

Nonprofit Security Grant Program Guidance



Applications Due:
Wednesday July 15, 2026

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Introduction

The Nonprofit Security Grant Program (NSGP) is one of several Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA) grant programs design to help prevent, protect against, prepare for, and respond to terrorist or other extremist attacks. These programs are part of a broader set of measures authorized by Congress and implemented by DHS to help strengthen the communities nationwide. The NSGP is a competitive grant program that provides federal funding for physical security enhancements and other security-related activities nonprofit organizations that are at risk of terrorist attacks.

The NSGP has played a significant role in improving physical and cybersecurity measures, as well as facility and target hardening at nonprofit sites. These improvements help safeguard lives and property. Nonprofit organizations are often high-profile or visible targets for group or identity-based attacks, they serve who share a common identity, religious, ideological, mission-based or otherwise. The frequency and severity of attacks, whether hate-based, group-motivated, opportunistic or random, continue.

In 2026, the Federal Bureau of Investigation (FBI) reported more than 11,862 hate-based or bias-based attacks, an increase from previous years. Many nonprofit organizations lack the resources, capital or experience to secure their facilities or implement effective, often costly, state-of-the-art security measures. As a result, individuals who use their services or facilities face growing risks of violence targeting populations associated with these identity-based nonprofits.

Eligibility

Interested organizations must apply through the Oregon Department of Emergency Management, which is the State Administrative Agency (SAA). Applicants start by registering online. **Only organizations that [register](#) and email a complete application packet to shspadmin@oem.oregon.gov will be considered for funds.**

Nonprofit organizations eligible to apply as **subapplicants** meet the following criteria:

1. Be described under section 501(c)(3) of the Internal Revenue Code of 1986 and exempt from tax under section 501(a) of that code.
2. Be designated as a private entity, such as private institutions of higher learning. Private colleges and universities may also be qualify as 501(c)(3) entities.

Note: The IRS does not require certain organizations, such as churches, mosques or synagogues, to apply for and receive exemption under section 501(c)(3). These organizations are not required to provide proof of exemption. For organizations the IRS *does* require to apply for and receive recognition of exemption under section 501(c)(3), the state may choose not require documentation if the method is applied consistently.

Please refer to the links below for additional information:

- Exemption Requirements – [501©\(3\) Organizations | Internal Revenue Service \(irs.gov\)](#)
 - Publication 557 (01/2022), [Tax-Exempt Status for Your Organization | Internal Revenue Service \(irs.gov\)](#)
 - Charities and Nonprofits | [Internal Revenue Service \(irs.gov\)](#)
3. Demonstrate through the application that the organization is at high risk of a terrorist or other extremist attack; and
 4. For Urban Areas (UA), be located within the FY 2026 designated high-risk urban area; or located statewide (S) outside of the FY 2026 designated high-risk urban area.

Examples of eligible subapplicants include houses of worship, museums, educational facilities, senior centers, community centers, and day camps, among others.

Available Funding

Funding Distribution

In 2026, two funding sources are available for nonprofit organizations:

1. **NSGP- Urban Area (NSGP-UA):** Provides funding to nonprofit organizations located within Fiscal Year (FY) 2026 designated high-risk urban areas.
2. **NSGP-State (NSGP-S):** Provides funding to nonprofit organizations located outside of a FY 2026 designated high-risk urban area.

Match Requirements

There is no cost share requirement for the FY 2026 Nonprofit Security Grant Program.

Supplanting

Federal funds may not supplant, replace or offset state or local funds. They must supplement the amount of funding that would otherwise be available for purposes consistent with the NSGP.

Review Committee

The NSGP is a competitive grant program. Each submitted project is evaluated by a committee of volunteer reviewers selected based on their qualifications and ability to review sensitive information at the appropriate PSI level. Reviewers may include Tribal staff, Regional Coordinators, Emergency Managers, local and state law enforcement personnel, Fusion Center staff, and other qualified public safety professionals. The final ranked will then be submitted to FEMA for review and final funding decisions.

No Project is officially funded until a contract is issued to successful subapplicants. Contracts will be sent within 45 days after OEM receiving the federal award with FEMA-approved projects.

