

MINNESOTA DEPARTMENT OF PUBLIC SAFETY
OFFICE OF JUSTICE PROGRAMS
2024 COMMUNITY CRIME INTERVENTION AND PREVENTION PROGRAM
RFP FREQUENTLY ASKED QUESTIONS
FAQ Updated: Tuesday, September 12, 2023

1. If we submit a proposal to provide activities in three separate cities, will these be reviewed together?

A: If the request comes in one application, then yes, it will be reviewed in a statewide/miscellaneous group. If the request is in three separate applications, they will be reviewed in three different groups.

2. Can government agencies apply for this funding?

A: Local government agencies can apply for community-based projects; state government is not eligible.

3. When I downloaded the workplan, it says copy for each objective. So should each objective have a max of 10 pages for the workplan or 10 pages overall for the agency request (e.g, more than one objective still has to fit within 10 pages)?

A: 10 pages total.

4. How many agencies will be accepted for this grant?

A: There is no pre-determined number of awards.

5. Can you say more about what homeless assistance means under this opportunity?

A: Neither the statute nor the RFP provide more specificity on how homeless assistance is defined. The applicant must make the case for how proposed activities promote crime intervention or prevention.

6. Can my agency apply for more than 1 grant, or another grant at the same time like YIP?

A: Yes. The applicant should note in the application they are submitting more than one proposal and distinguish the programs or activities in one proposal verses another. It is critical the applicant can clearly show how they will identify which services performed fall under each grant and track activities to payment requests.

7. Can my agency subcontract out and /or partner with other local non-profits to complete the work?

A: Yes. Grantees are allowed to subcontract with other organizations under typical grant agreements. There are standards for subcontracting that must be followed such as hourly contracted rate and bidding process.

8. How do you feel about intermediary organizations and funding applicants?

A: Organizations acting as fiscal agents are eligible to apply. See previous question.

9. Would items such as legal services and advocacy to ensure stable and safe housing, both rental and home ownership, for those in domestic and sexual violence situations fit into the CCIP grant parameters?

A: Neither the statute nor the RFP provide more specificity on how homeless assistance is defined. The applicant must make the case for how proposed activities promote crime intervention or prevention.

10. If staff members spend a portion of their time on evaluation activities, does that count towards the 10% evaluation requirement??

A: Yes. Please note this in the budget line so that it is clear to reviewers.

11. What is the maximum amount organizations can ask for per year?

A: There is no cap on the amount an organization can propose for the 2-year period under this RFP.

12. Does OJP have a definition for who is considered "youth"?

A: Neither the statute nor the RFP define the age range for individuals considered "youth." Typically, OJP grants serving youth serve individuals ages 10 – 24.

13. Will proposals serving youth receive priority consideration in the review process?

A: No.

14. Will collaborative proposals, i.e. projects that involve more than one organization involved in delivering services, receive priority consideration in the review process?

A: No.

15. We are a current Community Crime Intervention and Prevention grantee with a particular goal identified for our programming in our grant that ends 12/31/2024. Should we keep the same goal for the new proposal, or can we change it?

A: Entities that are current Community Crime Intervention and Prevention grantees can propose a goal that reflects what you are looking to achieve with a grant in the next 2-years.

16. Can grant funds be used to assist youth in paying restitution? For example, can a youth do community service work and then the grant would pay off a portion of their restitution?

A: No, funds cannot be used for restitution. Grant funds can be used to pay for work done or program related stipends, which then those could be used to pay towards restitution.

17. Would direct client assistance be an eligible expense for the CCIP grant?

A: Yes, if there is a client assistance policy in place and the assistance is related to the client's goals or case plan. These are not general emergency funds.

18. Are phone cards for cell service, clothes for extracurricular activities for youth eligible expenses?

A: Yes, if there is a client assistance policy in place and the assistance is related to the client's goals or case plan. These are not general emergency funds.

19. Are stipends and incentives eligible?

A: Yes, if there is a stipend/incentive policy in place that includes eligibility criteria, and the stipends/incentives are linked to the participant's case plan and goal of the grant.

20. Are participant wages for internships still an eligible expense?

A: Yes, wages are allowable.

21. Are wages for youth workers allowed?

A: Yes, assuming state and local laws regarding age are followed and details in budget are included.

