

*Writing Winning Grant Proposals
for a Regional Preventive Crime
Gun Strategy*

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*WELCOME &
INTRODUCTIONS!*

AGENDA

- Preventive Crime Gun Strategy
- Funding Opportunities & Resources
- Getting Started – Reviewing the Solicitation
- Developing the Team & Timeline
- Writing the Proposal
- Submitting the Final Product
- Review Process
- Helpful Grant Resources

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What's better than solving a
homicide?

Preventing One

- On Average, **39 Firearm-Related Homicides** occur each day in America

<https://www.pewresearch.org/fact-tank/2019/08/16/what-the-data-says-about-gun-deaths-in-the-u-s/>

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The latest estimate is that gun violence imposes \$229 billion in total annual costs on the United States – 1.4% of GDP



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Some Terms

- **“IBIS”** - Integrated Ballistics Identification System - IBIS is technology - the standard in over 70 countries
- **“NIBIN”** - National Integrated Ballistic Information Network – NIBIN is a program. Administered by ATF
 - *More than 200 sites in the United States used by over 5,700 law enforcement agencies*

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Critical Components

Eight components of an effective and sustainable preventive crime gun strategy



- 1) Stakeholder buy-in
- 2) Regional approach
- 3) NIBIN – the cornerstone
- 4) Overlay technologies
- 5) Know the offenders and how they interact
- 6) Use a single intelligence unit
- 7) Public buy-in
- 8) Expand the program

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OVERLAY TECHNOLOGIES

- UNDERSTAND WHAT TECHNOLOGIES ARE AVAILABLE FOR YOUR AGENCY AND AFFECTED REGION
- HOW WILL YOU USE THE TECHNOLOGIES
- RESOURCES YOU WILL NEED TO SUPPORT THE TECHNOLOGIES

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DIRECTING THE STRATEGY

- BRIDGE CROSS-JURISDICTIONAL GAPS
- LINKS CRIMES THAT PREVIOUSLY WOULD NOT HAVE BEEN LINKED
- IDENTIFY, TARGET AND PROSECUTE SHOOTERS BEFORE THEY RE-OFFEND
- MAXIMIZE AN INVESTIGATORS ABILITY TO SOLVE CRIME

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We All Have Concerns For

- OFFICER SAFETY
- MAKE OUR COMMUNITIES SAFER
- CLOSURE TO VICTIMS AND THEIR FAMILIES
- MORE EFFECTIVE USE OF RESOURCES

Grants Help us Get There

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AUDIENCE POLL

- At what level would you categorize yourself as a grant writer?

(Choose One)

- Beginner
- Intermediate
- Experienced

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Funding Opportunities and Resources

<p>Types of Grants -</p> <ul style="list-style-type: none"> • Federal Government <ul style="list-style-type: none"> • Grant vs Cooperative Agreements • Discretionary vs formula • State Government <ul style="list-style-type: none"> • State Administrative Agency (SAA) • Other Government <ul style="list-style-type: none"> • Cities & Counties • Tribes • Foundations • Private Funders/Corporate 	<p>Where to find them -</p> <p>Grants.gov USDOJ/BJA Policegrantshelp.com SAA websites</p> <p>Foundation websites http://foundationcenter.org http://newtrusts.com www.arnoldfoundation.org</p> <p>Think outside the box!</p> <p>Ex: Look at public health grants to support crime reduction strategies</p>
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Grant Writing Made Easy

Here is our new simplified logic model

Ok, well not that easy!

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Key Terms

- Solicitation = RFP/RFGA = Notice of Funding Opportunity (NOFO)
- Application = Proposal = Funding Request
- Grant = Funded Project = Award

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Why Seek Grant Funding?

YES!

