



# Securing Communities Against Hate Crimes

---

RISK EVALUATION TOOL GUIDANCE FY2018-2019

---

©2018 All materials prepared and created by Jewish Community Relations Council of NY about the security grants are copyrighted. The materials presented on the JCRC-NY web-site are licensed for the exclusive informational use by nonprofit organizations and are expressly not for commercial use by consultants or vendors.

### Disclaimer

The information reflects the best efforts by the JCRC staff to provide answers to common questions regarding the FY2018 *Securing Communities against Hate Crimes* grants. Grant applicants are urged to revisit the NY DHSES dedicated website (<http://www.dhSES.ny.gov/grants/nonprofit/hate-crimes.cfm>) and the JCRC website ([www.jcrcny.org/securitygrants](http://www.jcrcny.org/securitygrants)) often, since they are updated regularly as new information becomes available.

Applicants should carefully read the [Request for Applications](#) and supporting documents and consult their own legal counsel or other advisers during the preparation of their application. The following is being provided for educational and informational purposes only, without representation, guarantee or warranty of any kind. The JCRC is not responsible for any injury, loss or damages to persons or property arising from the use or misuse of this information.

# Timing of the Securing Communities against Hate Crimes grants, Phase II



- Grants must be submitted by December 19, 2018 before 5 PM. Don't wait for the last minute because the system may crash.
- We hope that the announcements will be made within 6-8 weeks this round. No guarantees.
- Awardees expeditiously following all post-notification requirements should not expect an executed contract for 6-8 weeks thereafter.
- Remember, you won't be able officially speak to vendors, enter into an installation contract or install anything until you have a signed contract from NY DHSES.
- *Note:* Organizations that did not receive a state grant during Phase I get a bonus added to their score.

# NY DHSES guidance

Find the documents, forms and help at that you need to apply at:

<http://www.dhSES.ny.gov/grants/nonprofit/hate-crimes.cfm>. *The information on this website should be considered the final word on the administration and submission of the grant.*

- ✓ [SFY18-19 SCAHC Request for Applications](#)
- ✓ [SFY18-19 SCAHC FAQs](#)
- ✓ [SFY18-19 SCAHC Attachment B - DHSES Risk Evaluation Tool](#)
- ✓ [SFY18-19 SCAHC E-Grants Tutorial](#)
- ✓ [E-Grants Registration Form](#)



# Overview I

## *Who is eligible?*

### Everyone must:

- Be at significant risk of a hate crime due to ideology, beliefs, or mission as described in the required [Risk Evaluation Tool](#);
- be a nonprofit as demonstrated by a *Recognition of Exempt Status Determination letter* from the IRS pursuant to 26 USC §501(c)(3) or the applicant may self-certify by providing a letter affirming that the organization qualifies as a §501(c)(3) organization and is exempt from tax pursuant to 26 USC §501  
Note: the organization must maintain tax exempt status throughout the life of the grant. If the organization's tax exempt status is jeopardized or placed into question at any point during the life of the grant, the organization must notify DHSES within fifteen (15) days;
- be registered, have recently applied for registration or be exempt from registering with the NYS Attorney General's Office, Charities Bureau; and
- be prequalified, through the New York State Grants Gateway at <https://grantsgateway.ny.gov> prior to application submission.

# Overview II

*You must be either a K-12, nonprofit, nonpublic school; a nonprofit, licensed childcare facility or a nonprofit museum.*

To be eligible, your organization must be at least one of the following, a:

- **School.** Defined as a non-profit, nonpublic school recognized with the New York State Department of Education with a current Basic Educational Data System (BEDS code); or
- **Day care.** Defined as a
  - non-profit day care center or school-age child care program licensed and/or registered, respectively, by the Office of Children and Family Services; or a
  - group day care center permitted by the New York City Department of Health and Mental Hygiene; or
  - have enrolled group programs that are legally-exempt from the requirement to be licensed or registered by the Office of Children and Family Services; or
- **Museum.** a non-profit cultural museum which is a building or site for the exhibition or promotion of arts and culture of a particular region or people. While there are no specific documents required for cultural museums to submit, when completing the *Risk Evaluation Tool*, your response to the Background Information section should include any relevant information to demonstrate that you are applying for a building or site for the exhibition or production of arts and culture of a particular region or people.