22. How is "community-based" being defined?

A: An organization or program that serves people who either share the same geography and/or cultures and/or lived experiences/challenges.

23. Would a program that only provides services during the summer (both summers) be eligible/competitive?

A: Yes.

24. Is financial match required for this RFP?

A: No.

25. Is this federal or state money?

A: State.

26. Can you address the distinction between YIP and this grant? There seems to be some overlap. Can agencies apply for or receive both?

A: There is some overlap between the programs and entities can apply for and receive grants through both programs.

- Youth Intervention Program grants are for youth programs only. Grant awards are capped at \$150,000 and requires a 1:1 match.
- Community Crime Intervention and Prevention Program grants are open to programs encompassing all age ranges. Grant awards do not have a set cap and there is no match requirement.

27. Are vehicles purchased to transport program participants an eligible expense?

A: A leased vehicle is allowable if the grant is paying a proportional amount of the lease amount.

28. Do you consider after school and summer programming for youth who live in a high poverty community crime or violence intervention/prevention? The youth are not involved in the criminal justice system.

A: Yes, after school and summer programs will be considered. The Community Crime Intervention and Prevention program targets prevention programs, so participants do not need to be already involved in the criminal justice system.

29. On the workplan - can you explain the difference between, "WHAT DO YOU INTEND TO ACHIEVE? (The immediate or direct effects your program intends to achieve)" and "If Successful, What Results Will You Achieve? (As a result of your programming what will be different?)"

A: What is intended to achieve is one of the overall objectives and the, "if successful question" are the results. For example, our program intends to find youth jobs. As a result, there will be a 75% increase in job retention. See [workplan example](#).

30. On the workplan - can the person responsible for evaluation be TBD since part of the award can go toward evaluation?

A: Yes.

31. I know for the YIP grant there are specific groups of outcomes you're looking for. Are there particular outcomes for the CCIP grant?

A: There are no specific outcomes listed for the Community Crime Intervention and Prevention Program like there are for the Youth Intervention Program. Program specific outcomes must be included and addressed in the application.

32. Are there any benchmarks you can suggest to make my program competitive from a financial viewpoint for example, dollars per population served? Do you historically measure these benchmarks?

A: We do not have financial benchmarks or historically measure them.

33. What about virtual programs that serve youth statewide?

A: We encourage any and all programs to apply.

34. If we had offices in the cities and two outstate, is it preferable to put in three applications or is one per organization preferred?

A: This will be solely up to the applying organization.

35. Are programs that serve adults/youth who are at risk of being or are victims of crime be eligible for this RFP?

A: This RFP is intended to support programs that reduce and/or prevent crime, if your program also has this component then it would be eligible.

36. Are partnerships with established organizations required for the CCIP grant?

A: No, this is not a requirement.

37. If our agency requests something unallowable in error, but is successful in the review process, can this be corrected?

A: Yes, OJP staff will complete a full review of the proposed budget and will ensure that only allowable expenses are in the final budget.

FAQ: Community Review Groups

1. Would I have a conflict of interest as a reviewer if I am submitting an application?

A: No. Each reviewer will be assigned to a review group. Each review group will review approximately 5-10 applications. Reviewers will be asked to identify any possible, perceived, or real conflicts of interests. Office of Justice Programs staff will review who are also applicants identify that conflict of interest and then will assign reviewers who are also applicants to review groups that do not pose a conflict of interest. For example, if an individual works for an organization that operates in Bemidji, OJP might have that individual review applications for programs in the metro.

2. Are there guidelines provided to reviewers so that they can correctly assess the applications? How subjective is the review process?

A: Reviewers use this form to rate the applications using the same scale and scoring rubric. Detailed instructions are provided to reviewers as they begin their review. Every reviewer will have unique insights, which will be discussed at the review session.

3. Are review session all remote?

A: Yes.

4. Does the reviewer application apply to both open RFPs?

A: Yes.

5. What's the time/labor commitment for reviewers? How many applications per reviewer?

A: Reviewers usually receive 6-8 proposals to review at about an hour each and required to attend a 3–4-hour grant review discussion.

6. Can a reviewer who works in MN but whose residence is in WI take part?

A: Yes.