



## **Florida Department of Law Enforcement Office of Criminal Justice Grants**

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### **Federal Fiscal Year 2022 Project Safe Neighborhoods (PSN) Grant United States Attorney's Office, Middle District of Florida Subrecipient Solicitation**

**SUBMISSION DEADLINE: 11:59 PM EST on Monday, October 23, 2023**

FDLE's Office of Criminal Justice Grants (OCJG) is seeking subrecipient applications for the Project Safe Neighborhoods (PSN) formula grant program. This program furthers the DOJ mission and violent crime reduction strategy by providing support to state, local, and tribal efforts to reduce violent crime, including but not limited to, felonious firearm crimes and criminal gang violence.

#### **Eligibility Overview**

Eligible applicants are limited to: 1) entities who are located within a county identified in Appendix A; 2) entities who are proposing activities that will occur in the targeted enforcement areas (TEAs) identified in this solicitation; or (3) a research partner proposing collection and analysis of data in identified areas.

Eligible applicants must use at least 30% of their funding to support gang task forces in regions experiencing a significant or increased presence of criminal or transnational organizations engaging in high levels of violent crime, firearm offenses, human trafficking, and drug trafficking.

#### **Contact Information**

The Office of Criminal Justice Grants (OCJG) main line is (850) 617-1250. For questions regarding this solicitation, ask to speak to the PSN grant manager, Robin Smith. For technical assistance with the AmpliFund system or for issues creating and submitting an application in AmpliFund, visit the [AmpliFund Support Site](#) or submit your question directly to AmpliFund Customer Success by emailing [support@AmpliFund.zendesk.com](mailto:support@AmpliFund.zendesk.com).

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## **Program Description**

The Florida Department of Law Enforcement (FDLE) received an award from the United States Department of Justice (DOJ) for \$482,121 in Project Safe Neighborhoods (PSN) funding. This award is to be used by the United States Attorney's Office (USAO), Middle District of Florida, which includes all counties listed in Appendix A of this solicitation.

The PSN program is designed to create and foster safer neighborhoods through a sustained reduction in violent crime, including but not limited to, addressing criminal gangs and the felonious possession and use of firearms. The program's effectiveness depends on the coordination, cooperation, and partnerships of local, state, tribal and federal law enforcement agencies, and the communities they serve, engaged in a unified approach led by the USAO Middle District of Florida.

## **Program Objectives**

The PSN program objectives are to:

- Implement effective programs and strategies enabling PSN task forces to prevent, respond to, and reduce violent crime;
- Use intelligence and data to identify high crime areas and prolific violent offenders;
- Foster collaboration with identified communities; and
- Create and maintain ongoing coordination among federal, state, local, and tribal law enforcement officials.

## **Program Strategy and Purpose**

The PSN program encourages the development of practitioner-researcher partnerships using data, evidence, and innovation to create strategies and interventions that effectively make communities safer. This data driven approach enables jurisdictions to understand the full nature and extent of the crime challenges they are facing and to direct resources to the highest priorities.

### **Evidenced-Based Programs or Practices**

The DOJ Office of Justice Programs (OJP) strongly emphasizes the use of data and evidence in policy making and program development. OJP considers programs/practices to be evidence-based when their effectiveness has been demonstrated by causal evidence, generally obtained through one or more outcome evaluations. Causal evidence documents a relationship between an activity or intervention (including technology) and its intended outcome, including measuring the direction and size of a change, and the extent to which a change may be attributed to the activity or intervention. Causal evidence uses scientific methods to rule out, to the extent possible, alternative explanations for the documented change.

The OJP CrimeSolutions.gov website at <https://www.crimesolutions.gov/> is one resource that applicants may use to find information about evidence-based programs.

### **Information Regarding Potential Evaluation of Programs and Activities**

Applicants should note OJP may conduct, or support, an evaluation of the programs and activities funded under this solicitation. Subrecipients (at any tier) will be expected to cooperate with program-related assessments or evaluation efforts, including the collection and provision of information or data requested by OJP (or its designee) for the assessment or evaluation of any activities funded under this solicitation.

