

# Non-Profit Security Grant Program (NSGP) FY 2019 Security Assessment



Location Name: \_\_\_\_\_

Address: \_\_\_\_\_

Site Visit Conducted By: \_\_\_\_\_

Assessment Participants:

NAME	TITLE	EMAIL	PHONE	CELL

**Site Statistics:**

Denomination (if applicable): \_\_\_\_\_ Organization Type: Place of Worship / School / Institution / Other

Number of Congregants/Students: \_\_\_\_\_ Number of Employees/Volunteers (Staff): \_\_\_\_\_

Average Number of Guests per day: \_\_\_\_\_ Designated Security Manager? Y/N: \_\_\_\_\_

**Executive Meeting Questions:**

**Q:** How did you learn about the NSGP? \_\_\_\_\_

**Q:** Have you attended any security training or events? If so, What and when? \_\_\_\_\_

**Q:** When was your last security assessment? By Whom? \_\_\_\_\_

**Q:** Have you received a DHS security grant in the past? If so, date/amount: \_\_\_\_\_

**Q:** Have you convened a Security Board? Y/N: \_\_\_\_\_

**Q:** Has your site experienced any recent Hate Crimes/Incidents (Explain in Notes)? Y/N

**Q:** If Yes, do you have a Police Report? Y/N Agency \_\_\_\_\_ Incident # \_\_\_\_\_

**Q:** What is your Site's Annual Security Budget? \_\_\_\_\_



## ASSESSMENT CHECKLIST

NUMBER OF FLOORS:				BLDG CONSTRUCTION:			
STANDOFF (IN FEET):				BLDG OWNED OR RENTED:			
EXTERIOR							
<b><u>PERIMETER FENCE/WALL</u></b>	<b>YES</b>	<b>NO</b>		<b><u>PERIMETER GATE (Pedestrian)</u></b>	<b>YES</b>	<b>NO</b>	<b>SOME</b>
• SCALABLE	YES	NO	SOME	• ACCESS CONTROL	YES	NO	SOME
• CCTV	YES	NO	SOME	• CCTV	YES	NO	SOME
• CONSTRUCTION				• CONSTRUCTION			
• SIGNAGE	YES	NO	SOME	• SCALABLE	YES	NO	SOME
• EXCESS FOLIAGE	YES	NO		• INTERCOM	YES	NO	
<b><u>BARRIERS</u></b>	<b>YES</b>	<b>NO</b>	<b>SOME</b>	• DOOR CLOSER	YES	NO	SOME
• TYPE?				<b><u>CAR BOMB VULNERABILITY</u></b>	<b>YES</b>	<b>NO</b>	
• CONSTRUCTION?				<b><u>PARKING LOT</u></b>	<b>YES</b>	<b>NO</b>	
<b><u>YARD/PLAYGROUND</u></b>	<b>YES</b>	<b>NO</b>		• PRIVATE	YES	NO	
• CCTV	YES	NO	SOME	• ACCESS CONTROL	YES	NO	SOME
• PANIC ALARM	YES	NO	SOME	• CCTV	YES	NO	SOME
• SCREENING	YES	NO	SOME	• LIGHTING	YES	NO	SOME
• PA SYSTEM	YES	NO	SOME	• ACTIVE BARRIER	<b>YES</b>	<b>NO</b>	
<b><u>MAIN ENTRY/EXIT</u></b>	<b>YES</b>	<b>NO</b>		• VEHICULAR GATE	YES	NO	
• LOCKABLE	YES	NO		<b><u>BUILDING FRONTAGE</u></b>	<b>YES</b>	<b>NO</b>	
• KEPT LOCKED	YES	NO		• LIGHTING	YES	NO	SOME
• ACCESS CONTROL	YES	NO	SOME	• WINDOWS	YES	NO	
• CCTV	YES	NO	SOME	○ LOCK	YES	NO	SOME
• INTERCOM	YES	NO		○ ALARMED	YES	NO	SOME
• ALARMED	YES	NO		○ TINT/FRST	YES	NO	SOME
• PEEP HOLE	YES	NO		○ FILM (Blast/Intru)	YES	NO	SOME
<b><u>EMERGENCY EXITS</u></b>	<b>YES</b>	<b>NO</b>		○ BARS	YES	NO	SOME
• LOCKED	YES	NO	SOME	• ROOF ACCESS	YES	NO	
• ALARMED	YES	NO	SOME	• CONCEALMENT AREAS	YES	NO	
• DOOR CLOSER	YES	NO	SOME	• DUMPSTER	YES	NO	
<b><u>GAS MAIN</u></b>	<b>YES</b>	<b>NO</b>		○ AGAINST BLDG	YES	NO	
• OUTSIDE	YES	NO		○ ACCESS CONTROL	YES	NO	
• PROTECTED	YES	NO		• CCTV	YES	NO	SOME
<b><u>ELECTRICAL MAIN</u></b>	<b>YES</b>	<b>NO</b>		• SIGNAGE	YES	NO	SOME
• OUTSIDE	YES	NO		• EXCESS FOLIAGE	YES	NO	
• LOCKED	YES	NO		<b><u>GUARD BOOTH</u></b>	<b>YES</b>	<b>NO</b>	
<b><u>WATER MAIN</u></b>	<b>YES</b>	<b>NO</b>		• PERMANENT	YES	NO	
• LOCKED	YES	NO		• COMMUNICATION	YES	NO	
<b><u>PARKING GARAGE</u></b>	<b>YES</b>	<b>NO</b>		• ACCESS CONTROL	YES	NO	SOME
• ACCESS CONTROL	YES	NO		• REINFORCED	YES	NO	
• BARRIERS	YES	NO	SOME	• CCTV ACCESS	YES	NO	
• CCTV	YES	NO	SOME				
• VEHICULAR GATE	YES	NO	SOME				
INTERIOR							
<b><u>EMERGENCY LIGHTING</u></b>	<b>YES</b>	<b>NO</b>	<b>SOME</b>	<b><u>INTERIOR DOORS</u></b>	<b>YES</b>	<b>NO</b>	
<b><u>CCTV</u></b>	<b>YES</b>	<b>NO</b>	<b>SOME</b>	• LOCKABLE	YES	NO	SOME
• RECORDS (DVR)	YES	NO		○ FROM INSIDE	YES	NO	SOME

