



***Cal* OES**

**GOVERNOR'S OFFICE  
OF EMERGENCY SERVICES**

**Fiscal Year 2024  
Nonprofit Security Grant Program**

***California Supplement to the  
Federal Notice of Funding Opportunity***

January 2025

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**Federal Program Announcement**

In April 2024, the U.S. Department of Homeland Security (DHS)/Federal Emergency Management Agency (FEMA) issued the Fiscal Year (FY) 2024 Nonprofit Security Grant Program (NSGP), [Notice of Funding Opportunity](#) (NOFO) and [FEMA Preparedness Grants Manual \(PGM\)](#).

Subrecipients must follow the programmatic requirements in the NOFO, FEMA Preparedness Grants Manual, and the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located in [Title 2, Code of Federal Regulations \(C.F.R.\), Part 200](#).

**Information Bulletins**

DHS issues [Information Bulletins](#) (IBs) to provide updates, clarification, and new requirements throughout the life of the grant.

**Purpose of the California Supplement**

The FY 2024 NSGP California Supplement to the NOFO (State Supplement) is intended to complement, rather than replace, the [NOFO](#) and the [FEMA Preparedness Grants Manual](#). Applicants are highly encouraged to thoroughly read the [NOFO](#) and [FEMA Preparedness Grants Manual](#) before referring to the State Supplement. The State Supplement will emphasize differences between the FY 2023 and FY 2024 NSGP and highlight additional California policies and requirements applicable to the FY 2024 NSGP.

**Key Changes to the FY 2024 NSGP****Purchasing Under a FEMA Award: 2024 OMB Revisions:**

The Office of Management and Budget (OMB) updated parts of the OMB Guidance for Grants and Agreements in Title 2 of the Code of Federal Regulations. These updates will apply to FEMA awards with an award date on or after October 1, 2024.

Updates to the federal procurement standards at [2 C.F.R. §§ 200.317 – 200.327](#), which govern how FEMA award recipients and subrecipients must conduct purchases under a FEMA award.

FEMA will update its policy and guidance documents to incorporate these revisions. For now, please refer to the [Purchasing Under a FEMA Award: 2024 OMB Revisions Fact Sheet](#). Details on all the 2 C.F.R. revisions can be found on the [Federal Register's Guidance for Federal Financial Assistance webpage](#). For additional information on the federal procurement standards, visit [Contracting with Federal Funds for Goods and Services Before, During and After Disasters | FEMA.gov](#).

**Grant Management Memoranda**

Cal OES issues [Grant Management Memoranda](#) (GMMs) which provide additional information and requirements regarding NSGP funds.

**Eligible Subrecipients**

Eligible Applicants, referred to as Subrecipients, are nonprofit organizations that are described under Section 501(c)(3) of the Internal Revenue Code of 1986 (IRC) and exempt from tax under Section 501(a) of such code.

**Supplanting**

Grant funds must be used to supplement existing funds, not replace (supplant) funds that have been appropriated for the same purpose. Subrecipients may be required to provide supporting documentation that certifies a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds. Supplanting will result in the disallowance of the activity associated with this improper use of federal grant funds.

**Public/Private Organizations**

Subrecipients may contract with any other public or private organizations to perform eligible activities on approved NSGP projects.

**Debarred/Suspended Parties**

Subrecipients must not make or permit any award (subaward or contract) at any tier, to any party, that is debarred, suspended, or otherwise excluded from, or ineligible for, participation in federal assistance programs.

Subrecipients must obtain documentation of eligibility prior to making any subaward or contract funded by NSGP funds and must be prepared to present supporting documentation to monitors/auditors.

Before entering into a Grant Subaward, the Subrecipient must notify Cal OES if it knows if any of the principals under the subaward fall under one or more of the four criteria listed at [2 C.F.R. § 180.335](#). The rule also applies to Subrecipients who pass-through funding to other local entities.

If at any time after accepting a subaward, Subrecipients learn that any of its principals fall under one or more of the criteria listed at [2 C.F.R. § 180.335](#), immediate written notice must be provided to Cal OES and all grant activities halted until further instructions are received from Cal OES. The rule also applies to subawards passed through by Subrecipients.

### **FY 2024 Program Priorities**

DHS/FEMA annually publishes the [National Preparedness Report](#) (NPR) to report national progress in building, sustaining, and delivering the core capabilities outlined in the goal of a secure and resilient nation. This analysis provides a national perspective on critical preparedness trends for whole community partners to use to inform program priorities, allocate resources, and communicate with stakeholders about issues of concern.

NSGP seeks to integrate the preparedness activities of nonprofit organizations that are at high risk of a terrorist attack with broader state and local preparedness efforts.

DHS/FEMA continually assesses changes to the threat landscape to further the National Preparedness Goal of a secure and resilient nation. The following is the national priority area for FY 2024:

- Enhancing the protection of soft targets/crowded places

The following are second-tier priorities that help implement a comprehensive approach to securing communities:

- Effective planning;
- Training and awareness campaigns; and
- Exercises

### **National Campaigns and Programs**

**Whole Community Preparedness** – Subrecipients should engage with the whole community to advance individual and community preparedness and to work as a nation to build and sustain resilience. In doing so, Subrecipients are encouraged to consider the needs of individuals with access and functional needs and limited English proficiency in the activities and projects funded by the grant.

Subrecipients should utilize [established best practices for whole community inclusion](#) and engage with stakeholders to advance individual and jurisdictional preparedness and resilience. Subrecipients are encouraged to consider the necessities of all Californians in the activities and projects funded by the grant, including children, seniors, individuals with disabilities or access and functional needs,

### **National Campaigns and Programs Cont.**

individuals with diverse culture and language use, individuals with lower economic capacity, and other underserved populations. Additional information regarding community preparedness and resilience is available through [Individuals and Communities](#).

**Active Shooter Preparedness** – DHS has developed a comprehensive [Active Shooter Preparedness website](#), which strives to enhance national preparedness through a whole-community approach by providing the necessary products, tools, and resources to help all stakeholders prepare for and respond to an active shooter incident. Subrecipients are encouraged to review the referenced active shooter resources and evaluate their preparedness needs.

**Soft Targets and Crowded Places** – States, territories, Urban Areas, and public and private sector partners are encouraged to identify security gaps and build capabilities that address security needs and challenges related to protecting locations or environments that are easily accessible to large numbers of people on a predictable or semi-predictable basis that have limited security or protective measures in place, including town centers, shopping malls, open-air venues, outside hard targets/venues perimeters, and other places of meeting and gathering. For more information, please see DHS's [Hometown Security Program](#).

**Community Lifelines** – FEMA created Community Lifelines to reframe incident information and impacts using plain language and unity of effort to enable the integration of preparedness efforts, existing plans, and identifies unmet needs to better anticipate response requirements. Additional information may be found at the [Community Lifelines Implementation Toolkit website](#).

**Strategic Framework for Countering Terrorism and Targeted Violence** – DHS adopted the [DHS Strategic Framework for Countering Terrorism and Targeted Violence](#) which explains how the department will use the tools and expertise that have protected and strengthened the country from foreign terrorist organizations to address the evolving challenges of today.

### **NIMS Implementation**

Prior to the allocation of any federal preparedness awards, Subrecipients must ensure and maintain the adoption and implementation of the [National Incident Management System \(NIMS\)](#).

### **Management and Administration**

The Management and Administration (M&A) allowance for Subrecipients is set at a maximum of five percent for the FY 2024 NSGP.

### **Indirect Costs**

Indirect costs are allowable under the FY 2024 NSGP Grant Award.

Subrecipients with an indirect cost rate approved by their cognizant federal agency may claim indirect costs based on the established rate. Indirect costs claimed must be calculated using the base approved in the indirect cost negotiation agreement. A copy of the approved negotiation agreement is required at the time of application.

Indirect costs are *in addition to* the M&A allowance and must be included in the Grant Award application as a "Project" and reflected in the FMFW on the Indirect Cost category ledger if being claimed under the award.

Indirect costs must be claimed no more than once annually, and only at the end of the Subrecipient's fiscal year. An exception to this rule applies if there is a mid-year change to the approved indirect cost rate; in this case, costs incurred to date must be claimed. At that time, a Grant Subaward Modification reflecting the rate change must also be submitted to Cal OES, along with a copy of the new Indirect Cost Rate Agreement.

The FEMA Preparedness Grants Manual, published by FEMA, states that State and local governments are not permitted to use the de minimis rate. These costs are allowable only when an exception is granted to the SAA by FEMA per 2 C.F.R. Part 200, Appendix VII, paragraph D.1.b.

### **Personnel Cap**

NSGP funds may be used for personnel costs, totaling up to fifty percent. A Subrecipient may request this requirement be waived by DHS/FEMA, via Cal OES. Requests for personnel cap waivers must be submitted separately in writing to the

### **Personnel Cap Cont.**

Grants Analyst on official letterhead, with the following information:

- Documentation explaining why the cap should be waived;
- Conditions under which the request is being submitted; and
- A budget and method of calculation of personnel costs both in percentages of the Grant Award **and** in total dollar amount (including salary, fringe benefits, and any M&A costs).

