

California Violence Intervention and Prevention (CalVIP) Grant  
Cohort IV - Request for Proposals (RFP)  
Frequently Asked Questions

Updated: January 11, 2022

**Eligibility**

**1) Are the cities listed in Table 1 the only cities eligible to apply?**

Yes

**2) Can a local police department apply for funds when partnering with a community-based organization (CBO)?**

Yes

**3) Can a 501(c)3 apply as a direct grantee and also be partner with a city application?**

Yes. Eligible applicants can directly apply and be named as a subgrantee on a maximum of two additional proposals. (RFP, Page 3)

**4) Can cities or CBOs serving cities that have recently been affected by a high number of homicides in 2021 (5 or more) apply for funding?**

No. Eligibility for this round of funding was determined based on reported crime statistics in 2018, 2019 and 2020. The BSCC used crime statistics published by the Department of Justice.

**5) Can small cities that are part of a regional application apply if their collective homicide count per calendar year exceeds the 5 minimum requirement?**

No. Eligibility is based on an individual city's crime rate, not on a regional basis.

**Budget and Match**

**1) Confirming the budget and budget narrative can only be four pages?**

Yes.

**2) Can you explain the 100% match obligation?**

If an applicant applies for \$2 million in grant funds, they are required to provide \$2 million in match contribution. (RFP, Page 8)

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**3) Is there a limitation regarding the percentage of grant funds that can be allocated to staff salaries?**

There is no minimum or maximum requirement under the Salaries and Benefits line item.

**4) How should a grantee calculate per diem rates related to travel?**

Units of government may follow either their own written travel and per diem policy or the State's policy. Non-governmental organizations must use the State's travel and per diem policy, unless the applicant's written travel policy is more restrictive than the State's, in which case it must be used. (RFP, Page 17)

**5) Can you explain the 50% pass-through that is required for city applicants?**

A city applicant must pass-through 50% of grant funds to a community-based organization or a public agency, other than law enforcement, whose primary mission is violence prevention and community safety. This can be accomplished through the use of the city's procurement process for services that can be provided by an eligible community-based organization.

**6) If a division within the health department that is dedicated to violence prevention is the direct grantee, does that meet the pass-through requirement?**

Yes, as long as the pass-through department's primary mission is violence prevention or community safety and not law enforcement. (RFP, Page 8)

**7) Is the direct grantee solely responsible to provide the match obligation or can subcontractors also provide match?**

The direct grantee is fiscally responsible to ensure the match contribution is met by the end of the grant term. Subcontractors can assist a grantee in meeting their match obligation.

**8) Can an applicant identify how they will meet their match obligation for the last part of the grant period after they are funded?**

No, part of the responsibility of the applicant is to provide as much detail as possible regarding the grant and match funds. There is some discretion on how that can be done, but the overreaching goal is for the raters to know exactly what they are funding. It should be persuasive enough for the raters to review and understand.

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**9) Can salaries and benefits count towards an applicants match obligation?**

Yes.

**10) Can the project manager's time be included for the project evaluation and claimed in the last six months of the grant?**

Yes, any funding allocated to the evaluation should be listed under the Project Evaluation line item and can be claimed in the last six months.

**11) Can match be claimed within the last six months of the grant term?**

Yes, as long as the applicant has match listed within the Project Evaluation and/or Financial Audit line items.

**12) Can grant funds be used to pay for evaluation costs throughout the grant or just within the last six months?**

Grant funds dedicated to the evaluation costs can be used throughout the grant for evaluation related expenditures.

**13) Should the cost of the evaluation and financial audit be included in the total budget, or should the budget only include the active project 3-year timeline?**

All grant expenditures, including the last six months, should be included within the Budget Attachment.

**14) Is there a possibility of removing or reducing the 100% match obligation?**

No. The match requirement is prescribed by statute and the BSCC does not have the authority to change the requirement.

**15) Will there be an option to adjust or modify your budget if granted CalVIP funds?**

Yes, but grantees must follow the BSCC's policy regarding budget modifications. Budget modification that materially and significantly deviate from the project proposal may not be approved.

**16) Can an evaluator's indirect cost be included in the budget?**

Yes. The indirect cost for the evaluator would be included in the Project Evaluation line item.

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- 17) Would the pass-through be fulfilled if the City's Administration office is the lead applicant and at least 50% of the funding is passed through to a city department that is focused on violence prevention?**

See above response to question 6.

**General Q&A**

- 1) Is the proposal submission date still February 11, 2022, by 5:00pm?**

Yes. (RFP, Page 1.)

- 2) Is CalVIP considered a reimbursement grant?**

Yes.

- 3) Are city applicants still required to collaborate with a coordination council to prioritize how CalVIP funds are spent?**

No, this requirement was not included in the 2021 Budget Act.