Funding decisions will be based on:

1. Whether the subapplicant provided all required information.
2. Whether the subapplicant described the nonprofit, including whether the site is a highly recognized national or historical institution, or a significant community institution at risk of terrorism or other extremist attacks.
3. Whether the subapplicant described the nonprofit's role in responding to and recovering from events in coordination with broader state and local preparedness efforts.
4. Whether specific threats or attacks against the nonprofit, or closely related nonprofits, were identified.
5. How well did the subapplicant describe the organization's vulnerabilities and susceptibility to attacks.
6. Whether the subapplicant addressed potential negative impacts on the organization if a terrorist or extremist attack were to occur.
7. How well the proposed project was described and linked to identified vulnerabilities.
8. Whether the project focuses on preventing or protecting the facility from attack.
9. Whether the proposal outlines activities the nonprofit can reasonably implement or mitigate.
10. Whether the nonprofit clearly described milestones for the period of performance.
11. Whether the milestones are feasible within the period of performance.
12. Whether of the management team's role and responsibilities for the project were clearly justified.
13. Whether the proposed outcomes and outputs support a successful project.

Duration of Funding

Successful applicants are awarded grants for a 24-month period of performance. Projects must be completed and grants closed before the period of performance ends. For FY 2026, the anticipated period of performance is Oct. 1, 2026, to Sept. 30, 2028. Extra time to complete projects will be considered on a case-by-case basis. *Extension requests must be submitted to OEM within 90 days of the end of the contract's period of performance.* Requests will be automatically denied if the awardee is not current on required financial and program reporting.

Funding Reimbursement

The NSGP is a reimbursement grant. Subrecipients must submit invoices and proof of payment to receive reimbursement for eligible expenses. Further details and instruction on the reimbursement process can be found in the [OEM Request for Reimbursement \(RFR\) Guidance](#).

OEM will provide subrecipients with reimbursement request forms and quarterly report forms.

Funding Priorities

Projects must address at least one funding priority provided by FEMA. The FEMA Investment Justification (IJ) form can be found on our [website](#).

To avoid automatic denial of your application, do not convert this form, type text over it or otherwise modify the document. Subrecipients **MUST download** the form to their computer desktop to ensure it opens correctly as a fillable PDF as there are character limitations for each question. The completed form **MUST BE submitted** in fillable PDF format to be considered for funding.

- Download the form to your computer before opening it.
- Complete the application only in the blue fillable fields using the original Adobe form.
- Do not alter the formatting or add text outside the designated fields.

If you receive a message such as “Please wait...”, “502 Bad Gateway,” or “We cannot connect to the server for this app or website at this time,” it usually means you opened the form in a web browser instead of downloading it first. Save the form to your desktop (or another folder) and open it in Adobe Acrobat Reader.

If you have any trouble downloading or opening the form correctly, please contact us before completing the application.

National Priority Areas (NPA) and Enduring Needs

1. Enhancing the Protection of Soft Targets/Crowded Places (NPA)
 - a. Core capabilities enhanced:
 - i. Access control and identity verification
 - ii. Physical protective measures
 - iii. Long-term vulnerability reduction
 - b. Example projects:
 - i. Contracted physical security guards
 - ii. Physical security enhancements, such as cameras; security screening; and access controls like fencing, gates and card readers.
2. Training, Exercises and Awareness
 - a. Core capabilities addressed:
 - i. Long-term vulnerability reduction
 - b. Example projects:
 - i. Security training for employees

Applicant Requirements

Interested organizations must first register [online](#) by 5 p.m. Monday, July 13, 2026.

Applications must be submitted by nonprofit organizations via e mail to shspadmin@oem.oregon.gov. The deadline is 11:59 p.m. Wednesday, July 15, 2026. Project costs must align with the POETE Model: Planning, Organization, Equipment, Training, Exercise.

Note: Organization costs are not allowed under the NSGP.

Environment Historic Preservation (EHP)

Each awarded project must submit an EHP package to OEM for FEMA approval. OEM will provide the required form. Subrecipients must complete all applicable sections and include clear photos of any proposed building changes or door modifications, as well as any areas where ground disturbance will occur. OEM will schedule training sessions to guide subrecipients through the form to increase the likelihood of approval.

FEMA may impose additional special conditions on the project. These conditions must be followed to avoid the risk of funding being rescinded.

