California Violence Intervention & Prevention

CalVIP Grant Program

Cohort 5

Request for Proposals

Eligible Applicants: Cities, Counties and Tribes Disproportionately Impacted by Community Gun Violence and the Community-Based Organizations that Serve Them

Grant Term: January 1, 2026 to June 30, 2029
(includes 3-year service delivery and six months for evaluation and audit)

Updated 02/19/25: Due dates for questions revised. (see Page 1)

RFP Released: February 14, 2025
Non-Binding Letters of Intent Due: March 14, 2025
Proposals Due: August 18, 2025

California Board of State and Community Corrections
www.bscc.ca.gov

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Questions About the Grant

This Request for Proposal (RFP) provides the necessary information to submit a CalVIP proposal to the BSCC. The BSCC staff cannot assist the applicant or its partners with the actual preparation of the proposal. Any technical questions concerning the RFP, the proposal process, or programmatic issues must be submitted by email to: calvip5@bscc.ca.gov

The Board of State and Community Corrections (BSCC) will accept and respond to written questions about this RFP until ~~March 7~~ August 5, 2025. A frequently asked questions and answers (FAQ) document will be posted to the BSCC website and periodically updated through ~~March 14~~ August 12, 2025.

Background and Purpose of the Grant

Formerly known as the California Gang Reduction, Intervention & Prevention (CalGRIP) Grant Program, the State Legislature established the California Violence Intervention and Prevention (CalVIP) Grant Program in Fiscal Year (FY) 2017-18. CalVIP encouraged jurisdictions to develop local approaches that would meet the diverse needs of each community. In 2019, the CalVIP grant was codified as the Break the Cycle of Violence Act (Chapter 735, Statutes of 2019) and established the authority and duties of the BSCC to administer CalVIP, including the selection criteria for grants and reporting requirements to the Legislature. The BSCC has now administered four rounds of CalVIP funding, providing more than $250 million toward local violence intervention and prevention efforts.

Assembly Bill (AB) 762 (Chapter 241, Statutes of 2023) made additional changes to the CalVIP program, specifying that the purpose of the program is to support effective community gun violence reduction initiatives in communities that are disproportionately impacted by community gun violence. It expands the CalVIP program to include counties that have within their jurisdiction one or more cities disproportionately impacted by community gun violence and tribal governments. Up to now, the grant has been available only to California cities and the community-based organizations that serve them. AB 762 increases the maximum grant amount to $2.5 million per year and requires BSCC to make at least 20 percent of a grantee's total award available at the start of the grant period.

Historically, the CalVIP program has been funded by the General Fund, at $9 million per year, with several one-time augmentations. Commencing July 1, 2024, Assembly Bill 28 (Chapter 231, Statutes of 2023), also known as the Gun Violence Prevention and School Safety Act, imposes an excise tax in the amount of 11 percent of the gross receipts from the retail sale in California of a firearm, firearm precursor part, and ammunition. Revenues collected from this fund will be deposited in the Gun Violence Prevention and School Safety Fund and the first $75 million available in the fund, or as much of that amount as is available, shall be continuously appropriated annually to BSCC for the CalVIP Grant Program.

Mental Health to Frontline Workers and their Families

Additionally, AB 762 authorizes the BSCC to reserve up to five percent of CalVIP funds annually for the purpose of supporting programs and activities designed to build and sustain capacity in the field of community gun violence intervention and prevention. It includes provisions allowing these funds to be used for mental health support and other services in order to recruit, retain, and sustain frontline professionals, and mental health services or financial assistance to families of professionals killed or injured in their work. The CalVIP Executive Steering Committee has set aside a portion of the five percent, in the amount of $2 million, for this mental health component.

These funds may be used to support supplemental mental health support and other services for frontline professionals and their families. Frontline professionals are defined as employees of community-based organizations working directly with the target population. These funds may be used for the following types of activities: teambuilding activities, staff retreats, counseling services or support groups, and/or digital tools such as teletherapy platforms, mental health apps, digital therapeutics, text-based helplines, and virtual reality therapy. Before expending these supplemental funds, grantees will be required to submit a plan and receive approval from BSCC.

Applicants interested in receiving a portion of these supplemental mental health funds will be prompted to check the appropriate box in the Submittable Application Portal. Once the results of the competitive process are finalized, the $2 million will be allocated across all successful applicants. It is estimated that each grantee will receive up to approximately 1.5 percent of their total grant award.

BSCC Executive Steering Committee Process

To ensure successful program design and implementation, the BSCC uses Executive Steering Committees (ESC) to inform decision making related to the Board's programs. The BSCC's ESCs are composed of subject matter experts, community partners, and interested parties representing both the public and private sectors. The BSCC makes every attempt to include a diverse representation on its ESCs, in breadth of experience, geography and demographics.

ESCs are convened and approved by the BSCC Board as the need arises to carry out specified tasks, including the development of RFPs for grant funds. Not only do the ESCs develop RFPs, but members of the ESC also read and rate the proposals submitted by prospective grantees. Once the proposal evaluation process is complete, ESCs submit grant award recommendations to the BSCC Board and the Board then approves, rejects or revises those recommendations. Members of the ESCs are not paid for their time but are reimbursed for travel expenses incurred to attend meetings.

The CalVIP ESC includes a cross-section of subject matter experts on community engagement, prevention and intervention programs, law enforcement strategies, and rehabilitation and reentry, including individuals who have been impacted by the criminal justice system. A list of CalVIP ESC members can be found in *Appendix A*.

Conflicts of Interest

Existing law prohibits any grantee, subgrantee, partner, or like party who participated on the above referenced CalVIP ESC from receiving funds from the CalVIP grants awarded under this RFP. Applicants who are awarded grants under this RFP are responsible for reviewing the CalVIP ESC membership roster and ensuring that no grant dollars are passed through to any entity represented by any member of the CalVIP ESC.

Proposal Due Date and Submission Instructions

<div style="color:red; text-align:center; font-weight:bold;">READ THIS ENTIRE RFP DOCUMENT PRIOR TO INITIATING THE RFP PROCESS</div>

The CalVIP Grant Program Proposal Package submission is available through an online portal submission process. Applicants must submit proposals through the BSCC Submittable Application Portal by **5:00 P.M. on August 18, 2025**.

IMPORTANT: Please allow sufficient time to begin and submit your proposal. Be advised that completing the proposal and uploading the required documents into the Submittable Application Portal may take a significant amount of time. If the BSCC does not receive a submission by 5:00 p.m. (PST) on August 18, 2025, the proposal **will not be considered for funding**. Applicants are strongly advised to submit proposals in advance of the due date and time to avoid disqualification.

Submission Instructions

This RFP Instruction Packet contains all the necessary information to successfully complete and submit the CalVIP Grant Proposal.

Proposals for the CalVIP Grant must be submitted through the **BSCC Submittable Application Portal**. The BSCC Submittable Application Portal, CalVIP Grant Application, and all required attachments are available on the BSCC website.

The CalVIP RFP is accessible by clicking the "Click here to Submit; Powered by Submittable" button located on the CalVIP Homepage at: https://www.bscc.ca.gov/s_cpgpcalvipgrant/. You will be prompted to create a free Submittable account and log-in (or sign into an existing account) prior to accessing the online RFP.

After an account is established, applicants may proceed with the submission process. As part of the online BSCC Submittable process, applicants will be required to download several mandatory forms that must be completed and uploaded at specific prompts within the BSCC Submittable Application Portal prior to submission, to include:

1. Budget Attachment
2. Project Work Plan
3. Grantee Assurance for Non-Governmental Organizations and Independent Contractors Receiving BSCC Funds as a Subcontractor
4. Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement
5. Governing Board Resolution – (required post-award, not for proposal submission)

Note: To save any changes made to an application in the Submittable Application Portal, you must click the **"Save Draft"** button at the end of the proposal page. In addition, most of the fields within the RFP require information to be entered; therefore, the system will not allow proposal submission if all mandatory fields are not completed. Once you have successfully submitted the proposal through the BSCC Submittable Application Portal, you will receive an email acknowledging your proposal has been received.

Having Technical Issues?

If you experience technical difficulties with submitting your proposal through the Submittable Application Portal, you should submit a Help Ticket through Submittable, as BSCC does not control that site. Also please email the BSCC at: calvip5@bscc.ca.gov and/or call the BSCC main line at (916) 445-5073 and ask to speak to someone about the CalVIP RFP process. Be advised that applicants contacting Submittable and/or the BSCC on the due date may not receive timely responses.

Please allow sufficient time for Submittable and BSCC to provide technical assistance.

Planning to Apply? How to Submit a Letter of Intent

Applicants interested in applying for a CalVIP grant are asked (but not required) to submit a non-binding letter indicating their intent to apply. These letters will aid the BSCC in planning for the proposal evaluation process.

There is no formal template for the letter. Please submit the letter in Microsoft Word or as a PDF and include the following information:

1. Name of the applicant entity;
2. Name of a contact person; and
3. A brief statement indicating the applicant's intent to submit a proposal.

Please submit Letters of Intent via email to calvip5@bscc.ca.gov by Friday, March 14, 2025. Please identify the email subject line as "CalVIP Letter of Intent."

Failure to submit a Letter of Intent is not grounds for disqualification, nor will prospective applicants that submit a Letter of Intent and decide later not to apply be penalized.

Want to Learn More About the CalVIP Grant?

Prospective applicants are invited to attend a virtual Grant Information Session. Attendance at the virtual information session is not a requirement.

The purpose of the CalVIP Grant Information Session is to answer technical questions from prospective applicants and provide clarity on RFP instructions. Topics may include, but are not limited to proposal submission instructions, eligibility, funding, budgeting, and reporting requirements. There is no preference given to applicants who attend the Grant Information Session. Details are listed below:

Virtual Grant Information Session
for Prospective CalVIP Cohort 5 Applicants

March 11, 2025
9:00 AM to 11:00 AM

Public access options for this meeting include:

- **Join by Zoom:** https://us02web.zoom.us/s/87092846649
- **Call In:** US: +16699009128, 87092846649# or +16694449171, 87092846649#
- **Webinar ID:** 870 9284 6649

Grant Period

Proposals selected for funding will be under agreement from **January 1, 2026 to June 30, 2029.** This includes a three-year grant project service delivery period starting on January 1, 2026 and ending on December 31, 2028. An additional six months (January 1, 2029 to June 30, 2029) will be included in the term of the grant agreement for the sole purposes of finalizing and submitting a required Local Evaluation Report and a required audit (both described later in this RFP).

A visual illustration of the grant agreement period is provided below:

Delivery of Grant-Funded Services			Evaluation & Audit
Year 1	Year 2	Year 3	6 Months
January 1, 2026 to December 31, 2026	January 1, 2027 to December 31, 2027	January 1, 2028 to December 31, 2028	January 1, 2029 to June 30, 2029
Service delivery and data collection.	Service delivery and data collection.	Service delivery and data collection.	Completion of a: ▪ Local Evaluation Report ▪ Program Compliance Audit *Only expenses related to evaluation and audit efforts may be incurred in this period.*

Eligibility to Apply

Applicants eligible to apply for the CalVIP Cohort 5 funding fall into four categories:

1. Cities that are "disproportionately impacted by violence" (listed in Table 1 below).

2. Counties that have one or more cities disproportionately impacted by violence within their jurisdiction (listed in Table 2 below).

3. Tribal governments located within the identified counties (listed in Table 3 below).

4. Community-based organizations that serve the residents of the cities and/or tribal governments identified in Tables 1 and 3.

(Pen. Code, § 14131, subd. (b).)

For city and county applicants, either the city or county itself or a department within the city or county may serve as the applicant.

For tribal government applicants, the tribe must be the applicant.

CBO applicants must meet specific eligibility criteria, listed on page 12.

Eligible applicants **may not** submit more than one proposal (i.e., BSCC will only accept one application per eligible city, county, tribe or CBO).

Disproportionately Impacted by Violence: Definitions

For purposes of the CalVIP grant program, a city is disproportionately impacted by community gun violence if any of the following criteria are true:

1. The city experienced 20 or more homicides per calendar year during two or more of the three calendar years immediately preceding the grant application for which the Department of Justice has available data.

2. The city experienced 10 or more homicides per calendar year and had a homicide rate that was at least 50 percent higher than the statewide homicide rate during two or more of the three calendar years immediately preceding the grant application for which the Department of Justice has available data.

3. An applicant otherwise demonstrates a <u>unique and compelling need</u> for additional resources to address the impact of community gun violence in the applicant's community.

A "<u>unique and compelling need</u>," as defined by the CalVIP ESC is:
The city is ranked in the top 25 percent for assault with firearm rate statewide and had at least 25 assaults with firearm incidents during two (2) or more of the three (3) calendar years immediately preceding the grant application.

*Refer to **Appendix B** for a summary of BSCC's Crime Data Analysis.*

*Refer to **Appendix C** for a full list of the Cities, Counties and Tribal Governments Eligible for CalVIP Funding.*

*Refer to **Appendix D** for Eligible City and County Population Indexes.*

Table 1 identifies the **sixty-three (63) cities** that meet one (1) or more of the above three (3) criteria. These cities and any CBO that serves the residents of these cities are eligible to apply. The CBO need not be physically located inside the city limits in order to be eligible.

	City	Criteria 1 20 or more homicides per calendar year	Criteria 2 10 or more homicides per calendar year	Criteria 3 top 25 percent for assault with firearm rate and at least 25 assaults with firearm incidents
1	Adelanto			X
2	Anaheim			X
3	Antioch		X	X
4	Atwater			X
5	Bakersfield	X	X	X
6	Banning			X
7	Barstow			X
8	Bell			X
9	Bellflower			X
10	Carson			X
11	Cathedral City			X
12	Chico			X
13	Colton			X
14	Commerce			X
15	Compton	X	X	X
16	Corcoran			X
17	Cudahy			X
18	Delano			X
19	Desert Hot Springs			X
20	Fresno	X	X	X
21	Gardena			X
22	Hawthorne			X
23	Huntington Park			X
24	Indio			X
25	Inglewood		X	X
26	Lakewood			X
27	Lancaster	X	X	X
28	Lemon Grove			X
29	Lompoc			X
30	Long Beach	X	X	X
31	Los Angeles	X	X	X
32	Lynwood			X
33	Maywood			X

Table title: **Table 1. Cities Eligible to Apply for CalVIP Funding***

	City	Criteria 1 20 or more homicides per calendar year	Criteria 2 10 or more homicides per calendar year	Criteria 3 top 25 percent for assault with firearm rate and at least 25 assaults with firearm incidents
34	Merced			X
35	Modesto			X
36	Montclair			X
37	Montebello			X
38	Norwalk			X
39	Oakland	X	X	X
40	Palm Springs			X
41	Palmdale			X
42	Paramount			X
43	Pico Rivera			X
44	Pittsburg			X
45	Pomona		X	X
46	Porterville			X
47	Richmond			X
48	Sacramento	X	X	X
49	San Bernardino	X	X	X
50	San Diego	X		X
51	San Francisco	X		X
52	San Jose	X		X
53	Sanger			X
54	Santa Ana			X
55	Santa Maria			X
56	Selma			X
57	South Gate			X
58	Stockton	X	X	X
59	Tulare			X
60	Vallejo	X	X	X
61	Victorville		X	X
62	Visalia		X	X
63	Yuba City			X

Table 1. Cities Eligible to Apply for CalVIP Funding*

* CBOs that serve the residents of these cities are also eligible to apply.

Table 2 identifies the **twenty-one (21) counties** that have one or more cities that meet (1) or more of the three (3) disproportionately impacted by community gun violence criteria. These counties are eligible to apply for CalVIP funding.

	Table 2. Counties Eligible to Apply for CalVIP Funding
	County
1	Alameda County
2	Butte County
3	Contra Costa County
4	Fresno County
5	Kern County
6	Kings County
7	Los Angeles County
8	Merced County
9	Orange County
10	Riverside County
11	Sacramento County
12	San Bernardino County
13	San Diego County
14	San Francisco County
15	San Joaquin County
16	Santa Barbara County
17	Santa Clara County
18	Solano County
19	Stanislaus County
20	Sutter County
21	Tulare County

Table 3 identifies the **forty-seven (47) tribal governments** physically located in the counties that have one or more cities that meet (1) or more of the three (3) disproportionately impacted by community gun violence criteria. These tribal governments and any CBO that serves these tribes are eligible to apply for CalVIP funding.

