



STATE OF OHIO
VIOLENT CRIME REDUCTION
GRANT PROGRAM

2022
REQUEST FOR PROPOSALS

APPLICATIONS ARE DUE November 8, 2021 at 5:00 PM

OFFICE OF CRIMINAL JUSTICE SERVICES

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MIKE DEWINE, *Governor*

JON HUSTED, *Lt. Governor*

THOMAS J. STICKRATH, *ODPS Director*

KARHLTON MOORE, *OCJS Executive Director*

Apply for grant online using the OCJS Grants Management System



OFFICE OF CRIMINAL JUSTICE SERVICES

State of Ohio Violent Crime Reduction Grant Program

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OCJS AND THE VIOLENT CRIME REDUCTION GRANT PROGRAM

The Ohio Office of Criminal Justice Services ([OCJS](#)) is a division of the Ohio Department of Public Safety. By statute, OCJS is the lead justice planning and assistance office for the state, administering millions of dollars in state and federal criminal justice funding every year. OCJS also evaluates programs and develops technology, training, and products for criminal justice professionals and communities. Governor Mike DeWine has designated OCJS to administer the Ohio Violent Crime Reduction Grant Program.

Many of Ohio's communities have experienced an increase in violent crime. In 2021, at the request of Governor Mike DeWine, \$8 million was set aside in the state budget (\$4 million per fiscal year) to assist local communities in reducing and preventing crime through the use of promising or proven crime reduction strategies.

WHAT TO EXPECT

OCJS will make the application template available in the online grants management system the week of October 11, 2021. For technical assistance on any part of the Violent Crime Reduction Grant Program application, call OCJS at 614.466.7782 and ask to speak to your Grants Coordinator. You can find your OCJS Regional Contact here: www.ocjs.ohio.gov/grants.stm. **OCJS staff are working remotely and emails are recommended for a quicker response.**

Application. Agencies may submit only one application per subrecipient.

Funding amount. There is no cap on the amount of funding that a law enforcement agency can request; however, funding is limited in comparison to the large number of potential applicants. Please carefully consider and justify your budget request, as excessive costs will not be considered.

Review. OCJS staff and external criminal justice professionals competitively review grant proposals using an established process discussed in the "Proposal Narrative" section below. Reviewers assure that the proposed project is responsive to the problem to be addressed, and that project budget costs are allowable and directly relate to the program. OCJS conducts internal compliance reviews of funded projects, assessing the timeliness and thoroughness of their financial and programmatic reporting. The OCJS Executive Director makes final funding recommendations and the Director of the Ohio Department of Public Safety approves them.

Award notification. OCJS will notify projects and require them to complete all forms and pre-award conditions electronically through the [Online Grants Management System](#). Subrecipients must complete all forms before OCJS allows final approval.

Length of funding. All awards will be for 12 months of funding, operating from January 1, 2022 through December 31, 2022.

ELIGIBLE APPLICANTS

Local law enforcement agencies are eligible to apply as the implementing agency. The unit of local government must serve as the official subrecipient (e.g., township/village/city/county).

BIDDERS TRAINING

A voluntary Bidders Training webinar for the 2022 Violent Crime Reduction Grant Program will take place from 9:30 am to 11 am Thursday October 14, 2021. The training will provide information helpful for both the application preparation and review process. Please register for the webinar at <https://attendee.gotowebinar.com/register/4977839201380873484> to complete your registration.

PROGRAM PURPOSE

Legislation stipulates that the Violent Crime Reduction Grant Program funds shall be used to assist local communities in reducing and preventing violent crime by using promising or proven crime reduction strategies. **Therefore, law enforcement agencies must use these funds to create, implement, and/or expand promising or proven violent crime reduction strategies.**

Specifically, law enforcement agencies can use grant funds to:

- Create, implement, and/or expand violent crime reduction strategies such as, Place Network Investigations, Focused Deterrence, Hot Spots Policing, Crime Gun Intelligence Centers
- Purchase technology as part of a larger violent crime reduction strategy
- Provide overtime for personnel directly involved in developing and/or implementing a violent crime reduction strategy
- Purchase equipment directly related to and necessary for implementation of a violent crime reduction strategy
- Develop and/or provide training on a specific violent crime reduction strategy or on technology to support the strategy
- Receive technical assistance to create, implement, and/or expand a violent crime reduction strategy
- Purchase analytical tools and/or analytical support to better understand and respond to violence occurring in the community, and/or to assess the effectiveness of the violence reduction strategy
- Create and/or expand as part of an overall violent crime reduction strategy

Note: Projects may use grant funds to support other needs; however, applicants must provide ample justification to demonstrate that the request is responsive to the purpose of the funds, which is to create, implement, and/or expand promising or proven violent crime reduction strategies.