Costs

Ineligible Costs

The following costs are unallowable under the NSGP and are not eligible for reimbursement. This list may not be exhaustive. Please, consult the applicable terms and conditions or FEMA for additional guidance.

1. Organizational costs and operational overtime costs.
2. Hiring of public safety personnel (except off-duty law enforcement serving as capacity of contracted security)
3. General-use expenditures
4. Overtime and backfill
5. Initiatives that do not support prevention- or protection-focused capabilities for identified facilities or surrounding communities
6. Development of risk or vulnerability assessment models
7. Initiatives that fund risk or vulnerability security assessments or the development of the investment justification (IJ)
8. Technology development studies
9. Proof-of-concept initiatives
10. Direct or indirect pass-through benefits to non-eligible entities
11. Deposits on work

Eligible Costs/Management and Administration

Costs that are not listed as ineligible may be eligible for reimbursement are eligible for reimbursement. Management and administration costs are allowable. A subrecipient may retain a maximum of up to 5 percent of the funds passed through by the state for management and administration activities associated with the NSGP award. Management and administration costs must be clearly described in the project application and required budget.

Award Administration Information

Program Narrative Reports - Quarterly Progress Reports

Subrecipients must submit quarterly progress reports detailing activities carried out under the Nonprofit Security Grant Program. A project-specific quarterly report template will be provided.

Quarterly reports must be submitted via e mail to shspadmin@oem.oregon.gov no later than 15 days after the end of each calendar quarter (March, June, September and December).

Progress reporting must clearly activities tied to approved milestones listed in the project application. Subrecipients must report any challenges or delays that may affect milestone completion.

Fiscal Report- RFR (Requests for Reimbursement)

Reimbursements will be issued only for actual expenses paid by the awardee. Work must be fully completed before reimbursement can be processed. Awardees must use the appropriate RFR coversheet provided by OEM when requesting reimbursement.

If no funds are spent during a reporting period, the NSGP quarterly report form fulfills both program and fiscal reporting requirements. In these cases, an RFR cover sheet is not required. However, a Quarterly Progress Report must still be submitted and must reflect the fiscal status of that period.

All reimbursement requests must include supporting documentation to substantiate claimed expenses. Accurate and clear expenditure information is required before reimbursement will be approved. Reimbursements are available only for equipment purchased and/or services performed during the grant period.

Requests for reimbursement must be submitted to shspadmin@oem.oregon.gov no later than 15 days after the end of each calendar quarter. Reimbursements may be delayed if quarterly program narrative reports have not been submitted.

Please be clear, thoughtful and consistent with the naming of your documents and attachments. If OEM must search for answers, your reimbursement may be delayed.

Suspension of Termination of Funding

OEM may suspend or terminate funding, in whole or in part, or impose other restrictions for any of the following reasons:

1. Failure to make satisfactory progress toward the goals, objectives or strategies set forth in the project worksheet.
2. Failure to follow grant agreement requirements or standard or special conditions.
3. Proposing or implementing substantial changes that, if originally submitted, would have rendered the project ineligible for funding.
4. Failing to submit required reports.
5. Filing a false certification in the application or other report documents.
6. Recission of federal funding by the federal government.

Before taking action, OEM will provide notice of intent to impose restrictions and will make efforts to resolve concerns as established in the terms of service or outlined in the award contract.

Any further questions should be directed to shspadmin@oem.oregon.gov.



OREGON DEPARTMENT OF EMERGENCY MANAGEMENT

Oregon Procurement and Grant Compliance Guidelines (for SHSP, NSGP, EMPG & Other OEM-Administered Grants)

Purpose: This document provides a simplified overview of required procurement practices for all Oregon subrecipients of OEM-administered federal grant funds. All procurements must follow:

1. Local procurement rules
2. State of Oregon procurement law (ORS 279 [A/B/C](#))
3. Federal procurement rules ([2 CFR 200.317–200.327](#))

If two or more rules conflict, the strictest one applies.

1. Procurement Thresholds

(Insert your confirmed small purchase thresholds here)

Small Purchase: up to \$25,000 (\$ _____)

- No quotes required must be distributed equitably among qualified vendors.
- Price must be reasonable.

Intermediate Purchase: \$25,000 and \$250,000 (IT purchases are \$150,000) (\$ _____)

- Requires three (3) price quotes or equivalent documentation.
- Quotes may be written, emailed, or screenshot.