Subrecipient requests to exceed the personnel cap must be received by Cal OES at the time of application. Subaward modifications impacting the personnel cap will be reviewed on a case-by-case basis and may require submittal of the above-mentioned information.

Additional information regarding to the personnel cap is available in [IB 421b](#).

### **Equipment Typing/ Identification and Use**

Allowable NSGP equipment is focused on target hardening and physical security enhancements. This equipment is limited to select items in the following sections on the [FEMA Authorized Equipment List](#) (AEL) website:

- System, Public Address, Handheld or Mobile (03OE-03-MEGA)
- Signs (03OE-03-SIGN)
- System, Credentialing (04AP-05-CRED)
- Systems, Public Notification and Warning (04AP-09-ALRT)
- Applications, Software as a Service (04AP-11-SAAS)
- System, Remote Authentication (05AU-00-TOKN)
- Software, Encryption (05EN-00-ECRP)
- Software, Malware/Anti-Virus Protection (05HS-00-MALW)
- System, Personal Firewall (05HS-00-PFWL)
- Firewall, Network (05NP-00-FWAL)
- System, Intrusion Detection/Prevention (05NP-00-IDPS)
- Radio, Portable (06CP-01-PORT)
- Repeater (06CP-01-REPT)
- Services/Systems, Paging (06CC-02-PAGE)
- Intercom/Intercom System (06CP-03-ICOM)
- Accessories, Portable Radio (06CP-03-PRAC)
- Generators (10GE-00-GENR)
- System, Alert/Notification (13IT-00-ALRT)

**Equipment Typing/ Identification and Use Cont.**

- Supply, Uninterruptible Power (UPS) (10PE-00-UPS)
- System, Information Technology Contingency Operations (14CI-00-COOP)
- Receptacles, Trash, Blast-Resistant (14EX-00-BCAN)
- Systems, Building, Blast/Shock/Impact Resistant (14EX-00-BSIR)
- Systems/Sensors, Alarm (14SW-01-ALRM)
- Network, Acoustic Sensor Triangulation (14SW-01-ASTN)
- Doors and Gates, Impact Resistant (14SW-01-DOOR)
- Lighting, Area, Fixed (14SW-01-LITE)
- System, Physical Access Control (14SW-01-PACS)
- Systems, Personnel Identification (14SW-01-SIDP)
- Systems, Vehicle Identification (14SW-01-SIDV)
- Sensors/Alarms, System and Infrastructure Monitoring, Standalone (14SW-01-SNSR)
- Systems, Video Assessment, Security (14SW-01-VIDA)
- Barriers: Fences; Jersey Walls (14SW-01-WALL)
- Systems, Personnel/Package Screening (15SC-00-PPSS)
- Installation (21GN-00-INST)
- Training and Awareness (21GN-00-TRNG)

Subrecipients that allocate FY 2024 NSGP funds for equipment are required to type and identify the capability associated with that equipment. Per FEMA policy, the purchase of weapons and weapon accessories are not allowed with NSGP funds.

**Equipment Maintenance/ Sustainment**

Use of NSGP funds for maintenance contracts, warranties, repair or replacement costs, licenses, upgrades, and user fees are allowable as described in FEMA PGM.

**Telecommunications Equipment or Services Prohibitions**

Effective August 13, 2020, section 889(f)(2)-(3) of the [John S. McCain National Defense Authorization Act for FY 2019 \(NDAA\)](#), Pub. L. No. 115-232 (2018) and [2 C.F.R. § 200.216, 200.471](#), and Appendix II to 2 C.F.R. Part 200 prohibits DHS/FEMA Recipients and Subrecipients (including their contractors and subcontractors) from using any FEMA funds under open or new awards for the following covered telecommunications equipment or services:

**Telecommunications Equipment or Services Prohibitions Cont.**

- 1) Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation, (or any subsidiary or affiliate of such entities);
- 2) 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);
- 3) Telecommunications or video surveillance services provided by such entities or using such equipment; or
- 4) 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.

Additional guidance is available in [FEMA Policy #405-143-1, Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services.](#)

**Conflict of Interest**

To eliminate and reduce the impact of conflicts of interest in the subaward process, Subrecipients and pass-through entities must follow their own policies and procedures regarding the elimination or reduction of conflicts of interest when making subawards. Subrecipients and pass-through entities are also required to follow any applicable federal, state, local, and tribal statutes or regulations governing conflicts of interest in the making of subawards.

Subrecipients must disclose to their Grants Analyst, in writing, any real or potential conflict of interest as defined by the federal, state, local, or tribal statutes or regulations, which may arise during the administration of the NSGP subaward within five days of learning of the conflict of interest.

**Prohibited and Controlled Equipment**

Effective May 25, 2022, [Executive Order \(EO\) 14074, Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety](#), Section 12(a) directs the Department of Homeland Security to review its grants, and consistent with applicable law,

### **Prohibited and Controlled Equipment Cont.**

prohibits the use of grant funding to purchase certain types of military equipment by state, local, tribal, and territorial (SLTT) law enforcement agencies (LEAs).

For all awards issued on or after January 1, 2023, the policy directly prohibits certain types of equipment outright (prohibited equipment), whereas other types of equipment may be controlled, or LEAs are required to submit certifications prior to purchase.

Even if equipment is listed as controlled equipment and is not outright prohibited, that does not automatically make it allowable under a particular FEMA program. Recipients and subrecipients should refer to applicable program guidance or contact your Grants Analyst to determine if a particular type of equipment is allowable under that program.

Additional information regarding Prohibited and Controlled Equipment is available on [FEMA Policy 207-22-0002](#).

### **Build America, Buy America Act (BABAA)**

Under FEMA financial assistance programs, the BABAA requirements apply to:

- New awards made on or after January 2, 2023,
- New funding that FEMA obligates to existing awards or through renewal awards on or after January 2, 2023; and
- Infrastructure projects.

Funds provided under this program may not be used for a project for infrastructure unless the iron and steel, manufactured products, and construction materials used in that infrastructure are produced in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Additionally, the Buy America preference does not apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

**Build America,  
Buy America  
Act (BABAA)  
Cont.**

When necessary, subrecipients may apply for a waiver from these requirements. Additional information regarding the BABAA can be found on FEMA's website under [Buy America Preference](#).

### **California Homeland Security Strategy Goals**

The State has prioritized the following California Homeland Security Strategy Goals for the FY 2024 subawards:

1. Enhance Information Collection, Analysis, and Sharing, in Support of Public Safety Operations Across California;
2. Protect Critical Infrastructure and Key Resources from All Threats and Hazards;
3. Strengthen Security and Preparedness Across Cyberspace;
4. Strengthen Communications Capabilities Through Planning, Governance, Technology, and Equipment;
5. Enhance Community Preparedness;
6. Enhance Multi-Jurisdictional/Inter-Jurisdictional All-Hazards Incident Catastrophic Planning, Response, and Recovery Capabilities;
7. Improve Medical and Health Capabilities;
8. Enhance Incident Recovery Capabilities;
9. Strengthen Food and Agriculture Preparedness; and
10. Enhance Homeland Security Exercise, Evaluation, and Training Programs.

### Financial Management Forms Workbook

The FY 2024 Cal OES FMFW includes:

**Grant Subaward Face Sheet** – Use the Grant Subaward Face Sheet to apply for grant programs. The Grant Subaward Face Sheet must be signed and submitted in portrait format.

**Authorized Agent Contact Information** – Provide the contact information of Authorized Agents (AA), delegated via the Governing Body Resolution or Signature Authorization Form, including staff related to grant activities. More than one person is recommended for designation as the AA; in the absence of an AA, an alternate AA can sign requests.

**Project Ledger** – The Project Ledger is used in the application process to submit funding information and is used for submitting Cash Requests and Grant Subaward Modifications, and assist with completion of the Biannual Strategy Implementation Report (BSIR).

**Planning Tab** – Provides detailed information on grant-funded planning activities with a final product identified.

**Organization Tab** – Provides detailed information on grant-funded organizational activities.

**Equipment Tab** – It is an NSGP requirement that detailed information be provided under the equipment description for all grant-funded equipment. AEL numbers must be included for all items of equipment. Always refer to the AEL for a list of allowable equipment and conditions, if any.

**Training Tab** – Provides detailed information on grant-funded training activities. All training activities must receive Cal OES approval prior to starting the event, including a Training Feedback number. The [Training Request Form](#) must be submitted and approved to obtain a Training Feedback number and should be submitted at **least** 30 days in advance.

**Exercise Tab** – Provides detailed information on grant-funded exercises.

**M&A Tab** – Provides information on grant-funded M&A activities.

**Financial Management Forms Workbook Cont.**

**Indirect Costs Tab** – Provides information on indirect costs.

**Consultant-Contractor Tab** – Provides detailed information on grant-funded consultants.

**Personnel Tab** – Provides detailed information on grant-funded personnel activities.

**Authorized Agent Page** – The AA Page must be submitted with the application, all cash requests, and Grant Subaward Modifications. The AA Page must include a valid signature on file with Cal OES and the date.