	Table 3. Tribal Governments Eligible to Apply for CalVIP Funding*
	Tribal Government
1	Agua Caliente Band of Cahuilla Indians of the Agua Caliente Indian Reservation, California
2	Augustine Band of Cahuilla Indians, California
3	Berry Creek Rancheria of Maidu Indians of California
4	Big Sandy Rancheria of Western Mono Indians of California
5	Buena Vista Rancheria of Me-Wuk Indians of California

	Table 3. Tribal Governments Eligible to Apply for CalVIP Funding*
	Tribal Government
6	Cabazon Band of Cahuilla Indians
7	Cahuilla Band of Indians
8	California Valley Miwok Tribe, California
9	Campo Band of Diegueno Mission Indians of the Campo Indian Reservation, California
10	Capitan Grande Band of Diegueno Mission Indians of California (Barona Group of Capitan Grande Band of Mission Indians of the Barona Reservation, California)
11	Capitan Grande Band of Diegueno Mission Indians of California
12	Capitan Grande Band of Diegueno Mission Indians of California: Viejas (Baron Long) Group of Capitan Grande Band of Mission Indians of the Viejas Reservation, California
13	Chemehuevi Indian Tribe of the Chemehuevi Reservation, California
14	Cold Springs Rancheria of Mono Indians of California
15	Enterprise Rancheria of Maidu Indians of California
16	Ewiiaapaayp Band of Kumeyaay Indians, California
17	Fort Mojave Indian Tribe of Arizona, California & Nevada
18	Iipay Nation of Santa Ysabel, California
19	Inaja Band of Diegueno Mission Indians of the Inaja and Cosmit Reservation, California
20	Jamul Indian Village of California
21	La Jolla Band of Luiseno Indians, California
22	La Posta Band of Diegueno Mission Indians of the La Posta Indian Reservation, California
23	Los Coyotes Band of Cahuilla and Cupeno Indians, California
24	Manzanita Band of Diegueno Mission Indians of the Manzanita Reservation, California
25	Mechoopda Indian Tribe of Chico Rancheria, California
26	Mesa Grande Band of Diegueno Mission Indians of the Mesa Grande Reservation, California
27	Middletown Rancheria of Pomo Indians of California
28	Mooretown Rancheria of Maidu Indians of California
29	Morongo Band of Mission Indians, California
30	Pala Band of Mission Indians
31	Pauma Band of Luiseno Mission Indians of the Pauma & Yuima Reservation, California
32	Pechanga Band of Indians
33	Ramona Band of Cahuilla, California
34	Rincon Band of Luiseno Mission Indians of Rincon Reservation, California
35	San Pasqual Band of Diegueno Mission Indians of California
36	Santa Rosa Band of Cahuilla Indians, California
37	Santa Rosa Indian Community of the Santa Rosa Rancheria, California
38	Santa Ynez Band of Chumash Mission Indians of the Santa Ynez Reservation, California

Table 3. Tribal Governments Eligible to Apply for CalVIP Funding*	
	Tribal Government
39	Soboba Band of Luiseno Indians, California
40	Sycuan Band of the Kumeyaay Nation
41	Table Mountain Rancheria
42	Tejon Indian Tribe
43	Torres Martinez Desert Cahuilla Indians, California
44	Tule River Indian Tribe of the Tule River Reservation, California
45	Twenty-Nine Palms Band of Mission Indians of California
46	Wilton Rancheria, California
47	Yuhaaviatam of San Manuel Nation
* CBOs that serve these tribal governments are also eligible to apply.	

The U.S. Department of the Interior, Bureau of Indian Affairs, Tribal Leaders Directory: https://www.bia.gov/service/tribal-leaders-directory

The data was downloaded directly from: https://opendata-1-bia-geospatial.hub.arcgis.com/datasets/3c6ae1b6fa9f414cbd36758905b196c3_0/explore; subset to California after downloading.

ATTENTION CBO APPLICANTS:
PLEASE READ THE FOLLOWING SECTION CAREFULLY.
ELIGIBILITY CRITERIA HAS CHANGED.

Eligibility Criteria for Community-Based Organization Applicants

Community-Based Organizations (CBOs) applying for BSCC grant funds must be located in the State of California and meet all of the following criteria at the time of application <u>and for the duration of the grant term if awarded</u>:

- Have been duly organized, in existence, and in good standing* for at least **twelve (12) months** prior to the proposal submission deadline of August 18, 2025;

    Note: CBOs that have recently reorganized or have merged with other qualified CBOs that were in existence prior to the twelve (12) month date are also eligible, provided all necessary agreements have been executed and filed with the California Secretary of State prior to the proposal submission deadline of August 18, 2025.

- Have been determined by the Internal Revenue Service to have 501(c)(3) status (i.e., non-profit);

- Be registered with the California Secretary of State's Office as a non-profit, if applicable;

- Be registered with the [California Office of the Attorney General, Registry of Charitable Trusts,](#) if applicable;

- Have a valid Employer Identification Number (EIN);

- Have a valid business license;

- Have not filed for bankruptcy in the last seven years;

- Have any other state or local licenses or certifications necessary to provide the services requested (e.g., facility licensing by the Department of Health Care Services), if applicable; and

- Have a physical address in California (do not list a P.O. Box).

*The requirement that a CBO must be in good standing for at least 12 months prior to the proposal submission deadline applies to all applicable government entities necessary for a CBO to operate legally in California. This means that the CBO must have been in good standing with the Internal Revenue Service (IRS), the California Franchise Tax Board, the California Secretary of State's Office, and the California Office of the Attorney General for at least 12 months before the deadline of August 18, 2025.

CBO applicants that do not meet the eligibility criteria listed above will be disqualified from the RFP process and will not move on to the Proposal Rating Process.

Subcontracting and Fiscal Sponsors

Subcontractors

An applicant may subcontract with other public or private entities, but if awarded, the applicant will be responsible for all aspects of grant administration and management of subcontractors, while being responsible to the BSCC for overall outcomes and fiscal management of the project.

An applicant may apply as a direct grantee and may also be a subcontractor on a maximum of **two*** additional proposals. If an applicant intends to apply directly and is also a subcontractor on another proposal, the proposals <u>cannot</u> be duplicative and must fund separate and unique activities.

*This limit applies to subcontractors delivering direct services to the target area or target population. This limit does not apply to subcontractors delivering professional services such as staff training, evaluation, organizational capacity building, accounting, bookkeeping, grants management, etc.

Eligibility Criteria for Non-Governmental Organizations and Independent Contractors Receiving Grant Funds as a Subcontractor to a CalVIP Grantee

There are separate eligibility criteria for non-governmental organizations (NGOs) and independent contractors that subcontract to receive CalVIP grant funds to deliver direct services to the target area or target population. These criteria do not apply to subcontractors delivering professional services such as staff training, legal services evaluation, organizational capacity building, accounting, bookkeeping, grants management, etc.

These can be found in **Attachment C**, *Criteria for NGOs and Independent Contractors that Receive BSCC Grant Funds as a Subcontractor*. All applicants must submit a completed **Attachment C** as part of the complete proposal package to document the compliance of any NGOs and/or independent contractors identified as partners in the proposal. This form must be submitted even if an applicant has not yet identified its NGO subcontractors or independent contractors, to provide assurance that the applicant is aware of these criteria.

Once awarded, grantees must submit an updated **Attachment C** throughout the grant term any time a new NGO subcontractor or independent contractor is added to the project through a subcontract. The BSCC will not reimburse for costs incurred by NGOs or independent contractors that do not meet the BSCC's requirements.

Fiscal Sponsors Applying for BSCC Grants

A tax exempt 501(c)(3) fiscal sponsor that provides administrative, accounting, organizational, and financial support to "projects" that have charitable purposes may apply for BSCC grants on behalf of a single "project."

Prospective applicants for the CalVIP Cohort 5 Request for Proposals must meet all eligibility criteria to be considered for funding. Fiscal sponsors that meet the eligibility criteria must also adhere to the following conditions:

- The fiscal sponsor must be listed as the "applicant" throughout the application. This includes on the Submittable Applicant Information section, Budget document, and on any attachments that require the identification of an applicant.
- An authorized signatory for the fiscal sponsor that is vested with authority to enter into a contract with the BSCC must sign the grant application. The fiscal sponsor must certify that they and any subcontractors will abide by the laws, policies, and procedures governing funding of the program.
- A fiscal sponsor may only submit one application for the CalVIP Cohort 5 Request for Proposals. The roles, responsibilities, and participation of each sponsored "project" involved in the application should be identified.
- The fiscal sponsor may not charge the CalVIP Cohort 5 Grant a percentage fee to provide services for the project. Grant funded projects must be reimbursed for actual expenditures that are for eligible project costs.

The fiscal sponsor must have a written fiscal sponsorship agreement with the sponsored group. A copy of the sponsorship agreement must be provided upon request by the BSCC.

Conflicts of Interest for Fiscal Sponsors

Existing law prohibits any grantee, subgrantee, partner or like party who participated on the CalVIP Cohort 5 Executive Steering Committee or Scoring Panel from receiving funds from the grants awarded under the CalVIP Cohort 5 RFP. Employees of fiscal sponsors that serve on this Executive Steering Committee or Scoring Panel, and any projects sponsored by the fiscal sponsor, may not receive CalVIP Cohort 5 grant funds directly or indirectly.

Applicants who are awarded grants under this RFP are responsible for reviewing the membership roster of the Executive Steering Committee or Scoring Panel and ensuring that no grant dollars are passed through to any entity represented by any member of the CalVIP Cohort 5 Executive Steering Committee or Scoring Panel. The membership is included in this RFP in *Appendix A.*

Funding Information

Available Funding

The total available funding through this CalVIP Request for Proposals is **$103 million**. This amount includes the first two anticipated annual allocations to the BSCC from the Gun Violence Prevention and School Safety Fund.

Applicant Categories

The ESC chose to distribute the available funding across seven applicant categories, as shown in Table 4 below. Applicants within each category will compete independent of the other categories. Eligible applicants may submit only one proposal.

The seven Applicant Categories include:

1. Eligible cities with populations of 400,000 or more. There are nine (9) cities in this category.

2. Eligible counties with populations of 700,000 or more. There are thirteen (13) counties in this category

3. Eligible cities with populations under 400,000. There are fifty-four (54) cities in this category.

4. Eligible counties with populations under 700,000. There are eight (8) counties in this category.

5. Eligible tribal governments. There are forty-seven (47) tribes in this category.

6. Eligible community-based organizations (CBOs)* that plan to implement a large scope project, i.e., up to $5 million.

7. Eligible CBOs* that plan to implement a small scope project, i.e., up to $1 million.

*Eligible CBOs are those that serve the residents of any underlined eligible city or tribal government.

How Much Can An Applicant Request?

Applicants may apply for <u>any amount </u>up to and including the maximum grant amount for each Applicant Category, as shown in Table 4, below. Applicants are strongly encouraged to apply for <u>only the amount of funding needed</u> to implement the project. Proposals will be scored, in part, on the reasonableness of the applicant's proposed budget.

Table 4. Funding Distribution and Maximum Grant Amounts		Maximum Grant Amount*	Available Funding *(based on projected annual allocations; subject to change)*
Applicant Categories			
1	Eligible Large Cities (refer to Table A)	**$5,000,000**	$18,540,000
2	Eligible Large Counties (refer to Table B)	**$5,000,000**	$10,300,000
3	Eligible Medium & Small Cities (refer to Table C)	**$2,000,000**	$15,450,000
4	Eligible Medium & Small Counties (refer to Table D)	**$1,000,000**	$4,120,000
5	Eligible Tribal Governments (refer to Table E)	**$3,000,000**	$4,120,000
6	Eligible CBOs (Large Scope Project)**	**$5,000,000**	$35,020,000
7	Eligible CBOs (Small Scope Project)**	**$1,000,000**	$15,450,000
Total Funding Available for CalVIP Grants:			**$103,000,000**

*Applicants may apply for any amount, up to and including the maximum grant amount.

*** **Eligible CBOs are directed to self-select into either category 6 or 7**, based only on the amount of funds requested. This is so that "small" projects compete against other small projects and "large" projects compete against other large projects.*

Table A identifies the nine (9) Large Cities eligible for **Applicant Category 1**. Eligible Large Cities must compete in this category, regardless of the amount of funding requested.

Table A. Eligible Large Cities	
1	Bakersfield
2	Fresno
3	Long Beach
4	Los Angeles
5	Oakland
6	Sacramento

Table A. Eligible Large Cities	
7	San Diego
8	San Francisco
9	San Jose

Table B identifies the thirteen (13) Large Counties eligible for **Applicant Category 2**. Eligible Large Counties must compete in this category, regardless of the amount of funding requested.

Table B. Eligible Large Counties	
1	Alameda County
2	Contra Costa County
3	Fresno County
4	Kern County
5	Los Angeles County
6	Orange County
7	Riverside County
8	Sacramento County
9	San Bernardino County
10	San Diego County
11	San Francisco County
12	San Joaquin County
13	Santa Clara County

Table C identifies the fifty-four (54) Medium and Small Cities eligible for **Applicant Category 3**. Eligible Medium and Small Cities must compete in this category, regardless of the amount of funding requested.

Table C. Eligible Medium and Small Cities	
1	Adelanto
2	Anaheim
3	Antioch
4	Atwater
5	Banning
6	Barstow
7	Bell
8	Bellflower
9	Carson
10	Cathedral City

Table C. Eligible Medium and Small Cities	
11	Chico
12	Colton
13	Commerce
14	Compton
15	Corcoran
16	Cudahy
17	Delano
18	Desert Hot Springs
19	Gardena
20	Hawthorne
21	Huntington Park
22	Indio
23	Inglewood
24	Lakewood
25	Lancaster
26	Lemon Grove
27	Lompoc
28	Lynwood
29	Maywood
30	Merced
31	Modesto
32	Montclair
33	Montebello
34	Norwalk
35	Palm Springs
36	Palmdale
37	Paramount
38	Pico Rivera
39	Pittsburg
40	Pomona
41	Porterville
42	Richmond
43	San Bernardino
44	Sanger
45	Santa Ana
46	Santa Maria

Table C. Eligible Medium and Small Cities	
47	Selma
48	South Gate
49	Stockton
50	Tulare
51	Vallejo
52	Victorville
53	Visalia
54	Yuba City

Table D identifies the eight (8) Medium and Small Counties eligible for **Applicant Category 4**. Eligible Medium and Small Counties must compete in this category, regardless of the amount of funding requested.

Table D. Eligible Medium and Small Counties	
1	Butte County
2	Kings County
3	Merced County
4	Santa Barbara County
5	Solano County
6	Stanislaus County
7	Sutter County
8	Tulare County

Table E identifies the forty-seven (47) Tribal Governments eligible for **Applicant Category 5**. Eligible Tribal Governments must compete in this category, regardless of the amount of funding requested.