- Planning efforts
- Pilot projects
- Research and Evaluation
- Augment Staffing
- Purchase Equipment

NO

- Generally grants cannot be used for:
- General agency operations
 - Overhead
 - Lobbying/Political Activities

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Grants for Gun Violence Reduction Strategies

- **Project Safe Neighborhoods (PSN)**
<https://www.justice.gov/psn>
 - Awarded to Districts through an approved fiscal agent
- **Crime Gun Intelligence Center (CGIC)**
<https://crimegunintelcenters.org/>
<https://www.bja.gov/local-law-enforcement-cgic-integration-initiative/index.html>
- **Strategies for Policing Innovation (SPI)**
https://www.bja.gov/ProgramDetails.aspx?Program_ID=80
<http://www.strategiesforpolicinginnovation.com/>
- **Bureau of Justice Assistance (BJA)**
<https://www.bja.gov/Publications/fy-2019-solicitations-that-support-law-enforcement.pdf>

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Getting Started

Reviewing
the
Solicitation




- Eligibility
 - Who can apply?
- Program Purpose
 - Funding Agency Mission
- Collaboration Requirements
 - Multi-agency approach
 - Research Partner
- Match or Cost Sharing Requirements

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Getting Started

Reviewing
the
Solicitation



- Scoring Criteria
 - Where are the points allocated?
- Terms & Conditions
 - Civil Rights Requirements
 - Technical Standards
- Page Limitations & Formatting
- **Due Date**

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Example 1 - Current Solicitation

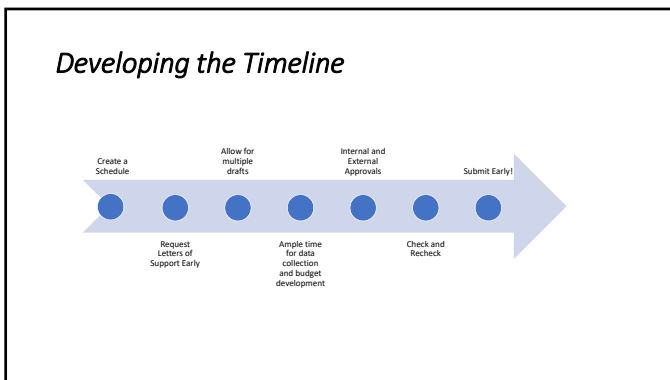
**STRATEGIES FOR POLICING INNOVATION
(SPI)**

<https://www.bja.gov/funding/SPI19.pdf>

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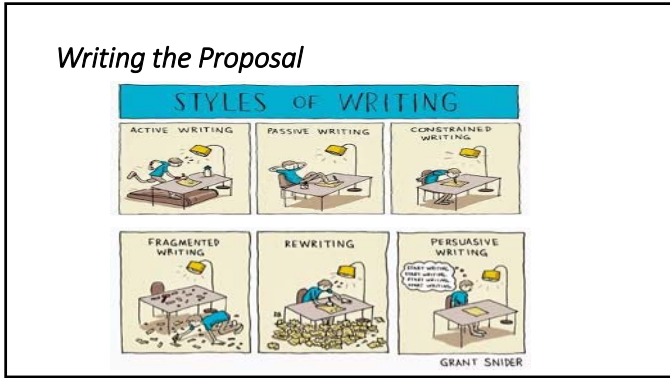


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AUDIENCE POLL

- What is your greatest concern about writing a grant?
 - Not enough time
 - Lack of subject matter expertise
 - Managing the grant once you get it

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Writing the Proposal

Quality Writing

<p>DOs</p> <ul style="list-style-type: none"> • Short simple sentences • Use action verbs • Use third person • Avoid jargon 	<p>DON'Ts</p> <ul style="list-style-type: none"> • Use long complex sentences • Passive voice • Excessive acronyms • Self-indict
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Writing the Proposal - Abstract

Abstract

- Write Abstract Last
- Summarizes Proposal
- Viewable to the Public
- Includes
 - Project Title
 - Organization Information
 - Brief Description
 - Amount Requested
 - Goals & Objectives

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Writing the Proposal – Problem Statement

Problem Statement


- Identifying the problem
 - What are we trying to solve?
- Collecting the data
 - Why is this a problem?
 - Use local data and compare to national average
- What are the consequences if we don't address the problem?