• RESTRICTED	YES	NO		• WINDOWS	YES	NO	SOME
• WEB ACCESS (IP)	YES	NO		• ALARMED	YES	NO	SOME
• WORKING	YES	NO	SOME	<b><u>BUILDING ALARM</u></b>	<b>YES</b>	<b>NO</b>	SOME
• LIVE MONITORED	YES	NO	SOME	• PANIC ALARM	YES	NO	SOME
<b><u>SEC CONTROL CENTER</u></b>	<b>YES</b>	<b>NO</b>		• COMPANY NAME			
• MANNED	YES	NO	SOME	<b><u>PA SYSTEM</u></b>	<b>YES</b>	<b>NO</b>	SOME
• RESTRICTED	YES	NO	SOME	<b><u>EXTINGUISHERS</u></b>	<b>YES</b>	<b>NO</b>	
<b><u>FIRE ALARM</u></b>	<b>YES</b>	<b>NO</b>	SOME	• CHARGED	YES	NO	SOME
<b><u>FIRST AID KIT(S)</u></b>	<b>YES</b>	<b>NO</b>		<b><u>EARTHQUAKE KIT(S)</u></b>	<b>YES</b>	<b>NO</b>	

**PROCEDURES**

<b><u>EMERGENCY PLAN</u></b>	<b>YES</b>	<b>NO</b>		<b><u>SECURITY PLAN</u></b>	<b>YES</b>	<b>NO</b>	
• EVAC (FIRE/BOMB)	YES	NO		• STAFF ROLES	YES	NO	
• LOCKDOWN	YES	NO		• ACCESS CONTROL	YES	NO	SOME
• SHELTER IN PLACE	YES	NO		○ STAFF	YES	NO	
• EARTH QUAKE	YES	NO		○ VISITORS	YES	NO	
• RALLY POINT(S)	YES	NO		○ VEHICLES	YES	NO	
• DRILLED	YES	NO		• MAIL PROCEDURES	YES	NO	
• CONTAINS MAPS	YES	NO		• DELIVERIES	YES	NO	
• REUNIFICATION	YES	NO		• CHILDREN (DROP/PICK)	YES	NO	
• GIVEN TO LE/FIRE	YES	NO		• MAINT/CLEANING	YES	NO	
				• ID PROCEDURES	YES	NO	
				• OPENING/CLOSING CHECKLIST	YES	NO	

**SECURITY**

<b><u>SECURITY USED</u></b>	YES	NO		<b><u>COMPANY NAME</u></b>			
CONTRACTED	YES	NO	SOME	FULL OR PART TIME			
<b><u>SECURITY DIRECTOR</u></b>	YES	NO					
NAME:				NUMBER OF GUARDS			
<b><u>GUARD SUPERVISOR</u></b>	YES	NO		ARMED	YES	NO	#
NAME:				UNIFORMED	YES	NO	
<b><u>RADIOS</u></b>	YES	NO		NON-LETHAL CARRY	YES	NO	

**Walk Through Notes:**

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