Table E. Eligible Tribal Governments	
1	Agua Caliente Band of Cahuilla Indians of the Agua Caliente Indian Reservation, California
2	Augustine Band of Cahuilla Indians, California
3	Berry Creek Rancheria of Maidu Indians of California
4	Big Sandy Rancheria of Western Mono Indians of California
5	Buena Vista Rancheria of Me-Wuk Indians of California
6	Cabazon Band of Cahuilla Indians
7	Cahuilla Band of Indians
8	California Valley Miwok Tribe, California
9	Campo Band of Diegueno Mission Indians of the Campo Indian Reservation, California

Table E. Eligible Tribal Governments	
10	Capitan Grande Band of Diegueno Mission Indians of California
11	Capitan Grande Band of Diegueno Mission Indians of California (Barona Group of Capitan Grande Band of Mission Indians of the Barona Reservation, California)
12	Capitan Grande Band of Diegueno Mission Indians of California: Viejas (Baron Long) Group of Capitan Grande Band of Mission Indians of the Viejas Reservation, California
13	Chemehuevi Indian Tribe of the Chemehuevi Reservation, California
14	Cold Springs Rancheria of Mono Indians of California
15	Enterprise Rancheria of Maidu Indians of California
16	Ewiiaapaayp Band of Kumeyaay Indians, California
17	Fort Mojave Indian Tribe of Arizona, California & Nevada
18	Iipay Nation of Santa Ysabel, California
19	Inaja Band of Diegueno Mission Indians of the Inaja and Cosmit Reservation, California
20	Jamul Indian Village of California
21	La Jolla Band of Luiseno Indians, California
22	La Posta Band of Diegueno Mission Indians of the La Posta Indian Reservation, California
23	Los Coyotes Band of Cahuilla and Cupeno Indians, California
24	Manzanita Band of Diegueno Mission Indians of the Manzanita Reservation, California
25	Mechoopda Indian Tribe of Chico Rancheria, California
26	Mesa Grande Band of Diegueno Mission Indians of the Mesa Grande Reservation, California
27	Middletown Rancheria of Pomo Indians of California
28	Mooretown Rancheria of Maidu Indians of California
29	Morongo Band of Mission Indians, California
30	Pala Band of Mission Indians
31	Pauma Band of Luiseno Mission Indians of the Pauma & Yuima Reservation, California
32	Pechanga Band of Indians
33	Ramona Band of Cahuilla, California
34	Rincon Band of Luiseno Mission Indians of Rincon Reservation, California
35	San Pasqual Band of Diegueno Mission Indians of California
36	Santa Rosa Band of Cahuilla Indians, California
37	Santa Rosa Indian Community of the Santa Rosa Rancheria, California
38	Santa Ynez Band of Chumash Mission Indians of the Santa Ynez Reservation, California
39	Soboba Band of Luiseno Indians, California
40	Sycuan Band of the Kumeyaay Nation
41	Table Mountain Rancheria
42	Tejon Indian Tribe
43	Torres Martinez Desert Cahuilla Indians, California

Table E. Eligible Tribal Governments	
44	Tule River Indian Tribe of the Tule River Reservation, California
45	Twenty-Nine Palms Band of Mission Indians of California
46	Wilton Rancheria, California
47	Yuhaaviatam of San Manuel Nation

Mandatory Pass-Through Requirement for City and County Applicants

Authorizing statute requires that all city and county grantees pass through at least 50 percent (50%) of the grant funds they receive to one or more of the following:

- Non-governmental, community-based organizations.

- Public agencies that are not law enforcement whose primary mission is violence prevention or community safety (e.g., Office of Violence Prevention, Office of Neighborhood Safety, etc.). Note: if the city or county designates this type of department or agency as the applicant entity, the 50 percent pass-through requirement will be automatically met.

- Tribal governments.

City and county applicants will be asked to show how they plan to allocate these pass-through funds in the Project Budget attachment.

Funds paid to professional grants management organizations, consulting firms, auditors, and evaluators do not count toward meeting this pass-through obligation.

Advance Payments

BSCC is required to make 20 percent (20%) of a grantee's total award available at the start of the grant period. Please refer to page 29 for more information on the advance payment and invoicing processes.

No Match Requirement

There is no match requirement for the CalVIP Cohort 5 Grant.

Project Description

Target Population

Authorizing statute mandates that projects funded by the CalVIP grant funds "shall be primarily focused on providing violence intervention services to the small segment of the population that is identified as high risk of perpetrating or being victimized by community gun violence in the near future." (Pen. Code, § 14131, subd. (c).)

The applicant will be asked to describe how it will "identify, engage, and provide violence intervention services" to the appropriate target population. The target population may look different for every applicant, based on a community's unique make-up and needs.

Projects and Activities Eligible for Funding

Authorizing statute mandates that CalVIP grants "shall be used to develop, support, expand, and replicate evidence-based **community gun violence reduction initiatives**, including, without limitation, hospital-based violence intervention programs, evidence-based street outreach programs, and focused deterrence strategies, that seek to interrupt cycles of community gun violence and retaliation in order to reduce the incidence of homicides, shootings, and aggravated assaults." (Pen. Code, § 14131, subd. (c).)

Within this statutory definition, applicants have discretion in designing a project that best fits the scope of the problem and the needs of the target population. Applicants will be asked to describe the project, how the project was selected, the services implemented as a part of the project, why they think the project will work in their community, and what outcomes they hope to achieve.

Table 5 includes *examples* of the types of violence intervention services that may be funded by this grant. This is not an exhaustive list, and <u>applicants are not restricted to the examples listed here</u>.

Applicants may choose to incorporate one or more different project components or services in order to reach the **small segment of the population that is identified as high risk of perpetrating or being victimized by community gun violence in the near future.**

Table 5. Examples of Violence Intervention Services Eligible to be Funded by the CalVIP Grant
(May include, but is not limited to):
❖ Hospital-Based Violence Intervention ❖ Focused Deterrence (e.g., Group Violence Intervention) ❖ Street Outreach ❖ Credible Messengers/Mentoring ❖ Therapeutic Behavioral Services ❖ Survivor Centered Supports ❖ Incident Response/Rumor Control ❖ Gun Diversion ❖ Employment/Job Training ❖ Intensive Case Management ❖ Behavioral Health Services

Regardless of the type of project and/or services selected, applicants will be asked to cite evidence and/or provide information "indicating that the proposed violence reduction initiative would likely reduce the incidence of community gun violence in the proposed service area within the grant period." (Pen. Code, §14131, subd. (f)(4).). Please refer to ***Appendix E, Glossary of Terms,*** for descriptions of these services and other resources.

Capacity Building and Technical Assistance
Many **community gun violence reduction initiatives** require technical assistance and training in order to be implemented correctly and with fidelity to the model. Special funding has been set aside that will allow BSCC to provide a limited amount of outside capacity building and technical assistance for CalVIP grantees. CalVIP grantees may also choose to use their grant funds to obtain any specialized technical assistance or training.

Ineligible Grant Expenditures
CalVIP grant funds may not be used for the following:
- Gun buyback programs
- Firearms, weapons, weapons systems, ammunition, or tactical training[1]
- High-tech surveillance or monitoring equipment and intelligence systems (e.g., shot spotter, gang database)
- "Scared Straight" type programs
- Acquisition of real property/real estate
- International travel

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[1]Tactical training could include firearms, tactical movement, tactical combat and/or SWAT training.

Eligible Grant Expenditures that Require Special Approval Post Grant Award

The BSCC recognizes that offering meals, incentives, and participant support items can help maximize participation among clients engaged in services. CalVIP grant funds may be used to purchase meals or snacks, items or activities used as program incentives, and participant support items, only if they are used to encourage program participation, reward participants who meet certain documented milestones, or celebrate program completion. In all cases, there must be a direct link to grant-funded activities.

Applicants should be advised that once a Grant Agreement is executed, explicit prior written approval from the BSCC is required for the purchase of any of the items listed above and for participant travel, ***even if these items were included in the original application's proposed budget.***

Grantees will be required to maintain and provide detailed documentation for any meals, incentives, and travel purchased with grant funds. Discretion for final approval of any purchases under this section lies with the BSCC. <u>Purchases should not be made until the BSCC approves the written request</u>. The BSCC shall not be obligated to reimburse purchases made with CalVIP grant funds without prior approval.

For additional information on eligible and ineligible costs, refer to the *BSCC Grant Administration Guide*, found on the [BSCC Website](#).

Using the Principles of Evidence-Based Practice[2]

The BSCC is committed to supporting a focus on better outcomes in the criminal justice system and those involved in it. CalVIP grant funds must be used to support interventions and strategies rooted in documented evidence showing they reduce community gun violence while also considering the needs of the target communities and individual participants.

Applicants are therefore required to use data to drive conscientious decision-making in the development, implementation, and appraisal of their overall projects. Applicants should be able to demonstrate that their proposal is linked to the implementation of interventions and strategies supported by data.

The extent to which an applicant can demonstrate that the strategy they have chosen has been shown to be effective at reducing community gun violence will be evaluated as a part of the rating process. In developing a proposal, applicants should focus on the following three (3) basic principles:

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[2] Lowenkamp and Latessa, 2003, Lowenkamp, 2003; Lowenkamp & Latessa, 2005a; Lowenkamp and Latessa, 2005b; Center for Criminal Justice Research and the Corrections Institute at the University of Cincinnati, Correctional Program Checklist Assessment.

1. **Is there evidence or data to suggest that the intervention or strategy is likely to work, i.e., produce a desired benefit?**
   For example, was the intervention or strategy selected by the project used by another entity with documented positive results? Is there published research/information on the chosen intervention that demonstrates its effectiveness? Is the intervention or strategy being used by another entity with a similar problem and similar target population?

2. **Once an intervention or strategy is selected, will you be able to demonstrate that it is being carried out as intended?**
   For example, does this intervention or strategy provide for a way to monitor quality control or continuous quality improvement? If this intervention or strategy was implemented by another entity, are there procedures in place to ensure the model is being closely followed (so the project is more likely to achieve similar desired outcomes)?

3. **Is there a plan to collect data that will allow for an appraisal of whether the intervention or strategy worked?**
   For example, will the intervention or strategy selected allow for the collection of data or other information so outcomes can be measured at the conclusion of the project? Are there or will there be processes in place to identify, collect, and analyze that data/information?

Applicants are encouraged to develop an overall project that incorporates these principles and is tailored to fit the needs of the communities they serve. Plans to measure the effectiveness of a project should include the use of both qualitative and quantitative data/information. While quantitative data/information is based on numbers and mathematical calculations, qualitative data/information is based on written or spoken narratives. The purpose of quantitative data/information is to explain, predict, and/or control events through focused collection of numerical data, while the purpose of qualitative data/information is to explain and gain insight and understanding of events through collection of narrative data/information.

Organizational Capacity and Coordination

Applicants will be rated, in part, on how well they demonstrate they have the experience, a staffing plan, and any partnerships necessary to implement the proposed strategy. If an applicant is unable to identify staff and/or subcontractors until after the grant is awarded, the applicant should explain, at a minimum, the process and criteria by which they will select staff and/or subcontractors after award.

Distinct from administrative staff and partners, applicants must also demonstrate how they plan to ensure that the staff who deliver the services or work with the target population in the field have backgrounds and experience that are culturally relevant to the proposed strategy and/or target area/population (to include racial/ethnic diversity, gender diversity, current or prior system involvement, etc.).

Successful applicants are strongly encouraged to take stock of existing programs in order to identify those that might conflict with, compete with, or duplicate the intervention or strategy they are proposing to implement.

Data Collection, Reporting and Evaluation Requirements

Projects selected for funding will be required to submit Quarterly Progress Reports (QPRs) to the BSCC and complete an evaluation of their grant-funded project that focuses on the achievement of the project's goals and objectives. Completion of the evaluation requires the submission of a Local Evaluation Plan (LEP) and Local Evaluation Report (LER). A summary of the QPRs, LEP, and LER follows. More detailed information and evaluation-related resources will be made available to grantees.

The BSCC will also be conducting a statewide evaluation of the impact of the community gun violence prevention and intervention initiatives funded by the CalVIP grant program. The focus of the statewide evaluation is to report on the impact of the grant funds across all, and subgroups, of the grant-funded projects. This contrasts with grantees' evaluation of their grant-funded projects which focus on their project's specific goals and objectives. The primary data collection instrument for the BSCC's statewide evaluation will be the QPR and information gathered from grantees through their LEPs, LERs, and interviews.

Quarterly Progress Reports

Grant recipients are required to submit QPRs to the BSCC. The QPRs are a critical element in BSCC's monitoring and oversight process and the primary data collection tool for the BSCC's statewide evaluation.

A brief outline of the types of information and data grantees will be required to report through the QPRs follows. Once grants are awarded, BSCC staff will update the design of the QPR to ensure the data collected reflects the projects that were funded. Grantees will have an opportunity to provide feedback before the QPR is finalized. Applicable forms and instructions will be available to grantees on BSCC's website after the Grantee Orientation.

Types of data and information gathered through the QPRs:
- Grantee progress in implementing common project implementation activities (i.e., partnerships, staffing, training, enrollment process, programming, data collection/evaluation and quality assurance). For each activity, grantees will report their implementation status (not started, planning, started, complete, N/A) and provide a narrative description of their progress, accomplishments, and/or challenges.
- Grantee progress in achieving their project's goals and objectives. For each goal and its associated objectives, grantees will describe their progress toward achieving the goal, any challenges achieving the goal or objectives, and, if applicable, how the challenges are being addressed.
- Aggregate data for project participants including:
  - Demographic information for age, gender identity, race or ethnicity, risk level, education, employment status, and housing status.

- o Services received during the reporting period by specific service categories (e.g., case management, mentoring, community engagement/outreach, After-School Programming).
  - o Outcomes achieved (e.g., improved education/employment/housing status, reduced risk, other positive outcomes). Grantees will report on outcomes appropriate for their project and participants.
- Project-level qualitative (narrative) information related to detecting and interrupting cycles of violence and project highlights or success stories.

Local Evaluation Plan

The purpose of the LEP is to ensure that the grantee has a plan in place at the beginning of the project to collect the data and information necessary to, at the conclusion of the grant period, report on the extent to which the project's goals and objectives, as included in the proposal, were achieved. The LEP is expected to include a detailed description of the data and information that will be collected for each goal and its associated objectives and detailed descriptions of the data management, analysis and reporting plans. The plan should be developed before the project starts or during project implementation before services or activities begin. Generally, modifications to the plan may occur during the grant period to address challenges or lessons learned. ***Appendix F*** provides the guidelines for the LEP. The LEP is due no later than June 30, 2026.

Local Evaluation Report

The purpose of the LER is to document the extent to which the project achieved its goals and objectives. Implementation of the LEP should ensure the grantee has the data and information necessary to do so. ***Appendix F*** provides the guidelines for the LER. The LER is due no later than June 30, 2029.

Recommendation for Data Collection Evaluation Efforts

To ensure that grantees can comply with the BSCC's data collection and reporting requirements in a meaningful way that benefits the applicants, their communities, and the State of California, it is highly recommended that grantees budget at least five (5) percent of the total grant award for data collection and evaluation efforts. These efforts include the resources necessary to complete the QPRs; develop and write the LEP, implement the LEP; and analyze data and write the required LER.

Applicants are also encouraged to use outside evaluators to ensure objective and impartial evaluations. Specifically, applicants are encouraged to partner with institutions of higher learning universities, state universities, community colleges, and other research entities.

In addition, applicants are strongly encouraged to identify research partners early on and include them in the development of the proposal, so that the goals and objectives listed in the Project Work Plan are measurable.

Additional BSCC Grant Requirements

BSCC Grant Agreement

Applicants approved for funding by the BSCC Board are required to enter into a Grant Agreement with the BSCC. Grantees must agree to comply with all terms and conditions of the Grant Agreement. A sample BSCC Grant Agreement can be found on the BSCC CalVIP website. The Grant Agreement start date is expected to be **January 1, 2026**.

Grant Agreements are considered fully executed only after they are signed by both the Grantee and the BSCC, and the BSCC is in receipt of all required attachments including documentation of signing authority (i.e., Governing Board Resolution). Work, services, and encumbrances cannot begin prior to the Grant Agreement start date. Any work, services, and encumbrances that occur after the start date but prior to Grant Agreement execution may not be reimbursed. Grantees and all subgrantees are responsible for maintaining their Grant Agreement, all invoices, records, and relevant documentation for at least three (3) years after the final payment under the Grant Agreement.

Please note: The BSCC may elect not to enter into a Grant Agreement with your organization if any of the following are true:

- Your organization had a BSCC grant terminated in the past three years.
- Your organization has overdue deliverables that have not been submitted (e.g., Final Local Evaluation Report).
- Your organization has unpaid financial obligations due to the BSCC.

Signing Authority

Before the grant award can be finalized and funds awarded, successful city and county applicants must submit either a resolution from its Governing Board that delegates authority to the individual authorized to execute the grant agreement or sufficient documentation indicating that the individual who signs the grant agreement has been vested with plenary authority to execute grant agreements (e.g., a municipal ordinance or city/county ordinance/charter delegating such authority to a city manager or department head).

CBO applicants or business entities with boards of directors must provide evidence that the person signing the grant agreement has signing authority, which may include articles of incorporation, bylaws, or a board resolution conferring authority to the signatory.

This documentation is not required at the time of proposal submission, but applicants are advised that the grant agreement will not be fully executed, nor will any financial invoices be processed for reimbursement until the required documentation has been received by the BSCC. A sample Governing Board Resolution can be found in *Attachment E.*

Advance Payments and Invoicing - NEW

BSCC is required to make 20 percent of a grantee's total award available at the start of the grant period. During the grant award process, grantees will be given the option of accepting the advance or proceeding with a traditional cost-reimbursement model.

Once the Grant Agreement has been fully executed, the State Controller's Office (SCO) will issue the advance payment in the form of a warrant (check) mailed to the individual designated as the Financial Officer for the grant.