**Subrecipient Grants Management Assessment**

Per [2 C.F.R. § 200.332](#), Cal OES is required to evaluate the risk of non-compliance with federal statutes, regulations, and grant terms and conditions posed by each Subrecipient of pass-through funding. The [Subrecipient Grants Management Assessment](#) contains questions related to a Subrecipient organization's experience in the management of federal grant awards. It is used to determine, and provide, an appropriate level of technical assistance, training, and grant oversight to Subrecipients during the subaward. The questionnaire must be completed and returned with the Subrecipient's grant application.

**Application Attachments**

**Indirect Cost Rate Agreement** – If claiming indirect costs at a federally approved rate, please provide a copy of your approved Indirect Cost Rate Agreement.

**Federal Funding Accountability and Transparency Act (FFATA) Financial Disclosure** – Use the [FFATA Financial Disclosure](#) to provide the information required by the Federal Funding Accountability and Transparency Act of 2006.

**501(c)(3) Certification form** – Use the [501\(c\)\(3\) Certification form](#) to certify and acknowledge if a 501(c)(3) Determination Letter is required by the Internal Revenue Service.

**STD 204 Payee Data Record** – A form used to assign an organization a Federal Information Processing Standard (FIPS) number.

**Application Attachments Cont.**

**Filing Requirements** – Subrecipients must comply with various filing requirements put forth by the State of California:

- Franchise Tax Board (FTB)
- Department of Justice (DOJ)
- Secretary of State (SOS)
- Internal Revenue Service (IRS), Federal Employee Identification Number (FEIN)

Subrecipients must verify that the name and address listed on the STD 204 are consistent with how the organization is registered with the FTB, DOJ, SOS, and IRS. It is the Subrecipients' responsibility to ensure that the name and address are consistent between the STD 204, FTB, DOJ, SOS, and IRS. All changes to the organization name and address must be provided to Cal OES in writing and must include an updated STD 204.

**Standard Assurances**

The Standard Assurances list the requirements to which the Subrecipients will be held accountable. All Subrecipients must submit an electronic signed [FY 2024 Standard Assurances](#) as part of their FY 2024 NSGP application. The required Standard Assurances can be found only in PDF format on the Cal OES website.

**NOTE:** Self-created Standard Assurances will not be accepted.

**Program Standard Assurances Addendum**

The Program Standard Assurances Addendum specifies additional requirements that Subrecipients must meet. All Subrecipients must submit an electronic signed [Program Standard Assurances Addendum](#) as part of the FY 2024 NSGP application. The required Program Standard Assurances Addendum can be found only in PDF format on the Cal OES website.

**Governing Body Resolution**

The Governing Body Resolution (GBR) appoints AAs (identified by the individual's name or by a position title) to act on behalf of the governing body and the Applicant by executing any actions necessary for each application and subaward. All Subrecipients must submit a copy of their FY 2024 GBR with their application.

**Authorized  
Agent  
Information**

For each person or position appointed by the Governing Body, identify the individual in the AA and Contact Information page of the FMFW.

All changes in AA and contact information must be provided to Cal OES in writing. If the GBR identifies the AA by name, a new Resolution is needed when changes are made. If the GBR identifies the AA by position and/or title, changes may be made by submitting a request on the entity's letterhead, signed by an existing AA.

Cal OES will not accept signatures of an AA's designee, unless authorized by the Governing Body's resolution. A change to an AA's designee must be submitted on agency letterhead and signed by the AA, announcing the change to their designee.

**Required Documents Submission**

Subrecipients must submit an electronic copy of their completed FMFW to their Grants Analyst for review. After the required documents are approved, a completed copy of the FMFW, along with all other application components must be submitted, with official signatures, by the application due date. During the application process, if it is determined all allocated funds cannot be expended by the end of the period of performance, inform your Grants Analyst as soon as possible. The completed application should be received by Cal OES no later than the date provided in the FY 2024 NSGP Timeline, referenced as Attachment B.

**Late or Incomplete Required Documents**

Late or incomplete required documents may be denied. If required documents are incomplete, the Grants Analyst may request additional information. Requests for late submission of required documents must be emailed to the Grants Analyst prior to the application due date. Cal OES has sole discretion to accept or reject late or incomplete required documents.

**NSGP Contact Information**

Subrecipient questions, comments, and correspondence should be directed to:

California Governor's Office of Emergency Services  
ATTN: Grants Management (Building F)  
Infrastructure Protection Grants Units I & II  
3650 Schriever Avenue  
Mather, CA 95655

Leslee Choate	(916) 364-4697
Keshia Lyons	(916) 364-4695
Heather Weathers	(916) 364-4694
Brandon Blackmon	(916) 364-4561
Victoria Kazimir	(916) 364-4531
Sterling Hickox	(916) 845-8189
Jennifer Fowler	(916) 845-8741
Tony Soria	(916) 328-7909

The general Infrastructure Protection Grants Unit II email address is: [NonProfit.Security.Grant@CalOES.ca.gov](mailto:NonProfit.Security.Grant@CalOES.ca.gov)

**Subaward Approval**

Subrecipients will receive a formal notification of subaward. Subaward letters must be signed, dated, and returned to Cal OES within 20 calendar days. Once the completed application, along with the signed subaward letter is received and approved, reimbursement of eligible Subaward expenditures may be requested using the Cal OES FMFW.

**Payment Request Process**

The NSGP is a reimbursement program. To request a cash reimbursement of NSGP funds, Subrecipients must first complete a payment request using the Cal OES FMFW, returning it to the appropriate Grants Analyst. Subrecipients who fail to follow the workbook instructions may experience delays in processing the payment request.

Payments can only be made if the Subrecipient has an approved application.

**Semi-Annual Drawdown Requirements**

All Subrecipients must report expenditures and request funds at least semi-annually throughout the period of performance. Semi-annual drawdowns should occur in March and October of each calendar year following final approval of the subaward application, except for the final cash request, which must be submitted within twenty calendar days after the end of the subaward period of performance.

**Modifications**

Post-award budget and scope modifications must be requested using the Cal OES FMFW, signed by the Subrecipient's AA, and submitted to the Grants Analyst.

The Subrecipient may implement grant modification activities, and incur associated expenses, only after receiving written final approval of the modification from Cal OES.

DHS/FEMA requires prior written approval of any change in scope/objective of the grant-funded activity after the award is issued. Refer to [2 C.F.R. § 200.308](#) for additional information on Revision of Budget and Program Plans.

Request for change in scope or objective of the grant-funded activity after the award is made must be submitted to Cal OES. Subrecipients must also complete the Cal OES Modification Request Form. The request must include the following:

- A written request from the Subrecipient on its letterhead, outlining the scope or objective change, including the approved projects from the Subrecipient's Investment Justification (IJ), the funds and relative scope or objective significance allocated to those projects, the proposed changes, and any resulting reallocations as a result of the change of scope or objective;

### **Modifications Cont.**

- An explanation why the change of scope or objective is necessary; and
- The Subrecipient request must also address whether the proposed changes will impact its ability to complete the project within the award's period of performance.

DHS/FEMA will generally not approve the change of scope requests resulting from the following situations:

- Subrecipients that relocate their facilities after submitting their application who are requesting a change of scope to allow them to use NSGP funds towards projects at the new facility; or
- Subrecipients that renovate their facilities after submitting their application in cases where the subsequent renovations would affect the vulnerability/risk assessment upon which the IJ is based.

Subrecipients must provide a written justification for all modification requests. The justification may be included in the body of the e-mail transmitting the request, or a document attached to the transmittal e-mail. Please reference [GMM 2018-17](#) for additional information regarding modification requests.

### **Planning**

NSGP funds may be used for security or emergency planning expenses and the materials required to conduct planning activities. Planning must be related to the protection of the facility and the people within the facility and should include those with access and functional needs as well as those with limited English proficiency. Examples of planning activities allowable under this Program include:

- Development and enhancement of security plans and protocols;
- Development or further strengthening of security assessments;
- Emergency contingency plans;
- Evacuation/Shelter-in-place plans;
- Coordination and information sharing with fusion centers; and
- Other project planning activities with prior approval from FEMA.

### **Training**

All grant-funded training activities must receive Cal OES approval prior to starting the training event. Allowable training-related costs under the NSGP are limited to:

- Attendance fees for the training, and
- Related expenses, such as materials, supplies, and/or equipment for the training.

No personnel costs, such as overtime and backfill costs, associated with attending the training courses are allowable. Travel costs are also not allowable.

Training projects must be proposed in the IJ and must be presented by a pre-approved training provider. Training Feedback Numbers should be obtained no later than 30 days before the first day of the training or related activities.

Subrecipients must complete a [Training Request Form](#) and submit it electronically to Cal OES. When seeking approval of non-DHS/FEMA developed courses, course materials must be submitted with the approval requests. Conditional approvals are not offered.

For more information on this or other training-related inquiries, contact the [Cal OES Training Branch](#) at (916) 845-8745 or [Training@caloes.ca.gov](mailto:Training@caloes.ca.gov).