# Frequently asked question I

*What if I'm an otherwise  
eligible community  
center or house of  
worship?*



1. For example, if a community center or house of worship has a functioning, licensed, nonprofit daycare operating as a program under its auspices, that organization is eligible to apply.
2. If the community center or house of worship rents, leases or licenses space to a licensed, nonprofit daycare; the daycare may apply.
3. Since the grant covers external, security upgrades both the daycare and the community center/house of worship will benefit from the additional protection.
4. Anyone installing equipment in rented, leased or licensed space is responsible to secure permission from the owner to do so.

# First Steps

---



## Prequalification.

1. New York State requires nonprofits to prequalify before they submit grant applications. If you prequalified for the federal NSGP grant, simply check to make sure that the documents in your Document Vault have not expired.
2. If you are not prequalified you should register at <https://grantsgateway.ny.gov/> and complete their Document Vault. See JCRC-NY's additional information at: <http://www.jcrcny.org/document-vault-faqs/>.

**E-Grants.** You must submit all of the grant documents online via the DHSES E-Grants system. If you are not already a registered user, [click here for an application form](#) and submit it as an email attachment to [grant.info@dhses.ny.gov](mailto:grant.info@dhses.ny.gov). Please note that both the signatory contact as well as the primary contact must register in the system. Once your organization is registered you will receive a username/password, instructions and the website link via email.



# What can you purchase? **Equipment**



Permissible costs are focused on **external** facility hardening activities that mitigate risks/vulnerabilities identified in the DHSES Risk Evaluation Tool. Funding can be used for the acquisition and installation of security equipment on property/existing facilities owned or leased by the non-profit organization, specifically in prevention of and/or protection against hate crimes.

- Perimeter lighting;
- Door hardening;
- Alarm systems;
- Camera-based security systems;
- Access control systems;
- Perimeter fencing; barriers; bollards; and
- Blast resistant film for windows/shatter resistant glass.

# What can you purchase? Training

The grant will cover training, such as:

- the protection of physical security and training that will advance the knowledge of security personnel and/or staff about hate crime activity, suspicious behavior; and
- active shooter and emergency evacuation procedures and similar topics that will secure the organization.

All training programs must be pre-approved by NY DHSES.



# Nexus of hate crimes and terrorism

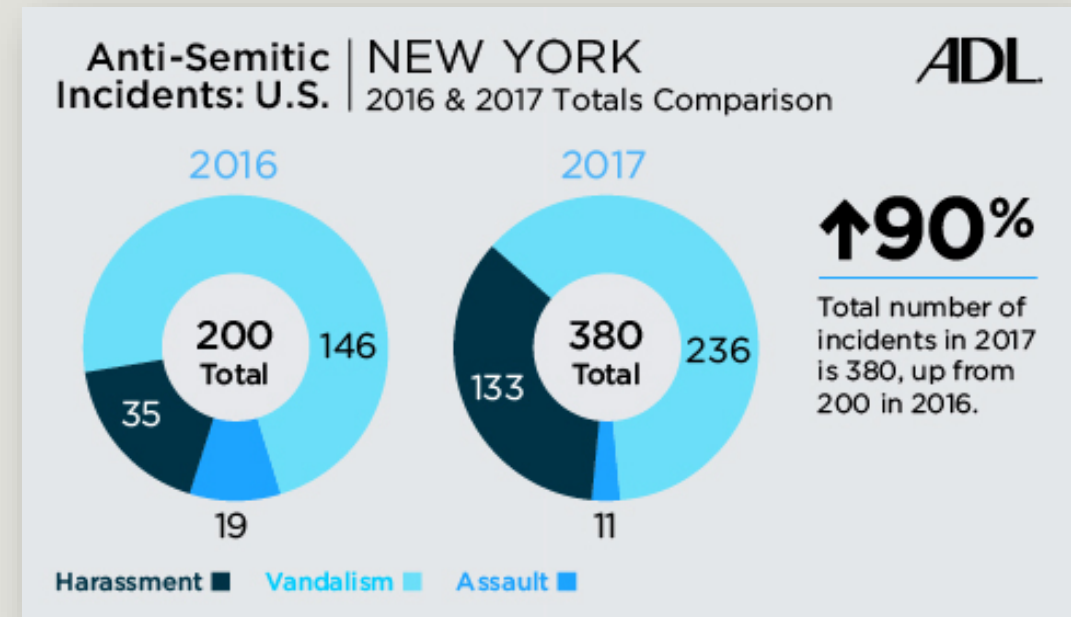


Successful grantees must establish that they are at risk of hate crimes or attacks because of their ideology, beliefs, or mission. Sometimes the facts surrounding incidents lead to a debate as to whether the incident was a hate crime or terrorism. As a practical matter, the majority of hate crimes are attacks against property while most terror attacks target people (due to their ideology, beliefs or mission).