Sealed Bid / Formal Procurement: more than \$250,000 (\$ _____)

- Publicly advertised, formal solicitation required.
- Award to lowest responsive and responsible bidder.

Non-Competitive Procurement: Only allowed when fully justified.

- Requires prior written approval.
- **Must meet one of the following:**
 - Single-source vendor
 - Emergency threat to life/property
 - Federal awarding agency approval
 - Inadequate competition after formal solicitation

2. Required Documentation for All Purchases

Subrecipients must maintain complete procurement records, including:

- Description of goods/services purchased
- Contract or purchase order

- Proof of competition (**quotes, bids, scoring sheets, advertisements**)
- Cost/price analysis (**when applicable**)
- Conflict-of-interest disclosures
- Invoice, proof of payment, and cleared check details
- Completed procurement compliance worksheet (**attached**)

OEM may request these records at any time, especially during:

- Request for Reimbursement (RFR) review
- Monitoring visits
- Audit preparation
- Risk assessments

This is not new, we have always required subrecipients to provide this information when asked. This isn't to catch you doing something wrong; it is so we can support you in doing things correctly and help us all respond to audits or questions quickly.

3. Oregon-Specific Requirements

- ORS 279B Small Procurement Rules apply to goods/services.
- Prevailing wage may apply for construction/public works above threshold.
- Local rules supersede state rules if more restrictive.
- Entities operating under a Local Contract Review Board (LCRB) must follow their adopted rules.

4. Conflict of Interest Standards

Subrecipients must ensure:

- No employee, board member, elected official, or family member influences procurement decisions for personal benefit.
- Conflicts are disclosed and managed.
- Vendors cannot draft specifications or participate in scoring if they stand to benefit

5. Prohibited Practices

- Splitting purchases to avoid a competitive threshold
- Steering contracts to favored vendors
- Missing or incomplete procurement records
- Using outdated or incorrect procurement thresholds
- Failing to follow the most stringent rule between local, state, and federal

6. OEM Monitoring and Compliance

OEM may request your procurement documentation at any point. Subrecipients must:

- Use these guidelines during onboarding and throughout the project period
- Provide the attached procurement worksheet when requested
- Maintain records for at least 6 years after grant closeout
- Understand that noncompliance may delay or prevent reimbursement

7. Provide Answers to the following:

- Who do we ask questions about your program?
- Who do we ask questions about your procurement and compliance?
- Where are your policies and forms posted online?



Procurement and Contractor Selection Justification Form

Purpose:

This form must be completed for each contractor or vendor selected using grant funds. It documents the procurement process and ensures compliance with applicable [State](#) and [Federal](#) procurement standards ([2 CFR 200.317–200.326](#)).

SECTION 1

General Information

Subrecipient / Organization Name:

Project Title / Grant Number:

Contact Person:

Phone / Email:

Date of Contractor Selection:

SECTION 2 – Contractor Information

- Selected Contractor / Vendor Name
- Contract Amount: \$
- Description of Services / Work to Be Performed:

SECTION 3 – Procurement Method

Check one:

- Small purchase (< \$25,000) – Price considered reasonable. No competitive quotes required.
- Intermediate Purchase (\$25,000–\$250,000, IT purchases are \$150,000) – **Three** quotes or bids obtained.
- Competitive Bid (> \$250,000) – Formal solicitation and sealed bids.
- Sole Source / Non-competitive Procurement – See Section 4 for justification.

SECTION 4 – Summary of Bids / Quotes (Attach copies of all quotes, bids, or proposals)

SECTION 5 – Contractor Selection Justification

Briefly explain why the selected contractor was chosen (e.g., best value, experience, qualifications, location, delivery time, etc.):

SECTION 6 – Sole Source Justification (if applicable) ([ORS279B](#))

Complete only if three bids were not obtained or a non-competitive process was used.

- Only one known source available
- Emergency or time-sensitive situation
- Continuity with existing systems/services
- Other (explain):

Explanation:

SECTION 7 – Certification

I certify that the procurement and contractor selection process followed all applicable federal, state, and local procurement requirements and represents the best value for grant funds.

Prepared by:

Title:

Date:

Signature: