



COMMONWEALTH OF PENNSYLVANIA
PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY

Date: September 9, 2024
Subject: FY 2024 Collaborative Community Violence Intervention Strategies Grants Program
To: Interested Parties
From: Michael Pennington
Executive Director

A handwritten signature in blue ink, appearing to read "Michael D. Pennington".

The Pennsylvania Commission on Crime and Delinquency (PCCD) is now accepting applications for funding under the FY 2024 Collaborative Community Violence Intervention (CCVI) Strategies Grants Program.

The primary purpose of this grant program is to increase capacity of local jurisdictions (municipalities, counties) to support and implement evidence-based intervention and response strategies to address gun and group-related violence. Collaborative CVI Strategies Grants support projects that engage multiple systems and community-based partners to conduct comprehensive planning and/or implement evidence-based intervention strategies responsive to ‘gaps’ and needs within a specific jurisdiction.

A total of \$45 million in state funding for Violence Intervention and Prevention (VIP) has been directed to PCCD for providing grants and technical assistance to address community violence throughout the Commonwealth. A portion of available VIP funding supports this CCVI solicitation. FY 2024 CCVI Strategies Grant funding is available to support two types of projects:

1. Track 1: CCVI Planning Grants

- a. Goal: Provide funding for local jurisdictions (counties, municipalities) to support the development of violence reduction plans.

2. Track 2: CCVI Implementation Grants

- a. Goal: Advance collaborative, community-driven strategies to reduce violence using proven methods within counties/municipalities with the highest levels of gun incidents and injury statewide, especially those who experienced an increase in homicides between 2022 and 2023.

PCCD expects to fund 5-10 CCVI Planning Grants with budgets not to exceed \$75,000 over an 18-month project period and 2-3 CCVI Implementation Grants with budgets not to exceed \$2,000,000 over a 36-month project period.

Applications must be submitted in PCCD’s Egrants system no later than 11:59 p.m. on Thursday, October 31, 2024. For full application requirements, applicants are encouraged to carefully review the narrative funding announcement and use it as a guide to complete their applications in the Egrants system.

Questions concerning the Egrants system should be made directly to the PCCD Egrants Help Desk at either (717) 787-5887 or you may call toll-free at (800) 692-7292 and select option 9 and then option 6 when prompted, or by email at RA-egrantssupport@pa.gov. The Help Desk is available Monday through Friday, 8:00 a.m. to 4:00 p.m.

All other questions regarding this funding announcement may be directed to PCCD staff at ra-cd-vipgrants@pa.gov.

We look forward to receiving applications under this funding opportunity, and the possibility of working with you in improving the safety of Pennsylvania's communities.



School Safety & Security Committee

Collaborative Community Violence Intervention Strategies

Fiscal Year 2024-25 Solicitation

Please Note: Applications are *only* accepted through PCCD's Egrants system. Applicants must register in Egrants prior to submitting an application. Applicants are strongly encouraged to familiarize themselves with the Egrants system and allow adequate time to prepare and submit an application.

Prior to starting an application in Egrants, your agency must be registered in Egrants, and at least two individuals from your agency must register as Egrants users and have Egrants user roles for your agency.

Every agency must also have at least one person with the e-signature role in Egrants.

Please refer to the [Getting Started in Egrants](#) page on our website for Egrants registration information and guides.

Egrants Application Deadline: Thursday, October 31, 2024

This funding guideline contains information not appearing in the Egrants application. Applicants are advised to review this document and refer to it while completing your Egrants application.

PCCD staff may only respond to questions to clarify the funding announcement. Questions must be sent via email to: ra-cd-vipgrants@pa.gov with "CCVI Strategies Grants" in the subject line. All questions regarding this funding announcement must be received by close of business on Wednesday, October 30, 2024. PCCD staff will post responses to questions, as they are received, on [PCCD's website](#). Select the appropriate funding announcement to view questions and answers.

For any technical or system questions, contact and ask for the Egrants Help Desk at (717) 787-5887 or (800) 692-7292, or by emailing RA-eGrantsSupport@pa.gov.

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
School Safety and Security Committee

**Funding Stream: FY 2024-25 Violence Intervention & Prevention (VIP)
Collaborative Community Violence Intervention (CCVI) Strategies Grants**

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PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
School Safety and Security Committee

Funding Announcement Title: 2024 CCVI Strategies Grants

Funding Stream: 2024-25 Violence Intervention and Prevention (VIP)

Submission Requirements for Applications:

- **Scoring** – All applications received will be [competitively reviewed and scored](#) based on the applicant’s adherence to the funding announcement guidelines and timely submission in the PCCD Egrants system.
- **Due Date** – Applications must be submitted electronically through PCCD’s Egrants system no later than 11:59 PM on **Thursday, October 31, 2024**.
- **Technical Assistance** – Grant application and administrative guides can be accessed on [PCCD’s website](#) under the Funding section. Applicants are strongly encouraged to review the application and administrative guides before calling the Egrants Help Desk for assistance. The Egrants Help Desk is available to assist with technical or system questions Monday through Friday, 8:00 AM to 4:00 PM, and may be reached by calling (717) 787-5887 or (800) 692-7292, or by emailing RA-eGrantsSupport@pa.gov.
- **Egrants Submission** – An application submitted in Egrants by the deadline is not considered complete until the application has been electronically signed in Egrants, and PCCD has received any required documents. Successful applications will be presented for consideration at a School Safety and Security Committee meeting held sometime between December 2024 to early January 2025 (TBD).
- **Administrative Rejection** – An application that does not meet all the listed requirements in this funding announcement may be administratively rejected.
- **Corrections** – If PCCD returns an application for corrections, the final application (including all corrections and required documents) must be returned to and approved by PCCD for the requested funding to be awarded.
- **Non-supplantation** – Funding must 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.
- **Keywords** – Applicants are required to select “Keywords” from the dropdown menu located on the Main Summary screen in Egrants. The required keywords are below. Applicants may also select other keywords that apply specifically to their application.

Keywords: Violence Intervention and Prevention

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY





FY 2024 Collaborative Community Violence Intervention (CCVI) Strategies Grants

1. Overview:

The Pennsylvania Commission on Crime and Delinquency (PCCD) is now accepting applications for funding under the FY 2024 Collaborative Community Violence Intervention (CCVI) Strategies Grants Program. The primary purpose of this grant program is to increase capacity of local jurisdictions (municipalities, counties) to support and implement evidence-based intervention and response strategies to address gun and group-related violence. Collaborative CVI Strategies Grants support projects that engage multiple systems and community-based partners to conduct comprehensive planning and/or implement evidence-based intervention strategies responsive to ‘gaps’ and needs within a specific jurisdiction.

According to the U.S. Department of Justice, [community violence intervention \(CVI\)](#) is an approach that uses evidence-based, community-centered strategies to reduce violence. CVI approaches can disrupt cycles of violence, enhance relationships between community members and resources, and increase access to services and supports that can save lives, address trauma, offer opportunities, and improve the conditions driving violence.

Figure 1. CVI Guiding Principles¹

			
Community-centered	Equitable and inclusive	Evidence-informed	Effective and sustainable
The CVI approach must be informed by, and tailored to, community residents and stakeholders, and everyone involved must prioritize the needs of the community. This means social service partners are engaged to align and collaborate with residents and law enforcement partners in order to reduce violence and build community.	Care must be taken to guarantee the community members most affected and most disenfranchised are included in creating CVI solutions and benefiting from them.	Each CVI strategy should be built using evidence generated by multiple disciplines and a variety of methods. Evidence used to support a CVI program may include findings from research and evaluation as well as case studies, expert opinions, or documented lessons learned from the field. Ideally, a CVI program will engage in research and evaluation to help build the evidence base for what works.	CVI programs must demonstrate measurable impacts on violence and community wellbeing, and they must have access to resources that enable responses to new and ongoing challenges over time.

CCVI applicants are strongly encouraged to review the U.S. Department of Justice’s [CVI Implementation Checklist](#).

While they should be tailored to the unique strengths and needs of particular communities, CVI strategies typically involve one or more of the following elements:

- Trusted, credible messengers and practitioners responsible for delivering intervention strategies.

¹Adapted from [Community Based Violence Intervention and Prevention Initiative](#), U.S. Department of Justice, Bureau of Justice Assistance.

- Full partnerships with representatives of the affected community/ies who provide input and help shape the intervention’s approach.
- A focus on people at the highest risk of violence involvement in the near term.
- Data from multiple sources (e.g., law enforcement, social services, public health, etc.) that are vetted for accuracy and attention to racial, ethnic, economic, and other biases.
- Trauma-informed and trauma-responsive practices focused on the impact of trauma on individuals and the broader population in historically underinvested communities.
- Facilitating partnerships and relationships among a wide range of public, private, and community stakeholders impacted by violence to prevent violence, strengthen community resilience, and build social capital/networks.
- Driven by a commitment to racial, ethnic, and socioeconomic equity, recognizing the various social, demographic, economic, and system/structural factors that drive and perpetuate community violence, and bringing resources and responses directly to people and places with the greatest need.

2. Funding Availability:

For FY 2024-25 a total of \$45 million² in state funding for Violence Intervention and Prevention (VIP) has been directed to PCCD for providing grants and technical assistance to address community violence throughout the Commonwealth. A portion of available VIP funding supports this CCVI solicitation. For the purpose of this funding announcement, ‘community violence’ is defined as intentional interpersonal violence (e.g., gun violence, group-related violence, domestic violence/intimate partner violence) in areas of Pennsylvania with high rates of firearm-related violent crime (using Uniform Crime Report offense data or similar local crime statistics) and/or firearm-related injury (using injury and hospitalization data or similar local data sources).³

FY 2024 CCVI Strategies Grant funding is available to support two types of projects:

1. **Track 1: CCVI Planning Grants**
 - a. **Goal:** Provide funding for local jurisdictions (counties, municipalities) to support the development of violence reduction plans.
2. **Track 2: CCVI Implementation Grants**
 - a. **Goal:** Advance collaborative, community-driven strategies to reduce violence using proven methods within counties/municipalities with the highest levels of gun incidents and injury statewide, especially those who experienced an increase in homicides between 2022 and 2023.⁴

PCCD expects to fund 5-10 CCVI Planning Grants with budgets not to exceed \$75,000 over an 18-month project period and 2-3 CCVI Implementation Grants with budgets not to exceed \$2,000,000 over a 36-month project period.

Applicants may only submit one application under this funding announcement; however, nothing prohibits an organization from making direct application and also being included as a proposed subrecipient in another eligible applicant’s application. (Note: Applicants must ensure all funding requested, whether directly or through another entity’s

² An additional \$11.5 million in state VIP funds has been allocated to a new Building Opportunities for Out-of-School Time (BOOST) Grant Program. Please see the [BOOST Funding Announcement](#) for additional information.

³ You can use PCCD’s [Gun Violence Grants & Data Dashboard](#) to see data on firearm injury rates in local ZIP codes as well as county-level homicide data through 2023.

⁴ See Appendix A for a list of these counties.

application, is not duplicative and aligns with requirements identified in this funding announcement as well as [PCCD's Applicant's Manual.](#))

Under both tracks, CCVI projects must engage multiple cross-sector community partners. Applicants should include relevant letters of support from these partners and should provide additional documentation of collaboration, such as through a Memorandum of Understanding (MOU) or a recently completed violence reduction plan developed by a Violence Reduction Council (VRC) or similar collaborative entity.

What Does “Collaborative” Mean?

