VIOLENCE INTERVENTION AND PREVENTION
FUNDING ANNOUNCEMENT

Open Solicitation Period: <u>Friday, Sept. 3rd to Friday, October 15th, 2021 at 11:59 PM</u>

Written Version of the Solicitation (Reference Document) Available Here:
https://www.pccd.pa.gov/criminaljustice/GunViolence/Pages/Grants-and-Funding.aspx

Link to Electronic Submittal Form:
https://www.surveymonkey.com/r/2021_VIP_Initial_Request_Form

<u>Introduction</u>
For FY 2021-22, $30 million in state funding for Violence Intervention and Prevention (VIP) has been directed to the Pennsylvania Commission on Crime and Delinquency (PCCD) for providing grants and technical assistance to address community violence throughout the Commonwealth. For the purposes of this funding announcement, 'community violence' is defined as intentional interpersonal violence (e.g., gun violence, group-related violence) in areas of Pennsylvania with high rates of violent crime using Uniform Crime Report offense data or similar local crime statistics. Community-based organizations, institutions of higher education, municipalities, district attorneys, and counties are eligible to apply.

Funding is intended to prioritize support for effective local intervening and preventive measures to stop gun and group violence that is occurring across the state.

<u>This funding announcement document outlines the process to initiate application for VIP funding. Please read it thoroughly prior to making application.</u> Questions regarding this announcement can be sent to RA-PCCD_ExecutiveOfc@pa.gov. Responses to all questions will be posted on PCCD's Funding Announcement Q&A webpage. **Due to the competitive nature of the VIP solicitation, PCCD staff are unable to answer questions about specific proposals.**

1. **Funding Availability:**

   Approximately $24 million in state VIP funding is announced to support applications submitted under this solicitation. Awards will range from maximum budgets of $50,000 to $2,000,000 for project periods spanning up to two-years (24-months). Awards are tiered toward the applicant's size and service area. **NOTE: As this is a competitive application process, it is incumbent on the applicant to select the proper category.   PCCD will not pre-determine which category your organization qualifies for but will verify this information through the review process.**

- **Category 1: Small-sized organizations** with under $100,000 in annual operating expenditures[1] relying primarily on volunteers to operate and may have no full-time employees. These applicants are seeking funding to support small-scale, neighborhood level activities. This category will likely include community-based organizations with 501(c)(3) status and community-based organizations without that designation but are working with a fiscal sponsor. **Maximum: $50,000 for 2-year budget ($25,000 per year).**

- **Category 2: Small-to-mid-sized organizations** with annual operating expenditures of between $100,001 and $500,000 serving a limited geographic area or target population (e.g., grassroots group proposing activities serving one to two neighborhoods within a city or municipality). This category will likely include community-based organizations with 501(c)(3) status who have one or more full-time employees. **Maximum: $150,000 for 2-year budget ($75,000 per year).**

- **Category 3: Mid-sized organizations** with between $500,001 to $1 million in annual operating expenditures serving a geographic area or target population and is seeking to expand services to a larger service region. This category will likely include community-based organizations with 501(c)(3) status and potentially some smaller municipalities. **Maximum: $500,000 for 2-year budget ($250,000 per year).**

- **Category 4: Large organizations** with over $1 million in annual operating expenditures with significant capacity, experience, and ability to implement, expand and scale complex programs across a large geographic area (e.g., city, county, etc.). This category will likely include large community-based organizations with 501(c)(3) status, institutions of higher education, larger municipalities and their district attorneys' offices, and counties. **Maximum: $2 million for 2-year budget ($1 million per year).**

- **Category 5: "Umbrella" organizations** include 501(c)(3) nonprofit(s) or another VIP eligible applicant serving as a fiscal sponsor or applicant on behalf of a community-based organization. "Umbrella" organizations are eligible for up to 33% on top of the collective budgets of the organizations they are supporting (e.g., an "umbrella" organization applies to support 5 community-based organizations that are eligible for maximum budgets of $50,000 each; 5 x $50,000 = $250,000. 33% of $250,000 is $82,500, so the 'umbrella' is eligible for $82,500 in this instance to support their agency's costs in providing fiscal/administrative support). This funding must be directly tied to activities/expenses that support subgrantees/subrecipients' specific projects (i.e., not general overhead).[2]

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[1] To determine your total annual organizational expenditures, please refer to your organization's expenditures for the period from July 1, 2020 to June 30, 2021.

