ohio EMA Grants Specialist, at rblaser@dps.ohio.gov.