## **USAO Program Strategy**

### **Targeted Enforcement Areas**

The USAO, Middle District of Florida has identified the cities of Fort Myers, Tampa, and Jacksonville as their targeted enforcement areas. A new area of focus to consider this year is Orlando and Ocala.

### **Middle District Goals**

The USAO, Middle District of Florida has established the following goals for the federal fiscal year 2022 PSN program:

- Reduce violent crime throughout the middle district; and
- Utilize partnerships between federal and local law enforcement to investigate and prosecute violent offenders within the existing jurisdictions.

### **Eligible Activities**

The USAO, Middle District of Florida has identified the following elements/activities to be supported with federal fiscal year 2022 program funding:

- Equipment, services, and technology for law enforcement;
- Overtime for law enforcement;
- Analyst/data support to assist with data collection and analysis;
- Special Assistant U.S. Attorneys (SAUSAs) and/or other activities for non-federal prosecutors;
- Youth-serving organizations supporting prevention programming, including critical thinking classes, mentoring initiatives, and/or other programs aimed at promoting protective factors and positive youth development;
- Mental health/social services assistance;
- Reentry programming support;
- Academic/research partner services to assist with relevant project/program assessments and evaluations; and/or
- Public awareness and/or multi-media projects/campaigns.

### **Additional Eligibility Requirements**

PSN applicants must comply with all terms and standard conditions of the federal award and subaward, including those incorporated by reference. In addition to the eligibility requirements on the cover of this solicitation, each PSN applicant must be able to document compliance with the following requirements:

- [2 C.F.R. Part 25](#)—*Universal Identifier and System for Award Management (SAM) Requirements*
- [28 C.F.R. Part 42](#)—*Nondiscrimination; Equal Employment Opportunity; Policies and Procedures*
- [2 C.F.R. Part 200.300-309](#)—*Standards for Financial and Program Management*
- [2 C.F.R. §200.318-326](#)—*Federal Procurement Standards*

### **UEI and SAM Registration**

To apply for PSN funds an organization must have a Unique Entity Identifier (UEI). The UEI has replaced the DUNS number as the primary means of identifying entities registered for federal awards in the System for Award Management (SAM). Entities registered in SAM already have a UEI, and it can be viewed at [www.SAM.gov](http://www.SAM.gov). For more information on the transition to UEI, please visit DOJ's [Justice Grants System](#).

The organization must also be registered with the U.S. Federal Government's System for Award Management (SAM) (2 C.F.R. Part 25). To create or update your SAM registration, go to [www.SAM.gov](http://www.SAM.gov). The SAM registration process may take up to ten business days.

### **Compliance with Applicable Federal Laws**

At the time of application, potential subrecipients are required to certify compliance with all applicable federal laws. If FDLE, or OJP, receives information indicating an applicant may be in violation of any applicable federal laws, the applicant may be referred to the DOJ Office of Inspector General (OIG) for investigation. If the applicant is found to be in violation of an applicable federal law by the OIG, the applicant may be subject to criminal and civil penalties in addition to relevant OJP programmatic penalties which include suspension or termination of funds, inclusion on the high-risk list, repayment of expended funds, and/or suspension and debarment proceedings.

### **Civil Rights Requirements**

Federal laws prohibit subrecipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, disability, or age in funded programs or activities. All subrecipients, implementing agencies, and contractors must comply with any applicable statutorily-imposed nondiscrimination requirements, which are summarized below:

