



# **Violence Intervention & Prevention (VIP) Grants Evaluation Initiative**

Pennsylvania Commission on Crime & Delinquency

Webinar for Prospective Applicants

*February 8, 2023*

# What We'll Cover Today

- 1. Housekeeping Rules**
- 2. About PCCD**
- 3. VIP Grant Evaluation Initiative**
  1. Funding Announcement Overview
  2. Application Process
  3. Anticipated Timeline
  4. PCCD's Funding Process
- 4. Q&A**





# About the Agency

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PENNSYLVANIA COMMISSION ON CRIME &  
DELINQUENCY

# About PCCD

**Mission:** *To enhance the quality, coordination, and planning within the criminal and juvenile justice systems, to facilitate the delivery of services to victims of crime, and to increase the safety of our communities.*

**Grants** – PCCD administers state and federal funding through grants of all types – mainly for criminal and juvenile justice and related systems, victim services, prevention, and public safety.

**Technical Assistance** – We provide technical assistance for a variety of programs and initiatives.

**Data Resources** – Serve as a statistical resource for criminal justice and public safety data (e.g., digital dashboards, PA Youth Survey, etc.)

**Victims Compensation** – Provide compensation to victims of crime for certain expenses incurred as a result of that crime.

**Training** – Provide training for Constables, Sheriffs/Deputy Sheriffs, County Probation Officers, and other justice-related stakeholders.



# PCCD Priorities

PCCD invests in ideas and strategies that improve systems and help make Pennsylvanians and their communities safer.

Providing support for effective, community-led efforts to prevent gun violence is one of PCCD's top strategic priorities.





# About the Grant Program

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VIP GRANTS EVALUATION INITIATIVE



# VIP Evaluation Initiative

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- On June 30<sup>th</sup>, the state budget passed into law, allocating **\$105 million** to PCCD for violence intervention and prevention (VIP) grants and technical assistance.
- On January 17, 2023, PCCD announced the availability of up to \$3 million in VIP funds to support a new comprehensive evaluation and research initiative.
- **Purpose:** Determine early outcomes and short-term impacts of PCCD's investments through the VIP Grants Program.
- *Other VIP initiatives supported in FY22-23: VIP Competitive Grants (122 approved projects); Coordinated CVI Strategies Pilot Grants (5 approved projects); VIP Technical Assistance + Training Initiative (1 project)*



# VIP Grants Evaluation Funding Announcement

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## ELIGIBLE APPLICANTS

- Nonprofit organizations
- Institutions of higher education
- Municipalities
- Counties
- District attorney's offices

**\*\*Note: This is a statewide project.**

## PROJECT PERIOD

- 24 months
- Project Start/End Dates: July 1, 2023 – June 30, 2025

## BUDGET

- \$3M total
- Indirect/administrative costs kept to a minimum (federally allowable indirect rate or *de minimis* 10% rate)
- No match requirement
- Final budgets to be determined by PCCD
- Cooperative agreement structure



# Purpose: Program Goals & Objectives

**The VIP Grants Evaluation funding announcement is designed to support comprehensive data analysis and independent, rigorous evaluations of a subset of VIP-funded projects to determine outcomes and short-term impacts of PCCD's investments.**

This includes:

- ❑ Analyzing and documenting successes, challenges, and 'lessons learned' from early cohorts of VIP grantees, including evaluating whether program and project-specific goals were achieved; and
- ❑ Capturing site-specific and cross-site outcomes for pilot sites awarded through the FY 2022 Coordinated Community Violence Intervention (CCVI) Strategies Grant Program.



# Key Deliverables

**As a cooperative agreement, a selected applicant will be expected to work closely with PCCD staff and partners (VIP TTA Provider – WestEd) to implement the following evaluation and research activities:**

- ❑ Assessing a subset of VIP grantees' implementation of program activities (e.g., process evaluation);
- ❑ Evaluating all 5 Coordinated CVI Strategies pilot program sites;
- ❑ Conducting site visits/virtual meetings to interview key staff, stakeholders, and community partners;
- ❑ Analyzing quarterly program reports submitted by grantees (including performance data);
- ❑ Coding specific activities conducted by grantees to achieve program and project goals (e.g., direct services, referrals, community events/outreach, trainings, mentoring, etc.);
- ❑ Reviewing additional documents, program records, and other materials, as needed;
- ❑ Producing two research reports over the course of the project (interim + final); and
- ❑ Presenting findings to PCCD, members of the School Safety and Security Committee, and other key stakeholders.



