



Application Template for the Governor's 2024-2025 It's On Us PA Grant Program

This is **not** the official grant application. This is a template provided to help applicants collaborate with partners, organize submission information, and draft responses prior to completing the application in the PDE eGrants system.

It's On Us PA grant applications must be submitted via the PDE eGrants system no later than 11:59 PM on **Monday, October 28, 2024**.

Note that gaining access to eGrants may take more than one week.

To apply:

1. Review the [It's On Us PA Request for Application 2024-2025](#). All applicants must meet the requirements outlined in this document.
2. If you do not have access to [eGrants](#), please request access by filling out the [eGrants Request Form](#). Please allow at least one week after submission of this form to obtain access.
3. Review the application questions below and coordinate with partner(s) to answer the application questions.
4. Only one proposal will be accepted from each institution. Applicants may not apply as a consortium.
5. Applications that do not include all required information as stated on the application will not be considered for funding.
6. PDE reserves the right to contact applicants to request or recommend amendments to the proposal or budget for further consideration of the grant application.
7. Direct questions to RA-EDITSONUSPA@PA.GOV.
8. Submit the completed application via the [eGrants](#) system by 11:59pm on **Monday, October 28, 2024**.

Area 1. Attachments and Materials

Help Button Text: The system will not accept attachments over 3MB (megabytes). If you are scanning your attachments, please set the scanner resolution to low. Attachments can only be submitted in WORD, EXCEL, and/or PDF formats.

To attach a document to the application:

1. Click the 'Upload File' button. A computer dialog box will appear.
2. Through the dialog box, navigate to the documents that you want to attach to the application.
3. Click 'Open' at the bottom of the dialogue box to attach the selected document to the application.
4. Repeat steps 1-3 for every attachment.

1. The institution must provide links to or upload a copy of the institution's current sexual violence policy.

- Help Button Text: Purpose: To demonstrate compliance with Articles XX-G and XX-J of the Pennsylvania School Code of 1949 (Act 16 of 2019) which is used to determine grant eligibility. This applies to both institutions of higher education and private licensed schools.

2. Institutions that award associate degrees and higher must provide links to or upload a copy of the institution’s anonymous reporting system.
 - *Help Button Text: Purpose: To demonstrate compliance with Article XX-J of the Pennsylvania Public School Code of 1949 (Act 16 of 2019) which is used to determine grant eligibility. This only applies to institutions of higher education and private licensed schools who award associate degrees or higher. If you are a private licensed school who does not offer an AST/ASB, please enter “n/a” in this section.*
3. Institutions that award associate degrees and higher must provide links to or upload a copy of reporting.
 - *Help Button Text: Purpose: To demonstrate compliance with reporting requirements in sections 2001-G of the Public-School Code of 1949 “Sexual Violence Education at Institutions of Higher Education” which is used to determine grant eligibility.*
4. Institutions may upload signed letters of commitment and/or memorandum of understanding for each partner participating in this project.

NOTE: Please remember to clearly label each attachment

Upload Files
File Name
Uploaded By
Uploaded Date
Download
Delete

Area 2. Applicant Information

1. Institution Name:
2. Mailing Address:
3. City:
4. State:
5. Zip Code:
6. Project Director Name:
7. Project Director Title:
8. Project Director Email Address:
9. Project Director Phone Number:
10. Number of Enrolled Students:
 - *Help Button Text: The institution can use data submitted for their latest IPDES submission.*
11. Number of Students Living on Campus (if applicable):
12. Total (cumulative) number of sexual assaults reported to campus or local law enforcement for each of the past three years (2021, 2022 and 2023)
13. Has the institution previously **applied** for an It’s On Us PA grant? YES NO
 - If yes, indicate the date(s) of previous applications.
14. Has the institution previously **received** an It’s On Us PA grant? YES NO
 - If yes, indicate the date(s) of and amount(s) received.
15. Name of the institutional leader who has taken the **It’s On Us PA Pledge** on behalf of the institution for this current grant year:
 - *Help Button Text: Examples of leaders who should take the pledge include a president, provost, dean, Title IX coordinator, grant coordinator, faculty leader, or representative of institutional leadership.*

Area 3. Program Information

Project Overview - In this section, the institution will provide the project overview, including the title of the project, estimated start date (no sooner than **January 1, 2025**),

estimated completion date (no later than **December 31, 2025**), estimated total project cost, and grant amount requested.

Additional Funding Priorities - Indicate if the institution's proposal meets a priority area for a Governor's 2024-25 It's On Us PA Grant by clicking the box next to the additional funding priority.