- Hate crimes are the highest priority of the [FBI's Civil Rights program](#), not only because of the devastating impact they have on families and communities, but also because groups that preach hatred and intolerance can plant the seed of terrorism here in our country.
- On October 27, 46-year-old carried out a mass casualty shooting attack at the Tree of Life Congregation Synagogue in Pittsburgh, killing 11 and wounding six, including four responding law enforcement personnel. According to an NYPD analysis, he was an active user of the social media. A Gab account identified as belonging to the shooter (@onedingo) shared dozens of anti-Semitic messages over the previous month. White Supremacist Extremists and their supporters celebrated the shooting.
- Media sources reported on November 26, 2018 an individual allegedly trying to run over two identifiably Jewish men in a largely Jewish neighborhood, near a synagogue in the Fairfax district of Los Angeles, California. Witnesses claimed that the suspect was heard making anti-Semitic remarks before the incident. After missing the pedestrians with his vehicle a second time, he fled, crashed the car, and continued to yell derogatory remarks.
- On December 10, 2018 the Cleveland JTTF arrested an individual for attempting to provide material resources to a foreign terrorist organization. According to the complaint, he had a nine-point plan to attack Jews with assault rifles and pistols and he had conducted pre-operational surveillance of a synagogue in Ohio. Speaking of the Pittsburgh attack, he commented, "I admire what the guy did with the shooting, actually ... I can see myself carrying out this type of attack, inshallah."

Sources for hate crime information in similar organizations and/or in the surrounding area

- FBI, [2017 Hate Crime Statistics](#);
- Gov. Andrew Cuomo’s [New York State Hate Crimes Task Force Report](#).
- New York State Division of Criminal Justice Services, *Criminal Justice Research Report*, [Hate Crimes in New York State](#) 2016;
- ADL, [Anti-Semitic Incidents Surged in New York State in 2017, According to New ADL Report](#)



# Risk Evaluation Tool

---

JCRC-NY'S TIPS

# Background information

**Mission:** Provide your organization's mission statement. (500 character limit – including spaces.)

**JCRC-NY Comments:** Use your existing mission statement or the appropriate selection from your website. If your mission statement does not clearly encompass the eligible uses (nonprofit K-12 school, nonprofit daycare/pre-school or museum) show how these programs fit into your mission.

# Background information

---

**Question:** Size of membership; number of people served; community served; what is the primary use of the facility; days and hours of operation; and peak occupancy. (1,200 character limit – including spaces)

**JCRC-NY Comment:** These are straightforward questions. Answer them as fully and accurately as possible.

# Background information

---

**Question:** Describe your organization’s risk of a hate crime based on the ideology, beliefs or mission and if there is a symbolic value of the site as a highly recognized national, statewide, local or historical institution that renders the organization as a possible focus of a hate crime. (1,200 character limit – including spaces)

**JCRC-NY Comment:** Use the information and sources found on slides 11 and 12 to assist you as you prepare your answer. Make sure that you mention if you have a unique symbolic value as explained In the question.



# Risk

The risk section includes threat, vulnerability and consequences. Together, they comprise 55% of the scoring of this grant.

## Risk Evaluation Tool Question (p.3)

A. **Threat:** In considering threat, the applicant can discuss the identification and/or the substantiation of prior threats or attacks against the organization (i.e. police reports or insurance claims). The applicant may also discuss any incidents they are aware of at similar organizations and/or in the surrounding area. (1,500 character limit – including spaces).

## JCRC-NY Comments

Cite the FBI, New York State and ADL trends to highlight the hate crime-specific threats of vandalism, arson and explosive devices.