- **Title VI of the Civil Rights Act (Title VI) of 1964**, as amended, 42 U.S.C. § 2000d, and the DOJ implementing regulation, 28 C.F.R. pt. 42, subpts. C & D (prohibiting discrimination in federally assisted programs based on race, color, and national origin in the delivery of services or benefits).
- **Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968**, as amended, 34 U.S.C. §§ 10228(c) & 10221(a), and the DOJ implementing regulations, 28 C.F.R. pt. 42, subpts. D (prohibiting discrimination in programs funded under the statute, both in employment and in the delivery of services or benefits, based on race, color, national origin, sex, and religion) & E (requiring certain DOJ-funded programs subject to the administrative provisions of the statute to prepare, maintain, and submit an Equal Employment Opportunity Plan (EEO)). Applicants are advised to use the Office for Civil Rights EEO Reporting Tool at (<https://ojp.gov/about/ocr/eeop.htm>).
- **Section 504 of the Rehabilitation Act (Section 504) of 1973**, as amended, 29 U.S.C. § 794, and the DOJ implementing regulation, 28 C.F.R. pt. 42, subpt. G (prohibiting discrimination in federally assisted programs based on disability both in employment and in the delivery of services or benefits).
- **Title IX of the Education Amendments (Title IX) of 1972**, as amended, 20 U.S.C. § 1681, and the DOJ implementing regulations, 28 C.F.R. pt. 42, subpt. D & pt. 54 (prohibiting discrimination in federally assisted education programs based on sex both in employment and in the delivery of services or benefits).
- **Title II of the Americans with Disabilities Act of 1990**, as amended, 42 U.S.C. § 12132, and the implementing regulation at 28 C.F.R. § 35.171(a)(1)(i), (3)(i) (prohibiting discrimination based on disability both in employment and in the delivery of services or benefits).
- **Age Discrimination Act (Age Act) of 1975**, as amended, 42 U.S.C. § 6102, and the DOJ implementing regulation, 28 C.F.R. pt. 42, subpt. I (prohibiting discrimination in federally assisted programs based on age in the delivery of services or benefits).
- **Juvenile Justice and Delinquency Prevention Act (JJDP) of 1974**, as amended, 34 U.S.C. § 11182(b), and the DOJ implementing regulations, 28 C.F.R. §§ 31.202, .403 & pt.42, subpart. D (prohibiting discrimination in programs funded under the statute, both in employment and in the delivery of services or benefits, based on race, color, national origin, sex, and religion)
- **Victims of Crime Act (VOCA) of 1984**, as amended, 34 U.S.C. § 20110(e) and the regulation implementing the Victim of Crime Act Victim Assistance Program, 28 C.F.R. § 94.114 (prohibiting discrimination in programs funded under the statute, both in employment and in the delivery of services or benefits, based on race, color, national origin, sex, religion, and disability).
- **Executive Order 13,559**, amending Executive Order 13,279, and the DOJ implementing regulation, Partnerships with Faith-Based and Other Neighborhood Organizations, 28 C.F.R. pt. 38 (prohibiting discrimination in federally assisted social service programs based on religion in the delivery of services or benefits).
- **Equal Employment Opportunity Certification (EEOC)**: Applicants must submit an EEO Certification annually within 120 days of the subaward. Failure to submit the required EEO Certification will result in the withholding of grant funds. Applicants are advised to use the Office for Civil Rights EEO Reporting Tool at (<https://ojp.gov/about/ocr/eeop.htm>).

- **Limited English Proficiency (LEP):** In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. Part 2000d, applicants in receipt of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with LEP. FDLE strongly advises applicants to have a written LEP Language Access Plan. For more information visit <https://www.lep.gov/>.
- **Partnerships with Faith-Based and Other Neighborhood Organizations:** Applicants, must comply with all applicable requirements of [28 C.F.R. Part 38](#), "Partnerships with Faith-Based and Other Neighborhood Organizations", specifically including the provision for written notice to current or prospective program beneficiaries.

### **Filing a Complaint**

If the applicant or any of its employees, contractors, vendors, or program beneficiaries has a discrimination complaint, they may file a complaint with the FDLE, its subrecipient, or with the Office for Civil Rights.

Discrimination complaints against the FDLE OCJG or one of its subrecipients may be filed using the OCJG complaint form or by letter and be submitted to FDLE by mail at: FDLE Office of General Counsel, Attention Civil Rights Complaint Coordinator, PO Box 1489, Tallahassee, FL 32302. Alternatively, the complaint may be delivered by facsimile to (850) 410-7699, or via email to the Office of General Counsel via the General Counsel for FDLE or the General Counsel's designee.