CCVI Strategies Grants support the building and enhancing of collaborative CVI strategies within focused service areas. Applicants should demonstrate an understanding of collaboration in the context of the proposed project and should give specific examples of how collaboration across partners and stakeholders will be achieved and maintained.

Being “Collaborative” means establishing and consistently adhering to a shared set of commitments and principles that allows for effective and efficient service to communities. This would include, but is not limited to, the following activities:

- Convening partners regularly
- Continuously assessing progress towards project goals
- Identifying potential barriers/unintended consequences
- Developing system(s) of referral
- Identifying gaps in services/supports
- Assessing quality of services/supports
- Identifying opportunities for increased effectiveness and efficiency
- Ensuring participants receive high-quality care, services, etc.
- Improving coordination and linkages among community-based groups, social services, law enforcement, justice practitioners, public health, education, workforce/economic development, and other stakeholders
- Improving access to services, resources, and support for victims of gun violence

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 17 of [PCCD's Applicant's Manual](#)).

3. Project Dates:

Applicants recommended and approved for funding by PCCD's School Safety and Security Committee will be notified sometime between December 2024 to early January 2025 (TBD). Approved projects will have a start date of March 1, 2025. Project end dates will depend on the CCVI 'track' an applicant is awarded funding under (up to 18 months for Track 1 Planning Grants and up to 36 months for Track 2 Implementation Grants).

4. Eligible Applicants:

Community-based organizations (i.e., active, registered 501(c)(3)s), institutions of higher education, municipalities, counties, and district attorneys⁵ are eligible to apply for funding under this solicitation.

Applicants must be in good standing with PCCD to be eligible for these funds.⁶ The applicant and recipient agencies' historical success in implementing PCCD-funded programs/initiatives that met their intended goals will be considered in the review process. Applicants are not required to have a prior funding history with PCCD to be eligible.

Eligible applicants who are also eligible under the [Building Opportunities for Out-of-School Time \(BOOST\) Grants funding announcement](#) and/or [Violence Intervention and Prevention \(VIP\) Grants funding announcement](#) may only submit one application to PCCD (e.g., you cannot submit an application under all three funding announcements).

- **NOTE:** While PCCD strongly encourages eligible applicants seeking funding for prevention-focused projects to submit an application through the BOOST solicitation, PCCD will not penalize applicants who submit through VIP Tracks.

5. Eligible Program Activities and Expenses:

The School Safety and Security Committee approved a funding framework for FY 2024-25 Collaborative CVI Strategies Grants to provide two funding tracks (CCVI Planning Grants and CCVI Implementation Grants) supporting additional grant-allowable activities.

a. Track 1: CCVI Planning Grants

- CCVI Planning Grants can support costs associated with strategic planning (e.g., staff/consultants, data and research, travel, training, etc.).
- Track 1 applicants can request up to \$75,000 total over an up-to-18-month project period (March 1, 2025 – August 31, 2026).
- Priority consideration will be given to Track 1 (CCVI Planning Grants) applications proposing planning activities within counties or municipalities/ZIP codes with the highest levels of gun incidents and injury statewide, especially those who experienced an increase in homicides between 2022 and 2023. (See Appendix A.)
- **Note:** Entities receiving CCVI Planning Grants which successfully establish a Violence Reduction Council (or similar collaborative entity) and develop/complete a local violence reduction plan will be given priority consideration for future rounds of VIP funding to implement recommended strategies and address identified gaps.

b. Track 2: CCVI Implementation Grants

- CCVI Implementation Grants can support eligible activities aligned with jurisdiction-specific issues, trends, and gaps (as identified within the jurisdiction's recently completed violence reduction plan), including sub-awards to appropriate and qualified organizations/agencies/entities.
- Track 2 applicants can request up to \$2,000,000 total to implement key project activities (with consideration of size of proposed service area) over an up-to-36-month project period (March 1, 2025 – February 29, 2028).
- **Track 2 Minimum Requirements:** Applicants must meet the following requirements to be eligible for funding under this CCVI Strategies application track:

⁵ Counties must submit applications in PCCD's Egrants system on behalf of district attorney's offices.

⁶ This may include, but is not limited to, compliance with PCCD program and fiscal reporting requirements, State and Federal funding guidelines, and acceptable risk rating as determined by PCCD.

- Applicants must have an existing, recently completed (within past three years) violence reduction plan in place developed in consultation with a Violence Reduction Council or similar entity (e.g., Criminal Justice Advisory Board, county/local gun violence task force, etc.). Proposed CCVI Implementation activities and intervention strategies must align with findings and recommendations from this recently completed plan. In addition, CCVI Implementation projects must continue to utilize an interdisciplinary Violence Reduction Council (or similar collaborative group) to oversee the project.
 - **Note:** PCCD does not anticipate supporting more than 2-3 CCVI Implementation projects as part of this solicitation. Applicants that do not meet minimum requirements for this application track are strongly encouraged to consider application under the CCVI Planning (CCVI Track 1) or VIP Grants (Tracks 1 and 2), as appropriate.
- A funding match is required for CCVI Implementation Track projects. The applicant's project must provide matching funds of at least 10% of the grant funds requested in Year 2 and 25% of the grant funds requested in Year 3. Match funding may be cash, in-kind, or a combination of both.⁷
- Priority consideration will be given to Track 2 applications from counties and municipalities with the highest levels of gun incidents and injury statewide, especially those who have experienced an increase in homicides between 2022 and 2023. (See Appendix A.)

The CCVI Strategies Grant Program is funded through the FY 2024-25 state Violence Intervention and Prevention appropriation. State law requires that VIP funding be used for grants and technical assistance to address community violence throughout the Commonwealth. Eligible activities include those allowed in [Section 1306-B\(j\)\(22\) of the PA Public School Code](#):

- (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 children⁸ 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.⁹
- (v) Any other program or model designed to reduce community violence and approved by the committee.