### **Exercises, Improvement Plans and After Action Reporting**

Subrecipients should engage stakeholders to identify long-term training and exercise priorities. These priorities should address capability targets and gaps identified through a Threat and Hazard Identification and Risk Assessment, real-world events, previous exercises, and national areas for improvement identified in the NPR.

Subrecipients must report on all exercises conducted with NSGP grant funds. An After Action Report (AAR) Improvement Plan (IP) or Summary Report (for Seminars & Workshops) must be completed and submitted to Cal OES within 90 days after the exercise/seminars/workshops are conducted. It is acceptable to submit an *Exercise Summary Report for Seminars and Workshops* in lieu of a full AAR/IP.

### **Exercises, Improvement Plans and After Action Reporting Cont.**

AAR/IPs and Summary Reports should be e-mailed to:

- [hseep@fema.dhs.gov](mailto:hseep@fema.dhs.gov)
- [exercise@caloes.ca.gov](mailto:exercise@caloes.ca.gov)
- Your Grants Analyst

For exercise-related issues and/or questions, please email the Cal OES Exercise Team at [exercise@caloes.ca.gov](mailto:exercise@caloes.ca.gov). Exercise costs will not be reimbursed until an AAR/IP is received by Cal OES.

### **Contracted Security Personnel**

Contracted Security Personnel are allowed under the NSGP (costs to purchase equipment for contracted security are not allowed). Additionally, Subrecipients may not use more than fifty percent of their subawards to pay for personnel activities unless a waiver is approved by FEMA. Please reference [IB 421B](#) and [IB 441](#) for additional information.

Subrecipients requesting to reprogram funds in support of contracted security personnel must submit an Investment Modification to Cal OES for consideration.

The Investment Modification must include:

- A written request from the Subrecipient on formal letterhead signed by the AA; and
- Completion of the NSGP Contracted Security Personnel Request Form, which addresses the following requirements:
  - A brief description of the project(s), and indicate how much NSGP funding has been obligated towards each project(s);
  - Outline the scope or objective change to indicate which project(s) will be affected by the reprogramming request, and explain the financial and security impact of this change;
  - An explanation why the change of scope or objective is necessary;
  - Information regarding the Subrecipient's Vulnerability Assessment, and if it addressed any contracted security personnel recommendations; and

### **Contracted Security Personnel Cont.**

- An explanation on whether the proposed changes will impact the Subrecipient's ability to complete the project(s) within the subaward period of performance, including an implementation timeline.

### **Procurement Standards and Written Procedures**

Subrecipients are required to conduct procurement activities in with documented procurement procedures that align with federal procurement standards outlined in [2 C.F.R. Part 200](#). In cases where there is a conflict between the local procedures and federal standards, the more stringent requirements must be followed. Additionally, subrecipients must implement written conflict of interest policies that govern the actions of employees involved in the selection, award, and administration of contracts. These policies should include provisions for disciplinary actions in the event of violations.

### **Procurement Documentation**

Subrecipients must maintain records that document the procurement process, including the rationale for the procurement method, contract type, contractor selection or rejection, and the basis for the contract price. To be allowable, costs must be properly documented. Acceptable documentation includes, but is not limited to:

- Solicitation documentation, such as requests for quotes, invitations for bids, or requests for proposals;
- Responses to solicitations, such as quotes, bids, or proposals;
- Pre-solicitation independent cost estimates and Post-solicitation cost/price analyses on file for review by federal personnel, if applicable;
- Contract documents and amendments;
- Documents demonstrating inclusion of required contract provisions, and
- Other documents required by federal regulations applicable at the time the grant was awarded to the Subrecipient.

### **Procurement Thresholds**

Under 2 C.F.R. Part 200, procurement thresholds are defined as follows:

- **Micro-purchase threshold:** This is the maximum amount for which purchases can be made without requiring competitive quotes or formal procurement processes, provided the price is reasonable. The micro-purchase threshold is set at **\$10,000**.

**Procurement  
Thresholds  
Cont.**

- **Simplified acquisition threshold:** This sets the maximum amount for which federal procurement procedures may be simplified. The threshold is **\$250,000**. For purchases at or below this amount, subrecipients may use streamlined methods, such as obtaining competitive price or rate quotations from an adequate number of qualified sources. Purchases exceeding \$250,000 require more formal procurement procedures, including sealed bids or competitive proposals.

Subrecipients must adhere to these thresholds and, in cases of conflict between local procurement procedures and federal requirements, must apply the more stringent threshold.

**Noncompetitive  
Procurements**

All noncompetitive procurements exceeding the simplified acquisition threshold require Cal OES prior written approval to be eligible for reimbursement. This method of procurement must be approved by the local Purchasing Agent prior to submitting a request for Cal OES approval. A copy of the Purchasing Agent's approval must be included with the Cal OES [Request for Noncompetitive Procurement Authorization form](#). Cal OES may request additional documentation that supports the procurement effort.

**Environmental  
Planning and  
Historic  
Preservation**

DHS/FEMA is required to ensure all activities and programs that are funded by the agency comply with federal Environmental Planning and Historic Preservation (EHP) regulations. Subrecipients proposing projects or activities (including, but not limited to, training, exercises, the installation of equipment, and construction or renovation projects) that have the potential to impact the environment or a historic structure must participate in the EHP review process. EHP Screening Memos must include detailed project information, explain the goals and objectives of the proposed project, and include supporting documentation.

DHS/FEMA may also require the Subrecipient to provide a confidential California Historical Resources Information System (CHRIS) report in addition to the [EHP Screening Form](#).

Determination of the necessity of a CHRIS report is based upon information disclosed on the EHP Screening Form. Grants Analysts will provide additional instructions should this report be required.

**Environmental Planning and Historic Preservation Cont.**

EHP requests should be submitted to Cal OES as early as possible. All projects/activities triggering EHP must receive DHS/FEMA written approval prior to commencement of the funded activity.

Updated information may be referenced in the [FEMA GPD EHP Policy Guidance](#).

**Competition**

In accordance with [2 C.F.R. § 200.319](#), all procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section and § 200.320.

Follow the federal or your own written procurement policies, whichever is more restrictive. If you follow your policies, they must meet the following minimum requirements:

- Obtain multiple written (signed and dated) bids from vendors; and
- Keep a written record of the following: WHO you contacted, WHEN you contacted them, WHAT prices were quoted, and WHY you selected the vendor. The records must include all bids.

**Vendor Licensing**

The State of California, Contractor's State License Board (CSLB) requires that anyone charging \$500 or more to perform construction work must be licensed. Please make sure your contractor possesses the correct license certification and is qualified to install your equipment.

Check a contractor's license number online at [CSLB website](#) or by calling (800) 321-2752. Contractors are required to place their license number on their business cards, bids, and contracts.

**Bids, Estimates, and Invoices**

Bids and invoices must include the following:

- Contractor/service provider's License number;
- Invoice/estimate number;
- Make – (manufacturer/brand name);
- Model – (manufacturer's model name and number);
- Quantity – (amount purchased);
- Unit cost – (dollar amount per item);
- Any miscellaneous/installation equipment should be listed separately and include the details such as quantity ordered and price per unit;

**Bids, Estimates,  
and Invoices  
Cont.**

- Labor/installation costs should be listed separately and detailed including price per hour per person; and
- State/local taxes should be listed separately.

Bids and invoices must be issued by the vendor who installed the equipment or performed the service. Bids and Invoices may not be created by the Subrecipient or representatives of the Subrecipient. Costs must be allowable according to [2 C.F.R. § 200.403](#), [§ 200.404](#), and [§ 200.405](#).

**Construction  
and Renovation**

When applying for construction funds, at the time of application, Subrecipients must submit evidence of approved zoning ordinances, architectural plans, any other locally required planning permits, and a notice of federal interest. Additionally, Subrecipients are required to submit a SF-424C Budget and Budget Detail that cites the project costs.

Subrecipients using funds for construction projects must comply with the Davis-Bacon Act. Subrecipients must ensure that their contractors or subcontractors for construction projects pay workers no less than the prevailing wages for laborers and mechanics employed on projects of a character like the contract work in the civil subdivision of the state in which the work is to be performed.

***Written approval for construction must be provided by DHS/FEMA prior to the use of any NSGP funds for construction or renovation. No construction activities (including site preparation, utility installations, and any groundbreaking activities) or equipment installations on existing structures, may begin until the EHP review process is complete.***

**Inventory  
Control and  
Property  
Management**

Subrecipients must use standardized resource management concepts for resource typing and credentialing, in addition to maintaining an inventory by which to facilitate the effective identification, dispatch, deployment, tracking, and recovery of resources.

Subrecipients must have an effective inventory management system, to include:

- Property records that document description, serial/ID number, fund source, title information, acquisition date, cost, federal cost-share, location, use, condition, and ultimate disposition;

### **Inventory Control and Property Management Cont.**

- A physical inventory conducted at least every two years;
- A control system to prevent loss, damage, and theft of grant purchased equipment and supplies; and
- Adequate maintenance procedures to keep the property in good condition.

### **Equipment Disposition**

When original or replacement equipment acquired under the NSGP is no longer needed for program activities, the Subrecipient must contact the Grants Analyst to request disposition instructions. See [2 C.F.R. § 200.313\(e\)](#).