Complaints filed by letter should include the following information:

1. Name, address, telephone number, and email address of the complainant.
2. The victim or other witness of the alleged discrimination, if it is someone other than the complainant, if known.
3. The basis for the complaint, e.g., the complaint alleges (1) discrimination in services or employment based on race, color, national origin, sex, religion, or disability, or discrimination in services based on age, or (2) retaliation for engaging in protected activity. Please include as much detail as possible.
4. The date of the alleged discriminatory or retaliatory conduct.
5. The name and title of the person(s) who is alleged to have engaged in the discriminatory or retaliatory conduct.
6. The complaint must be in writing, dated, and signed by the complainant.

As an alternative, or in addition to filing a complaint with the FDLE or a subrecipient, an individual may file a complaint with an appropriate external federal agency.

If a complaint involves employment discrimination, the complainant may file a complaint with:

U.S. Equal Employment Opportunity Commission<sup>1</sup>  
 31 M Street, NE  
 Washington, DC 20507  
 Phone: 202-663-4900  
 TTY: 202-663-4494  
<http://www.eeoc.gov/employees/charge.cfm>

If a service discrimination complaint involves a program receiving federal financial assistance from the USDOJ, the complainant may file a complaint with:

U.S. Department of Justice, Office of Justice Programs  
 Office for Civil Rights  
 810 7<sup>th</sup> St NW  
 Washington, DC 20531  
 Phone: 202-207-0690  
 TTY: 202-307-2027  
<http://ojp.gov/about/ocr/complaint.htm>

Additional details and information regarding the FDLE's complaint procedures can be found on OCJG's [Civil Rights Training for Grantees](#) webpage.

**Intergovernmental Review** - Federal fiscal year 2022 PSN program is subject to Executive Order 12372, "Intergovernmental Review of Federal Programs." As a result, FDLE may provide information regarding subrecipient applications to the state single point of contact to satisfy this requirement.

## Match

This program does not require a match. However, if an application proposes a voluntary match amount, and FDLE/DOJ approves the budget, the total match amount incorporated into the approved budget becomes mandatory and subject to audit.

## Prohibited Uses

Administrative costs/fees for applicants/subrecipients are not allowable on PSN subawards.

PSN funds may not be used to supplant state or local funds. Funds must only be used to increase the amount of funds that would, in the absence of federal funds, be made available for the given activities. For more information on supplanting, see [Section 2.3 of the DOJ Grants Financial Guide](#).

PSN funds may not be used for Facial Recognition Technology (FRT) unless the recipient has policies and procedures in place to ensure that the FRT will be utilized in an appropriate and responsible manner that promotes public safety, and protects privacy, civil rights, and civil liberties and complies with all applicable provisions of the U.S. Constitution, including the Fourth Amendment's protection against unreasonable searches and seizures and the First Amendment's freedom of association and speech, as well as other laws and regulations. Recipients utilizing funds for FRT must make such policies and procedures available to DOJ upon request.

PSN funds may not be used for unmanned aircraft systems (UAS), which includes unmanned aircraft vehicles (UAV), or for any accompanying accessories to support UAS.

**Note:** FDLE will not approve the purchase of trinkets such as hats, mugs, portfolios, t-shirts, coins, gift bags, etc., with grant funds. Additional cost elements FDLE will not approve include, but are not limited to: gift cards/certificates, bus/transportation passes, entertainment costs, etc.

Grant funds may NOT be used to pay for extended warranties, service agreements, contracts, etc., covering any periods that extend beyond the project end date. Funds may be prorated for services within the project period.

**Project Adjustments** - Retroactive (after-the-fact) approval of project adjustments or items not currently in the approved subaward will only be considered under extenuating circumstances. Subrecipients who incur costs prior to approval of requested adjustments do so at the risk of the items being ineligible for reimbursement under the award.

## Costs Requiring Pre-Approval

### Conference/Meeting/Training Costs

OJP policy and guidance encourages minimization of conference, meeting, and training costs; sets cost limits including a general prohibition of all food and beverage costs; and requires prior written approval of most conference, meeting, and training costs. Subawards requesting grant funds for meetings, trainings, or conferences may be required to complete and submit an OJP event submission form upon request from FDLE and/or OJP.