Examples of strategies that can be supported with VIP funds:

⁷ Note: CCVI applicants/subrecipients must maintain documentation to verify all match supports that are claimed, whether cash or in-kind. Please see Appendix B for examples of cash and in-kind match sources.

⁸ Note: Applicants who are interested in utilizing VIP funds to support afterschool and out-of-school-time programs are strongly encouraged to review the Building Opportunities for Out-of-School Time (BOOST) Grants funding announcement.

⁹ Note: Applicants seeking VIP funds (including BOOST Grants) to support school-based programming are required to provide a letter of commitment or similar documentation confirming the school entity's willingness to participate in the proposed project.

- Street outreach and violence interruption programs utilizing credible messengers seeking to stop immediate violent incidents or respond in the aftermath of an incident to prevent retaliatory violence (e.g., [Cure Violence](#)).
- Group-based violence intervention (e.g., [Group Violence Intervention/GVI](#)).
- Identification, outreach, and engagement of individuals who are most likely to be involved in violence and providing tailored, holistic case management 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](#), [Rapid Employment and Development Initiative/READI](#), etc.).
- [Hospital-based and hospital-linked violence intervention programs \(HVIPs\)](#).
- Increasing availability of safe routes and transportation options for youth and adults in neighborhoods with high rates of gun violence (e.g., [Safe Passages](#), [Safe Routes/Corridors](#)).
- Strengthening pre-release and reentry programs, interventions, services, and supports for youth and adults arrested and/or charged with firearm-related offenses.
- Trauma-informed approaches that engage individuals who have experienced/witnessed gun violence (e.g., Cognitive Behavioral Therapy).
- Programming engaging and/or directly supporting youth with elevated risk of violence involvement, including justice-involved youth (e.g., Juvenile Engagement Officers, diversion and reentry/aftercare programs, youth advocacy/case management, etc.).
- Strategies to identify and address drivers of youth gun involvement and gun violence.
- Programs, services, and strategies to prevent domestic violence and intimate partner violence injuries and fatalities involving firearms (e.g., programs, services, and strategies to prevent domestic violence and intimate partner violence injuries and fatalities, especially those involving firearms (e.g., [Lethality Assessment Program/LAP](#), domestic violence fatality/near fatality reviews, [Act 79 of 2018](#) implementation, etc.).
- Establishing [Violence Reduction Councils \(VRCs\)](#)¹⁰ and/or enhancing existing local interagency planning bodies, such as [Criminal Justice Advisory Boards \(CJABs\)](#),¹¹ to enhance focus on gun violence prevention/reduction strategies.
- **Other** violence intervention and/or response strategies that demonstrate promise in meeting the goals of this program.

NOTE: *This list of programs and models is for reference purposes only. Programs not specifically identified in these examples can still be presented to the Committee/PCCD for consideration. Regardless of the proposed approach, applicants must be able to demonstrate why the strategy was selected for the proposed project's target area and/or population(s) and provide evidence indicating the strategy is likely to reduce violence.*

Generally, grant funding can support expenses associated with direct project activities, including program implementation. Funding can be used to support the following allowable grant activities and expenses:

- Salaries and benefits for personnel (full-time or part-time), including overtime;

¹⁰ Violence Reduction Councils (VRCs) are a public health-focused, interdisciplinary approach to preventing community violence, bringing together public health, criminal justice, social services, and community-based organizations to collaboratively review homicide and assault data to identify and implement long-term solutions. See Johns Hopkins Bloomberg School of Public Health's [Violence Reduction Council Toolkit](#) for additional information about this approach.

¹¹ All 67 counties in Pennsylvania have established Criminal Justice Advisory Boards (CJABs). CJABs are local planning boards comprised of diverse, multidisciplinary members representing various justice system entities, victims' services, mental and behavioral health services, housing authorities, and other stakeholders. More information about CJABs, including Minimum Operating Standards, is available on PCCD's [Criminal Justice Advisory Boards](#) webpage.

- Contractors/consultants;
- ****Costs associated with referring program participants to community-based service providers and programs (including meals, incentives and/or stipends for participants);**
- Expenses and activities related to Crime Prevention Through Environmental Design (CPTED), such as greening, clean-up, lighting, etc.;
- Supplies and equipment;
- Training and technical assistance;
- Travel/transportation expenses; and
- Other activities and expenses necessary to meet the needs of programs and participants.¹²

****NOTE:** PCCD recognized that offering meals, incentives, and participant supports can help increase participation among clients/individuals engaged in services. Therefore, 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 purchase of gift cards and similar incentives comply with documentation requirements prescribed by PCCD. Information on gift cards and similar incentives can be found here: [Gift Cards and Near Cash Items Policies and Procedures](#).

In addition,

- Funds may only be used to pay for expenses directly related to the conduct, management, and coordination of the project.
- Applicants may include costs related to data collection within their proposed project budgets, including costs needed to fulfill PCCD quarterly program and data reporting requirements.
- Administrative costs are allowable (see "Indirect Costs" section below); however, applicants are strongly encouraged to only budget for costs necessary for project planning and/or implementation.

All expenses must be described in the Justification box located in the Egrants Budget Detail section. PCCD has approval of all final budgets and may require budget adjustments.

6. Ineligible Program Activities and Expenses:

The following activities and expenses are not eligible for funding and may be administratively rejected:

- a. Physical security/infrastructure costs (such as security cameras, building modifications, and other "hardening" strategies);¹³
- b. Construction;

¹² This includes costs associated with grant management, technical assistance, and related activities. PCCD staff recommend budgeting approximately 10 hours of staff time for orientation and onboarding activities in Year 1, 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.). This can also include costs associated with enhancing readiness/capacity to effectively administer grant funds, such as related business/administrative functions (i.e., contracted services for administrative or accounting support to manage bookkeeping functions, etc.).

¹³ Note: Applicants may request funding to support expenses related to Crime Prevention Through Environmental Design (CPTED), such as greening, clean-up, lighting, etc.; however, proposals may not include costs/activities that are considered to be construction.