### **Performance Reporting**

Subrecipients must complete a BSIR each Winter and Summer using the DHS/FEMA [Grants Reporting Tool](#) (GRT) for the duration of the subaward period of performance or until all grant activities are completed and the subaward is formally closed by Cal OES. Failure to submit a BSIR could result in subaward reduction, suspension, or termination.

Access to the BSIR may be obtained through the GRT. To create a new account, please click the link that reads, "Register for an account" and follow the instructions provided. The Subrecipient will be required to ensure up-to-date project information is entered. The Project Ledger in the FMFW may assist with the BSIR data entry process. For additional assistance with the GRT, please contact your Grants Analyst.

### **Extension Requests**

Extensions to the initial period of performance identified in the subaward will only be considered through formal, written requests to your Grants Analyst. Upon receipt of the extension request, Cal OES will:

1. Verify compliance with performance reporting requirements by confirming the Subrecipient has submitted all necessary performance reports;
2. Confirm the Subrecipient has provided sufficient justification for the request; and
3. If applicable, confirm the Subrecipient has demonstrated sufficient progress in past situations where an extension was authorized by Cal OES.

Extension requests will be granted only due to compelling legal, policy, or operational challenges, and will only be considered for the following reasons:

### **Extension Requests Cont.**

1. Contractual commitments with vendors that prevent completion of the project within the period of performance;
2. The project must undergo a complex environmental review which cannot be completed within this timeframe;
3. Projects are long-term by design and therefore; acceleration would compromise core programmatic goals; and
4. Where other special circumstances exist.

To be considered, extension requests must be received no later than sixty days prior to the end of the Subrecipient's period of performance and must contain specific and compelling justifications as to why an extension is required.

All extension requests must address the following:

1. Grant program, fiscal year, and award number;
2. Reason for the delay;
3. Current status of the activity/activities;
4. Approved performance period termination date and new project completion date;
5. Amount of funds drawn down to date;
6. Remaining available funds, both federal and non-federal;
7. Budget outlining how remaining federal and non-federal funds will be expended;
8. Plan for completion, including milestones and timeframes for each milestone and the position/person responsible for implementing the plan for completion; and
9. Certification that the activity/activities will be completed within the extended period of performance without any modification to the original Statement of Work.

General questions regarding extension requirements and the extension request form should be directed to your Grants Analyst. For additional information, please see [IB 379](#).

Extension requests for personnel and salaries do not meet the requirements of [IB 379](#) and will not be granted.

### **Progress Reports on Grant Extensions**

All Subrecipients that receive Cal OES approval to extend their FY 2024 grant subaward period of performance may be required to submit progress reports indicating completed and future project milestones on all extended projects. Progress reports must be submitted electronically to the Grants Analyst. Deadlines for the submission of progress reports will be established at the time of extension approval.

### **Monitoring**

Cal OES Grants Monitoring actively monitors Subrecipients, through day-to-day communications, programmatic site visits, and desk and on-site compliance assessments. The purpose of the compliance assessment is to ensure Subrecipients are in compliance with applicable state and federal regulations, grant guidelines, and programmatic requirements.

Monitoring activities may include, but are not limited to:

- Verifying that entries recorded on the FMFW categories are properly supported with source documentation;
- Eligibility of and support for expenditures, typically covering two to three years of data;
- Comparing actual Subrecipient activities to those approved in the grant application and subsequent modifications, including the review of timesheets and invoices as applicable;
- Procurements and contracts;
- Ensuring equipment lists are properly maintained and physical inventories are conducted;
- Ensuring advances have been disbursed in accordance with applicable guidelines; and
- Confirming compliance with:
  - Standard Assurances, and
  - Information provided on performance reports and payment requests.

**Monitoring  
Cont.**

**NOTE:** It is the responsibility of all Subrecipients that pass down grant funds to other entities, to maintain and utilize a formal process to monitor the grant activities of their subawards. This requirement includes, but is not limited to, on-site verification of grant activities, as required. It is common for Subrecipients to receive findings in a programmatic site visit or compliance assessment, which require a Corrective Action Plan (CAP) to be submitted by Subrecipients. Those Subrecipients who fail to submit a CAP, as required, shall have a “hold” placed on any future reimbursements until the “finding” is resolved.

**Failure to  
Submit  
Required  
Reports**

Periodic reporting is required by the grant. Subrecipients who miss a single reporting deadline may receive a letter addressed to their Governing Body informing them of the failure to report. Subrecipients who fail to report twice in a row may have subsequent awards reduced by ten percent until timely reporting is reestablished.

**Suspension/  
Termination**

Cal OES may suspend or terminate grant funding, in whole or in part, or other measures may be imposed for any of the following reasons:

- Failure to submit required reports.
- Failure to expend funds in a timely manner consistent with the grant milestones, guidance, and assurances.
- Failure to comply with the requirements or statutory progress toward the goals or objectives of federal or state law.
- Failure to make satisfactory progress toward the goals or objectives outlined in the Subrecipient application.
- Failure to follow grant agreement requirements or special conditions.
- Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.
- False certification in the application or document.
- Failure to adequately manage, monitor, or direct the grant funding activities of their Subrecipients.

Before taking action, Cal OES will provide the Subrecipient reasonable notice of intent to impose corrective measures and will make every effort to informally resolve the problem.

### Closeout

Cal OES will closeout Subrecipient awards when it determines all applicable administrative actions and all required work of the federal award have been completed.

Subawards will be closed after:

- Receiving any applicable Subrecipient Performance Report indicating that all approved work has been completed, and all funds have been distributed;
- All funds have been requested and reimbursed, or disencumbered;
- Completing a review to confirm the accuracy of reported information;
- Reconciling actual costs to subawards, modifications, and payments; and
- Verifying the Subrecipient has submitted a final BSIR showing all grant funds have been expended.

### Records Retention

The records retention period is three years from the date of the Cal OES Grant Closeout letter, or until any pending litigation, claim, or audit started before the expiration of the three-year retention period has been resolved and final action is taken. The Cal OES Grant Closeout Letter will notify the Subrecipient of the start of the records retention period for all programmatic and financial grant-related records.

For indirect cost rate proposals, cost allocation plans, or other rate computation records, the start of the record retention period is dependent on whether the proposal, plan, or other computation is required to be submitted to the federal government (or to the pass-through entity) for negotiation purposes. See [2 C.F.R. § 200.334\(f\)](#).

In order for any cost to be allowable, it must be adequately documented per [2 C.F.R. § 200.403\(g\)](#).

If the State Administrative Agency's award remains open after the Subrecipient's submission of the final BSIR, Cal OES will complete any additional BSIR reporting required under the award on behalf of the Subrecipient.

Closed grants may still be monitored and audited. Failure to maintain all grant records for the required retention period could result in a reduction of grant funds, and an invoice to return costs associated with the unsupported activities. If documents are retained longer than the required

**Records  
Retention Cont.**

retention period, FEMA, the DHS Office of Inspector General, Government Accountability Office, and pass-through entity have the right to access these records as well. See Title 2 C.F.R § [200.334](#) and [200.337](#).

Attachment A – FY 2024 NSGP Allocations | **2024**

<b>FY 2024 NSGP Allocations</b>		
<b>Area</b>	<b>Nonprofit</b>	<b>Award</b>
NSGP-State	Ahlul Beyt Mosque, Inc.	\$127,500
NSGP-State	American Jewish University	\$150,000
NSGP-State	American Martyrs Catholic Church	\$150,000
NSGP-State	Bais Hillel	\$150,000
NSGP-State	Bidwell Park Congregation of Jehovah's Witnesses, Chico, CA, Inc.	\$140,000
NSGP-State	Biola University, Inc.	\$150,000
NSGP-State	Boys & Girls Clubs of Kern County, aka Boys Club of Bakersfield	\$150,000
NSGP-State	Buddhist Tzu Chi Education Foundation	\$150,000
NSGP-State	Butte County Fair Association	\$150,000
NSGP-State	Cain Memorial African Methodist Episcopal Church	\$147,000
NSGP-State	Cain Memorial African Methodist Episcopal Church - Site 2	\$150,000
NSGP-State	California State University (MSR Building)	\$150,000
NSGP-State	Calvary Baptist Missionary Church, dba Calvary Baptist Church and Schools	\$150,000
NSGP-State	Calvary Community Church of Conejo Valley	\$150,000
NSGP-State	Camp Ramah in California, Inc.	\$150,000
NSGP-State	Cantwell-Sacred Heart of Mary High School	\$146,465
NSGP-State	Canyon Hills Assembly of God 7001	\$150,000
NSGP-State	Canyon Hills Assembly of God 7100	\$150,000
NSGP-State	Catholic Charities Diocese of SD 250B	\$58,247
NSGP-State	Central Valley Crescent	\$150,000
NSGP-State	Chabad Jewish Center of Thousand Oaks, Inc.	\$150,000
NSGP-State	Chabad of Camarillo	\$150,000
NSGP-State	Chabad of Moorpark	\$150,000
NSGP-State	Chabad of Ventura	\$76,755
NSGP-State	Chabad of the Conejo, Inc.	\$150,000
NSGP-State	Chabad of the Conejo, Inc. 30345	\$150,000
NSGP-State	Chabad of the Conejo, Inc. 30347	\$150,000
NSGP-State	Compassion Christian Center	\$147,000
NSGP-State	Congregation B'nai B'rith	\$150,000
NSGP-State	Crossroads Community Church of Santa Clarita Valley	\$150,000
NSGP-State	Diocese of Fresno Education Corp. – Garces Memorial High School	\$150,000
NSGP-State	Diocese of Fresno Education Corporation	\$150,000
NSGP-State	Education Center Affiliated with Saint Barbara Greek Orthodox Church	\$102,690