### Sole Source

If a subrecipient requests to procure goods or services costing \$10,000 or more by sole source to a single



vendor, a sole source justification must be submitted to FDLE for approval prior to the obligation of grant funds. For a sole source procurement over the federal Standard Acquisition Threshold (SAT) of \$250,000, written pre-approval must be obtained from both FDLE and DOJ. Subrecipients should submit the completed "Sole Source Justification" [form](#) with the application or as soon as the procurement method is known.

Sole source approval applies to the amount of the total procurement, regardless of the amount of federal investment in the purchase. Before submitting a request for a sole source procurement, applicants should carefully review the conditions governing this type of procurement (see [2 C.F.R. § 200.320\(c\)](#)).

### **National Environmental Policy Act (NEPA)**

Any improvement, building enhancement, or construction project will require pre-approval to ensure compliance with NEPA. This may include relatively minor activities such as installing fence posts, security or surveillance cameras, or anchoring any item to the ground. If the grant will fund any activities that may fall under this requirement, review the subaward standard condition related to NEPA and the section of the DOJ/BJA website related to [NEPA compliance](#) and contact FDLE's grant's office for assistance.

### **Publications and Other Media**

All media created, published, and/or altered using federal grant funds must be reviewed and approved by FDLE and/or BJA prior to release or distribution. This includes any curricula, training materials, brochures, or other written materials that will be published, including web-based materials and web site content, as well as all audio or video materials, including Public Service Announcements. Subrecipients must submit a draft of each proposed item to OCJG **no later than thirty (30) days prior** to the targeted dissemination date. For items containing videos, a transcript may be provided with screenshots or a description of the visual portion.

All materials publicizing or resulting from award activities shall contain the following statements:

*"This project was supported by Award No. 15PBJA-22-GG-00717-GUNP awarded by the Bureau of Justice Assistance, Office of Justice Programs. The opinions, findings, and conclusions or recommendations expressed in this publication/program/exhibition are those of the authors and do not necessarily reflect the views of the Department of Justice."*

This requirement does not apply to the purchase or reproduction of existing materials or items created by other agencies or vendors, unless the subrecipient alters the item in any way. Neither does this requirement apply to items serving only to advertise an event or the availability of services. Please contact FDLE's grant's office with questions or to clarify pre-approval requirements.

## **Additional Requirements**

PSN applicants will be required to complete the following documents at the time of application; failure to do so may result in the withholding of funds until items are received.

### **Subaward Management Capabilities and Compliance Questionnaire (SMQ)**

All applicants are required to complete the [Subaward Management Capabilities and Compliance Questionnaire](#). FDLE will use this form to validate eligibility to apply for, receive, and maintain the PSN subaward. Additionally, this validation will allow FDLE to expedite the monitoring process and ensure all subrecipients are in compliance with program requirements. Applicants must submit a Subaward Management Capabilities and Compliance Questionnaire (SMQ) to FDLE with their application.

### **Certification Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug Free Workplace Requirements**

Subrecipients are not permitted to use federal funds, directly or indirectly, in support of any lobbying activity. A subrecipient receiving or requesting an award exceeding \$100,000 must certify compliance with this requirement.

Additionally, a person/agency that is debarred, suspended, declared ineligible or is voluntarily excluded is

prohibited from receiving federal funds under this grant program. All subrecipients must certify the subgrantee organization, and any vendor or lower tiered subrecipient, is eligible to receive these funds.

State agencies applying for federal grant funding under this program must certify compliance with the Drug-Free Workplace Act of 1988, including establishing and maintaining a drug-free work environment.

Failure to submit the [“Certification Regarding Lobbying, Debarment, Suspension, and Other Responsibility Matters; and Drug Free Workplace”](#) to FDLE may result in a withholding of funds condition on the subaward until this requirement is satisfied.

#### **Contractual Services Subrecipient vs. Contractor Determination**

Subrecipients utilizing funds in the Contractual Services budget category must adhere to the subcontracting requirements below. All subrecipients should review the [“OJP Subaward vs. Procurement Toolkit”](#) for information regarding the two types of subcontracting.

Any applicant using grant funds in the Contractual Services budget category must complete and submit the [“Subrecipient vs. Contractor Determination Checklist”](#) for each contracted services item listed on the budget, to FDLE along with the application.