- c. Land acquisition;
- d. Lobbying and political contributions;
- e. Food/refreshments at planning meetings;
- f. Vehicle purchases;
- g. Honoraria or bonuses; and
- h. Any expenses that fall significantly outside the scope of the funding announcement.

PCCD reserves the right to require that approved CCVI applicants remove items from the project's proposed budget that are deemed ineligible.

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

7. Indirect Costs

Indirect costs are limited to 10% of modified total direct costs (MTDC).¹⁴ If an applicant's indirect request exceed 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.

8. Required Egrants Sections/Documents:

- a. Required Egrants Sections – All sections identified in Egrants are required. Applicants will not be able to submit their grant application in Egrants until all sections are marked as complete.
- b. Required Signed Documents – A successful application must be accompanied by the following:
 - All documents as required under section 10(g).

9. Additional Requirements:

- PCCD may ask additional questions and request further information from applicants as part of the CCVI proposal review and vetting process.
- Selected CCVI grantees must attend virtual 'onboarding' meetings and other orientation activities as prescribed by PCCD and its VIP Technical Assistance partner(s).
- Projects awarded CCVI grants will be expected to work closely with technical assistance and/or research/evaluation partner(s) identified by PCCD. Grantees will be expected to provide quarterly performance data as well as other information that may be necessary to facilitate these activities. Applicants may include costs related to data collection within their proposed project budgets.

10. Application Procedures and Scoring:

All CCVI Strategies applicants (both Track 1 and Track 2) must submit the requested information for each section specified below within the defined response fields provided in Egrants. Responses should not be duplicated in multiple sections.

¹⁴ Modified Total Direct Costs (MTDC) is the base to which indirect costs rates are applied. MTDC includes direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward. MTDC excludes equipment, capital expenditures, charges for rent, tuition remission, participant support costs (e.g., gift cards, stipends), and the portion of each subaward in excess of \$25,000.

The following application sections in Egrants have a point value associated with them and will be scored as described below.

a. **Executive Summary – Maximum of 5 points**

All applicants should fill out the following script and paste into the executive summary section:

The *name of applicant* is requesting \$_____ to [*provide a single sentence or two of what you are seeking to implement with your grant funding*].

These funds will be used for the following: [*provide bullet points of what the funds will be used for*].

b. **Budget Detail – Maximum of 15 points**

The budget detail section must:

1. Provide budget expenses for the proposed project period (either 18 months for CCVI Planning Grants or 36 months for CCVI Implementation Grants). Please note: The project period can be flexible (e.g., Planning Grants can be for a period less than 18 months, CCVI Implementation Grants can be for a period of less than 36 months).
2. Provide a clear description of all costs for which grant funds will be utilized. Each cost must be listed as a separate line item.
3. Provide an explanation of each budget item by category in the Justification box provided.
4. If applying under Track 2 (CCVI Implementation), provide a description of how the match requirement will be met (either cash or in-kind) and clearly describe the source(s) of all match funding. Applicants should enter line items within the appropriate category of the Budget Detail section. All in-kind matching costs must be shown as separate line items in the appropriate budget category and be clearly labeled as in-kind match in the Budget Detail section and when referred to in other relevant application sections.

c. **Applicant Overview – Maximum of 15 points**

- Briefly describe your organization's mission and its purpose, including any work related to violence reduction and/or public safety initiatives.
- Identify the partners who will support project-related efforts, including how those partners were identified and any prior collaborative programs these entities have worked on together in the past.
 - Please explicitly identify any proposed project partners who will receive grant funding through this project by way of sub-awards (e.g., "subrecipients").
- Describe the capabilities and competencies of the applicant and proposed project partners to undertake proposed project activities, including:
 - Experience with planning (Track 1) and/or implementing (Track 2) violence reduction strategies;
 - Examples of successful collaborative projects your organization/partners have led or been involved in;
 - Any training or professional development your team has undergone related to violence prevention and/or community-based planning; and
 - Capacity to facilitate a comprehensive planning or implementation project (e.g., how your organization has the necessary staff, expertise, partnerships, etc. to execute a successful project).

d. **Problem Statement & Current Efforts – Maximum of 10 points**

- Specify the geographic area (municipality or county) and the population that will be targeted by the proposed CCVI project.
- Describe the specific issues related to gun violence and other violent crimes within the proposed jurisdiction. Include relevant data and statistics to support your statements.
 - **Note:** Applicants seeking funding to support planning or implementation projects within counties or municipalities/ZIP codes with the highest levels of gun incidents and injury statewide, especially those who experienced an increase in homicides between 2022 and 2023, will be given priority consideration.
- Provide a brief overview of any existing programs or initiatives within the jurisdiction that address gun violence and violent crime trends, including any “lessons learned” from previous violence reduction planning and/or implementation projects that you will apply to the proposed project.
- Explain how the proposed project will collaborate with, complement, and/or enhance existing programs or relevant initiatives.
- Identify whether the applicant and/or proposed subrecipients have received funding previously from PCCD or other sources to support similar project activities, including any programs or strategies related to community violence intervention and prevention.¹⁵

e. **Project Description – Maximum of 40 points**

In this section, applicants will be asked to identify which CCVI ‘Track’ grant funding is being requested for and the total amount of VIP/CCVI funding requested:

- CCVI Track 1 (Planning Grants)
- CCVI Track 2 (Implementation Grants)

Applicants will then be prompted to complete the relevant “Project Description” section prompts for the specific CCVI Track they are seeking funding under.