*The [National Threat Advisory Bulletin](#) (September 2018) concludes that, “Terrorist groups are urging recruits to adopt easy-to-use tools to target public places and events. Specific attack tactics have included the use of vehicle ramming, to include the use of rental vehicles, small arms, straight-edged blades or knives, homemade explosives, and poisons or toxins.”*

According to NYPD SHIELD, “active shooters often choose to target religious locations/houses of worship during peak times and may make use of a wide range of tactics and weapons in attacks including, but not limited to, improvised explosive devices, assault rifles, improvised incendiary devices, and knives. Religious locations/houses of worship must take into account a diversity of tactics in preparing plans and response scenarios for potential crises and routinely familiarize all staff and students with emergency-specific lock down, shelter-in-place, and evacuation procedures.”

Finally, provide a narrative and substantiation for each threat/hate crime that occurred at any of your facilities and/or in the surrounding area. Facilities that can document previous threats/hate crimes may be scored higher than those that cannot.

# Risk II

The risk section includes threat, vulnerability and consequences. Together, they comprise 55% of the scoring of this grant.

---

## Risk Evaluation Tool Question (p.3)

- Is there a history of hate crimes with the facility?
- If yes, provide a narrative for each threat/hate crime. (1,200 character limit – including spaces)
- Do you have documentation of this history (i.e.: police reports, insurance claims, etc.)?

## JCRC-NY Comments

These are factual questions. If you have press accounts, police or insurance reports, you will have the documentation.

# Location

## Risk Evaluation Tool Question (p.4)

How does the location of the site increase the risk of a hate crime incident? (700 character limit – including spaces)

## JCRC-NY Comments

*Some of the ways that location can increase risk.*

- **Physical visibility**
  - Building size (square footage, frontage and/or footprint)
  - High traffic area
  - Public contact
  - Landmark status or otherwise unique building
  - Proximity to other high-value targets
- **Profile**
  - Media and social media presence
  - Prominent users or staff
  - Programs
  - Criticality
  - History
- **Isolation**

# Vulnerability

## Official guidance

Applicants with a current or previously conducted (within three years) risk/security/threat assessment completed by a police department, private company or university should base their Risk Evaluation Tool submission on the information, analyses and findings contained in the risk/security/threat assessment(s).

### Risk Evaluation Tool Question (p. 4)

B. Applicants should discuss the organization’s susceptibility to *incapacitation or exploitation by a hate crime attack*, such as lack of *camera coverage* or *lighting* around the facility, lack of *access control* or other factors. Identify and describe specific vulnerabilities that exist given the described threats. (1,500 character limit – including spaces) (Emphasis added)

## JCRC-NY Comments

See JCRC-NY’s [Tying together the risk and target hardening language](#) for sample language.

- **Assessments.** Applicants need not obtain a risk/security/threat assessment. However, if your facility did secure such an assessment you should use it to document your vulnerabilities. Focus on the vulnerabilities that make the facility susceptible to incapacitation or exploitation by a hate crime attack.
- **Types of hate crime attacks.** Most of the hate crimes attacks against property involve vandalism (Nationally, 26% involved destruction/damage/vandalism), while there are cases of arson and bombing. Note in your budget how the requested equipment would mitigate those kinds of attacks.
- **Equipment.** Note that the *Risk Evaluation Tool* lists three specific categories of vulnerabilities, but there are seven categories of approved equipment (Slide 7 in this presentation).

# Current plans and procedures

---

## Risk Evaluation Tool Question (p. 5)

Are there plans/procedures in place that address the vulnerabilities identified? If yes, please describe (i.e. lack of access control is addressed with staff signing people in/out). (500 character limit – including spaces)

## JCRC-NY Comments

Describe your current security policies and procedures. How do your current security steps address your current vulnerabilities?

For example, if you have an identified vulnerability, such as “lack of a key card identification and entry system”, that vulnerability could be addressed by parent volunteers to identify known individuals during arrivals and dismissal. Another example is to lock secondary means of egress (in compliance with the fire code).

# Potential Consequence

---

## Risk Evaluation Tool Question (p.5)

**C. Potential Consequence:** In considering potential consequences, the applicant should discuss potential negative effects on the organization's building and/or systems if damaged, destroyed, or disrupted by a hate crime. (1,500 character limit – including spaces)

## JCRC-NY Comments

In considering potential consequences, discuss potential negative effects on the organization's assets (both human and physical), systems, and/or network if damaged, destroyed, or disrupted by a hate crime attack. Consequences can be financial, reputational, injury or loss of life.

Your response should be site-specific and reflect the circumstances making a building susceptible to a hate crime attack. For the purposes of this question, consider the consequences of a successful arson of your facility.