#### **Employment Eligibility Verification**

Subrecipients must ensure that as part of the hiring process for any position that is or will be funded (in whole or in part) with award funds, the employment eligibility of the individual being hired is properly verified in accordance with the provisions of 8 U.S.C. 1324a(a)(1) and (2). The subrecipient may choose to participate in, and use E-Verify ([www.e-verify.gov](http://www.e-verify.gov)), provided an appropriate person authorized to act on behalf of the subrecipient entity uses E-Verify to confirm employment eligibility for each position funded through this award.

#### **Determination of Suitability to Interact with Participating Minors**

Subrecipients, at any tier, who plan to use federal funds to partially or fully carry out activities under this award to benefit a set of individuals under 18 years of age must make determinations of suitability before certain individuals may interact with participating minors. Further information regarding this requirement is located on the OJP website <https://www.ojp.gov/funding/explore/interact-minors>.

1. Any applicant using grant funds to benefit a set of individuals under 18 years of age must complete and submit the [“Suitability to Work and/or Interact with Minors Certification.”](#)
2. Subrecipients must maintain and submit the [“Suitability to Work and/or Interact with Minors Tracking Sheet.”](#)

#### **Telecommunications and Video Surveillance Services or Equipment**

In compliance with 2 C.F.R. 200.214, subrecipients are prohibited from entering into a contract or using federal funds to procure items from certain parties who are debarred, suspended or otherwise excluded from or ineligible for participation in federal assistance programs or activities. In addition, a prohibition on certain telecommunication and video surveillance services or equipment went into effect on August 13, 2020. In accordance with these requirements set out in 2 C.F.R. 200.216, subrecipients of FDLE awards are prohibited from obligating or expending grants to:

- A. Procure or obtain;
- B. Extend or renew a contract or procure or obtain;
- C. Enter into a contract to procure or obtain equipment, services, or systems that use telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, produced by Huawei Technologies Company or ZTE Corporation (or a subsidiary or affiliate of such entities).

Applicants who intend to use grant funds to procure telecommunications, video surveillance services, or equipment must:

1. Complete and submit the “[Telecommunications and Video Surveillance Services or Equipment Certification](#).”

Provide documentation the manufacturer and vendor has not been suspended or debarred from receiving federal funds in [SAM.gov](#) prior to the drawdown of funds.

### **Subrecipient Civil Rights Training**

In compliance with Office of Justice Programs (OJP) requirements, subrecipients are required to complete a two-part Civil Rights Training and maintain copies of the training certificates within their grant file(s) to be reviewed at monitoring. To complete these trainings, visit the [OCJG Civil Rights Training for Grantees](#) webpage.

### **DNA Testing**

If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System ("CODIS," the DNA database operated by the FBI) by a government DNA laboratory with access to CODIS. No profiles generated under this award may be entered or uploaded into any non-governmental DNA database without prior express written approval from BJA. Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA profiles may be accepted for entry into CODIS. Booking agencies should work with their state CODIS agency to ensure all requirements are met for participation in Rapid DNA (see National Rapid DNA Booking Operational Procedures Manual).

### **Body Armor – compliance with NIJ Standards**

Ballistic-resistant and stab-resistant body armor purchased with award funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the body armor has been tested and found to comply with applicable National Institute of Justice ballistic or stab standards, and is listed on the NIJ Compliant Body Armor Model List. In addition, ballistic-resistant and stab-resistant body armor purchased must be made in the United States and must be uniquely fitted, as set forth in 34 U.S.C. 10202(c)(1)(A). The latest NIJ standard information and the NIJ Compliant Body Armor List may be found by following the links located on the NIJ Body Armor page: <https://nij.ojp.gov/topics/equipment-and-technology/body-armor>.

## **State and Federal Transparency**

Subaward agreements and information supplied to FDLE for grant management and payment purposes will be used to report to the following mandatory state and federal transparency systems:

### **Federal Funding Accountability and Transparency Act (FFATA)**

The Federal Funding Accountability and Transparency Act (FFATA) was signed on September 26, 2006, with the intent to empower every American with the ability to hold the government accountable for each spending decision. The end result is to reduce wasteful spending in the government. The FFATA legislation requires information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable website, [usaspending.gov](#). FDLE is also required to report subaward data to FFATA.

