



NSGP-ESA APPLICATION WALK THROUGH



If you created a PA Login for Nonprofit Grant Application Submission previously, you may wish to migrate your account to Keystone Login.

General Facts:

- Create a New Keystone Login Account – [Registration](#)
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 - Click Register and enter all of the information into the fields with a red asterisk (*) next to them.
 - You will be asked to create your profile, login information and security questions.
 - If you have already created an account with another agency whose application uses the Keystone Login Service, you do not need to register another account with us. If you create a Keystone Login account with us, you will be able to use this account with other agencies that use Keystone Login.
 - Some additional information may be required for those agencies.
 - Account Migration – [Migrate Account](#)
 - If you would like to migrate your exiting PA Login account(s) to a new Keystone Login account, this must be done from the [Keystone Login Website](#)
 - If you have multiple PA Login accounts, and you wish to continue to use them, each account will need to be migrated to Keystone Login account.
 - Keystone Login Services
 - There are many account options that can be configured for your Keystone Login account. Please see the help documents provided by the [Keystone Login Service](#)

Walkthroughs

- [Application Walkthrough](#) (For most of the program applications)
- [Condensed Application Walkthrough](#) (For specific program applications that do not require a project narrative)

Applications are best applied for by using Internet Explorer or Google Chrome and have not been tested with other browsers.

Login

What's New?

For an overview of the changes in the new Single Application, please read [Help](#).

Username

Password

LOGIN



Powered by

KEYSTONE LOGIN

[Registration](#)

[Forgot Password](#)

[Learn more about Keystone Login](#)



[Home](#) [Help](#) [Contact Us](#) [Report](#)

[Logout](#)

[Submitted Applications](#) [User Settings](#)

Begin a New Application

To begin a new Single Application For Assistance, enter a brief name for the project (up to sixty characters) and answer whether you need help selecting your program. If you already know the name of the program you want to apply for, answer "No".

Project Name

Do you need help selecting your program?

Yes ▾

CREATE A NEW APPLICATION



Program

Agency: Pennsylvania Department of Community and Economic Development
Applicant:
Program: DCED

Web Application #: 8167599

Select Program

Below is a listing of the types of organizations and projects that are most commonly funded. You may select more than one option. If no options are selected, all programs will display.

Agencies

Select to limit the search results.

- Dept of Agriculture PCA DCED DEP Office of the Budget PEMA PENNDOT PHMC

[Clear Agencies](#)

Non-Profit/Government Enterprise Types [\(Display For-Profit Program Finder\)](#)

If you are applying on behalf of a company, you may want to search the For-Profit Program Finder (click the link above).

- Authority
- College/University
- Economic Development Provider
Types of organizations include but are not limited to: Area Loan Organizations (ALO), Community Development Financial Institutions (CDFI), Economic Development Corporations (EDC), Industrial Development Authorities (IDA), Industrial Development Corporations (IDC), Local Development Districts (LDD), Redevelopment Authorities, and Regional Export Networks (REN).
- Municipality - County Government and Councils of Governments (COGs) should also check this option for eligible programs.
- Other Government or Non-Profit -
Programs that are available to Government or Non-Profit organizations not listed above. Non-Profit/Government organizations listed above may also want to check this section for additional funding sources. Private Non-Profit organizations competing in primarily For-Profit industries may also want to check the For-Profit Program Finder for potential programs after using the Non-Profit Program Finder.

Sort By

Show Single Application Programs First ▾

SEARCH

4 results. ([Edit Search](#))

Single Application Programs

The following programs are available in Single Application. Click the Apply link to select the program. There may be additional funding source relevant to your project in the Partner Programs And Additional Funding Sources sections below.

Hazardous Material Response Fund (HMRF)


[Pennsylvania Emergency Management Agency](#)

 [Apply](#)

The Hazardous Materials Response Fund, supported by fees assessed to the chemical industry, is designed to provide supplemental emergency preparedness funding for chemical emergency preparedness at county and state levels. These funds are to be used for the preparation of chemical emergency plans by Local Emergency Planning Committees (LEPCs) and industry, acquisition of hazardous materials response team equipment, public Right-to-Know education, chemical industry awareness and compliance, and the conduct of training and exercises. All 67 counties of the Commonwealth are eligible to apply for grants under the guidance of Act 1990-165, as amended.