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Writing the Proposal – Problem Statement

• Resources for Statistical Data

- Bureau of Justice Statistics
www.bjs.gov
- Uniform Crime Report (UCR)
www.ucr.fbi.gov
- Justice Research and Statistical Association
Statistical Analysis Centers (SAC)
www.jrsa.org



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Writing the Proposal – Project Description

Project Description

- Program Design
- What are we going to do to solve the problem?
- How are we going to do this?
- Where is this going to take place?
- Who are the Key Personnel
- When is it going to happen -
Project Timeline

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Writing the Proposal – Project Description


• National Institute of Justice - www.crimesolutions.gov

Evidence-Based Program Library	Sponsoring Agency/Organization
Guide to Community Preventive Services	U.S. Department of Health and Human Services, Centers for Disease Control and Prevention
IACP Youth Focused Policing Resource Center: Program Directory	U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention; International Association of Chiefs of Police
Model Programs Guide	U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention
National Mentoring Resource Center	U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention
National Registry of Evidence-Based Programs and Practices	U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration
What Works Clearinghouse	U.S. Department of Education, Institute of Education Sciences
What Works in Reentry Clearinghouse	U.S. Department of Justice, Bureau of Justice Assistance and Office of Juvenile Justice and Delinquency Prevention

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Writing the Proposal – Goals & Objectives

Goals, Objectives and Performance Measures



- S - Specific
- M - Measurable
- A - Achievable
- R - Realistic
- T - Timebound

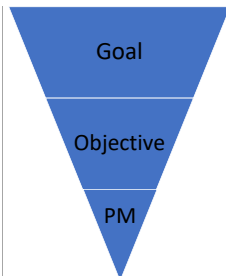
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Goals, Objectives & Performance Measures

Goals - Describe the broad purpose of anticipated measurable accomplishments

Objectives - Describe "who will do how much of what by when"

Performance Measures - Are quantifiable indicators used to assess how well an organization is achieving its desired objectives.



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Goals, Objectives & Performance Measures

Example

GOAL
Decrease gun crime by employing a research-driven, intelligence-led, and strategic problem-solving approach to reducing firearm crimes and gang violence by implementing a NIBIN Program in the state.

OBJECTIVE
Test and enter all new seized firearms into NIBIN within 48 hours

Performance Measure
Percent of firearms entered into NIBIN within 48 hours

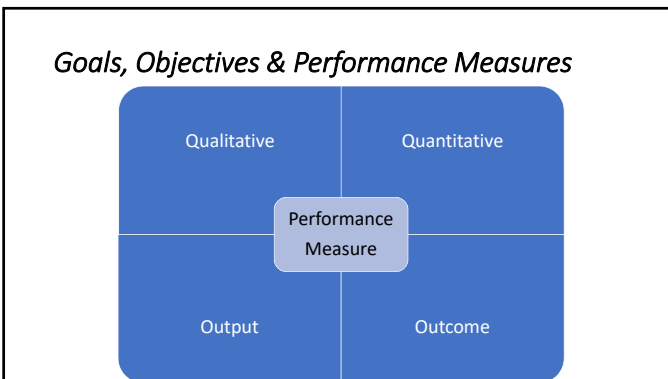
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Goals, Objectives & Performance Measures

Performance Measure Definition:

Regular measurement of outcomes and results, which generates reliable data on the effectiveness and efficiency of programs

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Writing the Proposal – C & C's

Capabilities And Competencies

- Your Organization's resume
- Your ability to implement the project
- Partners' experience
- Research Partner's qualification

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Writing the Proposal - Budget

Budget Detail and Narrative

- Standard budget categories
- Allowable & Prohibited Costs
- Budget ties directly to Project Description
- Match – In-kind vs Cash
- Indirect Costs

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Writing the Proposal - Budget

Expenses Must Be:

Allowable → Allocable → Reasonable → Necessary

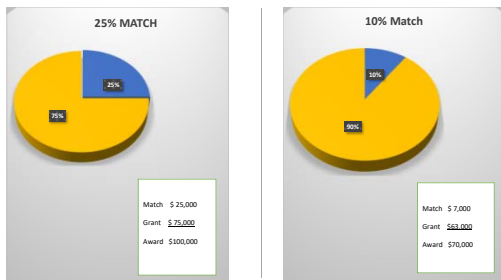
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Writing the Proposal - Budget

- Match or Cost-Sharing
 - **In-Kind Contribution** means the **value** of non-cash contributions (i.e., property or services) that benefit a federally assisted project or program and are contributed by a non-Federal party, without charge.
 - **Cash Match** means actual **cash** paid by the applicant agency for a service or product.