### **Florida Accountability and Contract Tracking System (FACTS)**

The grant agreement and all corresponding information/documentation is provided to [FACTS](#) in accordance with Chapter 2013-54 and 2013-154, Laws of Florida.

### **Exemption from FACTS**

Please be aware, in the event that your agency's submission contains confidential and/or exempt information prohibited from public dissemination under Florida's Public Records Law, Chapter 119, Florida Statutes, the subrecipient agency bears the responsibility for applying proper redactions. Otherwise, any and all records submitted may be released without redactions. If you believe your project qualifies for an exemption, contact your assigned grant manager.

## How to Apply

**Failure to follow application instructions may result in the incursion of a special condition at the time of award or exclusion of the application from consideration by the competitive panel.**

In order to apply, an application must be completed in FDLE's new electronic grant system (AmpliFund). For questions or issues related to submitting your application in the system visit the AmpliFund Support Site or submit your question directly to AmpliFund Customer Success by emailing [support@AmpliFund.zendesk.com](mailto:support@AmpliFund.zendesk.com).

## Application Deadline

In order to apply, an application must be submitted through FDLE's new electronic grant system (AmpliFund) by **11:59 PM EST on Monday, October 23, 2023**. No extensions of this deadline will be permitted.

Please see **Appendix B** for other important dates.

## Application Review Process

Subgrants will be awarded based on a competitive process. Applications received by the deadline above will be reviewed by a selection committee. The panel will review each application based on the criteria provided in **Appendix C**. After committee review, FDLE will submit all recommended applications to DOJ for final approval.

## Standard Conditions

Subaward agreements for applications recommended by the selection committee, and approved by DOJ, will be provided to the approved subrecipient. This agreement will include standard conditions which detail compliance requirements for subrecipients. It is imperative for all persons involved with this subaward to read the standard conditions. Failure to comply with the provisions outlined in the standard conditions may result in project costs being disallowed, or other remedies for noncompliance identified in [2 CFR §200.338](#).

## Length of Award

Fiscal year 2022 PSN subawards may elect to have a project period between 12- and 24-months beginning October 1, 2023. The final length of the grant period will be determined by the selection committee in conjunction with federal award dates. The federal award period ends September 30, 2025. No projects will extend past this date.

## Distribution of Funds

Grant funds are distributed on a cost reimbursement or advance basis for satisfactory performance of activities set forth in the subaward agreement. Requests for reimbursement can be submitted on a monthly or quarterly calendar basis and should include total expenditures paid for during the reporting period. Reimbursements will be processed in conjunction with the receipt and review of programmatic performance reports and supporting documentation to determine successful completion of deliverables as specified in the subgrant agreement.

## **Appendix A: FY22 USAO County Listing for the Middle District of Florida**

Eligible entities within the following counties are able to submit applications under this Solicitation. If your county does not appear on this list, please check for other PSN solicitations within your USAO District posted on the OCJG website at <https://www.fdle.state.fl.us/FDLE-Grants/Open-Funding-Opportunities>.

**Note: Applicants are reminded to review the program goals and TEAs outlined on page three and four of this solicitation.**

Baker County  
Bradford County  
Brevard County  
Charlotte County  
Citrus County  
Clay County  
Collier County  
Columbia County  
Desoto County  
Duval County  
Flagler County  
Glades County  
Hamilton County  
Hardee County  
Hendry County  
Hernando County  
Hillsborough County  
Lake County  
Lee County  
Manatee County  
Marion County  
Nassau County  
Orange County  
Osceola County  
Pasco County  
Pinellas County  
Polk County  
Putnam County  
St. Johns County  
Sarasota County  
Seminole County  
Sumter County  
Suwanee County  
Union County  
Volusia County

## **Appendix B: Application Timeline**

May 23, 2022	Florida received notice of final state PSNM appropriation from U.S. Department of Justice.
July 18, 2022	FDLE Office of Criminal Justice Grants (OCJG) submitted the State of Florida application for FY 2022 PSNM funding.
October 10, 2022	Florida accepted the state's FY 2022 federal PSNM award.
September 8, 2023	OCJG released PSNM subgrant solicitation on the department's website; Notification emails sent to chief officials.
October 23, 2023	Deadline to submit applications to OCJG.
November 2023	Competitive selection process and subaward recommendations provided to DOJ.