REQUIREMENTS OF THE VIOLENT CRIME REDUCTION GRANT PROGRAM

Law enforcement agencies applying under this solicitation must be in compliance with crime statistics reporting, using the Ohio Incident-Based Reporting Summary System or the FBI's NIBRS Collection Application (NCA), per [Ohio Revised Code Section 5502.62\(C\)\(6\)](#).

Applications must address the following when applicable:

- A commitment to working with local community members to provide education and seek feedback on concerns regarding violence in their community
- Involvement of allied criminal justice partners and other relevant partners that intersect the criminal justice system, such as mental health and related service providers, in strategy development
- Strategies that research has shown to be promising or proven, or that incorporate promising or proven practices into an overall strategy
- A discussion of how the agency will support the violence reduction strategy beyond the life of the grant
- A data collection plan to indicate whether progress is being made toward the goal of reducing violent crime

PROPOSAL COMPONENTS CHECKLIST

Use the following checklist as a general guide for submitting proposals to OCJS. Read the entire RFP before completing and submitting proposals.

- Title Page
- Problem Statement
- Project Description
- Project Objectives
- Timeline/Activities
- Organization and Staff Capacity
- Collaboration Board
- Executive Summary
- Budget

FORMAT AND SUBMISSION

Applicants must submit proposals online through the [Online Grants Management System](#), by 5 p.m. EST on November 8, 2021. Please visit www.ocjsgrants.com after Friday October 8, 2021 for the [application materials](#). *OCJS will not review late applications or consider them for funding.* Failure to follow the specified application requirements will also disqualify applications from review and consideration for funding.

IMPORTANT: Applications must be in the “APPLICATION SUBMITTED” status in the Online Grants Management System before OCJS considers them for funding. Designated Project Directors will receive an email confirmation after applicants submit their proposal.

Agencies that registered for the Online Grants Management System previously should use the same username and password information for this application. OCJS will deny duplicate registration requests. For more information on how to access the application portion of the Online Grants Management System, use the application manual located at www.ocjsgrants.com.

For technical assistance on any part of the JAG application, call OCJS at 614.466.7782 and ask to speak to your Grants Coordinator. You can find your OCJS Regional Contact here: www.ocjs.ohio.gov/grants.stm. **OCJS staff are working remotely and emails are recommended for a quicker response.**

OHIO VIOLENT CRIME REDUCTION GRANT PROGRAM PROPOSAL NARRATIVE

Problem Statement

Applicants should clearly describe the issue that needs addressed and its impact on the community. Reviewers evaluate each application based on how well it:

- Discusses the nature of the problem the agency aims to address by applying for Violent Crime Reduction Grant Program funding and why this problem is important to address.
- Describes the community served by the agency by providing local information/statistics on population size and geography and the demographics of the community.
- Describes the violence that the community is experiencing and provides relevant and recent local crime statistics to indicate the nature and extent of the violence.

Project Description

Applicants should clearly describe the agency's plan to address the violence in the community. Reviewers evaluate each application based on how well it:

- Explains how implementation of the identified violence reduction strategy will address the issue identified in the Problem Statement section.
- Clearly states whether funding is to develop or to expand a new violence reduction strategy.
 - If **developing** a new strategy:
 - Describe the composition of the team tasked with developing and implementing the program
 - Discuss relevant factors in deciding which strategy is best suited to respond to the violence issue
 - Provide documentation that shows how the proposed strategy is promising or proven to reduce violence.
 - If **expanding** an existing strategy:
 - Provide an overview of the current status of the strategy, including successes and barriers.
 - Provide relevant performance measures (statistics) that demonstrate success with the current project
 - Describe how the proposed project will improve or expand upon existing efforts.
- Outlines specifically what the agency is looking to purchase with the Violent Crime Reduction Grant Program funds.
- Discusses how the agency works with:
 - Allied criminal justice partners and other relevant partners that intersect the criminal justice system, such as mental health and related social service providers
 - Local community members to provide education and seek feedback on community concerns regarding the violence reduction strategy.
- Explains the steps that applicants will take to ensure long-term program sustainability once this grant ends.