With the exception of the one-time advance payment, disbursement of grant funds occurs on a reimbursement basis for costs paid out (i.e., actual expenditures) during a reporting period. All grantees must submit invoices to the BSCC on either a monthly or quarterly basis through the online process no later than 45 days following the end of an invoicing period, whether or not an advance payment was received or funds were expended. (Grantees will make their choice between monthly or quarterly invoices at the time they execute their contracts.)

For grantees that choose to receive an advance payment, BSCC will withhold a minimum of 50 percent of funds claimed on each invoice toward reconciliation of the advance until the full advance is expended and accounted for. The goal is to have the advanced amount expended and accounted for by the end of the second year of the grant. Grantees that fail to submit invoices, fail to report expenditures commensurate with implementation of the project, and/or fail to expend the advance by the end of the second year of the grant, will receive a warning and may be subject to withholding of the full amount claimed on an invoice until the full advance is expended and accounted for.

Grantees must maintain adequate supporting documentation for all costs claimed on invoices. BSCC staff will conduct a desk review process which requires grantees to submit documentation to support all grant funds claimed during the invoicing period. BSCC reserves the right to request any and all supporting documentation on any invoice. In addition, BSCC staff will conduct on-site monitoring visits that will include a review of documentation maintained as substantiation for project expenditures with grant funds.

Refer to page 48 of the [BSCC Grant Administration Guide](#) for more detail.

Supplanting

Supplanting is the deliberate reduction in the amount of federal, state, or local funds being appropriated to an existing program or activity because grant funds have been awarded for the same purposes. Supplanting is strictly prohibited for all BSCC grants. CalVIP grant funds shall be used to support new program activities or to augment or expand existing program activities but shall not be used to replace existing funds. When using outside funds as match, applicants must be careful not to supplant.

It is the responsibility of the grantee to ensure that supplanting does not occur. The grantee must keep clear and detailed financial records to show that grant funds are used only for allowable costs and activities.

Audit Requirements

Grantees are required to provide the BSCC with a program specific compliance audit that covers the service delivery period of the grant (January 1, 2026 to December 31, 2028). The audit report will be due no later than **June 30, 2029**. The program specific compliance audit must be performed by a Certified Public Accountant or a participating county or city auditor that is organizationally independent from the participating county or city's project financial management functions. Expenses for the final audit may be reimbursed for actual costs up to $25,000.

In addition, the BSCC reserves the right to call for a program compliance or financial audit at any time between the execution of the grant agreement and three (3) years following the end of the grant period.

The Department of General Services, the California State Auditor, the Department of Finance or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this grant.

Grantee Orientation Process

Following the start of the grant period, BSCC staff will conduct a mandatory Grantee Orientation (on a date to be determined later). The purpose of this mandatory session is to review the program requirements, invoicing and budget modification processes, data collection and reporting requirements, as well as other grant management and monitoring activities. Typically, the Project Director, Financial Officer, Day-to-Day Contact and (for cities) one Community Partner must attend. Grantees are strongly encouraged to include their evaluator, if already hired/designated.

If an in-person training is scheduled, Grant recipients may use CalVIP grant funds for travel-related expenditures such as airfare, mileage, meals, lodging, and other per diem costs. Applicants should include potential travel costs in the budget section of the proposal under the "Other" category for this single day event.

Travel

Travel is usually warranted when personal contact by project staff is the most appropriate method of conducting project-related business. Travel to and from training conferences may also be allowed. The most economical method of transportation, in terms of direct expenses to the project and the employee's time away from the project, must be used. Projects are required to include sufficient per diem and travel allocations for project-related personnel, as outlined in the Grant Award, to attend any mandated BSCC training conferences or workshops outlined in the terms of the program.

- **Units of Government**
  Units of government may follow either their own written travel and per diem policy or the State's policy. Units of government that plan to use cars from a state, county, city, district carpool, or garage may budget either the mileage rate established by the carpool or garage, or the state mileage rate, not to exceed the loaning agency rate.

- **Non-Governmental Organizations (NGOs)**
An NGO receiving BSCC funds must use the State travel and per diem policy, unless the grantee's written travel policy is more restrictive than the State's, in which case it must be used. Reimbursement is allowed for the cost of commercial carrier fares, parking, bridge, and road tolls, as well as necessary taxi, bus, and streetcar fares. This policy applies equally to NGOs that receive grant funds directly from the BSCC and those that receive grant funds indirectly through a subcontract with another NGO that received a BSCC grant award.

- **Out-of-State Travel**
Out-of-state travel is restricted and only allowed in exceptional situations. Even if previously authorized in the Grant Award, grantees must submit to the BSCC a separate formal request (on grantee letterhead) for approval that includes a detailed justification and budget information. Grantees must receive written approval from BSCC prior to incurring expenses for out-of-state travel.

- **International Travel**
State grant funds may not be used for international travel.

Debarment, Fraud, Theft or Embezzlement

It is the policy of the BSCC to protect grant funds from unreasonable risks of fraudulent, criminal, or other improper use. As such, the Board will not enter into contracts or provide reimbursement to applicants that have been:

1. debarred by any federal, state, or local government entities during the period of debarment; or
2. convicted of fraud, theft, or embezzlement of federal, state, or local government grant funds for a period of three years following conviction.

Furthermore, the BSCC requires grant recipients to provide an assurance that there has been no applicable debarment, disqualification, suspension, or removal from a federal, state or local grant program on the part of the grantee at the time of application and that the grantee will immediately notify the BSCC should such debarment or conviction occur during the term of the grant contract.

The BSCC also requires that all grant recipients include, as a condition of award to a subgrantee or subcontractor, a requirement that the subgrantee or subcontractor will provide the same assurances to the grant recipient. If a grant recipient wishes to consider a subgrantee or subcontractor that has been debarred or convicted, the grant recipient must submit a written request for exception to the BSCC along with supporting documentation.

All applicants must complete **Attachment X** certifying that they are in compliance with the BSCC's policies on debarment, fraud, theft and embezzlement.

Compliance Monitoring Visits

The BSCC staff will monitor each project to assess whether the project is in compliance with grant requirements and making progress toward grant objectives. As needed, monitoring visits may also occur to provide technical assistance on fiscal, programmatic, evaluative, and administrative requirements.

For your reference, the Comprehensive Monitoring Visit checklist can be found on the BSCC Website.

Overview of the RFP Process

Confirmation of Receipt of Proposal
Upon submission of a proposal, applicants will receive a confirmation email generated by the Submittable Application Portal stating that the proposal has been received.

Technical Compliance Review and Eligibility Assessment
All proposals will undergo a technical compliance review before moving forward to the proposal rating process. Items that will result in disqualification are listed in the table below.

STOP

DISQUALIFICATION CRITERIA
PLEASE REVIEW CAREFULLY

The following will result in an automatic <u>disqualification</u>:

- Proposal submission is not received by **5:00 P.M. (PST) Monday, August 18, 2025.** *(Allow sufficient time to upload all required documents in the BSCC Submittable Application Portal. Do not wait until the last minute!)*

- Proposal (with all required attachments) is not submitted via the BSCC *Submittable Application Portal.* **Email submissions will not be accepted.**

- The applicant is not an eligible city, county, tribe or community-based organization.

- For eligible CBO applicants:

    - The applicant does not meet eligibility requirements listed on page 12.

    - The applicant has proposed to provide primary services in an area outside of eligible cities or tribes.

- For eligible city or county applicants:

    - The applicant does not show the required minimum 50 percent (50%) pass through amount in their Project Budget attachment.

- Budget Attachment (Excel attachment) is not uploaded and submitted through the BSCC Submittable Application Portal, is blank, or the total amount requested exceeds the maximum funding thresholds allowed (refer to Table 4 on page 16).

- Attachments are illegible.

- Attachments will not open, or the files are corrupted.

NOTE: Disqualification means that the proposal will not move forward to the Scoring Panel for the Proposal Rating Process, and, therefore, <u>will NOT</u> be considered for funding.

Proposal Rating Process

Unless disqualified, proposals will advance to the Proposal Rating Process. Proposals will be evaluated in accordance with the BSCC's Grant Proposal Evaluation Process and as described below. Scoring Panel members will read and assign ratings to each proposal in accordance with the prescribed rating factors listed in the table below. Scoring Panel members will base their ratings on how well an applicant addresses the criteria listed under each rating factor within the Proposal Narrative and Budget sections. Scoring Panel member ratings, once submitted to the BSCC, will be final.

At the conclusion of this process, applicants will be notified of the funding recommendations. It is anticipated the BSCC Board will act on the recommendations at its meeting on November 20, 2025. Neither applicants nor their partners or subcontractors are permitted to contact members of the ESC, Scoring Panel or the BSCC Board to discuss proposals.

Rating Factors

The five (5) *Rating Factors* that will be used and the maximum points assigned to each are shown in the table below. Applicants will be asked to address each of these factors in narrative form as a part of their proposal. The CalVIP ESC assigned a percent value to each of the five (5) *Rating Factors*, correlating to its importance within the overall project (refer to *Percent of Total Value* column).

	CalVIP Rating Factors	Point Range	Percent of Total Value	Weighted Rating Factor Score
1	Project Need	0 - 5	15%	30
2	Project Description	0 - 5	40%	80
3	Project Organizational Capacity and Coordination	0 - 5	25%	50
4	Project Data Collection & Evaluation	0 - 5	10%	20
5	Project Budget	0 - 5	10%	20
		Total:	**100%**	**200**

Scoring Panel members will rate an applicant's response to each Rating Factor on a scale from 0 to 5, according to the Six-Point Rating Scale shown below. Each Rating Factor then will be weighted according to the Percent of Total Value (as determined by the ESC) associated with the Rating Factor to arrive at the final Weighted Rating Factor Score. The Weighted Rating Factor Scores are then added together for a Total Score.

The maximum possible proposal score is **200**.

Six Point Rating Scale

Not Responsive 0	Poor 1	Fair 2	Satisfactory 3	Good 4	Excellent 5
The response **fails to address** the criteria.	The response addresses the criteria in a **very inadequate** way.	The response addresses the criteria in a **non-specific or unsatisfactory** way.	The response addresses the criteria in an **adequate** way.	The response addresses the criteria in a **substantial** way.	The response addresses the criteria in an **outstanding** way.

Scoring Threshold/Minimum Score

To be considered for funding, a proposal must meet a threshold of **60 percent** (**60%)**, or minimum proposal score of <u>**120**</u> total points.

BSCC Funding Decisions

Applicants will compete for funds within their applicable Applicant Category (refer to Table 4 and Tables A, B, C, D, and E). Once the proposals have been scored and ranked, BSCC will move down the ranked lists to fund all qualified applicants in each of the seven (7) Applicant Categories until all funds in that category are exhausted. Applicants that fall at the cut-off point may be offered a partial award if there are not sufficient remaining funds to make a full award.

If funding remains in one or more categories, the following will occur:

1. Remaining funds will be used to provide funding to applicants in other funding categories. Funding priority will be given to the highest scoring partially funded applicant.

2. If funding remains after all partially funded applicants have been fully funded, the remaining funds will be used to fund any additional qualified applicants. Funding priority will be given to the remaining highest scoring applicant(s).

If an applicant or grantee relinquishes an award, BSCC has authority to offer that award to the next qualifying applicant(s) on the ranked list.

Key Dates

The following table shows a timeline of key dates related to the CalVIP Grant.

Activity	Date
Release Request for Proposals	February 14, 2025
Grant Information Session for Prospective Applicants	March 11, 2025
Letter of Intent Due to the BSCC (optional)	March 14, 2025
Proposals Due to the BSCC	**August 18, 2025**
Proposal Rating Process and Development of Funding Recommendations	August-October 2025
BSCC Board Considers Funding Recommendations	November 20, 2025
Notices to Applicants	December 15, 2025
Grant Period Begins	January 1, 2026
Mandatory New Grantee Orientation	February or March 2026
Local Evaluation Plan Due	June 30, 2026
Grant Service Project Period Ends	December 31, 2028
Final Evaluation Report & Audit Due and Grant Ends	June 30, 2029

PART II: PROPOSAL INSTRUCTIONS

The following section contains pertinent information on how to complete the CalVIP Cohort 5 Grant Proposal Package. The proposal and all required attachments are provided on the BSCC CalVIP website.

Proposal Narrative and Budget Guidelines

The five (5) Rating Factors will be addressed in two separate parts, the Proposal Narrative and the Budget Attachment, as shown here:

Section	Rating Factor	Percent Value	Addressed In:
1	Project Need	15%	Proposal Narrative
2	Project Description	40%	
3	Project Organizational Capacity and Coordination	25%	
4	Project Data Collection and Evaluation	10%	
5	Project Budget	10%	Separate Excel Attachment

Instructions for Proposal Narrative

Applicants will complete the Proposal Narrative by accessing the BSCC Submittable Application Portal (refer to Submittable Instructions on page 3) and responding to a series of prompts.

The Proposal Narrative section must address Rating Factors 1-4, as listed in the table above. Within each section, address the Rating Criteria (found on the following pages) in a cohesive, comprehensive narrative format. Within the Proposal Narrative, each Rating Factor has a character limit as shown below:

Rating Factor		Total Characters	Microsoft Word Equivalent*
1	Project Need	4,474	Up to 2 (Two) Pages
2	Project Description	11,185	Up to 5 (Five) Pages
3	Project Organizational Capacity and Coordination	6,711	Up to 3 (Three) Pages
4	Project Data Collection and Evaluation	4,474	Up to 2 (Two) Pages

Assumes text is in a Microsoft Word document in Arial 12-point font with one-inch margins on all four sides and at 1.5-line spacing.

Character Counter

The BSCC Submittable Application Portal includes an automatically enabled character counter. This feature shows the number of characters used and the remaining number of characters before the limit is met. If the limit is exceeded, a red prompt will appear with the message "You have exceeded the character limit." The Submittable Application Portal will not allow applicants to submit the narrative sections until they comply with all character limit requirements.

Bibliography

Applicants may, but are not required to, include a bibliography containing citations, using either the Modern Language Association (MLA) or American Psychological Association (APA) style in the "OPTIONAL Bibliography" field in the BSCC Submittable Application Portal. The bibliography may not exceed **2,218 total characters** (includes punctuation, numbers, spaces, and any text). In Microsoft Word, this is approximately one (1) page in Arial 12-point font with one-inch margins on all four sides and at 1.5-line spacing.

Required Attachments

In addition to the Proposal Narrative, the following attachments, located on the BSCC CalVIP website, must be completed and uploaded in the identified fields in the BSCC Submittable Application Portal at the time of submission (except for Documentation of Signing Authority):

- Budget Attachment (**Attachment A**)
- CalVIP Cohort 5 Project Work Plan (**Attachment B**)
- Criteria for Non-Governmental Organizations and Independent Contractors Receiving BSCC Grant Funds as Subcontractors (**Attachment C**)
- Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement (**Attachment D**)
- Documentation of Signing Authority – Sample (not required at time of submission, but must be submitted before after award is made) (**Attachment E**)

Note: Letters of general support (i.e., from elected officials, community members, etc.) will not be accepted. If these are uploaded to Submittable, they will be discarded.

Proposal Narrative Rating Factors

Section 1: Project Need (Percent of Total Value: 15%)

Within this section, address the criteria that defines the Project Need Rating Factor (refer to table below) in a cohesive, comprehensive, and concise narrative format.

Project Need: The applicant described a need that is pertinent to the intent of the grant. The elements that comprise this Rating Factor are listed below. Addressing each element does not in itself merit a high rating; rather, although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.	
1.1	**Project target area/population** Identify and describe the project's target area and/or target population to improve public health and safety by supporting effective community gun violence reduction projects in communities that are disproportionately impacted by community gun violence (per AB 762).
1.2	**Supporting data and information** Provide quantitative or qualitative data or information that shows the target area and/or target population are at high risk of perpetrating community gun violence or being victimized by community gun violence in the near future. All data or information sources must be cited.
1.3	**Community needs and service gaps** Describe the need(s) of the target area and/or target population that will be addressed by the project. This description should include: • Dynamics contributing to existing community gun violence in the targeted area. • Service gaps that are connected to the target area and/or target population.

Section 2: Project Description (Percent of Total Value: 40%)

Within this section address the criteria that defines the Project Description Rating Factor (refer to table below) in a cohesive, comprehensive, and concise narrative format.

