



## VIOLENCE INTERVENTION AND PREVENTION (VIP) FUNDING ANNOUNCEMENT

***Open Solicitation Period: Tuesday, Sept. 6<sup>th</sup> to Wednesday, Oct. 12<sup>th</sup>, 2022 at 11:59 PM***

*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/2022-VIP-Grants>

### **Introduction**

For FY 2022-23, a total of \$105 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.

The School Safety and Security Committee, which is responsible for the oversight of VIP funding, approved a VIP Solicitation Framework reserving \$85.5 million in FY 2022-23 VIP funds available to support projects under this solicitation. 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.

Community-based organizations, institutions of higher education, municipalities, district attorneys, and counties are eligible to apply.

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

### **1. Resources for Prospective Applicants:**

Interested applicants who are community-based nonprofit organizations are strongly encouraged, but not required, to review and complete a **"PCCD Grants Readiness Self-Assessment Checklist,"** available on the ["Applicant Resources"](#) section of PCCD's website. This document provides an overview of the minimum requirements nonprofit organizations must have in place in order to directly apply for and receive grant funding from PCCD, as well as recommended (but not required) practices for grantees.

In addition, interested applicants are invited to register for **virtual webinars** on this funding announcement. The purpose of these webinars is to provide an overview of the VIP Grant Program,

PCCD's application process, as well as answer technical questions from prospective applicants and provide clarity on funding announcement instructions. Topics may include but are not limited to developing and submitting an application for VIP funding, eligibility criteria, funding goals and priorities, and an overview of other programmatic and fiscal requirements.

**Note:** While encouraged, participation in these informational webinars is not a requirement to apply for VIP funding. In addition, no preference is given to applicants who register for or attend the webinars, and recordings of the webinars will be made available on PCCD's *Gun Violence Grants & Funding* webpage following the conclusion of the virtual sessions.

**2022 VIP Funding Announcement:  
Webinars for Prospective Applicants**

Webinar #1

Monday, Sept. 12, 2022

3:00-4:00 p.m. (ET)

*Webinar will provide an overview of the VIP funding announcement, application process, and other information for prospective applicants.*

Webinar #2

Tuesday, Oct. 4, 2022

11:00 a.m.-12:00 p.m. (ET)

*Webinar will provide an opportunity for prospective applicants to ask questions regarding the VIP funding announcement, the application process, and related issues directly to PCCD staff in a "Q&A" format.*

**Registration Link for Both Webinars:**

<https://www.surveymonkey.com/r/2022-VIP-Webinars>

**2. Funding Availability:**

Approximately \$85.5 million in state VIP funding is announced to support applications submitted under this solicitation. Awards will range from maximum budgets of \$25,000 to \$2,500,000 for project periods spanning up to 29-months.

**How Much Can My Organization/Agency Apply for in VIP Funds?**

Awards are tiered toward the applicant's size and service area. **Maximum award amounts will be based on applicants' current operating budgets; applicants may not request more than 50% of their current operating budget.**

**NOTE:** To determine your total annual operating expenditures, please refer to your organization's expenditures for the period from July 1, 2021 to June 30, 2022. As this is a competitive application process, it is incumbent on the applicant to select the proper category and request the appropriate and allowable amount of funding. PCCD will not pre-determine which category or funding levels your organization qualifies for but will verify this information through the review process.

- a. **Category 1: “Micro” organizations** with less than \$50,000 in annual operating expenditures relying primarily on volunteers to operate and may have no full-time employees. Funding in this category will support ‘mini-grants’ as well as start-up/planning costs for small, fledgling organizations. **Maximum: No more than \$25,000 total over a 29-month project period.**
- b. **Category 2: Small-sized organizations** with between \$50,000 to \$150,000 in annual operating expenditures, relying on volunteers but also on a small number of staff (1-2 employees) for programming and operations. These applicants are typically seeking funding to support small-scale, neighborhood level activities. **Maximum: \$75,000 or 50% of annual operating expenditures, whichever is less, over a 29-month period.**
- c. **Category 3: Small-to-mid-sized organizations** with annual operating expenditures of between \$150,001 and \$500,000. This category will likely include community-based organizations who have two to four full-time employees. **Maximum: \$250,000 or 50% of annual operating expenditures, whichever is less, over a 29-month period.**
- d. **Category 4: Mid-sized organizations** with between \$500,001 to \$999,999 in annual operating expenditures with between 5-10 staff serving a geographic area or target population and is seeking to expand services to a larger service region. This category will likely include nonprofits and community-based organizations and potentially some smaller municipalities. **Maximum: \$500,000 or 50% of annual operating expenditures, whichever is less, over a 29-month period.**
- e. **Category 5: Mid- to Large organizations** with between \$1 million and \$4 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 mid-to-large nonprofits and community-based organizations, institutions of higher education, smaller municipalities, as well as less populated counties and their district attorneys’ offices. **Maximum: \$2 million or 50% of annual operating expenditures, whichever is less, over 29 months.**
- f. **Category 6: Large organizations and institutions** with more than \$4 million in annual operating expenses and larger teams of staff (20+). This category will likely include large nonprofit organizations, institutions of higher education, large municipalities, as well as high population counties and their district attorneys’ offices. **Maximum: \$2.5 million or 50% of annual operating expenditures, whichever is less, over 29 months.**

