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GOVERNOR



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DIRECTOR

The Criminal Justice Coordinating Council (CJCC) is pleased to announce that it is seeking applications for funding under the Local First Responders State Microgrant Program.

FY2022 Local First Responders State Microgrant Program Request for Proposals (RFP)

Eligibility:

Applicants are limited to units of local government in the State of Georgia to apply on behalf of first responder agencies. **Priority** will be given to applicants located in counties who fully meet the eligibility for equity funding per the *One Georgia Authority* guidelines.

Note: If an award is made, it must be managed by a unit of local government, i.e. "City of or County BOC".

Deadline: All applications are due at **5:00 p.m. on Tuesday, November 22, 2022**

Available Funding: Approximately \$375,000

Multiple awards with a maximum dollar amount of \$20,000 per agency

****Please limit requests to a minimum dollar amount of \$5,000****

Award Period: Each award is one year (12 months) in length.

Contact Information:

For assistance with the requirements of this solicitation, contact:

Mia Smith, Planning and Policy Development Specialist, at 404-654-5693 or Mia.Smith@cjcc.ga.gov

THIS IS A REIMBURSEMENT ONLY GRANT OPPORTUNITY

Release Date: October 25,2022

SECTION I: OVERVIEW AND INSTRUCTIONS

First Responders State Grant Program

In 2022, The Georgia General Assembly created a new state grant program to benefit local first responder agencies.

Criminal Justice Coordinating Council

The Criminal Justice Coordinating Council (CJCC) is designated by the Governor of Georgia as the State Administering Agency for criminal justice and victims' assistance programs. Created by the General Assembly (O.C.G.A. § 35-6A-2), CJCC is comprised of twenty-seven members representing various components of the criminal justice system.

Eligibility

Applicants are limited to units of local government in the State of Georgia (county and city governments) to apply on behalf of first responder agencies. For the purpose of this grant award, first responder agencies are defined as entities funded by a unit of local government who are among the first to arrive and provide assistance at the scene of an emergency. This includes law enforcement, fire services, paramedicine, and EMTs. If an award is made, it must be administered by a unit local government. **Priority** will be given to applicants who are located in counties who fully meet the eligibility for equity funding per the One Georgia Authority guidelines. The map for which can be found at the end of this solicitation or by visiting <https://www.dca.ga.gov/node/4747>.

Use of Funds

Funds may be used to support the purchase of equipment, supplies, technology and other materials directly related to first responder functions, i.e. duty equipment or supplies necessary to respond to calls for service. Please note that installation and maintenance can also be included as part of the request.

Unallowable Use of Funds

- Personnel
- Luxury vehicles
- UAV (drones)
- Food
- Exercise and recreational equipment
- Promotional items such as gifts and souvenirs

Please note that all budget line items are subject to Council approval during the review process and may be deemed as unallowable should they not fall within the scope of the grant program.

Funding Priorities

Efforts should demonstrate a focus on resources that will ensure the safety of citizens within the local jurisdictions served by first responders applying under this solicitation.

Priority will be given to applicants who:

- Meet eligibility for equity funding set by the One Georgia Authority; and
- Demonstrate that funds for equipment are not available from other grant programs or other fund sources

Match Requirement

There is no match requirement for this state award program.

Supplanting

Awards must be used to supplement existing funds for program activities where they exist, not replace or supplant locally appropriated funds currently used for the same purpose. In other words, state funds should not be used to take the place of existing local funds set aside for any of the two purpose areas.

County and city governments must also comply with yearly audit filing requirements of the State's Department of Audits and Accounts. More information related to this requirement, along with a current list of noncompliant governments, can be found at <https://www.audits2.ga.gov/resources/orgs/local-government/?rcat=submission-resources>.

SECTION II: APPLICATION AND SUBMISSION INFORMATION

To submit an application for consideration, please use the space provided in the online application form to respond to each of the below narrative categories:

- **Project description:** Please provide a detailed description of the project to include the area of focus, the geographic area targeted, number of staff within the agency, the estimated number of individuals who will be served during the grant period, or any relevant characteristic of the target population of the area of focus. If an applicant is requesting to expand an ongoing project, the application must include a detailed description of the current project, the implementation status to date, and how the funding will be used to supplement existing funding to achieve project objectives.
- **Needs statement:** Provide a statement of the specific problem(s)/gap(s) the project will address. Include any data or information that supports this claim. Information sources can include official counts (e.g., calls for service, code enforcement reports, incidents of crime, clearances in areas, jail populations); management data (e.g., community interactions, prior events, school records, public transit issues); surveys (e.g., questionnaires, interviews); or social patterns (e.g., resource allocations, service requests, evidence of decay, news articles, pictures). Only use data that is verifiable and relevant to the target population. For example, do not use statewide data for a local problem statement, and do not use national data for a statewide problem statement.
- **Project activities:** This section should include a sound work plan that explains what activities the project will undertake and any other information that allows a reader to understand the specifics of the project. Do not recap the problem, data, or target group; since these have already been addressed in other sections. Make sure that this section fully details the following areas:
 - Explanation of the item(s) that will be purchased and how it (they) will be used to

address the gap(s)/problem(s) described in the needs statement

Additional Application Attachments

Budget

All applicants must attach a budget using the provided Detailed Budget Worksheet. All line items within the budget are subject to review and approval. Decisions related to these budget line items are based on allowance of line-item costs per state program guidelines, justification of costs in relation to project activities, and reasonableness of cost based on current market rates.

Vendor Management Form and W-9

The Vendor Management Form and W-9 should be completed by the fiscal agent (city or county) who will be responsible for managing the grant. Each applicant should have their governing body of local government complete the attached documents as they will be responsible for acting as the fiscal agent for this grant program should funds be awarded.

How to Apply

Submit the completed Application including the requested information and all required attachments online at https://cjcc.formstack.com/forms/local_first_responders_microgrant. To be eligible for funding consideration, a complete application must be submitted before **5 p.m. (EDT.) on Tuesday, November 22, 2022.**

SECTION III: Reviewing the Application

Only complete applications received by the deadline will be reviewed. When an application is received, there is no commitment on the part of CJCC to fund an application or to fund it at the amount requested. All areas of the budget are subject to review and approval. Decisions related to these budget areas are based on both eligibility and reasonableness. Determinations of the reasonableness of budget items are fully within the discretion of CJCC and are made both through objective tools and subjective decision-making.

Applications for funding go through many reviews. At any point during those reviews, a decision to not fund a project or any part of it may be made. These decisions are within the complete discretion of the CJCC. However, applicants have the opportunity to appeal the initial funding decision. Once an award is made, it is within the discretion of CJCC to determine that the subgrantee is not complying with applicable policies and upon such a determination may de-obligate the grant and require the reimbursement of grant funds to CJCC.

Funding Decisions

All funding decisions related to the Local First Responder Microgrant program applications from this solicitation are made by CJCC. CJCC will inform the applicant of its decision through a grant award or denial letter. Applicants must not make any assumptions regarding funding decisions until they have received official written notification of award or denial that is signed by either the Governor or the CJCC's Executive Director.