Project Description: The applicant provided a description of the project that is related to the identified need and the intent of the grant. The elements that comprise this Rating Factor are listed below. Addressing each element does not in itself merit a high rating; rather, although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.	
2.1	**Project strategy and intervention**
	Describe the evidence-based community gun violence reduction project (per AB 762). This description should include:
	• How the applicant will identify, engage, and serve individuals from the target population.
	• Key components of the project, including a description of the proposed interventions and services.
	• How the project will help meet the unmet needs of the target area and/or population identified in the Project Need section.
2.2	**Project efficacy**
	Provide relevant evidence and explanation indicating that the project will likely reduce "the incidence of community gun violence in the applicant's community within the grant period without contributing to mass incarceration" (Pen. Code, § 14131, subd. (g).).
2.3	**Participant engagement**
	Describe how the applicant will address each of the following for project participants:
	• Overcoming any inability to access and/or serve those individuals.
	• Maintaining sustained engagement.
	• Tailoring services to participants' needs; for example, the use of risk/needs assessments.
2.4	**Project Work Plan**
	Provide a Project Work Plan (Attachment B) that:
	• Identifies the clearly defined and measurable goal(s) and objectives for the project (refer to *Appendix E* for definitions).
	• Identifies how the goal(s) will be achieved in terms of the activities, responsible staff/subcontractors, and start and end dates.
	• Is aligned with the Project Need and Project Description narrative responses.

Section 3: Project Organizational Capacity and Coordination (Percent of Total Value: 25%)

Within this section address the criteria that defines the Project Organizational Capacity and Coordination Rating Factor (refer to table below) in a cohesive, comprehensive, and concise narrative format.

Organizational Capacity and Coordination: The applicant described their organization's ability to implement the project. The elements that comprise this Rating Factor are listed below. Addressing each element does not in itself merit a high rating; rather, although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.	
3.1	**Fiscal and administrative capacity and accountability** Describe the applicant and subcontractor's capacity to administer the grant to ensure the project is implemented as proposed. This description shall include: • The applicant's fiscal capacity, experience, current staffing, community support, and partnerships the applicant will use to implement the project. • If staff and/or subcontractors are to be selected after the grant is awarded, then specify the process and criteria for selecting those staff and/or subcontractors. • For city or county applicants, the plan for the applicant's required minimum fifty percent (50%) pass-through process.
3.2	**Cultural relevance and credibility** Describe the applicant and subcontractor's capacity to effectively engage the target population. This shall include descriptions of: • How the project staff and subcontractor(s) will incorporate principles of cultural relevance and utilize trauma-informed practices and approaches. • How the applicant's administration (staff, leadership, board members, etc.) incorporates or will incorporate people impacted by community gun violence, including system-impacted and/or formerly/currently system-involved individuals to contribute to the project's design, implementation, and evaluation.
3.3	**Training and expertise** Describe the applicant's and subcontractors' capacity and/or experience to provide violence intervention services. This description shall include: • The applicant and/or subcontractor's past and/or ongoing experience providing violence intervention services with the target population. • A reasonable and realistic plan for training and supporting the project staff and/or subcontractors who will deliver the project to the target population. • Describe your approach for supporting the overall wellbeing of staff to ensure project sustainability and staff retention; for example, providing living wages, mental health/counselling services, wellness activities, etc.

3.4	Coordination and partnership
	Describe how the project will "enhance coordination of existing community gun violence prevention and intervention programs and minimize duplication of services in the proposed service area" (Pen. Code, § 14131, subd. (f)(3).). This shall include a description of efforts regarding:
	- Where relevant, how the applicant will engage with other systems (e.g. schools, public health, etc.) as it pertains to community gun violence prevention and intervention services in the target area and/or population. - Where relevant, how the applicant will "coordinate with tribal governments located near or within the planned service delivery area" (Pen. Code, § 14131, subd. (f)(3).).

Section 4: Project Data Collection and Evaluation (Percent of Total Value: 10%)

Within this section address the criteria that defines the Project Data Collection and Evaluation Rating Factor (refer to table below) in a cohesive, comprehensive, and concise narrative format.

Project Data Collection and Evaluation: The applicant described how it will collect data and evaluate the effectiveness of the project. The elements that are to comprise this Rating Factor are listed below. Addressing each element does not itself merit a high rating; rather, although each element is to be addressed, it is the quality of the response to each that is to be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.	
4.1	**Data and evaluation management**
	Describe the plan to determine the project staff and/or entity that will conduct the project data collection and evaluation activities and how they will be incorporated in the various phases of the project; for example, start-up, implementation, service delivery period, etc.
4.2	**Tracking and monitoring**
	Describe the plan to collect data and other information to measure the success and impact of your project in line with the goals and objectives listed in the Project Work Plan (refer to *Attachment B*). If the outcomes you propose to track require you to collect data from an outside entity, describe your plan for obtaining data and entering into data sharing agreements if needed.

Proposal Budget Instructions

As part of the application process, applicants are required to complete and upload a Project Budget with Budget Narrative ("CalVIP Cohort 5 Budget Attachment") in the identified field on the BSCC Submittable Application Portal. The CalVIP Cohort 5 Budget Attachment (an Excel workbook) is provided on the BSCC [CalVIP website.](#)

- Detailed instructions for completing the Budget Attachment are listed in the **Instructions tab** of the Excel workbook.

Applicants are solely responsible for the accuracy and completeness of the information entered in the Budget Attachment. All project costs must be directly related to the objectives and activities in the project. **Do not submit an annual budget; the grant funds requested in the Budget Attachment must cover the entire grant period.**

Generally, once an award is approved by the Board, the proposed budget becomes the approved grant budget and will be incorporated in the Standard Grant Agreement. However, applicants should be aware that budgets *will be subject to review and approval by the BSCC staff to ensure all proposed costs listed within the Project Budget are allowable and eligible for reimbursement.* In these situations, the revised grant budget will be used for the Grant Agreement. For additional guidance related to grant budgets, refer to the July 2023 [BSCC Grant Administration Guide.](#)

Project Budget Rating Factor

Section 5: Project Budget Attachment (Percent of Total Value: 10%)

Project Budget: The applicant provided a complete Budget Attachment for the project. The elements against which the Budget Attachment will be rated are listed below. Addressing each element does not in itself merit a high rating; rather, although each element is to be addressed (when applicable), it is the quality of the response to each that will be evaluated. The response will be evaluated with a single rating based on a scale of 0-5.	
5.1	**Complete budget** Provide complete and detailed budget information with language to support each budget category, as applicable. The expenses must be appropriate to the project.
5.2	**Use of grant funds** Demonstrate how the amount of grant funds requested is "commensurate with the scope of the applicant's proposal and the applicant's demonstrated need for additional resources to address community gun violence in the applicant's community" (Pen. Code, § 14131, subd. (h).).

This section includes the following Appendices and Attachments:

- **Appendix A:** CalVIP Cohort 5 Executive Steering Committee Roster (*reference only*)

- **Appendix B:** BSCC's Crime Data Analysis

- **Appendix C:** Cities, Counties, and Tribal Governments Eligible for CalVIP Funding

- **Appendix D:** City and County Population Indexes

- **Appendix E:** Glossary of Key Terms and Resources (*reference only*)

- **Appendix F:** Guidelines for the Local Evaluation Plan and Local Evaluation Report

- **Attachment A:** CalVIP Project Budget and Budget Narrative **(REQUIRED)**

- **Attachment B:** CalVIP Cohort 5 Project Work Plan **(REQUIRED)**

- **Attachment C:** Criteria for Non-Governmental Organizations and Independent Contractors Receiving BSCC Grant Funds as Subcontractors **(REQUIRED)**

- **Attachment D:** Certification of Compliance with BSCC Policies Regarding Debarment, Fraud, Theft, and Embezzlement **(REQUIRED)**

- **Attachment E:** Sample Governing Board Resolution or Other Proof of Signing Authority (not required at time of application, but must be submitted prior to contract execution)

Appendix A: CalVIP Cohort 5 Executive Steering Committee Membership

	Name	Title & Organizational Affiliation	From
1	Janet Gaard, Chair	Retired Judge & Board Member, BSCC	Sacramento
2	Mike Villegas	Lieutenant, Palm Springs Police Department	Palm Springs
3	Ari Freilich	Director, Office of Gun Violence Prevention, CA Department of Justice	Sacramento
4	Mike McLively	Policy Director, Giffords Center on Violence Intervention	San Francisco
5	Refujio "Cuco" Rodriguez	Hope And Heal Fund	San Louis Obispo
6	Thaddeus Smith III	African American Black Parent Advisory Chairperson, Stockton Unified School District	Stockton
7	Dr. David Richardson	Retired	Los Angeles
8	Greg Fidell	Combating Crimes and Guns Initiative Senior Manager, Brady Center to Prevent Gun Violence	Los Angeles
9	Brian Barnes	Assistant Sheriff, San Joaquin County	San Joaquin County
10	Elena Costa	Violence Prevention Program Section Chief California Department of Public Health	Sacramento
11	Keycha Gallon	CEO & Founder, Keyz 2 The Future Non-Profit Organization	Bay Area
12	Dr. Adrienne Hillman	Program Officer, Trauma Prevention Partnerships, California Community Foundation	Los Angeles

Appendix B: BSCC's Crime Data Analysis

In defining "disproportionately impacted by community gun violence," the CalVIP ESC used the definitions provided by AB 762, which states that a city is considered to be disproportionately impacted by community gun violence if any of the following criteria are true:

(1) The city experienced 20 or more homicides per calendar year during two or more of the three calendar years immediately preceding the grant application for which the Department of Justice has available data.

(2) The city experienced 10 or more homicides per calendar year and had a homicide rate that was at least 50 percent higher than the statewide homicide rate during two or more of the three calendar years immediately preceding the grant application for which the Department of Justice has available data.

(3) An applicant otherwise demonstrates a unique and compelling need for additional resources to address the impact of community gun violence in the applicant's community.

Under the definitions provided in criteria 1 and 2 from AB 762, the BSCC identified 19 cities that were considered disproportionately impacted by community gun violence and therefore eligible to apply for the grand funds.

The CalVIP ESC determined a city had a "unique and compelling need" if the city ranked in the top 25 percent for assault with firearm rate statewide and had at least 25 assaults with firearm incidents during two (2) or more of the three (3) calendar years immediately preceding the grant application.

Using this definition of "unique and compelling need," the BSCC identified an additional 44 cities that were considered disproportionately impacted by community gun violence. This brought the total number of cities eligible to apply for the general funds to 63.

The analysis of crime data was restricted to the 445 cities contained in both the California Department of Finance E-4 report (Population Estimates for Cities, Counties, and the State, 2021-2024, with 2020 Census Benchmark) and the Department of Justice's Open Justice report (Crimes and Clearances with Arson – 1985-2023). The following 32 cities were not included in the analysis, as data was absent from one of the data bases used: Amador, Bear Valley, Blue Lake, Broadmoor, Calipatria, Colfax, Corte Madera, Half Moon Bay, Kensington, Lake Shastina, Larkspur, Lathrop, Live Oak, Loomis, Loyalton, Maricopa, Millbrae, Plymouth, Point Arena, Portola, Portola Valley, San Anselmo, San Carlos, San Joaquin, San Juan Bautista, Shasta Lake, Stallion Springs, Tehama, Trinidad, Wasco, Willows, and Woodside. Should one of these 32 cities submit a proposal, BSCC will contact that city directly and gather the relevant statistics to ascertain whether it qualifies for eligibility.

Appendix C: Cities, Counties, and Tribal Governments Eligible for CalVIP Funding

	City	Population	Criteria 1	Criteria 2	Criteria 3
	Table 1. Cities Eligible to Apply for CalVIP Funding				
1	Adelanto	36,422			X
2	Anaheim	339,175			X
3	Antioch	115,282		X	X
4	Atwater	31,390			X
5	Bakersfield	407,835	X	X	X
6	Banning	31,046			X
7	Barstow	24,759			X
8	Bell	33,414			X
9	Bellflower	77,014			X
10	Carson	92,403			X
11	Cathedral City	51,045			X
12	Chico	107,639			X
13	Colton	52,841			X
14	Commerce	12,055			X
15	Compton	94,016	X	X	X
16	Corcoran	21,437			X
17	Cudahy	22,327			X
18	Delano	51,841			X
19	Desert Hot Springs	32,380			X
20	Fresno	543,087	X	X	X
21	Gardena	59,896			X
22	Hawthorne	85,886			X
23	Huntington Park	53,384			X
24	Indio	89,978			X
25	Inglewood	106,628		X	X
26	Lakewood	80,365			X
27	Lancaster	172,460	X	X	X
28	Lemon Grove	27,517			X
29	Lompoc	43,591			X
30	Long Beach	459,630	X	X	X
31	Los Angeles	3,804,420	X	X	X
32	Lynwood	66,424			X
33	Maywood	24,572			X
34	Merced	90,120			X

	City	Population	Criteria 1	Criteria 2	Criteria 3
	Table 1. Cities Eligible to Apply for CalVIP Funding				
35	Modesto	216,734			X
36	Montclair	37,246			X
37	Montebello	61,730			X
38	Norwalk	101,496			X
39	Oakland	427,305	X	X	X
40	Palm Springs	43,802			X
41	Palmdale	166,089			X
42	Paramount	52,331			X
43	Pico Rivera	61,014			X
44	Pittsburg	74,736			X
45	Pomona	151,132		X	X
46	Porterville	62,508			X
47	Richmond	113,122			X
48	Sacramento	519,466	X	X	X
49	San Bernardino	225,620	X	X	X
50	San Diego	1,383,623	X		X
51	San Francisco	842,224	X		X
52	San Jose	970,772	X		X
53	Sanger	26,286			X
54	Santa Ana	308,041			X
55	Santa Maria	109,687			X
56	Selma	24,395			X
57	South Gate	92,701			X
58	Stockton	315,685	X	X	X
59	Tulare	69,565			X
60	Vallejo	122,220	X	X	X
61	Victorville	136,346		X	X
62	Visalia	142,968		X	X
63	Yuba City	68,984			X

	County	Population
	Table 2. Counties Eligible to Apply for CalVIP Funding	
1	Alameda County	1,650,656
2	Butte County	206,579
3	Contra Costa County	1,145,274
4	Fresno County	1,010,914

Table 2. Counties Eligible to Apply for CalVIP Funding		
	County	**Population**
5	Kern County	906,165
6	Kings County	151,629
7	Los Angeles County	9,819,312
8	Merced County	285,193
9	Orange County	3,141,065
10	Riverside County	2,428,580
11	Sacramento County	1,576,639
12	San Bernardino County	2,172,694
13	San Diego County	3,290,423
14	San Francisco County	842,224
15	San Joaquin County	783,903
16	Santa Barbara County	442,342
17	Santa Clara County	1,902,799
18	Solano County	445,506
19	Stanislaus County	545,753
20	Sutter County	98,248
21	Tulare County	474,680

Table 3. Tribal Governments Eligible to Apply for CalVIP Funding		
	Tribal Government	**CalVIP Eligible County**
1	Mechoopda Indian Tribe of Chico Rancheria, California	Butte County
2	Berry Creek Rancheria of Maidu Indians of California	Butte County
3	Enterprise Rancheria of Maidu Indians of California	Butte County
4	Mooretown Rancheria of Maidu Indians of California	Butte County
5	Big Sandy Rancheria of Western Mono Indians of California	Fresno County
6	Cold Springs Rancheria of Mono Indians of California	Fresno County
7	Table Mountain Rancheria	Fresno County
8	Tejon Indian Tribe	Kern County
9	Santa Rosa Indian Community of the Santa Rosa Rancheria, California	Kings County
10	Morongo Band of Mission Indians, California	Riverside County
11	Augustine Band of Cahuilla Indians, California	Riverside County
12	Twenty-Nine Palms Band of Mission Indians of California	Riverside County