- 4) Are the Authorized Officer, Financial Officer and Project Director required to work full-time on CalVIP?**

No, however, they should be employees of the direct grantee.

- 5) Is there an age requirement or limitation for CalVIP participants?**

No.

- 6) Does BSCC require an Institutional Review Board (IRB) if working with youth?**

No.

- 7) Are the administrative, reporting, invoicing and compliance requirements the same for all applicants?**

Yes.

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**8) Can an applicant propose a different intervention strategy than what is listed within the RFP?**

Yes, Table 3 within the RFP provides examples and is not an exhaustive list nor are applicants required to implement them. Regardless of the strategy/strategies selected, applicants must be able to explain why the strategy/strategies were chosen for the target population, target area and cite evidence that indicates the strategy/strategies are likely to reduce the incidence of homicides, shootings and aggravated assaults. (RFP, Page 10)

**9) Can an applicant apply under more than one category?**

No, an applicant can only apply under one of the categories within Table 2. (RFP, Page 7)

**10) Can a city and CBO be listed as a direct grantee on the same application?**

No, there can only be one direct grantee listed on each application.

**11) If an applicant is requesting \$4 million in funding and the match obligation is \$4 million, should the grant funds listed on the cover page be \$4 million?**

Yes, an applicant would indicate the amount of grant funds they are applying for on the cover page under "Grant Dollars Requested."

**12) Does a COB need to submit multiple proposals if they serve residence in multiple eligible cities?**

No, the applicant would submit one proposal and include the services that will be provided to each eligible city within that proposal.

**13) Does an applicant need to fill out the budget table on page 52 of the RFP?**

No, the budget table on page 52 is included as part of the sample agreement.

**14) How long does it take to be paid after submitting an invoice?**

It takes approximately 45 days for payment to be issued after the invoice is received.

**15) Is a master lease required?**

No.

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**16) Does the e-signature need a certificate which locks the PDF?**

It is not a requirement.

**17) How many agencies will be awarded grant funds?**

The number of grantees will depend on the amount of funds requested.

**18) Is the rubric that the proposals will be scored on be made available?**

Yes. The raters will use the 6-point scale (RFP, Page 21) to rate how well applicants address the rating criteria listed on pages 25-26 of the RFP.

**19) Does an applicant need to include the questions from each rating factor within the proposal narrative?**

No, but it is up to the applicant to address each rating factor.

**20) Can an applicant call or contact BSCC staff with specific organizational questions regarding an application?**

Applicants can submit questions to [calvip@bscc.ca.gov](mailto:calvip@bscc.ca.gov), however, BSCC staff is limited on the level of assistance that can be provided due to the competitive nature of the RFP process.

**21) How should the proposals be numbered?**

BSCC does not have a preference regarding how an applicant numbers their proposals. However, the proposal narrative cannot exceed 12 pages.

**Data Collection and Evaluation**

**1) Are applicants required to utilize a specific evidence-based curriculum or can they implement one currently being used?**

The BSCC does not have a specific evidence-based methodology; however, it is the applicant's responsibility to provide a strong argument showing there is evidence their proposed project will work.

**2) Does the BSCC allow qualitative outcomes in video at the end of the grant?**

The BSCC has evaluation requirements for the grant, both the Local Evaluation Plan and Local Evaluation Report must be written.

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**3) If an applicant was awarded Proud Parenting and Youth Reinvestment funding, can the evidence-based information be used for CalVIP funding?**

Yes, as long as the applicant can show strong evidence that the projects were successful, particularly if serving a similar population.

**4) If an applicant's program is a pilot program and the organization does not have evidence at this point, would the applicant's project still qualify if they do a comparison to what does exist and what is be proposed?**

BSCC does not require applicants to personally conduct trial runs or have previously provided the strategy beforehand as long as the applicant can demonstrate the strategy is going to work. If the applicant is proposing to implement a brand-new strategy, they would need to present what evidence led them to the conclusion that the strategy will work for the target population and target area.

**5) If there is existing data involving a gender population, can an applicant use that data if proposing to use the strategy with a different gender?**

Yes.

**6) Are promising practices accepted if there is not an evidence-based model?**

While there doesn't need to be an "official" or published model, BSCC does require applicants to present some form of evidence that shows why they believe their project will be successful give the target population and the problem they are addressing.

**Audits**

**1) Will an annual citywide financial audit meet the financial audit requirements or is there a program-specific audit requirement?**

A program-specific audit is required for CalVIP funds.

**2) Does the audit need to be completed after the final evaluation report is completed, but during the last six months of the grant term?**

The audit can be completed concurrently with the evaluation.

**3) Is the audit a general organizational audit or specifically for CalVIP funds?**

The audit is specifically for CalVIP funds.