# In Focus: Research Reports

An approved applicant will be expected to produce two research reports over the course of the project (interim + final) that will:

Document implementation efforts of VIP grantees to capture areas of progress, challenges, and 'lessons learned' for future programming + grantmaking efforts.

Provide an understanding of how PCCD's investments through VIP have – or have not – yielded intended impacts.

Determine whether any strategies/programs were more effective than others in meeting goals + objectives.

Identify any necessary adjustments to future VIP funding announcements based on findings.



# Other Expectations + Deliverables

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## **VIP Grants Evaluation applicants must:**

- Demonstrate how proposed evaluations would:
  - Build upon existing research related to CVI;
  - Support the development or enhancement of community violence intervention and prevention programs, policies, and practices;
  - Identify what elements within or outside of specific programs' design/implementation contributed to successes or challenges/failures.
- Address the external validity of the proposed evaluation approach, including how findings may be generalizable to other jurisdictions and/or populations.

# Other Expectations + Deliverables (cont.)

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- Grantees are expected to keep track of and report on project activities and related expenditures via **quarterly Program and Fiscal Reports** in Egrants.
- A selected applicant should expect to participate in **onboarding activities** and **other grant-related activities** (e.g., monitoring).
- Any entity receiving funding under this solicitation will be expected to **submit all data sets** that result from the funded project to PCCD's Statistical Analysis Center, along with associated files and any documentation necessary for future efforts by other parties to reproduce the project's findings.

# Program Activities & Expenses



## Eligible:

- Salaries and benefits for personnel (full-time or part-time);
- Contractors/consultants;
- Supplies and equipment;
- Training;
- Travel/transportation expenses;
- Indirect costs not exceeding federally approved rate or *de minimis* 10% rate; and
- Expenses directly related to the conduct management and coordination of the project.



## Ineligible or Limited:

- Construction;
- Land acquisition;
- Lobbying and political contributions;
- Honoraria or bonuses;
- Food/refreshments;
- Funding personnel not deemed by PCCD to be integral to the program's implementation; and
- Indirect costs exceeding federally approved rate or *de minimis* 10% rate.

# Application Process

- All applications must be submitted through PCCD's [Egrants System](#).
- Final recommendation of projects will be made following the receipt and review of applications in Egrants.



**VIP Grants Evaluation Initiative applications must be submitted in Egrants no later than Thursday, March 30, 2023 by 11:59 PM (ET).**

