



Florida Department of Law Enforcement Office of Criminal Justice Grants

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Federal Fiscal Year 2021 Project Safe Neighborhoods (PSN) Grant United States Attorney's Office, Northern District of Florida Subrecipient Solicitation - Second Opportunity

Application Deadline: 11:59 PM EST on Monday, April 3, 2023

FDLE's Office of Criminal Justice Grants (OCJG) is seeking subrecipient applications for the Project Safe Neighborhoods (PSN) 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 Appendix A; 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, Amber Miller. 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.

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Program Description

The Florida Department of Law Enforcement (FDLE) received an award from the United States Department of Justice (DOJ) to pass-through \$120,488 in Project Safe Neighborhoods (PSN) funding. This award is to be used by the United States Attorney's Office (USAO), Northern 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 Northern 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;
- Effectively use intelligence and data to identify high crime areas and prolific violent offenders;
- Foster effective collaboration with effective 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

Priority for funding will be given to applicants serving Alachua, Escambia and Leon counties. Data reveals there are small hot spots throughout the district that are responsible for a disproportionate amount of the violent crimes. According to local law enforcement data, street gangs in Alachua, Leon and Escambia

counties are involved in drug trafficking, robbery, gun, and related violent crimes.

Northern District Goals

The USAO, Northern District of Florida has established the following goals for the federal fiscal year 2021 PSN program:

- Identify violent crimes in order to adopt state firearm/armed violent crime cases for federal prosecution;
- Implement evidence-based best practices to reduce and prevent violent crime;
- Analyze the effect of implemented strategies on reducing violent crime and make modifications where needed; and
- Improve intelligence gathering and data sharing among task force partners.

Eligible Activities

The USAO, Northern District of Florida has identified the following elements/activities to be supported with federal fiscal year 2021 program funding:

- Equipment, services, and technology for law enforcement;
- Overtime for law enforcement;
- Analyst/data support to assist with data collection and analysis;
- 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;
- 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. 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. 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. § 2000 (d), and the DOJ implementing regulation, 28 C.F.R. § 42 (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. § 42 (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- and 28 C.F.R. § 42 (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. § 42 (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. § 42 (D) & 28 C.F.R. § 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. § 42, (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, §31.403 & § 42 (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 13279, and the DOJ implementing regulation, Partnerships with Faith-Based and Other Neighborhood Organizations, 28 C.F.R. § 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. § 2000 (d), 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. § 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
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 7th 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 2021 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](#).

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-21-GG-03010-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 your OCJG grant manager at 850-617-1250 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), 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 *NEW*

In compliance with Office of Justice Programs (OJP) requirements, the grant manager of the recipient entity is 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.

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.

Length of Award

Fiscal year 2021 PSN subawards may elect to have a project period between 12- and 24-months beginning October 1, 2022. 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, 2024. 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.

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.

Application Deadline

A completed application should be submitted in AmpliFund by no later than **11:59 P.M. EST on Monday, April 3, 2023**. Applications will **not** be accepted after the deadline.

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 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 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](#).

Appendix A: FY21 USAO County Listing for the Northern 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 <http://www.fdle.state.fl.us/Grants/Funding>.

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

Alachua County

Bay County

Calhoun County

Dixie County

Escambia County

Franklin County

Gadsden County

Gilchrist County

Gulf County

Holmes County

Jackson County

Jefferson County

Lafayette County

Leon County

Levy County

Liberty County

Madison County

Santa Rosa County

Taylor County

Okaloosa County

Wakulla County

Walton County

Washington County

Appendix B: Application Timeline

May 3, 2021	Florida received notice of final state PSNN appropriation from U.S. Department of Justice
June 10, 2021	FDLE Office of Criminal Justice Grants (OCJG) submitted the State of Florida application for FY 2021 PSNN funding.
December 8, 2021	Florida accepted the state's FY 2021 federal PSNN award.
October 21, 2022	OCJG released PSNN subgrant solicitation on the department's website; Notification emails sent to chief officials.
December 9, 2022	Deadline to submit applications to OCJG.
March 6, 2023	OCJG released PSNN second opportunity subgrant solicitation on the department's website; Notification emails sent to chief officials.
April 3, 2023	Deadline to submit second opportunity applications to OCJG.
May 2023	Competitive selection process and subaward recommendations provided to DOJ.

Appendix C: Application Scoring Tool

POSSIBLE POINTS	
PROJECT OVERVIEW	
The reviewer will allocate five points for each “Yes” response and zero points for each “No” response in Questions 1 – 4.	
1. Is the Applicant located in, or serving, a targeted enforcement area identified in the solicitation?	5
2. Does the applicant have an active SAM.gov registration?	5
3. Is the requested project period consistent with the dates provided in the solicitation?	5
4. Does the timeline seem appropriate for the project activities described?	5
PROJECT SUMMARY	
The reviewer will allocate up to five points for each response in Questions 5 – 14 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	
5. Does the Problem ID clearly describe how the PSN program will service, or benefit, a targeted enforcement area?	5
6. Does the Problem ID clearly describe how the PSN program addresses the USAO goals identified in the solicitation?	5
7. Does the Problem ID clearly describe the violent crime problem to be addressed with grant funds?	5
8. Does the Problem ID provide current data (i.e. within the last four years) to support the violent crime problems identified in their application?	5
9. <u>Bonus Points:</u> Does the Problem ID indicate the recipient proposes to use evidence-based practices and the response clearly describe/cite the practices to be used?	5
10. Does the Scope of Work clearly describe key partners and their responsibilities as it relates to the recipient’s PSN program?	5
11. Does the Scope of Work clearly describe all major tasks and activities to be performed under the award?	5
12. Does the expected outcome described in the Scope of Work seem relevant to the proposed tasks, activities, and identified problem?	5
13. Does the Scope of Work clearly describe how the performance and completion of each identified task/activity will be verified and what source of documentation will be maintained and provided to OCJG for payment requests?	5
14. Does the Scope of Work 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
SPENDING PLAN AND BUDGET	
The reviewer will allocate up to five points for each response in Questions 15 – 17 based on the scale below.	
0 = Contains five or more discrepancies on the submitted spending plan and budget 1 = Contains four discrepancies on the submitted spending plan and budget 2 = Contains three discrepancies on the submitted spending plan and budget 3 = Contains two discrepancies on the submitted spending plan and budget 4 = Contains one discrepancy on the submitted spending plan and budget 5 = Contains no (zero) discrepancies on the submitted spending plan and budget	
15. Are the budgeted items appropriate for the tasks and activities described in the Scope of Work?	5

16. Do the items and category totals provided in the spending plan correspond to the amounts and details provided in the submitted budget?	5
17. Do the submitted budget line items contain all required details and calculations as appropriate.	5
CERTIFICATIONS & FORMS	
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 and a training certificate been uploaded?	5
TOTAL POINTS POSSIBLE	105