Track 1 (Planning) – Project Description:

- **Project Overview & Need for Funding:** Describe the need for planning within the identified geographic area(s), including any previously completed planning efforts (if applicable). Why does the local jurisdiction believe developing a violence reduction plan is necessary?
- **Project Design & Deliverables:** Describe proposed planning activities that will be undertaken during the grant period, including details on data collection/analysis/research, stakeholder engagement, community meetings, and any other planning-related tasks.
 - Provide a detailed overview of the methodologies or frameworks the organization will use to facilitate the development of a violence reduction plan for the identified jurisdiction, including whether the applicant/partners have previously used these approaches in other planning projects.
 - Project’s proposed plan for collecting and analyzing data to inform the planning process.
 - How the planning process will address sustainability.
 - How key partners and stakeholders will be engaged initially and throughout the project.
- **Project Timeline:** Provide a specific timetable for delivery of key project activities that will result in the 1) formation/establishment of a Violence Reduction Council (or

¹⁵ Prior awards from PCCD or other sources do not preclude an applicant from pursuing an application; however, prior performance may be taken into consideration during the review process. Applicants will be asked to identify any current and/or pending funding sources that would support similar programs, services, and/or activities to reduce potential for redundancy.

similar body), and 2) development of a comprehensive violence reduction plan for the identified local jurisdiction/community.

- **Violence Reduction Council:** Identify the specific individuals/stakeholders who will be included in the formation of the required Violence Reduction Council (or identifying individuals who will serve on similar multidisciplinary local planning board, such as a County CJAB, task force, etc.).

Track 2 (Implementation) – Project Description:

- **Project Overview & Need for Funding:** Briefly state the project's goals, major deliverables, and the anticipated impact/outcome. What will be achieved by the end of the grant period?
 - Summary of type(s) of allowable activities and CVI approaches the applicants is seeking funding to support.
 - Describe why funds are needed to support project activities, including identifying any past/current funding sources that have been leveraged to support CVI strategies within the proposed jurisdiction.
 - Describe how the proposed project aligns with [CVI guiding principles](#) and best practices.
- **Connection to Jurisdiction's Violence Reduction Plan.** How will your CVI implementation strategy address the unique needs and challenges of the community? This should include a brief summary of the jurisdiction's recently completed violence reduction plan, including key findings, efforts that have been taken to date, and any gaps/identified needs that would be addressed by the proposed CCVI Implementation project.
 - What considerations have been made for cultural, social, and economic factors in the area?
 - **Note:** Applicants must provide a copy of the recently completed violence reduction plan(s) for the identified geographic area(s) to be served in the "Required Attachments" section.
- **Project Oversight, Coordination, and Collaboration.** Describe the structure and role of the project's multidisciplinary Violence Reduction Council (or similar entity) that will provide oversight and guidance to the CCVI Implementation initiative.
 - Who are the key multidisciplinary partners involved and what are their specific roles?
 - How will the Council (or similar entity) ensure effective coordination and communication among all stakeholders?
 - How will you engage and maintain collaboration among multidisciplinary partners throughout the project?
- **Implementation Strategy.** Outline your proposed CVI implementation strategy, identifying the type(s) of program(s) you are seeking funding to support (i.e., Intervention, Healing and Transformation), detailing the core components and activities.
 - How will these activities directly contribute to reducing violence within the targeted area?
 - What evidence or research supports the effectiveness of these strategies?
 - How will you ensure the CVI strategies implemented are integrated into existing community resources and services?
- **Monitoring Progress & Sustainability.** What are your plans for monitoring and evaluating the implementation and effectiveness of the CVI strategies implemented during the grant period? What key metrics and indicators will you use to assess progress?
 - Describe your approach to ensuring the long-term sustainability of the CVI strategies beyond the grant period, including how you will secure ongoing funding and resources and the role the Violence Reduction Council will play in sustaining these efforts.

f. **Community Engagement & Equity – Maximum of 15 points**

Both Track 1 and Track 2 applicants will be asked to describe how their project will involve community members, especially those most affected by violence, in the planning or implementation process.

- What specific outreach and engagement strategies will you use to ensure inclusive participation?
- How will their input shape the planning or implementation of CVI strategies?
- How will your proposed project promote equity and address disparities in violence impact across different community groups?

g. **Required Attachments**

The following documents must be attached in the Required Attachments section in Egrants:

- **Letters of Support:** Applicants must provide letters of support or other evidence of commitment from all named project partners, including proposed subrecipients.
- Project Work Plan identifying key activities necessary to meet the project's goal(s) and objectives, including identifying responsible staff/partners and start/end dates for each activity.
- Resumes/CVs of key personnel (including any consultants providing strategic planning services for Track 1 Planning projects).
- If applying under Track 2 (CCVI Implementation), a copy of a recently completed violence reduction plan for the identified geographic area(s) to be served.

In addition, while not required, applicants are strongly encouraged to utilize the "Attachments" section in Egrants to upload other relevant materials that can supplement information provided within the application, such as program reports, community event flyers, testimonials/letters of support from additional community stakeholders, etc.

11. Performance Measures:

Under this funding announcement, successful applicants are required to comply with all reporting, data collection, and evaluation requirements as prescribed by PCCD and federal or state guidelines.

Applicants are encouraged, but not required, to include performance measures that are specifically related to the activities outlined in their application. Applicants not submitting performance measures as part of their application will need to change the Performance Indicator section status in Egrants to "Complete" in order to submit their application.

Successful applicants will also be **required** to submit quarterly Fiscal and Program Reports via the PCCD Egrants system while the awarded grant remains open.

Successful applicants may also be requested to provide additional information and updates to PCCD staff and related entities (e.g., technical assistance and/or research/evaluation partners) on a more frequent basis to ensure timely deliverable of key outcomes. In addition, the applicant must be fully willing to cooperate with PCCD and any identified technical assistance and/or research/evaluation partners with program-related assessments or evaluation efforts, including the collection and reporting of additional information or data needed to determine site-specific as well as cross-site program performance and outcomes.

12. Competitive Bidding/Sole Source Procurement:

All procurement transactions shall be conducted in a manner that provides open and free competition. Grant recipients must follow the Procurement Standards section in PCCD's [Applicant's Manual](#).