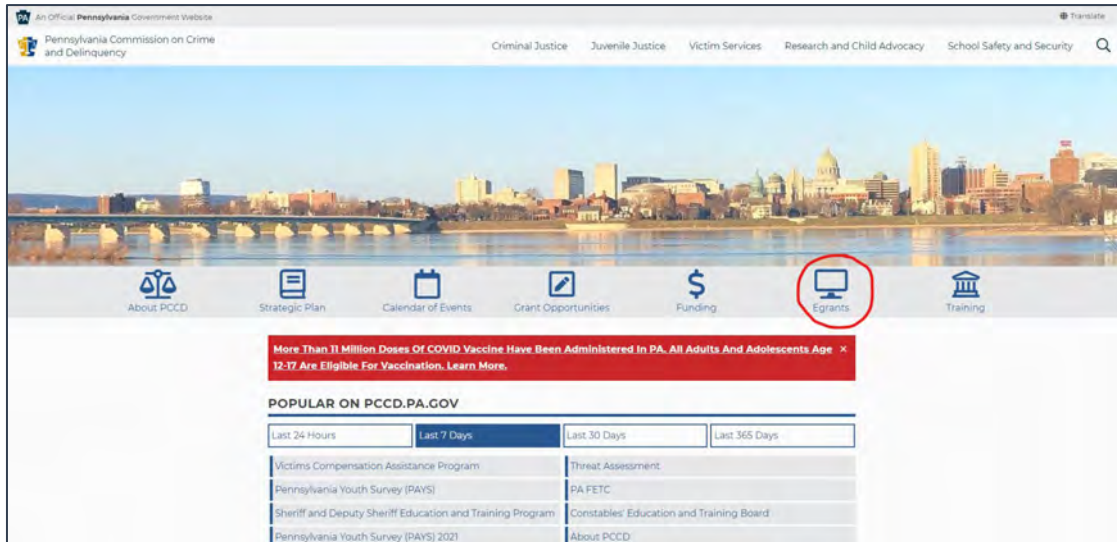


# Getting Started in Egrants

- **Step 1:** Create an Egrants account (see [Getting Started in Egrants](#) webpage + the [PCCD Egrants Keystone Login Guide](#))
- **Step 2:** [Register](#) your organization with Egrants
- **Step 3:** Request roles in Egrants (see [Appendix A](#)) to make sure you have the right users and permissions set up







# Agency Registration

- Complete the **Egrants Agency Registration Request Form** (see [Egrants Agency Registration Guide](#))
  - PCCD Home Page → Egrants icon
    - Your agency must be properly registered in Egrants if you intend to apply for a grant.
    - \*Authorized Officials are persons with contract signing authority; generally the Executive Director or Head Administrator of the Agency.
- Return completed form to [RA-eGrantsSupport@pa.gov](mailto:RA-eGrantsSupport@pa.gov).

# User Roles


- Access to the Agency's grants are separated into six unique roles.
  - **Financial Creator** can view and create fiscal information (manage budget section information, fiscal reports, etc.)
  - **Financial Reader** can view fiscal information
  - **Program Creator** can view and create program information (manage program section information, program reports, etc.)
  - **Program Reader** can view program information
  - **Submission** can submit grant forms like applications, modification, and continuations
  - **User Manager** can manage user roles for the Agency's grants (*will still need other roles if performing other duties*)



# User Registration Tip

- PLEASE NOTE: Every agency must register two users in order to complete their grant application.

# User Manager

- Every agency should have an Agency User Manager security role.
  - The User Manager approves requests and maintains existing security for users already established within their agency.
- PCCD Home Page → Egrants icon 
  - [User Manager Help Guide](#)

# Need Assistance?



- If you have questions, contact the Egrants Help Desk:
  - Email: [RA-eGrantsSupport@pa.gov](mailto:RA-eGrantsSupport@pa.gov)
  - Call: (717) 787-5887

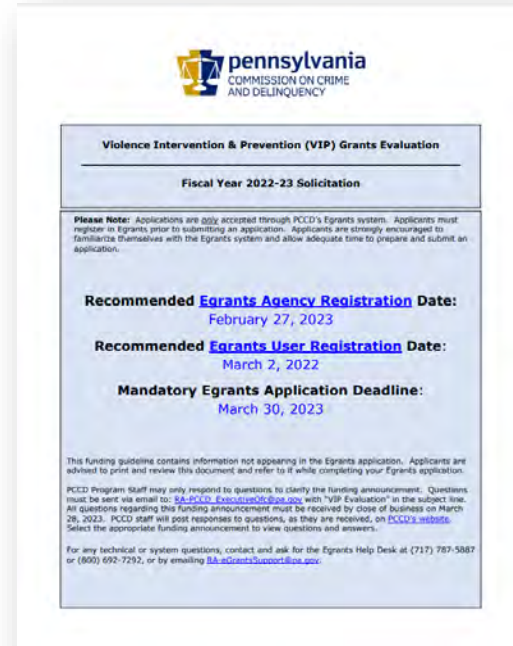


- Other useful resources:
  - [Getting started in Egrants](#)
  - [Applicant resources](#)
  - [Grant application walkthrough](#)



# What's Included in the Application?

- ✓ Executive Summary
- ✓ Applicant Overview: Capabilities & Competencies
- ✓ Statement of Problem
- ✓ Project Design and Implementation
- ✓ Potential Impact
- ✓ Budget Detail
- ✓ Required Attachments
- ✓ Nonprofit Agency Checklist
- ✓ Required Signed Documents (Signature Page)



**NOTE:** Applicants are **strongly** encouraged to carefully read and review the written funding announcement document prior to starting their Egrants application.



# Signature Page Requirements

The Signature Page requires **two** signatures:

- 1. Authorized Signatory** – Authorized to enter into contracts on behalf of the organization (e.g., President, Vice President).
  1. PCCD requests this authority because this is considered a contract.
- 2. Attesting Officer** – Verifies the signature of the authorized signer and that the individual has the authority.