Attachment A – FY 2024 NSGP Allocations | 2024

FY 2024 NSGP Allocations		
Area	Nonprofit	Award
NSGP-State	First Congregational Church A Corp.	\$127,050
NSGP-State	First Pentecostal Church of Orosi	\$150,000
NSGP-State	First Presbyterian Church Bakersfield	\$150,000
NSGP-State	Fresno Pacific University	\$150,000
NSGP-State	Garden Community Church	\$150,000
NSGP-State	Grace Evangelical Lutheran Church of Lancaster	\$148,112
NSGP-State	Greater Lighthouse Community Church	\$150,000
NSGP-State	Hillcrest Congregation of Jehovah's Witnesses, Bakersfield CA, Inc.	\$150,000
NSGP-State	Iglesia Monte Sion Dios Incomparable	\$150,000
NSGP-State	Ilan Ramon Day School	\$150,000
NSGP-State	Jewish Federation of Ventura County	\$150,000
NSGP-State	Lily of the Valley Emmanuel Church of Jesus Christ	\$150,000
NSGP-State	Mission Santa Ines	\$150,000
NSGP-State	Maha Shakti Ashram Sanstha Inc.	\$150,000
NSGP-State	Masjid Porterville, Inc.	\$150,000
NSGP-State	Melody of Creation Farm	\$144,300
NSGP-State	Neighborhood Mennonite Brethren Church of Visalia, California	\$124,110
NSGP-State	Ness Hatorah Organization, Inc. 141	\$150,000
NSGP-State	Ness Hatorah Organization, Inc. 3430	\$150,000
NSGP-State	New Hope Missionary Baptist Church of Santa Maria	\$150,000
NSGP-State	Our Lady of Guadalupe Church	\$150,000
NSGP-State	Our Lady of the Assumption Parish	\$51,300
NSGP-State	Paraclete Catholic High School	\$150,000
NSGP-State	Pastor of Our Lady of Mercy Parish Redding A Corporation Sole	\$150,000
NSGP-State	Pastor of Sacred Heart, Sacred Heart School	\$150,000
NSGP-State	Planned Parenthood of the Pacific Southwest	\$150,000
NSGP-State	Pomona Catholic High School	\$150,000
NSGP-State	Radha Krishna Mandir	\$150,000
NSGP-State	Saint Agnes Medical Center	\$150,000
NSGP-State	Saint Barbara Greek Orthodox Church	\$109,725
NSGP-State	Saint Katherine Drexel Catholic Parish	\$134,183
NSGP-State	Saint Mark's University Parish	\$150,000
NSGP-State	Shalom Institute Camp and Conference Center 34342	\$150,000
NSGP-State	Shalom Institute Camp and Conference Center 8955	\$75,000
NSGP-State	Shri Paramhans Advait Mat Ontario Inc.	\$150,000

Attachment A – FY 2024 NSGP Allocations | 2024

<b>FY 2024 NSGP Allocations</b>		
<b>Area</b>	<b>Nonprofit</b>	<b>Award</b>
NSGP-State	Sikh Temple Gurdwara Yuba City	\$150,000
NSGP-State	St. Aloysius School	\$150,000
NSGP-State	St. Catherine of Siena Roman Catholic Church	\$150,000
NSGP-State	St. Demiana Coptic Orthodox Church	\$150,000
NSGP-State	St. Stephen's Episcopal Church of Santa Clarita	\$150,000
NSGP-State	Temple Beth El	\$135,000
NSGP-State	Temple Menorah	\$150,000
NSGP-State	The Bridge Bible Church of Mennonite Brethren	\$150,000
NSGP-State	The Roman Catholic Archbishop of Los Angeles, A Corporation Sole, Our Lady of Assumption	\$150,000
NSGP-State	Trinity County Fair Association Inc.	\$142,500
NSGP-State	Trinity Lutheran Church	\$147,334
NSGP-State	Union Rescue Mission Hope Gardens	\$150,000
NSGP-State	Victory Outreach Church	\$150,000
NSGP-State	Vine and Branch Fellowship	\$150,000
NSGP-State	Yuba City Church of the Nazarene	\$127,500
<b>NSGP-State Total</b>		<b>\$11,861,771</b>
Anaheim/ Santa Ana Area	Academy Youth Service Organization	\$150,000
Anaheim/ Santa Ana Area	Beth Jacob Congregation of Irvine	\$150,000
Anaheim/ Santa Ana Area	Calvary Church of Santa Ana, Inc.	\$150,000
Anaheim/ Santa Ana Area	Chabad Jewish Center of Dana Point	\$150,000
Anaheim/ Santa Ana Area	Chabad Jewish Center of Mission Viejo	\$150,000
Anaheim/ Santa Ana Area	Chabad Jewish Center of S Clemente Inc.	\$120,814
Anaheim/ Santa Ana Area	Chabad of Irvine	\$150,000
Anaheim/ Santa Ana Area	Congregation B'nai Israel	\$149,950
Anaheim/ Santa Ana Area	Jewish Community Center of Orange County	\$148,513
Anaheim/ Santa Ana Area	Johnson Chapel African Methodist Episcopal Church	\$149,984
Anaheim/ Santa Ana Area	Mandir	\$150,000
Anaheim/ Santa Ana Area	Newport Jewish Center	\$150,000

Attachment A – FY 2024 NSGP Allocations | 2024

FY 2024 NSGP Allocations		
Area	Nonprofit	Award
Anaheim/ Santa Ana Area	Red Hill Lutheran Church and School	\$133,560
Anaheim/ Santa Ana Area	Sikh Center of Orange County	\$150,000
Anaheim/ Santa Ana Area	St. Basil Greek Orthodox Church	\$150,000
Anaheim/ Santa Ana Area	Temple Bat Yahm	\$150,000
Anaheim/ Santa Ana Area	Temple Beth Tikvah	\$150,000
Anaheim/ Santa Ana Area	The Israeli Center of Orange County	\$150,000
Bay Area	Al-Furqaan Foundation, f.b.n Masjid Furqaan Hayward	\$149,720
Bay Area	All Hallows Chapel	\$150,000
Bay Area	Archdiocese of San Francisco Chancery	\$149,829
Bay Area	B'nai Israel Jewish Center	\$41,278
Bay Area	Buddhist Tzu Chi Foundation	\$150,000
Bay Area	Calvary Community Church	\$147,000
Bay Area	Canyon Creek Presbyterian Church	\$150,000
Bay Area	Catholic Charities San Francisco and CYO	\$64,200
Bay Area	Catholic Charities of Santa Clara County	\$150,000
Bay Area	Chabad House	\$148,731
Bay Area	Chabad Jewish Center of Oakland Inc.	\$150,000
Bay Area	Chabad of Lamorinda	\$149,990
Bay Area	Chabad of Solano County	\$150,000
Bay Area	Church of the Epiphany	\$148,900
Bay Area	Clayton Valley Presbyterian Church	\$141,500
Bay Area	Congregation Anshey Sfarid	\$150,000
Bay Area	Congregation Beth David	\$150,000
Bay Area	Congregation Ner Tamid	\$150,000
Bay Area	Congregation Sherith Israel	\$150,000
Bay Area	Dancey Memorial Church of God in Christ	\$147,000
Bay Area	Evergreen Islamic Center	\$150,000
Bay Area	First African Methodist Episcopal Church	\$150,000
Bay Area	First Covenant Church of Oakland	\$150,000
Bay Area	General Assembly of Alameda County, dba Church of the Latter Rain 33115	\$150,000
Bay Area	General Assembly of Alameda County, dba Church of the Latter Rain 5	\$150,000