[2] 'Umbrella' applicants may make application on behalf of all community-based organizations that they will be providing sponsorship for.   'Umbrella' organizations will fill out a single application on behalf of each of their sponsored community-based organizations within the SurveyMonkey initial request form and note that they are the sponsoring agency contact. During the review process, PCCD staff will work with the 'umbrella' applicant to verify eligibility and connections with the community-based organization. In the event a sponsored application is selected for an award, PCCD staff will work directly with the 'umbrella' applicant on the Egrants process, developing an appropriate budgetary award amount, and any other programmatic or fiscal information that is needed.

PCCD is not liable for costs incurred prior to the official start date of the award. Applicants are required to follow PCCD's procurement guidelines (see page 16 of PCCD's Applicant Manual for more on this).

If your initial request is approved at the December 1, 2021 School Safety and Security Committee meeting, you will be contacted by PCCD staff to submit an application via PCCD's Egrants system.

Non–supplantation: Funding shall not be used to supplant/replace state, federal or local funds that would otherwise be available to provide for program–related services. PCCD funding is to be used in addition to other funds that are made available for services.

2. **Project Dates:**

Contingent upon availability of funds, applications awarded will be 24-month projects and have a start date of January 1, 2022 and an end date of December 31, 2023. (Please note: There should be no expectation that funding will be extended past the two-year period.)

3. **Eligible Applicants:**

VIP funding is limited to the following entities that may submit an initial request/application:
  - o Community-based organizations without 501(c)(3) status[3]
  - o Community-based or nonprofit organizations with 501(c)(3) status[4]
  - o Institutions of Higher Education
  - o Municipalities
  - o Counties
  - o District Attorney's Offices[5]

4. **Eligible Program Activities and Expenses:**

Grants and technical assistance are to align with the following list of eligible activities included in Section 1306-B(j)(22) of the Public School Code:

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[3] Community-based organizations without 501(c)(3) status are required to have a fiscal sponsor or 'umbrella' organization (i.e., a non-profit with 501(c)(3) status or another eligible entity under this solicitation) in order to be eligible to make application. For-profit businesses and organizations are NOT eligible applicants. Applicants of this type will be required to provide the contact information of their sponsoring agency within the initial request application. PCCD will contact the sponsoring agency to verify sponsorship. Please see footnote #1 on page 2 for more information.

[4] PCCD will ask nonprofits with 501(c)(3) status to provide the link to your organization's nonprofit notation in GuideStar.org, IRS Tax Exempt Organization Search or another similar nonprofit data source engine to confirm said status. If that notation is not available, you may receive a follow-up survey/questions from PCCD staff to confirm your 501(c)(3) status.

[5] A district attorney's office is eligible to submit an initial request via SurveyMonkey. However, in the event a district attorney's office is selected for an award and is invited to make application in Egrants, PCCD expects the county to make the Egrants application on their behalf.

Those are programs designed to reduce community violence[6], including:

    (i)   Increasing access to quality trauma-informed support services and behavioral health care by linking the community with local trauma support and behavioral health systems.

    (ii)   Providing health services and intervention strategies by coordinating the services provided by eligible applicants and coordinated care organizations, public health entities, nonprofit youth service providers and community-based organizations.

    (iii)   Providing mentoring and other intervention models to children and their families who have experienced trauma or are at risk of experiencing trauma, including those who are low-income, homeless, in foster care, involved in the criminal justice system, unemployed, experiencing a mental illness or substance abuse disorder or not enrolled in or at risk of dropping out of an educational institution.

    (iv)   Fostering and promoting communication between the school entity, community and law enforcement.

    (v)   Any OTHER program or model designed to reduce community violence and approved by the committee.

Applicants will be asked to identify the category from the list above that is most applicable to the project they are proposing.