	Table 3. Tribal Governments Eligible to Apply for CalVIP Funding	
	Tribal Government	**CalVIP Eligible County**
13	Cabazon Band of Cahuilla Indians	Riverside County
14	Agua Caliente Band of Cahuilla Indians of the Agua Caliente Indian Reservation, California	Riverside County
15	Soboba Band of Luiseno Indians, California	Riverside County
16	Pechanga Band of Indians	Riverside County
17	Cahuilla Band of Indians	Riverside County
18	Ramona Band of Cahuilla, California	Riverside County
19	Santa Rosa Band of Cahuilla Indians, California	Riverside County
20	Torres Martinez Desert Cahuilla Indians, California	Riverside County
21	Buena Vista Rancheria of Me-Wuk Indians of California	Sacramento County
22	Wilton Rancheria, California	Sacramento County
23	Chemehuevi Indian Tribe of the Chemehuevi Reservation, California	San Bernardino County
24	Fort Mojave Indian Tribe of Arizona, California & Nevada	San Bernardino County
25	Yuhaaviatam of San Manuel Nation	San Bernardino County
26	Campo Band of Diegueno Mission Indians of the Campo Indian Reservation, California	San Diego County
27	Capitan Grande Band of Diegueno Mission Indians of California	San Diego County
28	Capitan Grande Band of Diegueno Mission Indians of California (Barona Group of Capitan Grande Band of Mission Indians of the Barona Reservation, California)	San Diego County
29	Capitan Grande Band of Diegueno Mission Indians of California: Viejas (Baron Long) Group of Capitan Grande Band of Mission Indians of the Viejas Reservation, California	San Diego County
30	Ewiiaapaayp Band of Kumeyaay Indians, California	San Diego County
31	Iipay Nation of Santa Ysabel, California	San Diego County
32	Inaja Band of Diegueno Mission Indians of the Inaja and Cosmit Reservation, California	San Diego County
33	Jamul Indian Village of California	San Diego County
34	La Jolla Band of Luiseno Indians, California	San Diego County
35	La Posta Band of Diegueno Mission Indians of the La Posta Indian Reservation, California	San Diego County
36	Los Coyotes Band of Cahuilla and Cupeno Indians, California	San Diego County
37	Manzanita Band of Diegueno Mission Indians of the Manzanita Reservation, California	San Diego County
38	Mesa Grande Band of Diegueno Mission Indians of the Mesa Grande Reservation, California	San Diego County

Table 3. Tribal Governments Eligible to Apply for CalVIP Funding		
	Tribal Government	**CalVIP Eligible County**
39	Pala Band of Mission Indians	San Diego County
40	Pauma Band of Luiseno Mission Indians of the Pauma & Yuima Reservation, California	San Diego County
41	Rincon Band of Luiseno Mission Indians of Rincon Reservation, California	San Diego County
42	San Pasqual Band of Diegueno Mission Indians of California	San Diego County
43	Sycuan Band of the Kumeyaay Nation	San Diego County
44	Middletown Rancheria of Pomo Indians of California	Santa Barbara County
45	Santa Ynez Band of Chumash Mission Indians of the Santa Ynez Reservation, California	Santa Barbara County
46	California Valley Miwok Tribe, California	Stanislaus County
47	Tule River Indian Tribe of the Tule River Reservation, California	Tulare County

Appendix D: City and County Population Indexes

City Population Index

Source: California Department of Finance, Population Estimates, January 1, 2023

	Large Cities (Population 400,001+)	
	City	**Population**
1	Bakersfield	407,835
2	Fresno	543,087
3	Long Beach	459,630
4	Los Angeles	3,804,420
5	Oakland	427,305
6	Sacramento	519,466
7	San Diego	1,383,623
8	San Francisco	842,224
9	San Jose	970,772

	Medium & Small Cities (Population 1 – 400,000)	
	City	**Population**
1	Adelanto	36,422
2	Anaheim	339,175
3	Antioch	115,282
4	Atwater	31,390
5	Banning	31,046
6	Barstow	24,759
7	Bell	33,414
8	Bellflower	77,014
9	Carson	92,403
10	Cathedral City	51,045
11	Chico	107,639
12	Colton	52,841
13	Commerce	12,055
14	Compton	94,016
15	Corcoran	21,437
16	Cudahy	22,327
17	Delano	51,841
18	Desert Hot Springs	32,380
19	Gardena	59,896
20	Hawthorne	85,886

	City	Population
Medium & Small Cities (Population 1 – 400,000)		
21	Huntington Park	53,384
22	Indio	89,978
23	Inglewood	106,628
24	Lakewood	80,365
25	Lancaster	172,460
26	Lemon Grove	27,517
27	Lompoc	43,591
28	Lynwood	66,424
29	Maywood	24,572
30	Merced	90,120
31	Modesto	216,734
32	Montclair	37,246
33	Montebello	61,730
34	Norwalk	101,496
35	Palm Springs	43,802
36	Palmdale	166,089
37	Paramount	52,331
38	Pico Rivera	61,014
39	Pittsburg	74,736
40	Pomona	151,132
41	Porterville	62,508
42	Richmond	113,122
43	San Bernardino	225,620
44	Sanger	26,286
45	Santa Ana	308,041
46	Santa Maria	109,687
47	Selma	24,395
48	South Gate	92,701
49	Stockton	315,685
50	Tulare	69,565
51	Vallejo	122,220
52	Victorville	136,346
53	Visalia	142,968
54	Yuba City	68,984

County Population Index

Source: California Department of Finance, Population Estimates, January 1, 2023

Large Counties (Population 700,001+)		
	County	**Population**
1	Alameda County	1,650,656
2	Contra Costa County	1,145,274
3	Fresno County	1,010,914
4	Kern County	906,165
5	Los Angeles County	9,819,312
6	Orange County	3,141,065
7	Riverside County	2,428,580
8	Sacramento County	1,576,639
9	San Bernardino County	2,172,694
10	San Diego County	3,290,423
11	San Francisco County	842,224
12	San Joaquin County	783,903
13	Santa Clara County	1,902,799

Medium and Small Counties (Population 1 – 700,000)		
	County	**Population**
1	Butte County	206,579
2	Kings County	151,629
3	Merced County	285,193
4	Santa Barbara County	442,342
5	Solano County	445,506
6	Stanislaus County	545,753
7	Sutter County	98,248
8	Tulare County	474,680

Appendix E: Glossary of Key Terms and Resources

Case Management
The Commission for Case Manager Certification defines case management as a collaborative process that assesses, plans, implements, coordinates, monitors, and evaluates the options and services required to meet the client's health and human service needs. It is characterized by advocacy, communication, and resource management and promotes quality and cost-effective interventions and outcomes.

Case management is an area of specialty practice within the health and human services professions. Its underlying premise is that everyone benefits when clients reach their optimum level of wellness, self-management, and functional capability. Case management facilitates the achievement of client wellness and autonomy through advocacy, assessment, planning, communication, education, resource management and service facilitation. Based on the needs and values of the client, and in collaboration with all service providers, the case manager links clients with appropriate providers and resources throughout the continuum of health and human services and care settings, while ensuring that the care provided is safe, effective, client-centered, timely, efficient, and equitable. This approach achieves optimum value and desirable outcomes for all community partners and interested parties.

Collective Efficacy
Social cohesion describes how residents think and feel about their neighborhood. Collective efficacy describes what residences are willing to do to improve their neighborhoods. Although social cohesion is the foundation of collective efficacy, at the core of collective efficacy are the willingness to intervene and the capacity for informal social control.
https://nij.ojp.gov/topics/articles/collective-efficacy-taking-action-improve-neighborhoods

Cognitive Behavioral Therapy
According to the American Psychological Association, cognitive behavioral therapy (CBT) is a form of psychological treatment that has been demonstrated to be effective for a range of problems including depression, anxiety disorders, alcohol and drug use problems, marital problems, eating disorders, and severe mental illness. Numerous research studies suggest that CBT leads to significant improvement in functioning and quality of life. In many studies, CBT has been demonstrated to be as effective as, or more effective than, other forms of psychological therapy or psychiatric medications.

It is important to emphasize that advances in CBT have been made on the basis of both research and clinical practice. Indeed, CBT is an approach for which there is ample scientific evidence that the methods that have been developed actually produce change. In this manner, CBT differs from many other forms of psychological treatment.

CBT is based on several core principles, including:
1. Psychological problems are based, in part, on faulty or unhelpful ways of thinking.
2. Psychological problems are based, in part, on learned patterns of unhelpful behavior.
3. People suffering from psychological problems can learn better ways of coping with them, thereby relieving their symptoms and becoming more effective in their lives.

CBT treatment usually involves efforts to change thinking patterns. These strategies might include:

- Learning to recognize one's distortions in thinking that are creating problems, and then to reevaluate them in light of reality.
- Gaining a better understanding of the behavior and motivation of others.
- Using problem-solving skills to cope with difficult situations.
- Learning to develop a greater sense of confidence is one's own abilities.

CBT treatment also usually involves efforts to change behavioral patterns. These strategies might include:

- Facing one's fears instead of avoiding them.
- Using role playing to prepare for potentially problematic interactions with others.
- Learning to calm one's mind and relax one's body.
- Not all CBT will use all of these strategies. Rather, the psychologist and patient/client work together, in a collaborative fashion, to develop an understanding of the problem and to develop a treatment strategy.

CBT places an emphasis on helping individuals learn to be their own therapists. Through exercises in the session as well as "homework" exercises outside of sessions, patients/clients are helped to develop coping skills, whereby they can learn to change their own thinking, problematic emotions, and behavior.

CBT therapists emphasize what is going on in the person's current life, rather than what has led up to their difficulties. A certain amount of information about one's history is needed, but the focus is primarily on moving forward in time to develop more effective ways of coping with life.

Cultural Relevance
Practicing cultural relevance can be defined as:

1. the ongoing process of acquiring an understanding of how the values, beliefs, attitudes, and traditions of racial, ethnic, religious, sexual orientation, gender identity, socio-economic, and other groups contribute to our own and other people's cultures;
2. learning about personal circumstances, conditions, nature, and experiences that influence our own and other people's thinking, behavior, and community roles;
3. acknowledging differences and similarities in power and privilege among groups of people; and
4. using this knowledge to work effectively with all people.

Diversion[3]

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[3] Diversion Law and Legal Definition, US Legal, https://definitions.uslegal.com/d/diversion/

In the context of criminal law, diversion refers to diverting an individual out of the criminal justice system by having them complete a diversion program rather than be incarcerated or serve another alternative sentence. Criminal charges are typically dropped when an individual successfully completes a diversion program. The purpose of a diversion program is to effect rehabilitation while avoiding the stigma of a criminal conviction.

A diversion program allows the individual to avoid prosecution by completing various requirements for the program. These requirements could include:
1. Education aimed at preventing future offenses by the offender,
2. Restitution to victims of the offense,
3. Completion of community service hours,
4. Avoiding situations for a specified period of time in the future that may lead to committing another such offense.

Diversion programs are usually only available to individuals charged with misdemeanors and nonviolent felonies involving drugs or alcohol. In some jurisdictions, diversion may be available to individuals charged with domestic violence, child abuse or neglect, traffic-related offenses, or even writing bad checks. Diversion programs are primarily governed by state laws, which vary by state.

Focused Deterrence

Focused deterrence strategies are problem-oriented strategies that follow the core principles of deterrence theory. The strategies target specific criminalized behavior committed by a small number of individuals identified as being high risk of committing or being involved in violence who are vulnerable to sanctions and punishment. These individuals are directly engaged and informed that continued violence and criminalized behavior will not be tolerated. Targeted individuals are also informed about how the criminal legal system (such as the police and prosecutors) may respond to continued criminalized behavior; mainly that all potential sanctions, or levers, will be applied. The deterrence-based message is reinforced through intense engagement of individuals, or groups of individuals (group or collective violence), who continue to create harm despite previous attempts to intervene. In addition to deterring violent behavior, the strategies also reward positive behavior change among targeted individuals by providing significant financial incentives for participation and positive behavior as a gateway to developing intrinsic motivation that arises from internal and not external rewards.

Focused deterrence strategies generally target youth and adults engaged in group violence. Many focused deterrence interventions have primarily targeted incidents of homicide and serious violence (criminalized activities that usually involve repeated violent behavior) in urban settings (Kennedy 2006).

The focused deterrence framework was developed in Boston during the 1990s. Operation Ceasefire (Boston) was a problem-oriented policing project to stop serious group violence by directly communicating to groups of individuals that violence would no longer be tolerated and was backed by harsh legal sanctions for those who continued to engage in or commit harm. At the same time, youth workers, probation and parole officers, and other community-based

organizations offered services and resources to groups engaged in criminalized behaviors. While certain aspects of Ceasefire are beneficial, such as the targeted efforts, threats of or enacting harsh sanctions are not. CBOs should be prioritized in the response, and the response should be restorative and non-punitive.

At a general level, the approach of focused deterrence strategies should include the following:
1. Selecting a particular crime problem (such as homicide),
2. Convening an interagency working group that may include law enforcement, and prioritize social service, and community-based practitioners,
3. Developing a response to individuals or groups of individuals that uses a variety of sanctions ("pulling levers") to stop continued violent behavior,
4. Focusing social services and community resources on target individuals identified by law enforcement, and
5. Directly and continually communicating with individuals to offer support and provide a better understanding of the implications of violence on individuals and communities.

For more information on focused deterrence, please review the links below:
1. https://www.crimesolutions.gov/Practice Profile Details
2. National Network for Safe Communities – Group Violence Intervention: An Implementation Guide
3. National Network for Safe Communities – Custom Notifications
4. The National Network for Safe Communities – Drugs, Race, and Common Ground: Reflections on the High Point Intervention

Goal versus Objective

Goals and objectives are terms in common use, sometimes used interchangeably because both refer to the intended results of program activities. Goals are longer-term than objectives, more broadly stated, and govern the specific objectives to which program activities are directed.

In proposals, goals are defined by broad statements of what the program intends to accomplish, representing the long-term intended outcome of the program.[4]
Examples of goal statements include:[5]
- To reduce the number of youth repeating criminalized behaviors.
- To divert youth who commit nonviolent crimes from state juvenile correctional institutions.
- To restore the losses suffered by the victims of crimes.

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[4] Justice Research and Statistics Association, Juvenile Justice Evaluation Center. (2003, June). *Juvenile Justice Program Evaluation: An overview (Second Edition).* Retrieved from www.jrsa.org/pubs/juv-justice/program-evaluation.pdf. *See also* New York State Division of Criminal Justice Services. *A Guide to Developing Goals and Objectives for Your Program.* Retrieved from http://www.criminaljustice.ny.gov/ofpa/goalwrite.htm.
[5] Id. at p. 4.

Objectives are defined by statements of specific, measurable aims of program activities.[6] Objectives detail the tasks that must be completed to achieve goals.[7] Descriptions of objectives in the proposals should include three elements:[8]

1. Direction – the expected change or accomplishment (e.g., improve, maintain);
2. Timeframe – when the objective will be achieved; and
3. Target Population– who is affected by the objective.

Examples of program objectives include:[9]

- By the end of the program, youth suffering from addiction will recognize the long-term consequences of drug use.
  - To place eligible youth in an intensive healing program within two weeks of adjudication to ensure offender accountability and community safety.
- To ensure that youth carry out all of the terms of the mediation agreements they have worked out with their victims by program completion.

Hospital-Based Violence Intervention Programs (www.nnhvip.org)

Hospital-based violence intervention programs (HVIPs) vary in the specifics of their design and scope, but typically include a brief intervention in the emergency department or at hospital bedside and post-discharge intensive community-based case management services. HVIP services are provided by culturally competent Violence Prevention Professionals who often also serve in a mentorship capacity. HVIPs are rooted in the philosophy that violence is preventable, and that violent injury offers a "teachable moment" and unique opportunity to break cycles of violence. HVIPs embrace a public health approach to violence prevention as they are grounded in data which indicate that victims of violence are at elevated risk for re-injury and violence perpetration. This model has been the subject of numerous peer-reviewed studies indicating promising impact on injury recidivism, criminal justice contact, and trauma symptoms. HVIPs are now a recommended practice by the federal government.

This strategy aims to (1) provide trained crisis intervention and long-term case management and mentoring home visits and follow-up assistance to youth who are hospitalized for violent injuries, on probation, or identified as being highly at risk for dropout or suspension from school, as well as to their family and friends; (2) prevent retaliatory violence and reduce the total number of youth injured by interpersonal violence; (3) reduce reentry into the hospital and the criminal justice system; (4) prevent dropout and suspension from school for violent incidents; (5) link youth with local resources that help them live nonviolent lifestyles; and (6) provide positive peer role models and promote positive alternatives to violence.

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[6] National Center for Justice Planning. Overview of Strategic Planning*. Where Do We Want to Be? Goals and Objectives.* Retrieved from https://web.archive.org/web/20180116031203/http:/ncjp.org/strategic-planning/overview/where-do-we-want-be/goals-objectives.

[7] Id.; see supra fn 1.

[8] Justice Research and Statistics Association, Juvenile Justice Evaluation Center. (2003, June). *Juvenile Justice Program Evaluation: An overview (Second Edition)* p. 5. Retrieved from www.jrsa.org/pubs/juv-justice/program-evaluation.pdf

[9] Id.