- Partnering or collaborating with K-12 schools, or programs that benefit or target K-12 students. For example, a postsecondary institution might collaborate with a local high school on sexual violence prevention programming.
- Developing or promoting affirmative-consent standards as part of their institution's code of conduct.
- Programs focusing on the intersectionality of learners with disabilities and sexual assault.
- Programs/initiatives focusing on populations of learners who are more at risk for assault, such as those in the LGBTQ+ community.
- Demonstrating how the program sustains, builds upon, or enhances initiatives implemented by the institution in previous years.
- Institutions developing or promoting programs that provide proactive and empowering prevention education for men and male athletes.
- Institutions developing or promoting training for implementations of new Title IX regulations

Area 4. Narratives

Proposal Narrative - Please provide a narrative response which addresses the following criteria:

- Assess the institution's risk factors and needs regarding sexual violence awareness, reporting, and response, and provide data to support the assessment. Include how the program will use the grant to address specific needs of the highest-risk members of the institution's community. For example, institutions risk factors and needs regarding sexual violence, reporting and response; how funds will be used to address needs of the highest risk members (including male student athletes); strengths and barriers within the institutions existing prevention reporting and response systems.
- Assess the strengths and barriers within the institution's existing prevention, reporting, and response systems. Consider results of past campus climate surveys or other data, including current data reported for Clery Act compliance, as well as indicators of progress such as awareness-raising campus groups and activities, number of It's On Us PA pledges taken by members of the institution's community, etc.
- In concrete terms, describe what the institution will do with the grant (i.e., grant activities). Explain how the activities address the needs, leverage, or complement the strengths, and reduce or eliminate the barriers identified above. If the institution has previously received an It's On Us PA Grant, explain how the proposal sustains, expands, or extends the previously funded work or explain the rationale for a new approach. Previous grant recipients should support this explanation with qualitative or quantitative data from the previous grant activities. Please include an explanation about how the institution implemented the mandated Memorandum of Understanding implementation requirements for a partnership with a rape crisis center and a domestic violence program and how the institution will expand on this partnership.
- Briefly describe how the program will be adapted, or adaptable, to pandemic and post-pandemic learning environments such as remote learning, quarantines on

campus or at home, different academic calendars, changes in residential life or commuting, etc.

Expected Outcome – In this section, the institution will provide a narrative response tying each specific goal or objective stated in the proposal narrative section of this application to an expected outcome —what we hope to see happen to show that the objective was met. Prior recipients are asked to address outcomes from prior It's On Us PA grant years and how the institution plans to build on those outcomes.

- *Help Button Text: The institution should state the expected outcomes in measurable terms including baseline information and expected improvement and explain how program impact will be assessed. Prior recipients are asked to address outcomes from prior It's On Us PA grant years and how the institution plans to build on those outcomes.*

Area 5. Budget

Instruction - Provide a budget which demonstrates fiscally sound allocation of funds to successfully provide activities related directly to the It's On Us PA program initiatives. Grant funds may not be used for direct salaries, fringe benefits, or operational rates; however, funds can be used for honorariums and as stipends that make up less than 25 percent of the total grant award. When completing the budget, refer to the chart below for acceptable cost functions and object codes.

- *Help Button Text: All amounts must be entered in whole dollars.*

Function	Object	Description of Services	Total Amount

Purchased Professional and Technical Services - Provide a budget which demonstrates fiscally sound allocation of funds to successfully provide activities related directly to the It's On Us PA program initiatives. When completing the budget, refer to the chart below for acceptable cost functions and object codes.

- *Help Button Text: All amounts must be entered in whole dollars.*

Function	Object	Description of Services	Total Amount

Contracted Services - Provide a budget which demonstrates fiscally sound allocation of funds to successfully provide activities related directly to the It's On Us PA program initiatives. When completing the budget, refer to the chart below for acceptable cost functions and object codes.

- *Help Button Text: All amounts must be entered in whole dollars.*

Function	Object	Description of Services	Total Amount

Supplies - Provide a budget which demonstrates fiscally sound allocation of funds to successfully provide activities related directly to the It's On Us PA program initiatives. When completing the budget, refer to the chart below for acceptable cost functions and object codes.

- *Help Button Text: All amounts must be entered in whole dollars.*

Function	Object	Description of Services	Total Amount

Equipment - Provide a budget which demonstrates fiscally sound allocation of funds to successfully provide activities related directly to the It's On Us PA program initiatives. When completing the budget, refer to the chart below for acceptable cost functions and object codes.

- *Help Button Text: All amounts must be entered in whole dollars.*

Function	Object	Description of Services	Total Amount

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Budget Summary - Displays a read-only table showing totals by function/object codes.

Displays a read-only table showing totals by function/object codes.

	300 Purchased Professional and Technical Services	500 Other Purchased Services	600 Supplies	700 Property	800 Other Objects	Totals
1000 – Instruction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2000 – Support Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3000 – Operation of Non- Instructional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Narrative - Provide an explanation of the proposed budget items and how they relate to the objectives of your proposal. Ensure that the budget narrative demonstrates how funds will be used equitably for supporting the highest-risk community members.

Click or tap here to enter text.

- *Help Button Text: Round amounts to the nearest whole dollar. Grant funds may not be used for direct salaries, fringe benefits, or operational rates; however, can be used for honorariums and as stipends. All budgets will be reviewed to evaluate appropriateness and connection to proposed grant activities and goals.*

Compliance Obligations –

All grantees will be required to sign a grant agreement with the Pennsylvania Department of Education. All grant funds must be spent, and services performed/products received on or before **December 31, 2025**. The Pennsylvania Department of Education shall seek repayment of funds if it determines that funds were not utilized for the original stated and approved purpose. Grantees will be required to submit reports in the eGrants system on forms supplied by the Pennsylvania Department of Education. Final Expenditure Reports must be submitted no later than **January 31, 2026**. Grantees are also expected to participate in Pennsylvania Department of Education evaluation research, including staff interviews and student surveys.

- Are you able to meet these compliance obligations?
- Yes – we are able to meet compliance obligations
- No – we are not able to meet compliance obligations