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).

3. **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.

#### 4. Project Dates:

Contingent upon availability of funds, applications awarded will be up-to-29-month projects and have a start date of February 1, 2023 and an end date of June 30, 2025. (Please note: There should be no expectation that funding will be extended past this period.)

#### 5. Eligible Applicants:

VIP funding is limited to the following entities that may submit an initial request/application:

- \*Community-based or nonprofit organizations with 501(c)(3) status
- Institutions of Higher Education
- Municipalities
- Counties
- District Attorney's Offices<sup>1</sup>

**\*Note:** Community-based organizations must be a registered 501(c)(3) in order to make direct application for funds (use of fiscal sponsors who are eligible to make direct application is allowable for community-based organizations that do not have 501(c)(3) status). In the application, information related to the nonprofit's operations (e.g., number of employees, board structure/membership, minutes, Form 990/annual financial statement, etc.) will be requested to verify eligibility. In addition, PCCD will ask nonprofits with 501(c)(3) status to provide the link to your organization's nonprofit notation in [GuideStar.org](https://www.guidestar.org), [IRS Tax Exempt Organization Search](https://www.irs.gov/charity-nonprofit-resources) 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.

#### **Additional PCCD Grant Opportunities Related to Violence Prevention**

**Note:** This funding announcement is part of a broader set of funding opportunities announced by PCCD related to community violence intervention and gun violence prevention. Please see PCCD's "Open Funding Announcements" webpage and [Egrants](#) for more information regarding these solicitations. Recognizing the intersections of these grant programs as well as the need to ensure equitable access to limited funds, eligible applicants are strongly urged to carefully review all available funding announcements and determine which opportunity may be best for your specific organization/agency based on eligibility criteria, funding priorities, etc. If applicants are applying under multiple funding announcements (or if they are included as a proposed subrecipient in an application), the applicant **must** disclose that within each of their applications submitted to PCCD. In any case, the proposals should not be duplicative and must fund separate and unique activities.

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<sup>1</sup> 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 the second phase of the VIP application process and is invited to make application in Egrants, PCCD expects the county to make the Egrants application on their behalf.

## 6. 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](#). Those are programs designed to reduce community violence<sup>2</sup>, 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.), including school-based violence interrupters/outreach workers.
- 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.)
- Strengthening pre-release and reentry programs, interventions, services, and supports for adults convicted of firearm-related offenses
- Anti-violence programming engaging/directly supporting at-risk youth, including juvenile offenders (e.g., Juvenile Engagement Officers, diversion and reentry programs, youth advocacy and case management services, etc.)
- Trauma-informed approaches that engage individuals who have experienced/witnessed gun violence (e.g., Cognitive Behavioral Therapy, [hospital-based and hospital-linked violence intervention programs](#), etc.)
- OTHER violence prevention, intervention, and/or response strategies that demonstrate promise in meeting the goals of this program.

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<sup>2</sup> 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.

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

**Note:** PCCD recognizes that offering meals, incentives, and participant supports can help increase participation among clients/individuals engaged in services. Therefore, VIP funds (including CCVI Strategies Pilot Grant funds) may be used to purchase meals or snacks, items or activities used as program/participant incentives, and participant support items, provided that these incentives are used to encourage these outcomes (e.g., rewards for participants meeting certain documented milestones, celebrating program completion, etc.). In all cases, there must be a direct and documented link to grant-funded activities. PCCD will determine whether each expense is appropriately explained and justified and will have final approval of all budget requests. In addition, PCCD requires that grantees who utilize grant funds to support purchases of gift cards and similar incentives to comply with documentation requirements prescribed by PCCD.

PCCD staff recommend budgeting for approximately 5-10 hours for orientation and onboarding activities, as well as for staff time commensurate with involvement in grants administration (e.g., program reporting, evaluation and technical assistance activities, fiscal reporting and oversight, etc.).

