

# Investment Justification (IJ) Checklist

Nonprofit Security Grant Program (NSGP)

## Application Overview

Nonprofit organizations apply for NSGP funding through their State Administrative Agency (SAA). FEMA's application requirements for nonprofit organizations include the organization's Mission Statement, a completed Vulnerability Assessment, and a completed Investment Justification (IJ). **FEMA only uses the IJ in its federal review.**

SAs might have additional application requirements. Nonprofit organizations do NOT apply directly to FEMA and should contact their SAA to confirm any state-specific requirements.

### Reviewed by the SAA *only*:

- Mission Statement
- Completed Vulnerability Assessment
- Supporting Documentation (if applicable)

### Reviewed by the SAA *and* FEMA:

- Completed Investment Justification

## Investment Justification (IJ)

The IJ summarizes the nonprofit organization's most significant application information, including the organization's vulnerability, the threats/risks faced, and how to mitigate known security gaps at the organization's location identified in the Vulnerability Assessment. Nonprofit organizations must fully answer each question in all IJ sections for the IJ to be considered complete and sent for both state and federal review. Listed below is the content that is required to complete the NSGP IJ.

Section I: Applicant	<ul style="list-style-type: none"><li>• Organization Information</li><li>• Location Information</li><li>• Mission Statement</li><li>• Organization Type, Function, Affiliation</li><li>• Tax-Exempt Designation</li></ul>
Section II: Background	<ul style="list-style-type: none"><li>• Symbolic value of site</li><li>• Roles in responding to/recovering from terrorism or extremism</li></ul>
Section III: Risk	<ul style="list-style-type: none"><li>• Threats</li><li>• Vulnerabilities</li><li>• Consequences</li></ul>
Section IV: Facility Hardening	<ul style="list-style-type: none"><li>• Proposed activities and budget narrative</li><li>• Budget (estimates, rounded to dollar)</li></ul>
Section V: Milestones	<ul style="list-style-type: none"><li>• Key activities and corresponding dates over the award period</li></ul>
Section VI: Project Management	<ul style="list-style-type: none"><li>• Proposed project management team roles and responsibilities</li><li>• Project Management plan/approach</li></ul>
Section VII: Impact	<ul style="list-style-type: none"><li>• Outcomes and/or outputs from proposed projects that would indicate success</li></ul>
Funding History	<ul style="list-style-type: none"><li>• Identify any previous NSGP awards (note: ONLY NSGP awards through FEMA)</li></ul>

Additional details on the requested information can be found in the NSGP Subapplicant Quick Start Guide, which is published each fiscal year accompanying the Notice of Funding Opportunity.

For more information visit us at: [www.fema.gov](http://www.fema.gov). For additional program-specific information, please contact the FEMA Grants News help line at (800) 368-6498 or [FEMA-Grants-News@fema.dhs.gov](mailto:FEMA-Grants-News@fema.dhs.gov). FEMA Grants News hours of operation are from 9 a.m. - 5p.m. Eastern Time, Monday through Friday.



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