## **Appendix C: Application Scoring Tool**

<b>APPLICANT INFORMATION AND PROJECT OVERVIEW</b>	
The reviewer will allocate five points for each “Yes” response and zero points for each “No” response for Questions 1 – 3.	
1. Does the applicant have an active SAM.gov registration?	5
2. Is the requested project period consistent with the dates provided in the solicitation?	5
3. Does the length of the project period seem appropriate for the project activities described?	5
<b>PROBLEM IDENTIFICATION AND SCOPE OF WORK</b>	
The reviewer will allocate up to five points for each response to Questions 4 – 13 based on the scale below.	
0 = Fails to meet requirements, irrelevant response, not applicable (“No”) 1 = Partially meets requirements, has vague awareness 2 = Meets requirement, borderline relevance, demonstrates basic understanding 3 = Meets requirement, competent descriptions, demonstrates understanding 4 = Meets requirement, substantial descriptions, advance understanding 5 = Exceeds requirement, advance/expert descriptions, complete understanding	
<b>Problem Identification (PID)</b>	
4. Does the applicant clearly describe the violent crime problem(s) to be addressed with grant funds?	5
5. Does the applicant provide current data (within the last four years) to support the violent crime problem(s) described above?	5
6. Does the applicant clearly describe how grant funds will be used to address the USAO goals identified in the solicitation?	5
7. Is the applicant located in, or serving, at least one of the targeted enforcement areas identified in the solicitation?	5
8. Does the applicant identify at least one target enforcement area and describe how grant funds will be used to reduce violent crime in this area?	5
9. <u>Bonus Points</u> : Does the applicant indicate they will be using evidence-based practices as part of their program? If yes, does the applicant clearly describe the evidence-based practices to be used?	5
10. Does the applicant clearly describe all key partners involved in their program and the specific duties of each?	5
<b>Scope of Work (SOW)</b>	
11. Does the applicant clearly describe all major tasks and activities to be performed under the award?	5
12. Does the applicant clearly describe how each task and activity will address the problem(s) identified in the PID?	5
13. Does the applicant clearly describe how 30 percent of awarded grant funds will be used to support activities focused on the investigation and prosecution of criminal and/or transnational organizations engaging in high levels of violent crime, firearms offenses, human trafficking, and drug trafficking?	5
<b>BUDGET</b>	
The reviewer will allocate up to five points for each response in Questions 14 – 17 based on the scale below.	
0 = Submitted budget contains five or more discrepancies 1 = Submitted budget contains four discrepancies 2 = Submitted budget contains three discrepancies 3 = Submitted budget contains two discrepancies 4 = Submitted budget contains one discrepancy 5 = Submitted budget contains no (zero) discrepancies	

14. Does the budget include all tasks and activities described in the Scope of Work?	5
15. Are all of the items listed in the budget allowable, reasonable, and necessary?	5
16. Does each budget item narrative contain all of the required details (such as number of units, unit costs, number of hours, rate of pay, etc.)?	5
17. Does each budget item narrative contain clear and accurate calculations?	5
<b>CERTIFICATIONS &amp; FORMS</b>	
The reviewer will allocate five points for each "Yes" response and zero points for each "No" response in Questions 18-21.	
18. Has the Lobbying, Debarment, and Drug Free Workplace Certification been correctly completed and submitted with the application?	5
19. Has the Subrecipient Management Questionnaire been correctly completed and submitted with the applicable additional attachments?	5
20. Has an active EEO Certification been completed and uploaded?	5
21. <u>Bonus Points</u> : Has the Civil Rights Training for Grantees been completed by the designated grant manager? If yes, have certificates for both training modules been uploaded?	5
<b>TOTAL POINTS POSSIBLE</b>	<b>105</b>