Non-profit Security Grant Program (NSGP)

[Pennsylvania Emergency Management Agency](#)

 [Apply](#)

The FY 2018 NSGP provides support for target hardening and other physical security enhancements to nonprofit organizations that are at high risk of terrorist attack and located within Pennsylvania borders. The program is also designed to promote coordination and collaboration in emergency preparedness activities among public and private community representatives.

Applicant Information

To copy your Registration information into the application, click the "Use Account Information" button below.

USE ACCOUNT INFORMATION

Applicant Entity Type: Limited Liability Partnership Partnership
 Government Non-Profit Corporation
 Sole Proprietorship Limited Liability Company
 S Corporation C Corporation

Applicant Name: Shendelle Test

NAICS Code: 8132

FEIN/SSN Number: 999999999
*Please enter FEIN as 9 digits, no dash.

DUNS Number:

UEI Number: 999999999999 If UEI is unavailable-Please enter 9's

Top Official/Signing Authority: Shendelle Hockenberry

Title: Administrative Officer

SAP Vendor #: 999999
(xxxxxx or xxxxxx-xxx)

Contact Name: Shendelle Hockenberry

Contact Title: Administrative Officer

Phone: 7176512013 Ext.
(xxx-xxx-xxxx)

Fax:

E-mail: shehockenb@pa.gov

Mailing Address: 1310 Elmerton Avenue

City: Harrisburg

State: PA

Zip Code: 17110

Enterprise Type ^{1"}

Indicate the types of enterprises that describe the organization listed above. You may select more than one type. ◆

<input type="checkbox"/> Advanced Technology	<input type="checkbox"/> Agri-Processor	<input type="checkbox"/> Agri-Producer	<input type="checkbox"/> Authority	<input type="checkbox"/> Biotechnology / Life Sciences
<input type="checkbox"/> Business Financial Services	<input type="checkbox"/> Call Center	<input type="checkbox"/> Child Care Center	<input type="checkbox"/> Commercial	<input type="checkbox"/> Community Dev. Provider
<input type="checkbox"/> Computer & Clerical Operators	<input type="checkbox"/> Defense Related	<input type="checkbox"/> Economic Dev. Provider	<input type="checkbox"/> Educational Facility	<input type="checkbox"/> Emergency Responder
<input type="checkbox"/> Environment and Conservation	<input type="checkbox"/> Exempt Facility	<input type="checkbox"/> Export Manufacturing	<input type="checkbox"/> Export Service	<input type="checkbox"/> Food Processing
<input type="checkbox"/> Government	<input type="checkbox"/> Healthcare	<input type="checkbox"/> Hospitality	<input type="checkbox"/> Industrial	<input type="checkbox"/> Manufacturing
<input type="checkbox"/> Mining	<input type="checkbox"/> Other	<input type="checkbox"/> Professional Services	<input type="checkbox"/> Recycling	<input type="checkbox"/> Regional & National Headquarters
<input type="checkbox"/> Research & Development	<input type="checkbox"/> Retail	<input type="checkbox"/> Social Services Provider	<input type="checkbox"/> Tourism Promotion	<input type="checkbox"/> Warehouse & Terminal

[Continue](#)

Agency: Pennsylvania Emergency Management Agency
Applicant: NON PROFIT ORGANIZATIONAL NAME
Program: Non-profit Security Grant Program (NSGP)

Web Application #: 8167599

Project Site Location(s)

Site 1

Address: ADDRESS WHERE TARGET HARDENING WILL OCCUR

City:

State: PA

Zip Code:

County: -- Select County --

Municipality: -- Select Municipality --

PA House:

PA Senate:

US House:

Designated Areas:

Agency: Pennsylvania Emergency Management Agency
Applicant: NON PROFIT ORGANIZATIONAL NAME Web Application #: 8167599
Program: Non-profit Security Grant Program (NSGP)

Project Narrative

Adequate answers to the Project Narrative questions below are required; a minimum of 100 characters has been established for each answer. Uploaded attachments or mailed documents are no longer permitted in this section of the application. If a more detailed narrative is required for the Program selected, instructions will either be provided in the Program Addenda section or the Program Guidelines.

