

2025 Applicant Walkthrough: Nonprofit Security Grant Program (NSGP)

Kentucky Office of Homeland Security (KOHS)



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Program Overview

The Nonprofit Security Grant Program (NSGP)

NSGP is a *competitive* grant program intended to provide funding for physical security enhancements and other security-related activities to faith-based and other nonprofit organizations that are at high risk of terrorist attack due to their ideology, beliefs, or mission.

These are federal funds are made available through the Department of Homeland Security Federal Emergency Management Agency (DHS-FEMA).



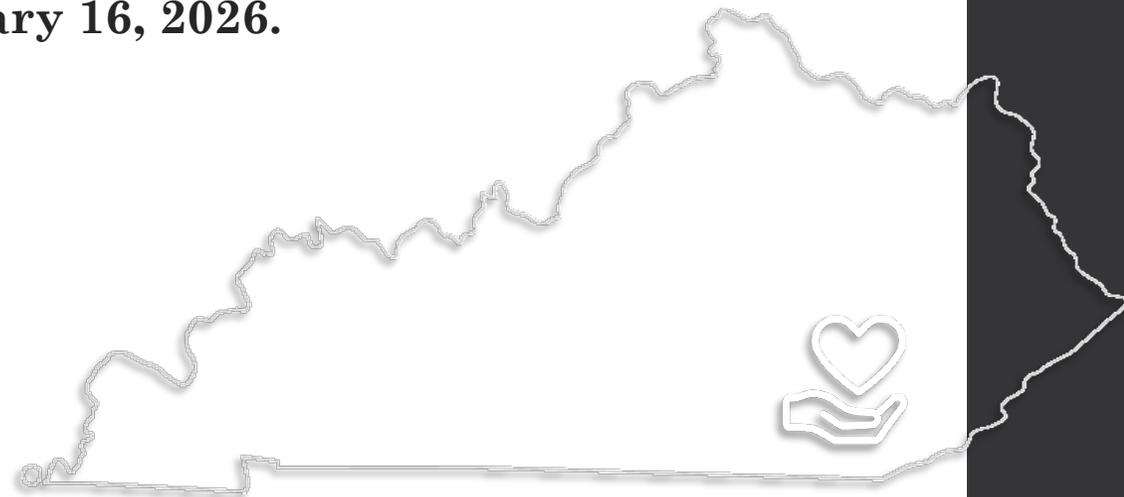
Application Overview

All forms and guidance necessary to submit a 2025 NSGP grant application are found on the Kentucky Office of Homeland Security's website.

<https://homelandsecurity.ky.gov/Pages/Grants.aspx>

- 2025 NSGP Applicant Walkthrough
- 2025 NSGP Investment Justification – Application
- 2025 Applicant Information & Budget Table
- DHS-CISA Faith Based Self-Assessment
- 2025 NSGP Application Checklist

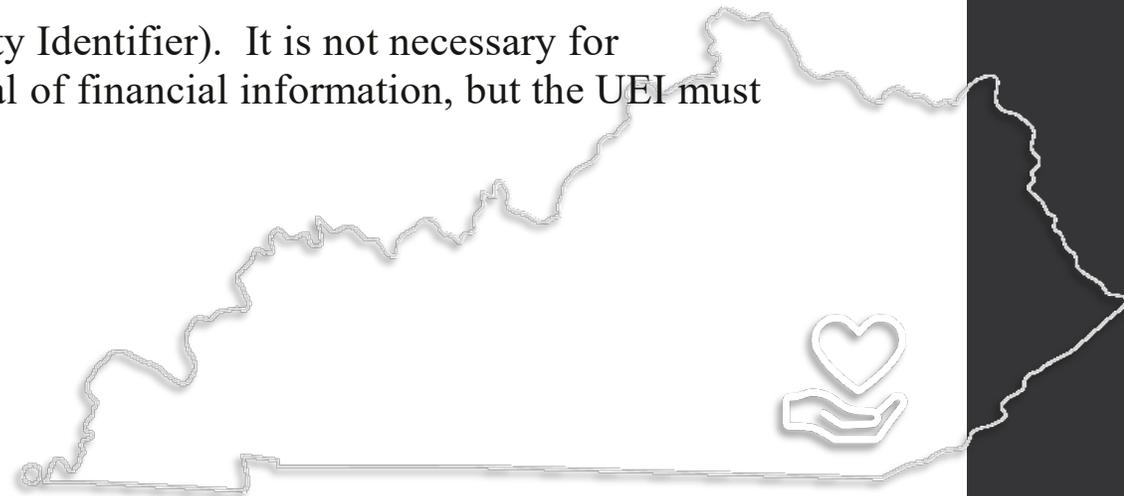
Submission Deadline: 6:00 PM EST, Friday January 16, 2026.