For more information on hospital-based intervention, please review the links below:
1. National Network of Hospital-based Violence Intervention Programs: www.nnhvip.org
2. Key Components of Hospital-based Violence Intervention Programs
3. The Health Alliance for Violence Intervention: www.thehavi.org

Mentoring
For more information on mentoring, please review the links below:
1. The Center for Evidence-Based Mentoring
2. Mentor Resources and Publications
3. How to Start a Mentoring Program

Principles of Effective Intervention
During the past two decades, there has been renewed interest in examining correctional research. These efforts have been led by researchers such as Gendreau, Andrews, Cullen, Lipsey and others.[10] Much evidence has been generated, leading to the conclusion that many rehabilitation programs have, in fact, produced significant reductions in recidivism. The next critical issue became the identification of those characteristics most commonly associated with effective programs. Through the work of numerous scholars (Andrews et al., 1990[11]; Cullen and Gendreau, 2000[12]; Lipsey 1999[13]), several "principles of effective intervention" have been identified. These principles can be briefly categorized as the following:

- Assess Actuarial Risk/Needs
- Enhance Intrinsic Motivation
- Target Interventions
    - Risk Principle
    - Need Principle
    - Responsivity Principle
    - Dosage
    - Treatment Principle
- Skill Train with Directed Practice
- Increase Positive Reinforcement
- Engage Ongoing Support in Natural Communities
- Measure Relevant Processes/Practices
- Provide Measurement Feedback

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[10] For a thorough review of this research, see Cullen, F.T. and B.K. Applegate. 1998. Offender rehabilitation: Effective correctional intervention. Brookfield, Vt.: Ashgate Darthmouth.

[11] Andrews, D.A., I. Zinger, R.D. Hoge, J. Bonta, P. Gendreau and F.T. Cullen. 1990. Does correctional treatment work? A clinically relevant and psychologically informed meta-analysis. Criminology 28(3):369-404.

[12] Cullen, F.T. and P. Gendreau. 2000. Assessing correctional rehabilitation: Policy, practice, and prospects. In Criminal justice 2000: Volume 3 – Policies, processes, and decisions of the criminal justice system, ed. J. Horney, 109-175. Washington, D.C.: U.S. Department of Justice, National Institute of Justice.

[13] Lipsey, M.W. 1999. Can intervention rehabilitate serious delinquents? The Annuals of the American Academy of Political and Social Science, 564(2):142-166.

Street Outreach

Street outreach typically occurs inside the framework of a cooperative relationship with other agencies, including probation, law enforcement, social services, and schools. Outreach workers are referred to as "street" outreach workers because their work is not office-based or even institutional- or school-based, but occurs primarily in the targeted neighborhoods, at the street and home level. The model relies on the use of culturally appropriate staff that respond to shootings to prevent retaliation and detect and resolve conflicts that are likely to lead to shootings. They develop relationships with high-risk individuals who are likely to engage in gun violence and link them with resources such as education and job training. Staff collaborates with neighborhood organizations and other community groups to organize neighborhood events and public education activities that promote a no-shooting message. The strategy aims to change behaviors, attitudes, and social norms directly related to gun violence.

Example of Street Outreach: The Cure Violence Approach (www.cvg.org)

Cure Violence is an example of a street outreach model that is used around the country. The Cure Violence model was developed in 1995 by the Chicago Project for Violence Prevention, under the auspices of the University of Illinois at Chicago's School of Public Health. Cure Violence takes a public health approach to stopping shootings and killings, focusing on interrupting violence and the transmission of norms that promote it.

Using a multi-pronged approach to prevent shootings involving youth and young adults from ages 14-25, the model relies on the use of culturally appropriate staff who respond to shootings to prevent retaliation and detect and resolve conflicts that are likely to lead to shootings. They develop relationships with high-risk individuals who are likely to engage in gun violence and link them with resources such as education and job training. Staff collaborates with neighborhood organizations and other community groups to organize neighborhood events and public education activities that promote a no-shooting message. The strategy aims to change behaviors, attitudes, and social norms directly related to gun violence.

Cure Violence stops the spread of violence by using the methods and strategies associated with disease control:

1. Detecting and interrupting conflicts

    Trained violence interrupters and outreach workers prevent shootings by identifying and mediating potentially lethal conflicts in the community and following up to ensure that the conflict does not reignite.

    a. Prevent Retaliations: Whenever a shooting happens, trained workers immediately work in the community and at the hospital to cool down emotions and prevent retaliations – working with the victims, friends and family of the victim, and anyone else connected with the event.

    b. Mediate Ongoing Conflicts: Workers identify ongoing conflicts by talking to key people in the community about ongoing disputes, recent arrests, recent prison releases, and other situations and use mediation techniques to resolve them peacefully.

    c. Keep Conflicts 'Cool': Workers follow up with conflicts for as long as needed, sometimes for months, to ensure that the conflict does not become violent.

2. Identifying and treating the highest risk individuals
   Trained, culturally-appropriate outreach workers work with the highest risk individuals to make them less likely to commit violence by meeting them where they are at, talking to them about the costs of using violence, and helping them to obtain the social services they need – such as job training and drug treatment.
   a. Access Highest Risk: Workers utilize their trust with high-risk individuals to establish contact, develop relationships, begin to work with the people most likely to be involved in violence.
   b. Change Behaviors: Workers engage with high-risk individuals to convince them to reject the use of violence by discussing the cost and consequences of violence and teaching alternative responses to situations.
   c. Provide Treatment: Workers develop a caseload of clients who they work with intensively – seeing several times a week and assisting with their needs such as drug treatment, employment, leaving gangs.
3. Mobilizing the community to change norms
   Workers engage leaders in the community as well as community residents, local business owners, faith leaders, service providers, and the high risk, conveying the message that the residents, groups, and the community do not support the use of violence.
   a. Respond to Every Shooting: Whenever a shooting occurs, workers organize a response where dozens of community members voice their objection to the shooting.
   b. Organize Community: Workers coordinate with existing and establish new block clubs, tenant councils, and neighborhood associations to assist.
   c. Spread Positive Norms: Program distributes materials and hosts events to convey the message that violence is not acceptable.

System-Impacted

Berkely Underground Scholars defines system-impacted as a person who is legally, economically, or familiarly affected in a negative way by the incarceration of a close relative. System-impacted also includes people who have been arrested and/or convicted without incarceration.

Appendix F: Level One Evaluation Requirement

Guidelines for the Local Evaluation Plan and Local Evaluation Report

For the CalVIP grant program, the Board of State and Community Corrections (BSCC) requires grantees to complete a **Level One Evaluation** of their grant-funded project. A Level One Evaluation focuses on achievement of the project's goals and objectives. Demonstration of completing this requirement will require the submission of two documents, a Local Evaluation Plan and a Local Evaluation Report. Both are described below along with their due dates.

- Local Evaluation Plan (LEP) – A written document that describes the data collection, management, and analysis and reporting plan that will be implemented to ensure that achievement of the project's goals and objectives can and will be assessed. Ideally it should be developed before the project starts or during project implementation, before services or activities begin.
- Local Evaluation Report (LER) – A written document that provides the interpretation of various data elements intended to assess whether the project was successful in achieving its goals and objectives.

These guidelines identify the minimum required content that must be included within each document, respectively.

Local Evaluation Plan

Cover Page

The cover page provides a descriptive report title and identifies the grantee(s), author(s), project period, and funding source.

Project Overview

This section provides a concise overview of the project's activities, services, or interventions, emphasizing their relevance to the target population (if applicable). The information provided should focus on the essential information necessary to understand the project's goals and objectives (next section). It should not describe the need for the project. This section shall not exceed two (2) pages in length.

Data Collection Plan

For each of the project's goals and associated objectives, this section identifies the data elements, including their source and frequency of collection, that will be used to measure their achievement. To complete this section, first use the table template provided (refer to example below) to list each of the project's goals and associated objectives as documented in the grant agreement.[14] One table template should be used for each goal and its

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[14] The goals and objectives shall be those within the grant agreement unless changes were preapproved by the assigned BSCC Field Representative.

associated objectives. Next, complete each table by listing, on separate rows, each distinct data element that will be collected to measure achievement toward the respective goal or its objective(s). For each data element, use the remaining columns to identify the data source, frequency of data collection, and the goal or objective that is the target. Definitions for these terms follow.

- *Data element* – a basic unit of information, or data, to be collected that has a unique meaning (e.g., gender, race, city, age, arrest date, graduation rate). Please note that the data elements must be logically related to the respective goal or objective it is intended to assess.
- *Data source* – the location from which the data element originates (e.g., intake form, case management system, standardized assessment, interview, focus group, MOU with partner agency).
- *Frequency of data collection* – defines how often the data element will be collected or pulled from the data source (e.g., at enrollment, at project/program exit/completion, every 6 months, annually, quarterly, during case management sessions, at course completion).
- *Target* – the goal or objective(s) that the data element is intended to assess.

Data Collection Plan for Goal 1 (Table Template)

Goal 1:				
Objective a:				
Objective b:				
Objective c:				
Objective d:				
	Data Elements	Data Sources	Frequency of Collection	Target
1.				☐Goal ☐Objective(s):
2.				☐Goal ☐Objective(s):
3.				☐Goal ☐Objective(s):

Data Management

This section provides a concise description of the process that will be used to acquire, validate, store, protect, and monitor the data elements identified in the section(s) above. The description shall not exceed one page and should, at a minimum, include:

- Identification of who is responsible for implementing the data collection plan(s).
- Detail data sharing agreements with external partners, if applicable.
- How the data will be monitored throughout the duration of the project and adjustments, if needed, will be identified and made in a timely manner to the data collection plan(s).
- How incomplete or inconsistent data will be identified and corrected.
- Where the data will be stored and kept secure.

Data Analysis and Reporting

This section provides a concise description of the process that will be used to analyze and present the data in a meaningful way. The description shall not exceed one page and should, at a minimum, include:

- Identification of who is responsible for analyzing the data.
- How the data will be used to determine achievement of the goal(s) or objective(s) (e.g., comparison between two points in time).
- The analytical tools that will be used (e.g., Excel, Sheets, SPSS, SAS, R).
- Identification of who is responsible for communicating the findings and writing the LER.

Local Evaluation Report

Cover Page

The cover page provides a descriptive report title and identifies the grantee(s), author(s), project period, and funding source.

Project Overview

This section provides a concise overview of the project's activities, services, or interventions, emphasizing their relevance to the target population (if applicable). The information provided should focus on the essential information necessary to understand the project's goals and objectives (next section). It should not describe the need for the project. This section shall not exceed two (2) pages in length.

Goal Achievements

For each of the project's goals, this section(s) should highlight the most important results and analyses of the data elements collected that describe the extent to which the goal was achieved. Follow the results with a brief narrative that provides necessary context to understand the findings. The report writer can decide the proper heading(s) for this section(s). That is, rather than "Goal Achievements" as a single heading and section, a heading that is appropriate for each goal and its achievement can be used to organize the report (e.g., "Recidivism was Reduced by 50 Percent", "85 Percent of Participants Actively Engaged in Treatment"). The goals and objectives of the project should be clearly provided either within the text of this section or by providing the data collection tables from the LEP as an appendix.[15]

Discussion

This section is the final portion of the report and provides a holistic description of the meaning, importance, and relevance of the achievements reported. The content may also include a discussion of limitations, challenges, recommendations for future projects, and lessons learned. This section shall not exceed one (1) page in length.

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[15] These should be the original goals and objectives for the project as defined in the project's proposal unless they were modified with the approval of the assigned BSCC Field Representative. If they were modified, indicate so and provide a brief explanation for the modification.

Grantee Highlights

This section provides the grantee the opportunity to share a brief, visually appealing highlight or success story that provides additional information related to the project's success over the grant cycle. Optional graphs, charts, or photos may be included.[16] This highlight may be included in a statewide report for the grant program. While every effort will be made to include these in a statewide report, inclusion in the report is not guaranteed. This section shall not exceed one (1) page in length.

Appendix (Optional)

The appendix(ices) may be provided to present the Data Collection table for each goal from the Local Evaluation Plan. Other content may be provided as appropriate.

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[16] The BSCC will only accept photographs in which all persons depicted are over 18 years of age and have consented to both being photographed and to the use and release of their image. By submitting photographs to the BSCC, the submitter acknowledges that all approvals have been obtained from the subjects in the photograph(s) and that all persons are over 18 years of age. Further, by submitting the photographs, the submitter irrevocably authorizes the BSCC to edit, alter, copy, exhibit, publish or distribute the photographs for purposes of publicizing BSCC grant programs or for any other lawful purpose. All photographs submitted will be considered public records and subject to disclosure pursuant to the California Public Records Act.

Attachment A: CalVIP Project Budget Template

Required Attachment: Applicants will be prompted to upload this document from the BSCC CalVIP Webpage to the BSCC Submittable Application Portal. <u>Do not use this version</u>.

Instructions for Budget Attachment

This Budget Attachment is Section 5. This Budget Attachment is included in the official proposal and upon submission will be rated as such per the requirements set forth in the Request for Proposals (RFP). Applicants are solely responsible for the accuracy and completeness of the information entered into this budget workbook.

CITY & COUNTY APPLICANTS - IMPORTANT - PLEASE READ:

* There is a mandatory 50% pass-through requirement for City and County Applicants. Be sure to denote these funds clearly in the budget table.

Authorizing statute requires that all city and county grantees pass through <u>at least 50 percent</u> (50%) of the grant funds they receive to one or more of the following:

- *Non-governmental, community-based organizations (show these funds in the NGO Subcontractors line item)*

- *Public agencies that are not law enforcement whose primary mission is violence prevention or community safety (show these funds in the Public Agency Subcontracts line item)*

- *Tribal governments (show these funds in the NGO Subcontractors line item)*

▸ Enter the name of the Applicant at the top of the Project Budget worksheet.

▸ The maximum amount for which any single Applicant may apply is listed below by category:

- **Categories 1, 2 or 6 = up to $5,000,000**
- **Category 3 = up to $2,000,000**
- **Categories 4 & 7 = up to $1,000,000**
- **Category 5 = up to $3,000,000**

Applicants are encouraged to request only the amount of funds needed to support their proposal and the amount that can be justified with supporting documentation/information. All Applicants must build their proposal, objectives, activities, timelines, and budget information for all three years and six months of the grant cycle (36-month project period and 6-month audit and evaluation period).

▸ Request funds in **whole dollars only.** Do not use decimals.

▸ Applicants are limited to the use of the budget line items listed. Applicants are not required to request funds for every line item. If no money is requested for a certain line item, enter $0 in the budget table and "N/A" in the corresponding narrative.

▸ This workbook is protected. Applicants may enter information only in the unshaded cells. All other cells in the Project Budget worksheet will auto-populate based upon the applicant's entries.

▶ The purpose of the narrative for each corresponding line item is to provide a brief narrative description of the item(s) and how the items and amounts requested will serve to meet the stated goals, objectives, and planned activities of the project. **To start a new paragraph within a narrative cell, hold down the Alt key and then press Enter.**

▶ All funds must be used consistently with the requirements of the BSCC Grant Administration Guide, located on the BSCC website, including any updated version that may be posted during term of the Grant Agreement. The BSCC will notify grantees whenever an updated version is posted.

Budget Line Item Instructions

1. **Salaries and Benefits: List** the classification/title, percentage of time, salary or hourly rates, and benefits (if applicable) for every staff person from the Applicant that will be funded by the grant (please show the math behind the benefit calculations). Briefly describe their roles/responsibilities within the CalVIP Grant project. **Applicants are encouraged to account for cost escalations and/or raises during the grant period when budgeting for salaries and benefits.**

   In this line item, include salaries and benefits ONLY for staff of the Applicant. Salaries and benefits associated with subcontractors should be included in the applicable line item (e.g., Professional Services, NGO Subcontractors, etc.).

2. **Services and Supplies:** Include and itemize all services and supplies to be purchased by the Applicant. Services and supplies purchased by subcontractors should be included in the applicable line item (e.g. Professional Services, NGO Subcontractors, etc.).

   Be advised: Meals, snacks, incentives and participant support items will require separate and prior written approval by BSCC after the grant is awarded, even if included here.

3. **Professional Services/Independent Contractors:** List the names of any non-public agency professional consultants and/or independent contractors that will work on the project (e.g., auditors, evaluators, accountants, bookkeepers, staff trainers, technical assistance providers, etc.). Show the amount of funds allocated to each and itemize the services that will be provided. List any positions to be funded, including classification/title, percentage of time, salary or hourly rates, and benefits (if applicable).