What do you plan to accomplish with this project? ♦

Identify the problem(s) that need to be resolved.

Character Count: 0/1000 characters

This area does not need completed. Instead, any information should be entered and uploaded on the addenda tab of this application. For instructions on what to include, reference the Non-profit Security Grant Program Guidance document.

How do you plan to accomplish it? ♦

Include expected outcomes that are measurable, obtainable, clear and understandable, and valid. Examples of measurable outcomes include jobs created or retained, people trained, land or building acquired, housing units renovated or built, etc.

Character Count: 236/1000 characters

This area does not need completed. Instead, any information should be entered and uploaded on the addenda tab of this application. For instructions on what to include, reference the Non-profit Security Grant Program Guidance document.

How do you plan to use the funds? ♦

Should include specific use of funds and reflect the budget provided with the application.

Character Count: 236/1000 characters

This area does not need completed. Instead, any information should be entered and uploaded on the addenda tab of this application. For instructions on what to include, reference the Non-profit Security Grant Program Guidance document.

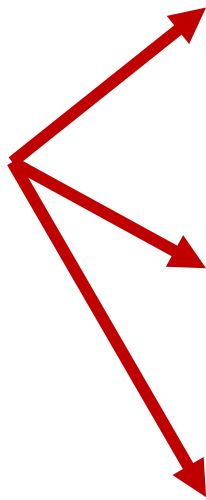
Projected Schedule and Key Milestones and Dates

A detailed schedule of activities, including key milestones and dates, must accompany this application if applicable to the project.

Character Count: 0/1000 characters

This area does not need completed. Instead, any information should be entered and uploaded on the addenda tab of this application. For instructions on what to include, reference the Non-profit Security Grant Program Guidance document.

These Areas will be prepopulated



This Area Does not need to be completed...Enter N/A



Agency:
Applicant: Nonprofit organizational name
Program: Non-profit Security Grant Program (NSGP)

Program Budget

Please see the [Help](#) section for details on how to complete the Program Budget.

Spreadsheet Basis of Cost

Budget Spreadsheet ♦

The first column indicates the amount of funding you are requesting from PEMA. A

<input type="button" value="Add funding source"/>	Non-profit Security Grant Program (NSGP)	Total
Miscellaneous - Collapse	\$100,000.00	
Planning Remove	<input type="text" value="\$500.00"/>	\$500.00
Equipment Remove	<input type="text" value="\$75,000.00"/>	\$75,000.00
Security Hiring (Organization) Remove	<input type="text" value="\$15,000.00"/>	\$15,000.00
Exercise Remove	<input type="text" value="\$4,000.00"/>	\$4,000.00
M&A Max (5%) Remove	<input type="text" value="\$4,500.00"/>	\$4,500.00
Training Remove	<input type="text" value="\$1,000.00"/>	\$1,000.00
Total	\$100,000.00	
	Budget Total:	\$100,000.00

Program: Non-profit Security Grant Program (NSGP)

Program Budget

Please see the [Help](#) section for details on how to complete the Program Budget.

Spreadsheet

Basis of Cost

Basis of Cost

Provide the basis for calculating the costs that are identified in the Project Budget.

- | | |
|--|---|
| <input type="checkbox"/> Appraisals | <input checked="" type="checkbox"/> Bids/Quotations |
| <input checked="" type="checkbox"/> Budget Justification | <input type="checkbox"/> Contractor Estimates |
| <input type="checkbox"/> Engineer Estimates | <input type="checkbox"/> Sales Agreements |

Budget Narrative

The narrative must specifically address each of the cost items identified in the Budget Spreadsheet.

Character Count: 236/2000

This area does not need completed. Instead, any information should be entered and uploaded on the addenda tab of this application. For instructions on what to include, reference the Non-profit Security Grant Program Guidance document.

Program Addenda

Below are additional application requirements specific to the program you selected. If you are having problems completing the Program Addenda because your organization

1. Upload the completed Investment Justification Workbook 

[Download NSGP Investment Justification.xsm](#)

This is the blank Nonprofit Security Grant Program Investment Justification for you to complete if you haven't already completed one.