Procurements by noncompetitive proposal are strongly discouraged and must demonstrate an economic benefit or lack of alternate resources to be justified. If a request is made, the prospective applicant must identify the request as a procurement by noncompetitive proposal and provide a substantial justification for the request within their funding request (See PCCD's [Applicant's Manual](#) for Procurement by Noncompetitive Proposal Approval Procedure).

13. Administrative Requirements:

a. Egrants Agency and User Registration:

Prior to submitting a grant application, both the applicant agency and at least two users from the applicant agency must be registered in Egrants. Applicants are strongly advised to allow adequate time to work on application documents in Egrants prior to the submission deadline. Please go to the [Registering in Egrants](#) page on PCCD's website for further information.

b. Fiscal Accountability:

See the [Fiscal Accountability](#) page on PCCD's website for further information.

c. Time and Effort Reporting:

See the [Time and Effort Reports](#) page on PCCD's website for further information.

d. Grant Payments:

- Payments will not be released until all applicable special conditions on the grant award have been satisfied.
- All grantees are required, at a minimum, to submit quarterly fiscal reports. PCCD will only make payments to reimburse actual expenditures reported on the fiscal reports. An agency experiencing cash flow problems may submit fiscal reports monthly and PCCD will reimburse reported expenditures. Non-submission or late submission of the required reports will result in payment delays.
- ACH Payments:
 - All payments to grant recipients will be made through ACH.
 - Either before or at the time an application is submitted to PCCD, the applicant agency must [register as a Non-Procurement Vendor](#) with the Commonwealth of Pennsylvania.

e. Federal Transparency Act Certification:

This section is required for both state and federal funding streams. See the [Federal Application Requirements](#) page on PCCD's website for further information.

f. Reporting Requirements:

- Programmatic reports are due quarterly.
- Fiscal reports are due quarterly.
- Late submission of programmatic and fiscal reports may delay payments.
- All reports must be submitted through the Egrants system.

- g. UCR Reporting:
Every criminal justice entity which is required to submit Uniform Crime Report (UCR) data and is participating in this project must submit UCR data to the Pennsylvania State Police. If a required entity is not submitting UCR data, they may be ineligible for funding.

14. PCCD Contact Information and Resources:

Staff are only able to clarify the funding announcement and are not able to answer any questions about how a potential applicant should respond to any particular section. Questions regarding this funding announcement should be directed as follows:

- E-mail your funding announcement questions to ra-cd-vipgrants@pa.gov with "Collaborative CVI Strategies" in the subject line.
 - Questions must be received by close of business on Wednesday, October 30, 2024.
 - All questions and answers will be posted under this funding announcement title on the [Funding Announcement Q&A](#) page of the PCCD website.
- a. Egrants Funding Announcement:
Log into the Egrants system and search under the "Funding Announcement" tab for 2024 Collaborative CVI Strategies Grants.
- b. PCCD Guidelines and Documents:
Applicants should be familiar with the [Applicant's Manual](#), Standard Subgrant Conditions, and other documents common to PCCD's grant application process, all of which are available on the [Grant Information](#) page of the PCCD website. Additionally, grant application and administrative guides can be accessed on [PCCD's website](#) under the Funding link.
- c. Egrants Technical Questions:
For any technical or system questions, contact and ask for the Egrants Help Desk at (717) 787-5887 or (800) 692-7292, or by emailing RA-eGrantsSupport@pa.gov.
- d. PCCD Webmaster:
Please address any technical problems you may have with the website or online forms to the [PCCD Web Master](#).
- e. Reporting Potential Fraud, Waste and Abuse:
Information about waste, fraud, abuse, conflict of interest, bribery, gratuity, or other similar misconduct, or whistleblower reprisal relating to a PCCD employee, program, contract or grant, may be reported to the PCCD Fraud Hotline at (717) 525-5031. For more information, visit the [Reporting Fraud, Waste and Abuse](#) page on PCCD's website.

15. Additional Resources & Assistance for Applicants:

Pre-Application Resources: Interested applicants who are community-based nonprofit organizations are also strongly encouraged to review and complete a [PCCD Grants Readiness Self-Assessment Checklist](#). This interactive document provides an overview of the minimum requirements nonprofit organizations must have in place to directly apply for and receive grant funding from PCCD, as well as recommended (but not required) practices for grantees. You can also learn more about these and other requirements by reviewing the [PCCD Grant Application Pre-Award Checklist](#).

Informational Webinar for Applicants: In addition, interested applicants are invited to register for a virtual webinar on this funding announcement.¹⁶ During these webinars, PCCD staff will provide an overview of the VIP Grants program, including the competitive solicitation requirements and application process. Participants will have the opportunity ask questions. Other topics may include, but are not limited to, eligibility criteria, funding goals and priorities, and an overview of other programmatic and fiscal requirements.

Webinar for Interested CCVI Applicants

October 10, 2024 from 3:00-4:00 p.m. (ET)

Webinar Registration Form:

<https://forms.office.com/g/gkLULBnpEf>

**Note: Webinar recordings and any related materials will be posted on [PCCD's Gun Violence Grants and Funding webpage](#) for reference.

Additional Technical Assistance Resources: PCCD's designated VIP Technical Assistance providers at WestEd and LISC are available to provide support for organizations during the application process. More information about these resources is available at the [PA Peace Alliance website](#). You can also check out the site's [interactive resource library](#), including research, tools, checklists, and other information.