Program Eligibility

To be eligible to apply for funding, an entity must:

1. Be a nonprofit organizations as defined by Section 501(c)(3) of IRS Code of 1986, Title 26 of the U.S.C. and exempt from tax. The IRS does not require certain organizations such as churches, mosques, and synagogues to apply for and receive recognition of exemption under 501(c)(3) of the IRS. Such organizations are automatically exempt if they meet the requirements of section 501(c)(3). These organizations are not required to provide recognition of exemption. **For organizations that the IRS requires to apply for and receive recognition of exemption under 501(c)(3), the Kentucky Office of Homeland Security requires verification of exemption;**
2. Located within the Commonwealth of Kentucky;
3. At high risk of a terrorist attack due to its mission, ideology or beliefs.
4. Be registered in SAM.gov and have an assigned UEI (Unique Entity Identifier). It is not necessary for nonprofits to complete the full registration which requires submittal of financial information, but the UEI must be assigned. <https://sam.gov/content/home>

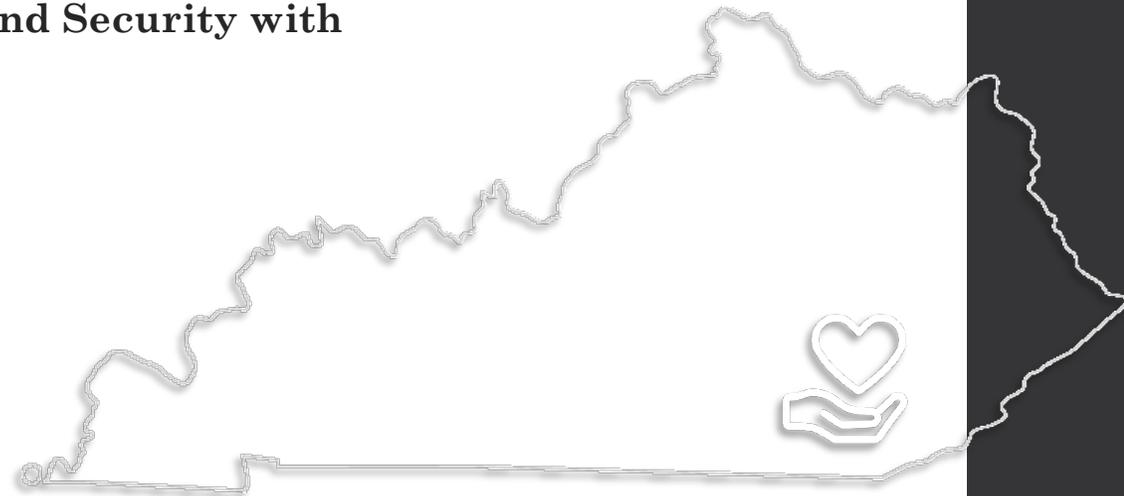


Program Eligibility continued

The following entities are NOT eligible to apply for NSGP funding:

- Public Schools, Colleges, and Universities
- Utility Companies
- For-profit transportation companies, such as a company offering bus service
- For-profit hospitals
- Volunteer Fire Departments
- Community Service Organizations (Kiwanis, Rotary, and Lions clubs):
- Homeowners Associations

This is not an exhaustive list. Contact KY Office of Homeland Security with questions.