Attachment A – FY 2024 NSGP Allocations | 2024

FY 2024 NSGP Allocations		
Area	Nonprofit	Award
Bay Area	Harmony Missionary Baptist Church	\$150,000
Bay Area	Hindu Community and Cultural Center 1232	\$150,000
Bay Area	Holy Trinity Greek Orthodox Church	\$140,070
Bay Area	ISKCON of Silicon Valley	\$150,000
Bay Area	India Heritage Foundation 1	\$148,554
Bay Area	India Heritage Foundation 2	\$148,788
Bay Area	Jewish Community Center of Santa Cruz, CA Inc., dba Temple Beth El Soquel Cemetery	\$150,000
Bay Area	Jewish Community Center of Santa Cruz, California, dba Temple Beth El	\$150,000
Bay Area	Jewish Family Services of Silicon Valley	\$150,000
Bay Area	Jews for Jesus	\$148,000
Bay Area	Liberty Christian Center	\$150,000
Bay Area	Liberty Christian Center - Site 2	\$147,000
Bay Area	Living Water Community Church	\$150,000
Bay Area	Macedonia Missionary Baptist Church	\$150,000
Bay Area	Mater Dolorosa Catholic Parish	\$149,000
Bay Area	Mission Dolores Basilica	\$150,000
Bay Area	Monterey Peninsula Jewish Community	\$150,000
Bay Area	Mosque and Islamic Center of San Francisco Waqf	\$150,000
Bay Area	New Life Christian Center of Novato of the Assemblies of God, dba's: New Life Church, Marin Christian Academy, Noah's Ark Prek	\$137,400
Bay Area	Northstar School	\$150,000
Bay Area	Our Lady of Angels Church	\$86,331
Bay Area	Our Lady of Loretto Church	\$115,925
Bay Area	Our Lady of Lourdes Church	\$150,000
Bay Area	Pastor of St. Joseph Parish, Vacaville	\$150,000
Bay Area	Reality San Francisco Church 1314	\$150,000
Bay Area	Reality San Francisco Church 1325	\$150,000
Bay Area	Rectory: The Archdiocese of San Francisco Parish & School Juridic Persons Real Property Support Corporation	\$49,334
Bay Area	Rise Academy	\$150,000
Bay Area	Roman Catholic Bishop of San Jose, dba St. Leo the Great Parish	\$150,000
Bay Area	Roman Catholic Bishop of San Jose, dba Our Lady of Guadalupe Parish	\$150,000
Bay Area	Roman Catholic Bishop of San Jose, dba Our Lady of Refuge Parish	\$150,000

Attachment A – FY 2024 NSGP Allocations | 2024

<b>FY 2024 NSGP Allocations</b>		
<b>Area</b>	<b>Nonprofit</b>	<b>Award</b>
Bay Area	Roman Catholic Bishop of San Jose, dba St. Athanasius Church	\$150,000
Bay Area	Saint Thomas the Apostle Church	\$127,579
Bay Area	Saint Veronica Catholic Church	\$150,000
Bay Area	Sha'ar Zahav	\$150,000
Bay Area	Shiloh Baptist Church of Vallejo	\$147,000
Bay Area	South Peninsula Hebrew Day School	\$150,000
Bay Area	St. Augustine Catholic Church	\$148,417
Bay Area	St. Monica Church	\$110,000
Bay Area	St. Patrick Church	\$105,000
Bay Area	St. Theresa Church	\$149,000
Bay Area	St. Timothy Catholic Church	\$150,000
Bay Area	St. Emydius Church	\$45,000
Bay Area	Temple Beth Hillel	\$150,000
Bay Area	Temple Isaiah of Contra Costa County	\$150,000
Bay Area	The Congregation Emanu-El	\$150,000
Bay Area	The Hellenic Community of Oakland and Vicinity	\$150,000
Bay Area	The Karaite Jews of America	\$150,000
Bay Area	The Roman Catholic Bishop of San Jose, dba St. Joseph of Cupertino Parish	\$150,000
Bay Area	The Roman Catholic Bishop of San Jose, A Corporation Sole, dba Saint John Vianney Parish and School	\$150,000
Bay Area	The Roman Catholic Bishop of San Jose, A Corporation Sole, dba St. Justin Parish	\$150,000
Bay Area	Union Baptist Church	\$150,000
Bay Area	Union for Reform Judaism, dba Camp Newman	\$150,000
Bay Area	Unitarian Universalist Congregation Santa Rosa	\$105,295
Bay Area	Vacaville Islamic Center	\$150,000
Bay Area	Westgate Community Bible Church 6601	\$150,000
Los Angeles/ Long Beach Area	Adat Shalom	\$150,000
Los Angeles/ Long Beach Area	Baba Sale Congregation	\$150,000
Los Angeles/ Long Beach Area	Bais Bezael	\$150,000

Attachment A – FY 2024 NSGP Allocations | 2024

FY 2024 NSGP Allocations		
Area	Nonprofit	Award
Los Angeles/ Long Beach Area	Beis Medrash of Hancock Park	\$150,000
Los Angeles/ Long Beach Area	Birkat Yitzchok, Inc.	\$150,000
Los Angeles/ Long Beach Area	Boys & Girls Clubs of Santa Monica	\$150,000
Los Angeles/ Long Beach Area	Burbank Temple Emanu El	\$147,000
Los Angeles/ Long Beach Area	Cancer Aid Global 1933	\$149,500
Los Angeles/ Long Beach Area	Cancer Aid Global 704	\$149,500
Los Angeles/ Long Beach Area	Cancer Aid Global 860	\$149,000
Los Angeles/ Long Beach Area	Cathedral of Our Lady of the Angels	\$89,000
Los Angeles/ Long Beach Area	Chabad Of Picfair Village	\$75,915
Los Angeles/ Long Beach Area	Chabad of Brentwood Inc.	\$150,000
Los Angeles/ Long Beach Area	Chabad of Burbank Inc.	\$150,000
Los Angeles/ Long Beach Area	Chabad of Calabasas, Inc.	\$150,000
Los Angeles/ Long Beach Area	Chabad of California 1750	\$37,138
Los Angeles/ Long Beach Area	Chabad of California 5675	\$150,000
Los Angeles/ Long Beach Area	Chabad of California 947	\$32,550
Los Angeles/ Long Beach Area	Chabad of Hollywood West	\$150,000
Los Angeles/ Long Beach Area	Chabad of Silver Lake	\$150,000
Los Angeles/ Long Beach Area	Christ Mission 3435	\$150,000
Los Angeles/ Long Beach Area	Christ Mission 767	\$150,000
Los Angeles/ Long Beach Area	Congregation Etz Jacob	\$150,000

Attachment A – FY 2024 NSGP Allocations | **2024**

<b>FY 2024 NSGP Allocations</b>		
<b>Area</b>	<b>Nonprofit</b>	<b>Award</b>
Los Angeles/ Long Beach Area	Congregation Shaarei Tefila	\$150,000
Los Angeles/ Long Beach Area	Congregation Tifereth Zvi	\$150,000
Los Angeles/ Long Beach Area	Congregation or Ami	\$65,850
Los Angeles/ Long Beach Area	Coptic Orthodox Church - Diocese of Los Angeles, Southern California and Hawaii	\$150,000
Los Angeles/ Long Beach Area	Emergency Aid International 3055	\$150,000
Los Angeles/ Long Beach Area	Emergency Aid International 3200	\$149,500
Los Angeles/ Long Beach Area	Emergency Aid International 4032	\$150,000
Los Angeles/ Long Beach Area	Gindi Maimonides Academy 310	\$150,000
Los Angeles/ Long Beach Area	Gindi Maimonides Academy 8511	\$150,000
Los Angeles/ Long Beach Area	Gooddeed 2140	\$149,500
Los Angeles/ Long Beach Area	Gooddeed 453	\$150,000
Los Angeles/ Long Beach Area	Gooddeed 6311	\$150,000
Los Angeles/ Long Beach Area	Greater St Augustine Baptist Church	\$147,000
Los Angeles/ Long Beach Area	Hays Tabernacle Christian Methodist Episcopal Church	\$150,000
Los Angeles/ Long Beach Area	Heartkindness 120	\$150,000
Los Angeles/ Long Beach Area	Heartkindness 3700	\$150,000
Los Angeles/ Long Beach Area	Heartkindness 656	\$149,500
Los Angeles/ Long Beach Area	Hillel at UCLA	\$130,000
Los Angeles/ Long Beach Area	IKAR	\$150,000
Los Angeles/ Long Beach Area	Jerusalem Baptist Church	\$150,000

Attachment A – FY 2024 NSGP Allocations | 2024

FY 2024 NSGP Allocations		
Area	Nonprofit	Award
Los Angeles/ Long Beach Area	Jewish Educational Movement	\$150,000
Los Angeles/ Long Beach Area	Jewish Student Center 2700	\$150,000
Los Angeles/ Long Beach Area	Jewish Student Center 2713	\$150,000
Los Angeles/ Long Beach Area	Jews for Jesus	\$150,000
Los Angeles/ Long Beach Area	Kol Tikvah	\$150,000
Los Angeles/ Long Beach Area	Lavate	\$150,000
Los Angeles/ Long Beach Area	Ohr Eliyahu Academy	\$139,000
Los Angeles/ Long Beach Area	Oma's Jewish Center	\$150,000
Los Angeles/ Long Beach Area	Planethome 1096	\$150,000
Los Angeles/ Long Beach Area	Planethome 311	\$150,000
Los Angeles/ Long Beach Area	Planethome 3727	\$150,000
Los Angeles/ Long Beach Area	Saint Sophia Cathedral Greek Orthodox Community	\$147,525
Los Angeles/ Long Beach Area	Samuel A Fryer Yavneh Hebrew Academy	\$150,000
Los Angeles/ Long Beach Area	Second African Methodist Episcopal Church Los Angeles	\$150,000
Los Angeles/ Long Beach Area	Sephardic Union DBA Bnei Torah Congregation	\$150,000
Los Angeles/ Long Beach Area	Southern California Nessah Educational and Cultural Center, dba Nessah Synagogue	\$150,000
Los Angeles/ Long Beach Area	St. Anthony Catholic Church	\$150,000
Los Angeles/ Long Beach Area	St. Camillus Center for Spiritual Care	\$59,251
Los Angeles/ Long Beach Area	St. Jerome Catholic Church	\$150,000
Los Angeles/ Long Beach Area	Tashbar Sephardic Yeshiva Ketana	\$150,000