Upload Files

Use the control below to select your file. Each file can be no larger than 30MB.

File 1

Browse...

Upload Completed NSGP Investment Justification

2. Upload the completed Mission Statement Document 

Upload Files

Use the control below to select your file. Each file can be no larger than 30MB.

File 1

Browse...

Upload Completed Mission Statement Document

3. Upload the completed Vulnerability Assessment Document 

Upload Files

Use the control below to select your file. Each file can be no larger than 30MB.

File 1

Browse...

Upload Completed Vulnerability assessment. Make sure it is not password protected or provide password for us to access

4. Upload the IRS 501(c)(3) tax-exempt status determination letter.

Upload Files

Use the control below to select your file. Each file can be no larger than 30MB.

File 1

Browse...

NOTE-Churches, mosques and synagogues are automatically exempt if they meet requirements of section 501(c)(3). No determination letter is required in this case.

Authorized Representative (President/VP of Nonprofit)

First Name ◆

Last Name ◆

Title ◆

Email Address ◆

2nd Authorized Representative (Secretary/Treasurer of Nonprofit)


Must include TWO different Signatory Authority Individuals and Emails

First Name ◆


Last Name ◆

Title (must differ from above) ◆

Email Address (must differ from above) ◆



This will be the person that has the ability to enter legal binding contracts on behalf of the Nonprofit Organization



2nd signatory authority necessary for legal binding contracts to be executed on behalf of the Nonprofit organization. Only for some nonprofit organizations according to Corporation Charters, resolutions and By-laws

Application Certification

All of the required sections of the web application have been completed. If you have reviewed the application, you may submit it for processing. After submitting, you will no longer be able to make changes.

Electronic Signature Agreement:

By checking this box and typing your name in the below textbox, I hereby certify that all information contained in the single application and supporting materials submitted via the Internet and its attachments are true and correct and accurately represent the status and economic condition of the Applicant, and I also certify that, if applying on behalf of the applicant, I have verified with an authorized representative of the Applicant that such information is true and correct and accurately represents the status and economic condition of the Applicant. I also understand that if I knowingly make a false statement or overvalue a security to obtain a grant and/or loan from the Commonwealth of Pennsylvania, I may be subject to criminal prosecution in accordance with 18 Pa.C.S. § 4904 (relating to unsworn falsification to authorities) and 31 U.S.C. §§ 3729 and 3802 (relating to false claims and statements).

- I am the applicant
- I am an authorized representative of the company, organization or local government.
- I am a "Certified" Partner representative.

Type Name Here:

Shendelle L Hockenberry

Electronic Attachment Agreement:

Along with the web application, if you have been requested or need to send any documentation to PEMA please print and send a copy of your E-Signature and mail it to PEMA along with any paper supporting documents. You will be given an opportunity to print the signature page along with a copy of the application immediately after you submit.

SUBMIT APPLICATION

Application Certification

Single Application ID #: 201812194005

The web application has been successfully submitted for processing.

I hereby certify that all information contained in the single application and supporting materials submitted via the Internet, Single Application # 201812194005 and its attachments are true and correct and accurately represent the status and economic condition of the Applicant, and I also certify that, if applying on behalf of the applicant, I have verified with an authorized representative of the Applicant that such information is true and correct and accurately represents the status and economic condition of the Applicant. I also understand that if I knowingly make a false statement or overvalue a security to obtain a grant and/or loan from the Commonwealth of Pennsylvania, I may be subject to criminal prosecution in accordance with 18 Pa.C.S. § 4904 (relating to unsworn falsification to authorities) and 31 U.S.C. §§ 3729 and 3802 (relating to false claims and statements).

The signature page may also be printed now. You may also print submitted applications from the Home page. Click the link labeled "Submitted Applications" in the top toolbar.

[Print Signature Page only](#)

[Print Entire Application with Signature Page](#)

Suggestion-Print Entire Application with Signature Page for your records



The signature page along with any paper supporting documents can be mailed to the following address:

Pennsylvania Emergency Management Agency
Pennsylvania Emergency Management Agency
Attn: Customer Service Center
1310 Elmerton Avenue
Harrisburg, PA 17110