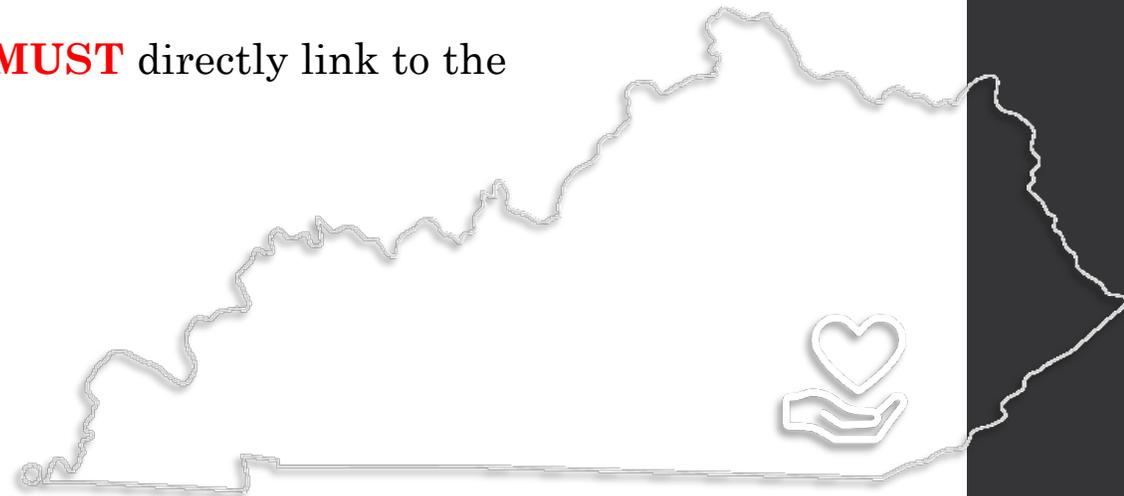


Required Application Elements

Vulnerability Assessment

The foundation for a NSGP application is the Vulnerability Assessment.

- All entities applying for NSGP funds **MUST** have a written vulnerability assessment that is less than five years old.
- Assessments should be conducted by a physical security professional, member of law enforcement, military, etc. or you may contact Chris Allen, KOHS Fusion Center Director, for assistance. Chris.Allen@ky.gov. 502-892-3069.
- An entity may conduct its own assessment using the DHS-CISA Faith Based Self Assessment Guide and Survey provided on the KOHS website or this assessment is available to be completed electronically on CISA's website <https://www.cisa.gov/houses-worship-security-self-assessment>.
- Equipment and services requested in the grant application **MUST** directly link to the security gaps identified in the vulnerability assessment.



Allowable Equipment & Services for 2025

Including but not limited to:

- ❑ Access Control Systems
- ❑ Security Surveillance Equipment
- ❑ Impact Resistant Doors, Gates, or Bollards
- ❑ Intrusion Detection Sensors and Alarms
- ❑ Exterior Lighting
- ❑ Physical Perimeter Security
- ❑ Screening and Inspection Equipment
- ❑ Handheld Radios
- ❑ Public Warning Systems
- ❑ Cybersecurity upgrades
- ❑ Contracted Security
- ❑ M&A – Management & Administrative Costs limited to 5% of award.



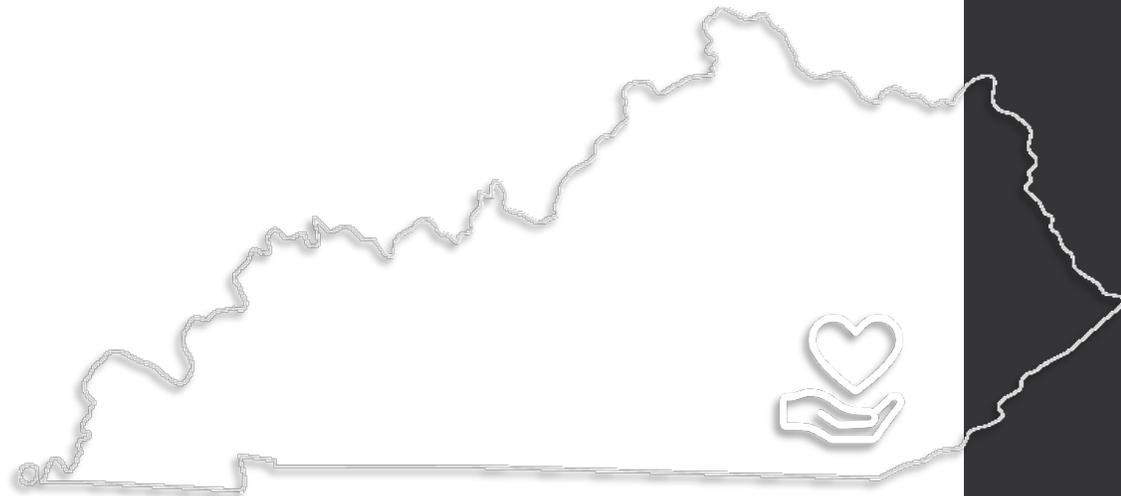
Allowable Equipment & Services for 2025

Contracted Security

- Funds may not be used to purchase equipment for contracted security.
- Application must justify proposed contracted security personnel spending in the target hardening narrative section of the Investment Justification. Example: Number of Personnel, Frequency of Use, Hourly Rate.