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 eligible costs 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 recommended for the second phase of the application process will need to develop and submit a detailed budget to PCCD in the Egrants system outlining specific costs and expenditures. PCCD has approval of all final budgets.

## **7. Ineligible or Limited Program Activities and Expenses:**

In general, physical security/infrastructure costs (such as security cameras, building modifications, and other “hardening” strategies) are not eligible activities under this solicitation. Applicants may request funding to support expenses related to Crime Prevention Through Environmental Design (CPTED), such as greening, clean-up, lighting, etc.

In addition, grant funds may not be used for:

- Construction;
- Land acquisition;

- Lobbying and political contributions;
- Honoraria or bonuses;
- Vehicle purchases; and
- Any expenses that fall significantly outside of the scope of the funding announcement.

Administrative costs should be kept to a minimum. Administrative costs that are not clearly justified to be direct project costs within the applicant’s proposed budget detail will be considered indirect. Applicants may not request more than their federally allowable indirect rate or a *de minimis* rate of 10%.

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.

## 8. SurveyMonkey Initial Request Form:

The SurveyMonkey form serves as an applicant’s initial request for VIP funding and can be accessed here: <https://www.surveymonkey.com/r/2022-VIP-Grants>

A written version of the survey form (“template”) 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 [Wednesday, October 12, 2022 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. **To reduce the risk of lost work, applicants are strongly encouraged to develop their funding request responses outside of the SurveyMonkey form first (utilizing available templates) before entering final information and submitting in SurveyMonkey.** 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 addresses the following areas (please refer to the of the [survey form template on PCCD’s website](#) for the actual questions applicants will be asked to respond to):

- General information about the organization making application.
- Affirmation that the organization can manage grant-funded projects, as evidenced by criteria outlined in an “Applicant Readiness Assessment/Checklist” provided by PCCD. (Entities that cannot meet these requirements are encouraged to consider fiscal sponsors and/or partnerships with an eligible applicant who can include the organization as a subrecipient in their proposed budget.)
- General information about the area and/or population that the organization is seeking to provide service in/for.
- Questions related to whether the applicant has received funding previously from PCCD or other sources to support current gun violence and/or group violence reduction efforts.

- Questions related to the project and what the organization is seeking to accomplish with the funding, including identifying the type(s) of models or approaches the organization plans to utilize.
- General budget narrative on what the funding will be used to pay for.
- Request for references for individuals/groups that will vouch for the organization and its work.
- Acknowledgement that the initial request is only the first step in a two-phased application process, and that selected entities will be requested to develop a more formal application in PCCD's Egrants System for further consideration; acknowledgment that the applicant may be required to participate in webinars, calls and/or virtual meetings as part of their award.

In addition, applicants that have previously received PCCD funding to support violence intervention and prevention and/or gun violence reduction efforts will be asked to articulate the impact of those initiatives, if requesting continuation funding, and to distinguish how proposed new activities would differ from (or build upon/expand) previously funded projects.

### **9. Two-Phased Application Process and Timeline of Next Steps:**

Under this solicitation, PCCD is utilizing a 'concept paper' approach using an initial funding request form developed and issued in SurveyMonkey.

The review period will commence upon the closure of the initial application request period in SurveyMonkey (Wednesday, October 12, 2022 at 11:59 PM). PCCD will conduct an initial review to verify applicant eligibility and gauge alignment of proposed activities with funding criteria. Applicants may be contacted by PCCD staff during the review for additional information or clarification if needed.

An initial review team will select entities recommended for a second phase of the application process utilizing PCCD's Egrants System. Organizations/entities recommended for the second phase of the application process will be notified in early November with Egrants applications being due later in December. Applicants with limited experience in the Egrants System will have access to technical assistance supports, if needed.

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 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 to the School Safety and Security Committee for approval at its January 2023 meeting (TBD) will be made following the receipt and review of applications in Egrants. Approved VIP projects will have a start date of Feb. 1, 2023 and an end date of Jun. 30, 2025.

### **10. Additional Assistance:**

Interested in this solicitation? PCCD will host two webinars for prospective applicants:

- Webinar #1 for Prospective Applicants: Monday, Sept. 12, 2022, 3:00-4:00 p.m. (ET)
- Webinar #2 for Prospective Applicants: Tuesday, Oct. 4, 2022, 11:00 a.m.-12:00 p.m. (ET)

**REGISTER HERE:** <https://www.surveymonkey.com/r/2022-VIP-Webinars>

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](mailto: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](#).