Data Resources: PCCD encourages applicants to reference the following data tools and datasets as they develop their Proposal Narrative and other application materials:

- [Gun Violence and VIP Grantees Data Dashboard \(PCCD\)](#) – Includes interactive data on all VIP Grant projects currently/previously funded by PCCD (including project categories and project service locations), as well as data layers on firearm-related injuries by ZIP code (2016-2023) and homicides by county (2022, 2023).
- [Gun Violence Data & Research \(PCCD\)](#) – Includes additional data resources as well as links to recently published reports on gun violence in Pennsylvania.
- [Crime in Pennsylvania Dashboard \(PA State Police\)](#) – Includes Uniform Crime Report (UCR) System data for all law enforcement agencies and counties by crime offenses.
- [Violence Dashboard \(PA Department of Health\)](#) – An interactive tool designed to display aggregated statistics for hospital discharge reasons and causes of death in Pennsylvania.
- [Mapping Philadelphia's Gun Violence Crisis \(City of Philadelphia\)](#) – Provides up-to-date data on fatal and nonfatal shootings in the City of Philadelphia, with multiple data filters.
- [Community Violence Intervention \(U.S. Department of Justice\)](#) – Provides data, research, implementation guidance, and other resources related to CVI strategies.
- [Gun Violence in PA \(CeaseFirePA\)](#) – Provides data on community violence, mass shootings, domestic violence, and firearm suicide in Pennsylvania.
- [Domestic Violence Statistics \(PA Coalition Against Domestic Violence\)](#) – Data and statistics on domestic violence and intimate partner violence in Pennsylvania.

¹⁶ **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 webinars. Recordings of webinars will be made available on [PCCD's Gun Violence Grants & Funding webpage](#) and [PCCD's YouTube channel](#) following the conclusion of virtual sessions.

- [Gun Violence Archive](#) (*Gun Violence Archive*) – Provides 'real-time' data on shootings across the United States.
- [Justice Data Snapshots](#) (*Justice Reinvestment Initiative*) – Provides data snapshots for all 50 states, including Pennsylvania, across a wide range of public safety and justice-related indicators and can serve as a baseline for local and regional data trends.

Additional PCCD Funding Opportunities: If you haven't already done so, please sign up for email notifications of future PCCD funding announcements [HERE](#). You can also view all open funding announcements and related Q&A documents on PCCD's [Active Funding Announcements webpage](#).

16. Submission Information:

The application must be entered into Egrants **no later than Thursday, October 31, 2024 by 11:59 PM.**

The grant application must be electronically signed within Egrants. To electronically sign the application, at least one person from your organization must have the E-signature role in Egrants. Please use the link below to access instructions which explain how to request the E-signature role.

[E-signature Access Request Instructions](#)

[E-signature Access Request Form](#) (This must be attached to your access request in Egrants)

Please note that you cannot request the e-signature role on behalf of someone else.

APPENDIX A: Counties with Increased Homicides in 2023

County	2022 Population	2022 - Homicide Offenses	2022 Homicide Rate Per 100,000	2023 - Homicide Offenses	2023 Homicide Rate	Change (#) - 2022 to 2023
Adams	104,604	1	0.96	3	2.87	2
Beaver	167,629	7	4.18	10	5.97	3
Bradford	60,159	0	0.00	1	1.66	1
Butler	194,562	1	0.51	9	4.63	8
Clarion	37,489	1	2.67	2	5.33	1
Cumberland	261,269	8	3.06	12	4.59	4
Erie	270,495	8	2.96	15	5.55	7
Fayette	128,417	9	7.01	10	7.79	1
Juniata	23,535	1	4.25	2	8.50	1
Lackawanna	215,672	5	2.32	6	2.78	1
Lancaster	553,202	12	2.17	18	3.25	6
Lawrence	85,907	2	2.33	5	5.82	3
Lebanon	143,258	3	2.09	8	5.58	5
Lehigh	374,110	13	3.47	20	5.35	7
Luzerne	325,396	12	3.69	20	6.15	8
Mercer	110,600	0	0.00	5	4.52	5
Monroe	168,128	2	1.19	11	6.54	9
Montgomery	856,399	17	1.99	22	2.57	5
Northampton	314,299	4	1.27	5	1.59	1
Potter	16,390	0	0.00	1	6.10	1
Schuylkill	143,201	2	1.40	9	6.28	7
Union	42,908	0	0.00	2	4.66	2
Wayne	51,227	0	0.00	1	1.95	1

APPENDIX B: Examples of Potential Match Funding Sources

Cash Match

Also known as a "hard match," this includes income from a source other than grant funds that is budgeted for the proposed project. This can include a cash contribution, and can come from the applicant's own funds (general revenue), cash donations from non-public third parties (i.e., partner organizations), or from other grants*. When used to augment/expand the project, cash expenses for items like personnel, facilities, and supplies may be considered cash match (if they do not meet criteria for supplantation).

As cash match contribution can only be applied to the CCVI Implementation Grants match requirement once it is expended on a cost or activity identified in your project application/Budget Detail. Examples of cash match sources include, but are not limited to:

- Cash donations;
- Local/state*/federal government grants or appropriations;
- Foundation grants;
- Corporate contributions.

***Note:** PCCD funds cannot be used as a match for another PCCD grant, including CCVI Implementation Grants.

In-Kind Match

Also known as a "soft match," an in-kind match is a non-cash contribution of value, resources, or materials provided by the applicant or third parties (e.g., project partners, other sources). In-kind match is typically the calculated value of personnel, goods, and services, and can include both direct and indirect costs. Examples of in-kind match sources include:

- Donated office supplies;
- Equipment;
- Professional services;
- Volunteer time.

In general, value of in-kind match sources/contributions should be determined by fair market value.

NOTE: Grantees receiving funding through the CCVI Implementation Grants Track (#2) must maintain documentation to support all match supports that are claimed, whether cash or in-kind. This can include, but is not limited to the following:

- Signed timesheets and/or attendance records for volunteer time;
- Documentation of how monetary value of volunteer/donated personnel/labor time was calculated;
- Training agenda, course description, cost, sign-in sheet, training agreement, etc.; and/or
- Purchase orders, packing slips, paid receipts and invoices, donated supplies, etc.