Management & Administration

- Up to 5% of a subrecipient's FY 2025 NSGP award may be used for their M&A purposes. Examples: Grant Project Reporting, Financial Management, Correspondence & Monitoring.



Unallowable Equipment/Services

Included but not limited to the following:

- ❑ Organizational operating costs
- ❑ Hiring of public safety personnel
- ❑ General-use expenditures
- ❑ Overtime
- ❑ Development of risk or vulnerability assessments
- ❑ License Plate Reader Systems (LPRs)
- ❑ Facial recognition software
- ❑ Knox Boxes
- ❑ Guns/Weapons
- ❑ Landscaping
- ❑ Initiatives in which federal agencies are the beneficiary or that enhance federal property
- ❑ Initiatives which study technology development'
- ❑ Proof-of-concept initiatives
- ❑ Pre-award costs generally not allowable. See 2024 NSGP Notice of Funding Opportunity.
- ❑ Sexual Predator Screening Database
- ❑ Development of the Investment Justification
- ❑ Weapons Training



Required Application Elements

2025 NSGP Investment Justification (IJ)

The Investment Justification (IJ) serves as the grant application for this program.

- This form is a fillable PDF.
- To be filled out, it **MUST** be down-loaded and saved to your computer. Right click the document link and choose “save link as” to save to your computer.
- Once completed, it must be emailed back to this office as a fillable PDF.
- This office must submit it to FEMA as a fillable PDF.



Required Application Elements

2025 NSGP Mission Statement Guidance

Your Mission Statement is required to be submitted with the Investment Justification and should be prepared on applicant's official letterhead.

The Mission Statement helps support and validate information entered in Part I of the Investment Justification regarding the applicant's ideology, beliefs, mission, function, or community served.

The three components of a mission statement include:

- Purpose
- Values
- Goals



Required Application Elements

2025 Applicant Information & Budget Table

This form has two information tabs.

Applicant Information Tab:

This is where you will provide contact information for the organization's Authorized Official, Financial Officer, and Project Manager.

- Authorized Official – Pastor, CEO, Board Chair, Principal, Superintendent, etc.
- Financial Officer - Keeps the books.
- Project Manager – This person will be the main contact for all things grant-related and **MUST** be a member of/employed by/associated with the applicant.

Project Budget Tab:

This is where you will identify specific budget line items and their cost as they appear on quotes. Please round up to the nearest dollar.



2025 NSGP Application Submittal Checklist

The following items make-up a complete grant application for 2025 funding:

- Completed Investment Justification (IJ). This form serves as the grant application. It **MUST** be completed and submitted as a fillable PDF.
- Vulnerability Assessment for each site location. **PLEASE DO NOT SUBMIT THIS DOCUMENT PASSWORD PROTECTED.**
- Mission Statement on applicant's letterhead.
- 2025 Applicant Information & Budget Table.
- One vendor quote to support each item on the Budget Table.
- 501(c)(3) Tax Exemption Form for organizations that **ARE NOT** faith-based.

Please email each item as a **separate** document. Email to Jennifer.Annis@ky.gov and Anna.Roaden@ky.gov.

Submission Deadline: Friday, January 16, 2026, 6:00 PM EST.



Post Award Information

If your project is selected for funding

Every awarded NSGP project, with very few exceptions, will require an Environmental and Historic Preservation (EHP) review.

- Any project that requires the installation to interior or exterior of a building will trigger an EHP Review.
- If your project is awarded, this office will assist you with the preparation of required EHP documents.



Contact Information

Grants Administration Staff

Jennifer Annis	Grants Manager	Jennifer.Annis@ky.gov	502-892-3382
Anna Roaden	Grants Manager	Anna.Roaden@ky.gov	502-892-3388