In the Background section, you wrote about your membership and programs. It is important to convey how a hate crime attack would impact on the delivery of services for the range of services offered to your various constituencies.

# Priority Facilities

## Risk Evaluation Tool Question (p.5)

D. Priority Facilities: Describe the facility to be hardened and specifically how it fits within the program’s priority of non-profit nonpublic schools, non-profit day care centers, including those housed in community centers and non-profit cultural museums. (1,200 character limit – including spaces)

## JCRC-NY Comments

An appropriate answer would include a physical description of the property (e.g., square footage, number of floors). It would also include information about the proportion of the facility that is used for nonprofit K-12 classrooms, non-profit day care centers, or for a nonprofit cultural museum.

Proportions can be tricky things. I suggest that you give the judges an idea of both the physical space and the time that the space is used for priority purposes. So, for example, classrooms in many schools are used from 8am-6pm. Synagogue sanctuaries are only used for a few hours a week. If your facility is 100% priority use, let the judges know. A valid formula to reflect partial use would be:

*( Number of priority use hours / Total hours that the facility is in use) \* (Priority use square footage / Total facility square footage).*

If you are "math-challenged" you could simply state, "a little over half", "three out of four floors" or "most" of the building is used for priority use.

# Existing security measures

---

## Risk Evaluation Tool Question (p.5)

Are there plans/procedures in place that address the vulnerabilities identified? If yes, please describe (i.e. lack of access control is addressed with staff signing people in/out). (500 character limit – including spaces)

## JCRC-NY Comments

This section gives you the opportunity to describe the hardware and procedures currently in place. More importantly, you can describe systems that are aging, ineffective, inadequate or obsolete.

Be sure to include anything that was installed in previous rounds of the Nonprofit Security Grant Program and equipment pending installations from the 2018 NSGP grants.



# Facility Hardening I

This section will comprise 40% of your score.

---

## Risk Evaluation Tool Question (p.6)

**Facility Hardening.** In this section please describe the proposed facility hardening activity (equipment/training) that will address the identified threat or vulnerability. Permissible costs are focused on exterior facility hardening equipment as well as security training.

Provide a detailed description of facility hardening equipment/security training being requested and budget costs for each item. (1,500 character limit – including spaces)

## JCRC-NY Comments

This section wants a detailed description of the proposed equipment and trainings along with a budget. For example:

Install eight (8) pan/tilt and zoom (dome type) cameras on the exterior of the building. These cameras should be capable of recognizing an individual or license plate at approximately 200 feet. These monitored cameras with pan/tilt and zoom controllers will facilitate visual surveillance of the perimeter of the facility and the grounds, assist the security staff with the detection of unauthorized visitors and document (through the use of recorded video) events for post-incident investigations, aiding law enforcement and prosecutors in the event of a hate crime. (add cost of 8 cameras and controllers).

Refer to the restrictions on slide 9.

# Facility Hardening II

---

## Risk Evaluation Tool Question (p.7)

Describe how the proposed **exterior** facility hardening equipment and/or security training will mitigate the identified threat and vulnerabilities or enhance existing security measures that were previously described. (1,500 character limit – including spaces)

## JCRC-NY Comments

Explain how the proposed equipment and training will address your identified vulnerabilities. Use the lists on Slide 21 of this presentation to frame your answer. Here is an example of how your *Risk Evaluation Tool* should tie together your vulnerabilities, what you are currently doing to address the vulnerabilities, your facility hardening equipment, and the anticipated mitigations:

1. **Identified Vulnerability:** lack of effective evacuation plans.
2. **Current procedure:** Fire drills at regular intervals.
3. **Proposed training:** The trainer will work with the facility senior staff and response team to train them on how to develop an evacuation plan appropriate to your facility, your culture, your staff and your users. The trainer will then train the staff on evacuation procedures consistent with the plan.
4. **Mitigation:** Evacuation training will mitigate the effects of a hate crimes attack by ensuring that all of the users of our facility can safely and expeditiously exit to safety in the event of a fire or other emergency.

# Describing equipment effectiveness

Components of an effective facility hardening proposal should accomplish one or more of the following security goals:

1. Deter
2. Detect
3. Deny
4. Diminish (mitigate)
5. Document

Explain how each of your upgrades will mitigate the threat/vulnerabilities that were identified in the Risk Evaluation Tool.