Attachment A – FY 2024 NSGP Allocations | **2024**

<b>FY 2024 NSGP Allocations</b>		
<b>Area</b>	<b>Nonprofit</b>	<b>Award</b>
Los Angeles/ Long Beach Area	Temple Beth Am	\$150,000
Los Angeles/ Long Beach Area	Temple Beth El & Center	\$150,000
Los Angeles/ Long Beach Area	Temple Israel of Hollywood	\$150,000
Los Angeles/ Long Beach Area	The Plaza Synagogue, dba Young Jewish Professionals	\$69,705
Los Angeles/ Long Beach Area	The Stephen S. Wise Temple	\$150,000
Los Angeles/ Long Beach Area	The Westside Kollel, Inc., dba Magen Avot	\$84,050
Los Angeles/ Long Beach Area	TrueLA Church	\$150,000
Los Angeles/ Long Beach Area	Union Rescue Mission Downtown	\$150,000
Los Angeles/ Long Beach Area	United Community Church	\$147,000
Los Angeles/ Long Beach Area	Vintage Church of Los Angeles	\$148,181
Los Angeles/ Long Beach Area	Westside Jewish Community Center, Inc.	\$144,250
Los Angeles/ Long Beach Area	Westwood Hills Congregational Church	\$148,000
Los Angeles/ Long Beach Area	Westwood Village Synagogue, Inc.	\$150,000
Los Angeles/ Long Beach Area	Wilshire Boulevard Temple 11661	\$132,500
Los Angeles/ Long Beach Area	Wilshire Boulevard Temple 11960	\$150,000
Los Angeles/ Long Beach Area	Wilshire Boulevard Temple 3663	\$150,000
Los Angeles/ Long Beach Area	Yachad Outreach Center	\$150,000
Los Angeles/ Long Beach Area	Yeshiva Ketana of Los Angeles	\$149,782
Los Angeles/ Long Beach Area	Young Israel of Los Angeles	\$150,000
Riverside Area	Chabad of Chino Valley	\$74,844
Riverside Area	Holy Transfiguration American Coptic Orthodox Church	\$148,605

Attachment A – FY 2024 NSGP Allocations | 2024

FY 2024 NSGP Allocations		
Area	Nonprofit	Award
Riverside Area	Inland Sikh Education Empire (ISEE)	\$150,000
Riverside Area	Northside Church of Christ	\$150,000
Riverside Area	Sacred Place United Church of Christ	\$149,979
Riverside Area	Swaminarayan Gurukul - USA	\$150,000
Sacramento Area	Cathedral of the Blessed Sacrament	\$150,000
Sacramento Area	Center Of Praise Ministries	\$150,000
Sacramento Area	Center Of Praise Ministries Legacy Center	\$150,000
Sacramento Area	Congregation Bet Haverim, Jewish Fellowship of Davis	\$149,600
Sacramento Area	First Street Community Church	\$109,210
Sacramento Area	Georgetown California Congregation of Jehovah's Witnesses, Inc.	\$16,500
Sacramento Area	Gospel Center Church of God in Christ	\$150,000
Sacramento Area	Gospel Center Church of God in Christ - Site 2	\$150,000
Sacramento Area	Islamic Community of Sacramento Bosniaks Inc.	\$150,000
Sacramento Area	Oak Hills Baptist Church, Inc.	\$150,000
Sacramento Area	Saint Paul Church of Sacramento	\$150,000
Sacramento Area	Sylvan Congregation of Jehovah's Witnesses, Citrus Heights, CA, Incorporated	\$150,000
Sacramento Area	Temple Or Rishon Sunrise Jewish Congregation	\$141,000
Sacramento Area	The University (Evangelical) Covenant Church of Davis, California	\$108,000
San Diego Area	Alef Center	\$150,000
San Diego Area	Beautiful Saviour Lutheran Church	\$150,000
San Diego Area	Beth Jacob Congregation & Center	\$101,500
San Diego Area	Chabad Center of University City	\$150,000
San Diego Area	Chabad Hebrew Academy	\$128,750
San Diego Area	Chabad Jewish Center of RSF	\$150,000
San Diego Area	Chabad at La Costa Inc.	\$150,000
San Diego Area	Chabad of Downtown Inc.	\$150,000
San Diego Area	Christ the Cornerstone Lutheran Church of San Diego, California	\$88,445
San Diego Area	Chula Vista Community Church	\$150,000
San Diego Area	Communion Church of the Christian and Missionary Alliance	\$137,347
San Diego Area	Congregation Beth El of La Jolla	\$150,000
San Diego Area	Congregation Tifereth Israel of San Diego, Inc.	\$76,000
San Diego Area	Escondido Foursquare Church, dba Escondido Christian Church 927	\$125,400
San Diego Area	House Of Prayer Lutheran Church	\$73,500

Attachment A – FY 2024 NSGP Allocations | **2024**

<b>FY 2024 NSGP Allocations</b>		
<b>Area</b>	<b>Nonprofit</b>	<b>Award</b>
San Diego Area	Islamic Center of San Diego East County (ICSD-EC)	\$150,000
San Diego Area	Jain Society of San Diego Inc.	\$150,000
San Diego Area	Leichtag Foundation	\$75,000
San Diego Area	Maranatha Chapel	\$150,000
San Diego Area	Shadow Mountain Community Church, Inc.	\$150,000
San Diego Area	Soille San Diego Hebrew Day School	\$150,000
San Diego Area	South Bay United Pentecostal Church	\$150,000
San Diego Area	St. Demiana Coptic Orthodox Church Inc.	\$150,000
San Diego Area	Temple Emanu-El San Diego	\$150,000
San Diego Area	The Pastor of San Rafael Catholic Parish in San Diego, California, A Corporation Sole	\$150,000
San Diego Area	University City United Church	\$36,000
San Diego Area	Water's Edge West, dba Captivate Church	\$150,000
<b>NSGP-Urban Area Total</b>		<b>\$31,878,539</b>
<b>FY 2024 NSGP Total Allocation</b>		<b>\$43,740,310</b>

## Attachment B – FY 2024 NSGP Timeline | 2024

DHS Announcement of FY 2024 NSGP	April 16, 2024
Cal OES Application due to DHS/FEMA	June 24, 2024
DHS/FEMA Award to California	September 20, 2024
Subrecipient period of performance begins	September 1, 2024
Subrecipient Required Document Webinars	October 2024
Notification of Subrecipient Award	November 2024
FY 2024 NSGP California Supplement release	January 2025
Subrecipient Required documents due to Cal OES	February 10, 2025
Subrecipient period of performance ends	May 31, 2027
Final Requests for Reimbursement due	Within twenty (20) calendar days of the subaward expiration date
Cal OES's performance period ends	August 31, 2027

# Attachment C – FY 2024 NSGP Program Checklist | 2024

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**Subrecipient:** \_\_\_\_\_ **FIPS#:** \_\_\_\_\_

**Grants Analyst:** \_\_\_\_\_

Financial Management Forms Workbook:

- \_\_\_\_\_ Grant Subaward Face Sheet
- \_\_\_\_\_ Authorized Agent and Contact Tab
- \_\_\_\_\_ Project Ledger
- \_\_\_\_\_ Planning Tab (If Applicable)
- \_\_\_\_\_ Equipment Tab
- \_\_\_\_\_ Training Tab (If Applicable)
- \_\_\_\_\_ Exercise Tab (If Applicable)
- \_\_\_\_\_ Management and Administration Tab (If Applicable)
- \_\_\_\_\_ Indirect Cost Tab (If Applicable)
- \_\_\_\_\_ Consultant-Contractor Tab (If Applicable)
- \_\_\_\_\_ Personnel Tab (If Applicable)
- \_\_\_\_\_ Authorized Agent Sheet

Required Documents:

- \_\_\_\_\_ Counter-signed Award Letter
- \_\_\_\_\_ EHP Screening Form
- \_\_\_\_\_ FFATA Financial Disclosure
- \_\_\_\_\_ Governing Body Resolution
- \_\_\_\_\_ Subrecipient Grants Management Assessment
- \_\_\_\_\_ Standard Assurances
- \_\_\_\_\_ Program Standard Assurances Addendum
- \_\_\_\_\_ Indirect Cost Rate Agreement (If Applicable)
- \_\_\_\_\_ 501 (c)(3) Certification Form
- \_\_\_\_\_ 501 (c)(3) Certification Letter (If Applicable)
- \_\_\_\_\_ STD 204/Payee Data Record