4. **Public Agency Subcontracts:** List the names of any public agencies that will receive funds to work on the CalVIP Grant project. Show the amount of funds allocated to each agency and itemize the services that will be provided. List any positions to be funded, including classification/title, percentage of time, salary or hourly rates, and benefits (if applicable).

5. **Non-Governmental Organization (NGO) Subcontractors:** List the names of all NGOs that will work on the project providing direct services to clients. Show the amount of funds allocated to each and itemize the services that will be provided. List any positions to be funded, including classification/title, percentage of time, salary or hourly rates, and benefits (if applicable). If an NGO subcontractor has not been selected as of the date of the submission of the application, identify the amount of grant funds that will be allocated and describe the services to be provided.

6. **Equipment and Fixed Assets:** Include grant funds associated with equipment and fixed assets purchased by the Applicant. Equipment and fixed assets are defined as nonexpendable personal property having a useful life of more than one year and an acquisition cost of <u>$3,500 or more per unit</u>. Items that do not meet this threshold should be included in the Services and Supplies category. Itemize all equipment and fixed assets to be purchased by the Applicant only. Equipment and fixed assets purchased by subcontractors should be included in the applicable line item (e.g., Professional Services, NGO Subcontractors, etc.).

    <u>Be advised</u>: Equipment and fixed assets over **$3,500** require separate and prior written approval by BSCC after the grant is awarded, even if included here.

7. **Other (Travel, Staff Training, etc.):** Itemize all costs that do not fit into the categories listed above, including travel and training. At a minimum, Applicants should budget for two 2-day trips to Sacramento for 3-5 key grant team members. For this line item, include "other" costs for use by the Applicant only. Similar type costs allocated by subcontractors must be included in the applicable line item (e.g., Professional Services, NGO Subcontractors, etc.).

    <u>Note</u>: Out-of-state travel using grant funding is permissible in rare cases. The use of state funds for out-of-state travel is monitored very closely and granted only in limited cases. Out-of-state travel included in the proposed budget does not guarantee automatic approval; out-of-state travel requests require separate and written prior approval by the BSCC after the grant is awarded. Participant travel that exceeds $100 per day requires separate and prior written approval by BSCC after the grant is awarded, even if included here.

8. **Indirect Costs:** Indirect costs are shared costs that cannot be directly assigned or identified to a particular activity, but that are necessary to the operation of the organization and the performance of the project. Indirect cost guidelines can be found in the BSCC Grant Administration Guide, located on the BSCC website.

    For this grant program, indirect costs may be charged to grant funds using only one of the following options:

    •   Organizations that <u>do not</u> have a federally approved indirect cost rate may request reimbursement for indirect costs not to exceed fifteen percent (15%) of the total direct costs, less equipment costs. Organizations may be required to provide a methodology or list of costs/activities to support the indirect costs charged to the grant upon request.

    •   Organizations <u>with</u> a federally approved indirect cost rate may request reimbursement for indirect costs up to the federally approved indirect cost rate, not to exceed twenty percent (20%) of the total direct costs, less equipment costs. Organizations may not request more than their federally approved rate and will be required to submit their federally approved rate documentation in order to receive reimbursement.

    In the Indirect Costs Narrative section, please identify the types or categories of expenses that will be supported by the indirect cost rate and what record keeping process will be used to provide source documentation. Note: A project costs must be consistently treated as either a direct or indirect cost, i.e., it cannot be included in both categories. For example, rent for office space cannot be included as an indirect cost and also be included in the methodology used to calculate indirect costs.

2025 California Violence Intervention & Prevention (CalVIP) Grant - Project Budget and Budget Narrative	
Name of Applicant:	

| Contract Term: January 1, 2026 - June 30, 2029
 Important: This is not an annual budget. Applicants should develop a budget to cover the entire 42-month contract term. ||

CITY & COUNTY APPLICANTS - IMPORTANT - PLEASE READ:

* There is a mandatory 50% pass-through requirement for City and County Applicants. Be sure to denote these funds clearly in the budget table.

Authorizing statute requires that all city and county grantees pass through at least 50 percent (50%) of the grant funds they receive to one or more of the following:

- *Non-governmental, community-based organizations (show these funds in the NGO Subcontractors line item)*

- *Public agencies that are not law enforcement whose primary mission is violence prevention or community safety (show these funds in the Public Agency Subcontracts line item)*

   Tribal governments (show these funds in the NGO Subcontractors line item)

Note: The top table (Budget Line Items) will auto-populate based on the information entered in the sections below.

Budget Line Item	Grant Funds
1. Salaries and Benefits	$0
2. Services and Supplies	$0
3. Professional Services/Independent Contractors	$0
4. Public Agency Subcontractors	$0
5. Non-Governmental Organization (NGO) Subcontractors Providing Direct Services	$0
6. Equipment/Fixed Assets	$0
7. Other (Travel, Staff Training, etc.)	$0
8. Indirect Costs	$0
TOTAL	**$0**

1a. Salaries and Benefits

Position Title	(Show as either % FTE **or** Hourly Rate) & Benefits	Grant Funds
Example (Hourly): Fiscal Manager	$50/hour x 10 hours/month x 36 months = $18,000 + benefits @ 22% = $3,960	$21,960
Example (FTE): Counselor	.25 FTE @ $60,000 x 3 years = $45,000	$45,000
		$0
		$0
		$0
	TOTAL	**$0**

1b. Salaries and Benefits Narrative: *Provide a brief description for each position that addresses their role on the grant project.*

Enter narrative here. You may expand cell height if needed.

2a. Services and Supplies

Name of Services or Supplies	Calculation for Expenditure	Grant Funds
Example: Supportive Services (e.g., bus passes, gas cards, hygiene items)	$500 x 100 clients	$50,000
		$0
		$0
		$0
	TOTAL	**$0**

2b. Services and Supplies Narrative: *Provide a brief description for each item that explains how it will be used toward fulfilling grant objectives.*

Enter narrative here. You may expand cell height if needed.

3a. Professional Services/Independent Contractors

Name of Professional Service(s)	Calculation for Expenditure	Grant Funds

Example: XYZ Accounting	Program Compliance Audit covering 36-month service delivery period	$25,000
Example: ABC Evaluation Services	$	$0
		$0
		$0
		$0
	TOTAL	**$0**

3b. Professional Services/Independent Contractors Narrative: *List each Professional Services subcontractor or independent contractor (includes evaluators, accountants, bookkeepers, grants management, training, technical assistance, etc.). Provide a brief description of the services that will be provided.*

Enter narrative here. You may expand cell height if needed.

4a. Public Agency Subcontracts

Description	Calculation for Expense	Grant Funds
		$0
		$0
		$0
	TOTAL	**$0**

4b. Public Agency Subcontracts Narrative: *List each public agency that will receive grant funds. Provide a brief description of the services that will be provided.*

Enter narrative here. You may expand cell height if needed.

5a. Non-Governmental Organization (NGO) Subcontractors Providing Direct Services

Name and Description	Calculation for Expenditure	Grant Funds
Example: Community Resources, Inc.	10-week Training Class $450 per client x 25 clients	$11,250
		$0
		$0

		$0
	TOTAL	**$0**

5b. NGO Subcontractors Narrative: *List each NGO subcontractor that will be providing direct client-centered services. Provide a brief description of the services that will be provided.*

Enter narrative here. You may expand cell height if needed.

6a. Equipment/Fixed Assets

Description of Equipment/Fixed Asset	Calculation for Expense	Grant Funds
		$0
		$0
		$0
	TOTAL	**$0**

6b. Equipment/Fixed Assets Narrative: *List any equipment or fixed assets that will be purchased with grant funds and provide a brief description of each item that explains how it will be used toward fulfilling grant objectives.*

Enter narrative here. You may expand cell height if needed.

7a. Other (Travel, Staff Training, etc.)

Description	Calculation for Expense	Grant Funds
		$0
		$0
		$0
	TOTAL	**$0**

7b. Other (Travel, Staff Training, etc.) Narrative: *Provide a brief explanation for how each item listed above will contribute toward fulfilling grant objectives. Please budget for at least two 2-day trips to Sacramento for 3-5 key grant team members.*

Enter narrative here. You may expand cell height if needed.

8a. Indirect Costs

Indirect costs may be charged to grant funds by choosing **either** Option 1) or 2) listed below:	Grant Funds
1) Indirect costs will be charged as 15% of total direct costs, less equipment. Applicable if the organization does not have a federally approved indirect cost rate.	$0
If using Option 1) grant funds allocated to Indirect Costs may not exceed:	*$0*
2) Indirect costs will be charged up to 20% of total direct costs, less equipment. Applicable if the organization has a federally approved indirect cost rate. Amount claimed may not exceed the organization's federally approved indirect cost rate.	
If using Option 2) grant funds allocated to Indirect Costs may not exceed:	*$0*
Regardless of which option is chosen, if the amount entered in the Grant Funds column turns red, adjust it to not exceed the maximum noted just below it: **TOTAL**	**$0**

8b. Indirect Costs Narrative:

Enter narrative here. You may expand cell height if needed.

Attachment B: CalVIP Project Work Plan

REQUIRED ATTACHMENT: You will be prompted to upload this document to the BSCC Submittable Application Portal.

Instructions: Applicants must complete a Project Work Plan, using the format below, that identifies measurable goals and objectives, process and outcome measures, activities and services, responsible parties for those activities and services, data sources and estimated timelines. Completed plans should (1) identify the project's top goals and objectives; (2) identify how the goal(s) will be achieved in terms of the activities, responsible staff/partners, and start and end dates, process and outcome measures; and (3) provide goals and objectives with a clear relationship to the need and intent of the grant. The Project Work Plan must attempt to identify activities/services and estimate timelines for the entire grant term. A minimum of one goal and corresponding objectives, process measures, etc. must be identified.

Please cut and paste into a Word document. Expand cells as necessary.

(1) Goal:	>		
Objectives (A., B., etc.)	A.> B. C.		
Process Measures and Outcome Measures:	A.> B. C.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
1.> 2. 3.	1.> 2. 3.	1.> 2. 3.	1.> 2. 3.
List data and sources to be used to measure outcomes: >			

(2) Goal:	>		
Objectives (A., B., etc.)	A.> B. C.		
Process Measures and Outcome Measures:	A.> B. C.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
1.> 2. 3.	1.> 2. 3.	1.> 2. 3.	1.> 2. 3.
List data and sources to be used to measure outcomes: >			

(3) Goal:	>		
Objectives (A., B., etc.)	A.> B. C.		
Process Measures and Outcome Measures:	A.> B. C.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
1.> 2. 3.	1.> 2. 3.	1.> 2. 3.	1.> 2. 3.
List data and sources to be used to measure outcomes: >			

Attachment C: Criteria and Assurance for Non-Governmental Organizations that Receive BSCC Grant Funds as a Subcontractor

The CalVIP RFP includes requirements that apply to non-governmental organizations **that receive BSCC grant funds as subcontractors**. Grantees are responsible for ensuring that all subcontracted third parties continually meet these requirements as a condition of receiving any CalVIP funds. The RFP describes these requirements as follows:

Any non-governmental organization that receives CalVIP funds must:

- Have been duly organized, in existence, and in good standing at least six (6) months prior to the start date of the applicant's Grant Agreement with BSCC.

  Note: Non-governmental organizations that have recently reorganized or have merged with other qualified non-governmental organizations that were in existence prior to the six (6) month date are also eligible, provided all necessary agreements have been executed and filed with the California Secretary of State prior to the start date of the applicant's Grant Agreement with BSCC.

- Be registered with the California Secretary of State's Office, if applicable.

- Have a valid business license, Employer Identification Number (EIN), and/or Taxpayer ID (if sole proprietorship).

- Have any other state or local licenses or certifications necessary to provide the services requested (e.g., facility licensing by the Department of Health Care Services), if applicable.

In the table below, provide the name of the Grantee and list all subcontracted third parties.

Name of Grantee:

Name of Subcontracted Third Party	Address	Email / Phone	Meets All Requirements
			Yes ☐ No ☐
			Yes ☐ No ☐
			Yes ☐ No ☐
			Yes ☐ No ☐

Refer to next page for signature block.

Grantees are required to update this list and submit it to BSCC any time a new third-party subcontract is executed after the initial assurance date. Grantees shall retain (on-site) applicable source documentation for each contracted party that verifies compliance with the requirements listed in the CalVIP RFP. These records will be subject to the records and retention language found in Appendices A and C of the Standard Agreement.

The BSCC will not reimburse for costs incurred by any third party that does not meet the requirements listed above and for which the BSCC does not have a signed grantee assurance on file.

A signature below is an assurance that all requirements listed above have been met.

AUTHORIZED SIGNATURE			
(This document must be signed by the person who is authorized to sign the Grant Agreement.)			
NAME OF AUTHORIZED OFFICER	TITLE	TELEPHONE NUMBER	EMAIL ADDRESS
STREET ADDRESS	CITY	STATE	ZIP CODE
APPLICANT'S SIGNATURE (**verified e-signature is acceptable**) X		DATE	

Attachment D: Certification of Compliance with BSCC Policies Regarding Debarment, Fraud, Theft and Embezzlement

It is the policy of the BSCC to protect grant funds from unreasonable risks of fraudulent, criminal, or other improper use. As such, the Board will not enter into contracts or provide reimbursement to applicants that have been:

1. debarred by any federal, state, or local government entities during the period of debarment; or

2. convicted of fraud, theft, or embezzlement of federal, state, or local government grant funds for a period of three (3) years following conviction.

Furthermore, the BSCC requires grant recipients to provide an assurance that there has been no applicable debarment, disqualification, suspension, or removal from a federal, state or local grant program on the part of the grantee at the time of application and that the grantee will immediately notify the BSCC should such debarment or conviction occur during the term of the Grant contract.

BSCC also requires that all grant recipients include, as a condition of award to a subgrantee or subcontractor, a requirement that the subgrantee or subcontractor will provide the same assurances to the grant recipient. If a grant recipient wishes to consider a subgrantee or subcontractor that has been debarred or convicted, the grant recipient must submit a written request for exception to the BSCC along with supporting documentation.

By checking the following boxes and signing below, applicant affirms that:

☐ I/We are not currently debarred by any federal, state, or local entity from applying for or receiving federal, state, or local grant funds.

☐ I/We have not been convicted of any crime involving theft, fraud, or embezzlement of federal, state, or local grant funds within the last three (3) years. We will notify the BSCC should such debarment or conviction occur during the term of the Grant contract.

☐ I/We will hold subgrantees and subcontractors to these same requirements.

A grantee may make a request in writing to the Executive Director of the BSCC for an exception to the debarment policy. Any determination made by the Executive Director shall be made in writing.

AUTHORIZED SIGNATURE		
(This document must be signed by the person who is authorized to sign the Grant Agreement.)		
NAME OF AUTHORIZED OFFICER	TITLE	TELEPHONE NUMBER EMAIL ADDRESS
STREET ADDRESS	CITY	STATE ZIP CODE
APPLICANT'S SIGNATURE (Blue Ink or e-signature Only) X		DATE

Attachment E: Sample Governing Board Resolution

A Governing Board Resolution does not have to be uploaded at the time of submission but must be submitted in order for the Grant Agreement to be executed.

Instructions: Before the grant award can be finalized and funds awarded, applicants must provide evidence that the person signing the grant agreement has signing authority, which may include articles of incorporation, bylaws, or a board resolution conferring authority to the signatory.

Below is assurance language that should be included in a Governing Board resolution submitted to the Board of State and Community Corrections.

SAMPLE GOVERNING BOARD RESOLUTION

WHEREAS the *(insert name of Applicant Agency)* desires to participate in the Cohort 5 California Violence Intervention and Prevention (CalVIP) funded through the California State General Fund and administered by the Board of State and Community Corrections (hereafter referred to as the BSCC).

NOW, THEREFORE, BE IT RESOLVED that the *(insert title of designated official)* be authorized on behalf of the *(insert name of Governing Board)* to submit the grant proposal for this funding and sign the Grant Agreement with the BSCC, including any amendments thereof.

BE IT FURTHER RESOLVED that grant funds received hereunder shall not be used to supplant expenditures controlled by this body.

Passed, approved, and adopted by the *(insert name of Governing Board)* in a meeting thereof held on *(insert date)* by the following:

Ayes:

Noes:

Absent:

Signature: _____ Date: _____

Typed Name and Title: _____

ATTEST: Signature: _____ Date: _____

Typed Name and Title: _____