Further, applicants will also be asked what model type (from the suggested list of examples provided below) most closely aligns with their project's description (NOTE: If your program model type is not listed, please select OTHER below):

- Street outreach and violence interruption programs utilizing credible messengers (e.g., Cure Violence, Group Violence Intervention, Operation Ceasefire, etc.)
- Increasing availability of safe routes and transportation options for youth and adults (e.g., Safe Passages, Safe Corridors)
- Identification, outreach, and engagement of individuals who are most likely to be involved in violence and providing tailored, holistic supports to meet a wide range of education, employment, mental and behavioral health, and other basic needs (e.g., Chicago CRED, Safe and Successful Youth Initiative, etc.)
- Hospital-based and hospital-linked violence intervention programs
- Strengthening pre-release and reentry programs, interventions, services, and supports for individuals convicted of firearm-related offenses
- Trauma-informed approaches to support individuals, families, and communities impacted by gun violence.
- OTHER violence prevention, intervention, and/or response strategies that demonstrate promise in meeting the goals of this program.

Generally, funding can support expenses associated with direct project activities and program implementation, including but not limited to the following:

- Salaries and benefits for personnel (full-time or part-time), including overtime;
- Contractors/consultants;
- Facilitating referrals to community-based service providers and programs (including incentives and/or stipends for participants);
- Supplies and equipment;

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[6] For the purposes of this funding announcement, 'community violence' is defined as intentional interpersonal violence (e.g., gun violence, group-related violence) in areas of Pennsylvania with high rates of violent crime using Uniform Crime Report offense data or similar local crime statistics.

- Training;
- Travel/transportation expenses; and
- Other activities necessary to meet the needs of programs and participants.

Technical assistance for program or model implementation (e.g., training staff and consultants in a given approach, establishing data collection/reporting protocols, etc.) and/or related business/administrative functions (i.e., contracted services for administrative or accounting support to manage bookkeeping functions) are an eligible cost under this application. These expenses should only be a portion of the overall budget. PCCD reserves the right to have approved applicants remove or reduce items from the proposed budget that are deemed ineligible or not sufficiently related to the project.

Please note that organizations selected for funding will need to develop and submit a detailed budget to PCCD in our Egrants system outlining specific costs and expenditures. PCCD has approval of all final budgets.

5. **Ineligible or Limited Program Activities and Expenses:**

Physical security/infrastructure costs (such as security cameras, building modifications, and other "hardening" strategies) are not eligible activities under this solicitation. In addition, grant funds may not be used for:
- Construction;
- Land acquisition;
- Lobbying and political contributions;
- Honoraria or bonuses; and
- Vehicle purchases.

Indirect costs are limited to 10% of the amount of the award. If indirect request exceeds 10%, and the grant moves forward, it will be reduced to 10%. Administrative costs that are not clearly justified to be direct project costs within the applicant's proposed budget detail will be considered indirect and will be counted toward the 10% maximum indirect rate.

PCCD reserves the right to have approved applicants remove items from the proposed budget that are deemed ineligible. For example, license plate readers and facial recognition software, unless being used by law enforcement, would be deemed ineligible.

Funding cannot be used for costs incurred prior to the official start date of the award.

6. **SurveyMonkey Initial Request Sections:**

The SurveyMonkey form serves as an applicant's initial request for VIP funding and can be accessed here: https://www.surveymonkey.com/r/2021_VIP_Initial_Request_Form

A written version of the form is available to view and download on PCCD's *Gun Violence Grants & Funding* website to help you formulate your responses in advance.

The SurveyMonkey initial request form must be entered no later than Friday, October 15, 2021 by 11:59 PM.

Please note that applicants are not required to complete this electronic form in one sitting; however, to continue working on your request, you must utilize the same computer/system (e.g., web browser) that the initial request was started on. Please note that you must hit "Next" on each section to save your information for the previous screen. Once you hit the "Submit" button, you will not be able to modify your request.

The initial request form is broken into the following major sections (please refer to the of the survey form for the actual questions to be asked):

- **Organizational Information and Background Section**. Questions in this section include:
  - Contact information for your organization, including primary and secondary individual contact information and eligible applicant type.
  - Whether or not your organization has received prior funding to address gun or group violence.
  - A description of your organization, including when it was established, what services you provide, and where and to whom you provide them.
  - A description of the types of violence your area is experiencing, and any efforts that your organization has taken (or would like to take) to address it.

- **Project Narrative Section.** Questions in this section include:
  - Selecting which category under Section 1306-B(j)(22) your project fits into and model type.
  - A description of what you are proposing to do with the VIP funding.
  - Listing the geographic areas and target population for your project.
  - Clarification on whether the project is an expansion of current services your organization offers, a new program, or reinstatement of a previously funded program.
  - If applicable, questions related to how you intend to recruit participants in your project and/or how to refer individuals for services, supports or other resources in the community.