**SUBGRANT:** 30461      **Short Title:** Violence Prevention and Targeted Outreach

11. IN WITNESS WHEREOF, the Applicant has caused this subgrant application to be executed, attested, and sealed by its proper officials, pursuant to legal action authorizing the same to be done.

DATE	Sample Agency NAME OF APPLICANT AGENCY
SIGNATURE OF ATTESTING OFFICER	By: _____
TITLE OF ATTESTING OFFICER	Title: _____
(SEAL)	By: _____
APPROVED AS TO FORM AND LEGALITY:	Title: _____
SOLICITOR	By: _____
APPROVED:	Title: _____
CONTROLLER	By: _____
	Title: _____

NOTE: The original copy must be signed in ink. Titles of all signatories must be inserted.

DISTRICT ATTORNEY  
(VS applications only)

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**FOR PCCD USE ONLY**

We certify that this application is approved and that a grant award has been received to pay the herein stated \_\_\_\_\_ funds.

PCCD Executive Director or designee	DATE
COMPTROLLER OPERATIONS	DATE
Approved as to form and legality:	
COUNSEL TO PCCD	DATE
35-FA-1.2 OFFICE OF GENERAL COUNSEL	DATE
35-FA-1.2 DEPUTY ATTORNEY GENERAL	DATE



# Anticipated VIP Evaluation Funding Timeline





# PCCD's Funding Process

PCCD grants are reimbursement based (i.e., money isn't provided "up front" for project expenses).

- Grantees can work with PCCD to utilize more frequent fiscal reporting and other mechanisms to increase the frequency of payments, but the reimbursement process can still take a few weeks.
- You can't submit expenses for reimbursement if they weren't already approved in your budget.

Grantees can only receive reimbursement funding for actual expenses approved by PCCD.

Grant funds are designed to support project and program-related expenses, not general operating costs.

PCCD funding must supplement, not supplant existing funding sources/programs.

# Friendly Reminders



Applicants will need to register in PCCD's [Egrants System](#).



Register as a [Non-Procurement](#) Commonwealth Vendor



Establish banking details to facilitate payments via ACH



Ensure your organization has a Unique Entity Identifier (UEI)





# Q&A

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WHAT QUESTIONS CAN WE ANSWER FOR YOU?

# How to Ask Questions



Today's webinar!



Email PCCD staff ([RA-PCCD\\_ExecutiveOfc@pa.gov](mailto:RA-PCCD_ExecutiveOfc@pa.gov))



Answers will be posted [on PCCD's Funding Announcement Q&A webpage.](#)



Check the online Q&A page before asking a question. We might have already answered it.



Read the online Q&A page before submitting your application.

*Maybe someone else asked a question that you didn't know you needed the answer to...*



## Questions?

Please use the “Q&A” feature to submit your question(s), if you haven’t already done so.

PCCD staff are reviewing and will answer as many questions/topics as we can over the next few minutes.

As a reminder, to the extent possible, any questions that we are not able to address in today’s webinar will be answered on the Q&A section of PCCD’s website.

Questions can also be submitted to [RA-PCCD\\_ExecutiveOfc@pa.gov](mailto:RA-PCCD_ExecutiveOfc@pa.gov).

Live event Q&A ?

Featured My questions

Ask a moderator

Questions won't be visible to everyone until a moderator approves them

Your name (optional)

Ask a question

Post as anonymous

# Additional Information & Resources

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PCCD's [Gun Violence webpage](#) / ["Grants & Funding" tab](#)

- [PCCD's Funding Announcement Webpage](#)

[PCCD "Applicant Resources" page](#) – Includes information on registering for PCCD's Egrants System, an overview of the competitive grant process, FAQs, grants financial management resources, and grants training.

[PCCD Funding Announcement Q&A Webpage](#)



## Questions about the VIP Grants Evaluation Initiative?

Questions regarding this funding opportunity can be directed to PCCD staff at [RA-PCCD\\_ExecutiveOfc@pa.gov](mailto:RA-PCCD_ExecutiveOfc@pa.gov) with "VIP Grants Evaluation Initiative" in the subject line. PCCD staff will review inquiries and post answers to questions regarding this grant program in the "VIP Grants Evaluation" section of its Funding Q&A webpage through Tuesday, March 28, 2023.