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Example – Calculating Match



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Example 1 – Budget Detail & Narrative

National Criminal Justice Research Services

Budget Detail and Narrative Sample

<https://www.ncjrs.gov/pdffiles/bdgttdt10.pdf>

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Budget Resources

Office of Justice Programs (OJP)

OJP Financial Guide – grants awarded *before* to December 26, 2014

DOJ Financial Guide – grants awarded *after* December 26, 2014

<https://ojp.gov/training/training.htm>


Office of Management and Budget (OMB)

OMB Circulars/ Uniform Guidance / 2 CFR 200



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Questions



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AUDIENCE POLL

- Does your agency or program utilize a research partner?
 - Yes
 - No

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Writing the Proposal - Evaluation

Evaluation




- Why do we need it?
- How do we determine success?
- Research Partner
- Baseline data
- Review, Analyze, Revise

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Writing the Proposal - Sustainability

Sustainability




- Grants are typically seed money
- What happens when the grant is over?
- Commitment to continue efforts

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Submitting the Final Product

Attachments



- Organizational Chart
- List of Key Personnel
- Resumes
- Letters of Support or MOUs
- Certifications
- Bibliography
- Other Attachments Required in Solicitation

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Submitting the Final Product

Tips for Review

- Ensure that you tell the whole story
- Use Clear and Concise language
 - Use third person
 - Spell out Acronyms
 - Check Spelling and Grammar
- Make sure that all sections tie together
 - The Project Design addresses the Problem stated
 - The Budget supports the activity addressed in the Project Design
 - The Evaluation shows outcomes of your efforts
- Check your numbers!
 - Make sure that all numbers in the Budget tie to the Narrative
- Use Checklist to ensure you have met all the requirements



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Sample Checklist

What an Application Should Include:

- Application for Federal Assistance (SF-424)
- Intergovernmental Review
- Project Abstract
- Program Narrative
- Budget Detail Worksheet
- Budget Narrative
- Indirect Cost Rate Agreement (if applicable)
- Tribal Authorizing Resolution (if applicable)
- Financial Management and System of Internal Controls Questionnaire
- Disclosure of Lobbying Activities (SF-LLL)

Additional Attachments

- Applicant Disclosure of Pending Applications
- Research and Evaluation Independence and Integrity
- Disclosure of Process Related to Executive Compensation
- Project Time and Task Plan
- Job Descriptions
- Resumes
- Letters of support and commitment
- Memorandum of Understanding
- Letter of certification from the relevant United States Attorney
- Request and Justification for Employee Compensation; Waiver (if applicable)

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Understanding the Review Process

- Basic Minimum Requirements (BMR) Review
 - Designed to eliminate ineligible applicants
- External Peer Review
 - Intended to reduce review bias
 - Subject Matter Experts that understand issue
- Budget Review
 - Ensures costs are reasonable, necessary and allocable to proposed project

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Understanding the Review Process

Red Flags

- Expenses that are excessive or not justified
 - Personnel costs
 - Travel costs
 - Consultant fees
 - Equipment
- Supplanting



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Understanding the Review Process

- Always request reviewer comments and feedback
 - Most federal/state agencies willingly provide written comments
 - Request a one-on-one call with program advisor

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Resources

Helpful Sites:

USDOJ Bureau of Justice Assistance
www.bja.gov

National Institute of Justice
www.crimesolutions.gov

National Criminal Justice Association
www.ncja.org



Justice Clearinghouse
www.justiceclearinghouse.com

Arnold Foundation
www.arnoldfoundation.org

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Resources



<https://www.ultra-forensistechnology.com/en/services/publications/>

<https://www.ultra-forensistechnology.com/en/services/grant-advisory-services/>

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Wrap Up & Questions



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