- **Budget Section.** Questions in this section include:
  - Selecting the appropriate category of funding your organization is eligible for (see Funding Availability Section on page 1 of this funding announcement).
  - Entering a total budget request amount, not to exceed the maximum budget award allowed by your category.
  - Entering a budget, broken into categories such as personnel, employee benefits, travel, consultants, equipment, etc. and short narrative for each request.[7]
  - Confirmation of ability to operate on a reimbursement-based model.[8]

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[7] Please note that due to the competitive nature of these funds, PCCD staff are unable to provide guidance on whether an item or activity fits within one of these categories. It is up to the requester to determine which items to apply for under which category. A clear description of the connection between the funded item and the proposed activities should be provided.

[8] If you are awarded, recipients will be required to submit detailed financial reports in PCCD's Egrants system and PCCD will reimburse grantees for reported, eligible expenditures. PCCD understands that all grantees may not have enough cash on hand to be able to purchase more expensive items or services on a reimbursement basis and PCCD will work with grantees in those situations to develop alternative payment/invoicing options. Please note that this question is not scored and will not be a factor during

- **References Section.** In this section, applicants are eligible to list the contact information of up to three individuals who will vouch for the organization and your work.

- **Attachment Section (Optional).** In this section, applicants may attach or include any additional informational items they believe will supplement their application.

- **Affirmation and Submittal Section.** In this section, applicants will be asked to check off boxes to verify that they read and understand the following statements:

  - Once you click the submit button on the next page, your initial request will be submitted to PCCD and you will not be able to make any other edits to your request. SurveyMonkey will not provide you with an acknowledgement that your initial request was received. Please be assured that once you hit "Submit", PCCD has received your request. Do not contact us for a copy of your initial request.

  - In the event you accidentally submit an incomplete request, or if you want to add more information to a request, you can resubmit a request in SurveyMonkey at any time during the open request period. If an organization submits multiple duplicate survey/forms, PCCD will use the last submitted request in the review process and will not consider earlier submittals.

  - If you are selected to move forward in the process, you will receive an email from PCCD staff outlining the next steps in submitting a final application in PCCD's Egrants system in December 2021.

  - Acknowledging that, if the initial request is accepted for an award, the organization is responsible for working with PCCD staff to meet all further programmatic and fiscal requirements related to the award; will be required to complete a final application via PCCD's EGrants system prior to receiving the official award; will be required to comply with all reporting, data collection and evaluation requirements as prescribed by PCCD; and may be required to participate in webinars, calls and/or virtual meetings as part of the award.

7. Timeline of Next Steps:

The review period will commence upon the closure of the initial application request period in SurveyMonkey (Friday, October 15, 2021 at 11:59PM). Applicants may be contacted by PCCD staff during the review for additional information or clarification if needed.

Applications recommended after the review will be presented to the School Safety and Security Committee (SSSC) for their consideration on December 1, 2021. Applicants selected in the initial round of requests will then be asked to complete a formal application in Egrants. PCCD staff will be able to provide technical support to organizations with the formal Egrants application process.

Please note that an invitation to submit an application in Egrants does not guarantee an applicant will be funded. Applicants may need to make programmatic or fiscal modifications from what was proposed in

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the review process; rather, it is designed to gauge level of PCCD technical assistance needed moving forward.

the initial request to comply with state fiscal requirements, conditions from the reviewers, or this funding announcement. PCCD reserves the right to make final budget determinations and modifications as part of this process. Final recommendation of projects will be made following the receipt and review of applications in Egrants.

8. **Additional Assistance:**

Interested in this solicitation? PCCD will host a webinar for prospective applicants:

- Webinar for Prospective Applicants: Tuesday, September 14, 2021 from 11 AM to Noon.

Please join PCCD staff to learn more about the program and to have the opportunity to ask questions and receive instructions on how to access the SurveyMonkey initial application. The webinar and any related materials will be posted on **PCCD's Gun Violence Grants and Funding**.

Once the SurveyMonkey application opens, questions can be directed to PCCD staff at RA-PCCD_ExecutiveOfc@pa.gov with "VIP Grants" in the subject line. Responses to all questions will be posted on PCCD's Funding Announcement Q&A webpage.

If you haven't already done so, please also sign up for email notifications of future PCCD funding announcement notifications HERE.