1. **Perimeter lighting.** Security lighting can illuminate the grounds, building and the perimeter to allow security personnel to maintain visual-assessment during darkness. It may provide both a real and psychological deterrent for continuous or periodic observation.
2. **Door hardening.** Exterior doors and the associated hardware should be designed to withstand both blast pressure and/or an attack from a determined intruder.
3. **Alarm systems.** These systems are becoming increasingly effective. Obviously they can sense unauthorized access to your facility, to a specific area, or the unauthorized opening of a door or window. Another common feature is a “panic button”.
4. **Camera-based security systems.** CCTV systems can monitor your facility internally and externally, be a tool to detect hostile surveillance, be a key component of your access control system and provide police with information in the event of an incident.
5. **Access control systems.** Electronic security, including surveillance, intrusion detection, and screening, is a key element of facility protection. The purpose of electronic security is to improve the reliability and effectiveness of life safety systems, security systems, and building functions.
6. **Perimeter fencing, barriers, bollards.** These items can establish a security perimeter outside your facility, limiting unauthorized approach of intruders and vehicles.
7. **Blast resistant film for windows/shatter resistant glass.** In the event of an explosion or intruder attack, properly installed window systems provide fragment retention and reduce the overall velocity of the glass fragments at failure. They can prevent unauthorized entry and mitigate the hazardous effects of flying glass during an explosion event.

# Implementation

---

## Risk Evaluation Tool Question (p.8)

Given the eighteen month performance period of this grant, please explain how the project(s) will be implemented by the end date of the period of performance. (700 character limit – including spaces)

## JCRC-NY Comments

Who will oversee the project? Who will provide expert advice? Will your board be involved? Do you anticipate challenges? Do you anticipate cash flow problems due to the fact that your organization will be reimbursed *after* the completion of the work? Do you understand the other contract obligations as described in the DHSES [Request for Applications](#)?

Explain how your organization manages major capital projects, tracks finances and an active board that monitors progress. Schools might want to add that they will schedule disruptive work during vacations.

# Scoring

<b>DHSES Evaluation Tool</b>	
<b>Tier 2 Evaluation</b>	<b>Total Possible Points</b>
<b>Risk</b>	<b>55</b>
<b>Existing Security Measures</b>	<b>5</b>
<b>Facility Hardening/Budget</b>	<b>40</b>
<b>Sub-Total</b>	<b>100</b>
<b>Bonus Points for New Organizations</b>	<b>10</b>
<b>TOTAL</b>	<b>110 points maximum</b>

Note: Organizations that did not receive a state grant during Phase I get a bonus.

# Your Risk Evaluation Tool is done, now what?



You should have an E-Grants account ([Registration Form here](#)). You must complete all of the sections of E-Grants ([Download the tutorial here](#). I find that I open up E-Grants in one window and open the tutorial in another). A completed application in E-Grants must include the following documents as attachments in E-Grants:

- Status History Report from NYS Grants Gateway website showing prequalification status You must have a status of “Document Vault Prequalified;
- A color, ground-level photo of the front façade of the facility or recreational area;
- Letter on organization’s letterhead indicating the BEDS code; a copy of the license and/or registration issued by the NYS Office of Children and Family Services or permit issued by the New York City Department of Health and Mental Hygiene; if enrolled legally exempt, the Notice of Enrollment.

Any application received after the December 19, 2018 at 5PM will not be considered.

# For more information:



- ▣ <http://www.dhSES.ny.gov/grants/nonprofit/hate-crimes.cfm>  
<http://www.jcRCny.org/securitygrants>  
<http://www.jcRCny.org/security>

- ▣ David Pollock

Associate Executive Director and  
Director, Public Policy and Jewish Security, JCRC-NY  
(212) 983-4800 x132/[pollockd@jcRCny.org](mailto:pollockd@jcRCny.org)

- ▣ DHSES Application Information

NYS Division of Homeland Security and Emergency Services  
Contracts Unit  
1220 Washington Ave., Bldg. 7A Suite 610  
Albany, NY 12242  
(866) 837-9133/[grants@dhSES.ny.gov](mailto:grants@dhSES.ny.gov)

- ▣ Grants Gateway Help

[grantsgatewayhelp@its.ny.gov](mailto:grantsgatewayhelp@its.ny.gov) (518) 474-5595  
Valerie Bloomer [valerie.bloomer@dhSES.ny.gov](mailto:valerie.bloomer@dhSES.ny.gov)