Project Objectives

Project Objectives measure changes that result from implementing the proposed project with the *Target Population* during the grant year. Applicants should describe these anticipated changes (or outcomes). Achieved *Project Objectives* should reflect measureable changes for the *Target Population* due to the services offered by the program during the grant year.

Each objective should include a *performance indicator* that identifies how change will be measured and with what instruments and/or tools. If available, applicants should list *baseline data* for each performance indicator. Finally, applicants should describe the *data collection methods* they will use.

Grant reviewers evaluate applications on how effectively they:

- clearly identify *Project Objectives*
- clearly identify *performance indicators*
- clearly identify any *baseline data* that exists
- clearly describe how *performance data* will be collected

Timeline and Activities

Applicants should describe how the programmatic and grant administrative activities and the objectives will be reasonably achieved in the given project period. The application will be evaluated on how effectively it:

- Presents a thorough timeline that is well-defined and can be reasonably achieved. It should comprehensively specify **what** will be done, **who** will do it, and **when** it will be accomplished. Include activities such as anticipated meetings with partners/community members, OCJS grant reporting deadlines and any other activities specific to the project.

Organization and Staff Capacity

Applicants should provide an overview of the law enforcement agency responsible for implementing the project. Identify key staff that will be involved in the project, including the individual overseeing the project and those responsible for administering the grant and implementing the program. Discuss partnerships with allied criminal justice agencies and with the local community. The application will be evaluated on how effectively it:

- Provides an overview of the agency that will serve as the subrecipient and/or implementing agency.
- Identifies the key staff involved in administering the grant and implementing the strategy, and describes their qualifications and experience.
- Describes partnerships with allied criminal justice agencies likely to be impacted by/involved in the violence reduction strategy.
- Describes partnerships with the local community to provide education and seek feedback on community needs and concerns regarding the development and/or implementation of an agency's violence reduction strategy.

Collaboration Board

Collaboration Boards are essential to the funding process. The leadership, oversight and direction they provide help projects achieve their [goals](#) and objectives through a shared community vision. Collaboration Boards should be comprised of agency representatives as well as relevant stakeholders from the community, including but not limited to representatives from: child and family services, community organizations, schools, hospitals, mental health and/or substance abuse agencies, local law enforcement, court systems, including victim advocates, probation officers, the prosecutor's office, etc. ***The Collaboration Board is not an agency's Board of Trustees or Advisory Board.*** The Collaboration Board **must** conduct meetings **at least quarterly**, prepare meeting agendas, and keep minutes of discussion items. Applicants should describe the collaborative effort between the applicant and other organizations. ***OCIS expects projects to adhere to all of these requirements. Failure to hold quarterly Collaboration Board meetings or keep meeting minutes may result in the freezing of funds.***

Grant reviewers will evaluate the application in terms of how effectively they:

- Identify the organizations that will participate in the Collaboration Board that will be responsible for overseeing the project. Describe their roles and demonstrate their commitment to the project. The applicant may use an existing community board or group to provide oversight to the project and act in the capacity of the Collaboration Board. **Signed commitment letters will be required from all representatives on the Collaboration Board**
- Describe the extent and nature of the collaborative effort and how the role and function of each organization supports the overall [goal](#) of the project. Applicants should clearly link partner agencies with their roles and functions within the collaborative group.
- Provide details describing the management of the collaborative group. The applicant should list the anticipated dates of quarterly meetings, how the applicant will notify board members of upcoming meetings, and the process for distributing and maintaining records of minutes of meetings. If the applicant uses an existing community board or group to serve as the Collaboration Board, describe how the group will provide specific oversight for this project.
- Describe how the collaborative group will work together to achieve project [goals and objectives](#).

Applications must include commitment letters from all collaboration board members. Letters must be submitted on the collaboration board member's letterhead, include the board member's position within the agency and their signature, and detail the member's role and commitment as a partner within the proposed project. All applicants are required to upload collaboration board letters into the [Online Grants Management System](#) in the "Collaboration Board" section of the online application. Applications without collaboration letters are incomplete and considered ineligible for funding.

Budget

Describe any costs associated with implementing the program. Grant reviewers will evaluate the budget in terms of how effectively it:

- Aligns with what the applicant proposes in the Project Description.
- Is detailed and clearly written, with a narrative that explains and justifies the budget information.
- Justifies the costs of the proposed program and that the costs are considered reasonable and cost-effective in view of the types and range of activities to be conducted, the number of participants to be served, and the expected results and benefits.