

Project Safe Neighborhoods (PSN) Program United State Attorney’s Office (USAO) - Western District of Arkansas Request for Applications (RFA)

DEADLINE: May 23, 2024

Applications may be submitted Electronically, US postal or by carrier delivery.

Project Period: October 1, 2024 – September 30, 2025

TO ACCESS PSN Announcement, Request for Applications (RFA), Instructions and Forms

Go To the DFA-IGS website:

<https://www.dfa.arkansas.gov/intergovernmental-services/grant-programs/project-safe-neighborhoods/>

I. INTRODUCTION

The Arkansas Department of Finance and Administration, Office of Intergovernmental Services, is seeking applications for funding under the Project Safe Neighborhoods (PSN) program. PSN is designed to create and foster safer neighborhoods through a sustained reduction in violent crime. The program's effectiveness depends upon the ongoing coordination, cooperation, and partnerships of local, state, tribal, and federal law enforcement agencies working together with the communities they serve—engaged in a unified approach led by the U.S. Attorney (USA) in all 94 districts. Acting decisively in a coordinated manner at all levels—federal, state, local, and tribal—will help sustain recently achieved reductions in crime and keep our communities safe. PSN provides the critical funding, resources, and training for PSN teams—including law enforcement, prosecutors, community groups, researchers, and others—to combat violent crime and make their communities safer through a comprehensive approach to public safety that marries targeted law enforcement efforts with community engagement, prevention, and reentry efforts. **As a requirement of the federal solicitation, subrecipients are required to utilize 30% of towards gang task forces/gang related violent crime.**

II. ELIGIBLE ENTITIES AND ELIGIBILITY REQUIREMENTS

Eligible applicants are law enforcement units that operate in the Western District of Arkansas, including the following counties:

Ashley, Bradley, Calhoun, Columbia, Ouachita, Union, Benton, Madison, Washington, Crawford, Franklin, Johnson, Logan, Polk, Scott, Sebastian, Baxter, Boone, Carroll, Marion, Newton, Searcy, Clark, Garland, Hot Spring, Montgomery, Pike, Hempstead, Howard,

Lafayette, Little River, Miller, Nevada, and Sevier.

ACTIVE SAM UEI (Unique Entity Identification) REQUIRED

On April 4, 2022, the federal government will stop using DUNS numbers and start using new Unique Entity Identifiers (UEI) as the primary means of identifying entities registered for federal awards government-wide in the System for Award Management (SAM). The UEI is a 12-character alpha-numeric value. Once issued, your entity’s SAM UEI will not change.

Users will need their SAM UEI to search for entity registrations. If your entity is registered in SAM.gov today, it has already been assigned a UEI and you can view it in SAM. SAM registration will continue to require annual renewal.

This change simplifies the process of registering an organization to do business with the federal government. Entities will no longer need to contact a third party to obtain an identification number or get support.

System for Awards Management Registration (“SAM”) Required

In addition to the UEI requirement, Office of Justice Programs now requires that all applicants for federal financial assistance maintain current registrations in the SAM database. **This includes all subgrantees of the Arkansas Department of Finance and Administration.** The SAM database is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. Please note, however, that applicants must update or renew their SAM registration at least once per year to maintain an active status. Information about registration procedures [can be accessed at https://www.sam.gov/SAM/](https://www.sam.gov/SAM/).

III. REQUEST FOR APPLICATION (RFA) INSTRUCTIONS

Applicants will be required to submit a Request for Application which will consist of the following: (1) Cover Page; (2) Program Narratives; (3) Budget Request/Justification; (4) Checklist; and (5) Required RFA Certifications and Assurances Forms.

Ratings: 1-Poor 2-Fair 3-Good 4-Very Good 5-Excellent

(Ratings are based on how well the applicant responded to the section and required criteria as well as being detailed and thorough.)

A. ABSTRACT (No Rating)

Complete Abstract as instructed including the contact information. Provide a brief description of the project/problem to be addressed; a brief Description of the target area and population; an overview of the agency’s specific goals and objectives for the project; an overview of the anticipated outcomes; a brief statement of project strategies or overall program; and a brief description of significant partnership/collaborative efforts. (No More Than One Page)

B. APPLICATION COVER PAGE (No Rating)

Complete the application cover which requests information about the applying agency. Please make sure you provide the name(s), correct email addresses and telephone number(s) (with area code) of the persons to be contacted on matters involving the application and the award. Also, provide an alternate contact person with his/her contact information. This is required. The Authorized Official would be the Mayor or the County Judge (highest elected official for the law enforcement jurisdiction.)

C. APPLICATION NARRATIVE(S) AND BUDGET REQUEST

Complete each section as it relates to the PSN project. Each section has instructions and must be answered according to the specifics of the proposed PSN project for the law enforcement jurisdiction.

1. Statement of the Problem (Rating 1-5)

The applicant must identify the Project Safe Neighborhoods (PSN) area of focus which they are applying. The applicant must provide a narrative that includes the violent crime statistics and/or related data regarding the selected areas to be addressed, as well as the geographical targeted location/area to be served. PSN focus areas are listed.

- Gangs or violent street groups
- Geographic hot spot areas
- Felons in possession
- Prolific (chronic violent offenders)
- Street disputes
- Illegal drug markets
- Other (explain)

2. Program Design and Implementation: Addressing the Problem (Rating 1-5)

The applicant must provide a detailed narrative on how the applicant will implement specific program strategies that will impact any of the following PSN Team’s approved goals: (a) to reduce violent crime including gun violence within the District where crime rates are steadily increasing; (b) to build solid federal cases for increased federal prosecution rates of violent gun offenders and/or affiliated gang members; (c) to educate and train patrol officers/law enforcement on leading techniques for “search and seizure;” (d) to increase seizures of illegal firearms throughout the District; (e) to increase targeted intelligence-based patrols for community-oriented policing and various types of investigations that lead to effective prosecution of federal cases; (f) promote healthy and safe communities throughout the District to break the crime cycle through prevention strategies, public awareness/education and outreach; and (g) deter youth from becoming involved in criminal activity including gang activity through increased education and awareness.

Applicant must identify which goals listed above will be addressed. The program

specific strategies may include but not limited to: (1) conducting investigations; (2) conducting and receiving additional training; (3) conducting undercover investigations; (4) utilizing and accessing the National Integrated Ballistics Intelligence Network (NIBIN); and (5) information sharing and education for building and referring a case for federal.

The applicant should include a project timeline and/or task plan for implementing the project.

3. Required Narrative: Gang Task Force(s) Set-Aside (Rating 1-5)

The grantee must utilize 30% of the federal award to support gang task forces in regions experiencing a significant or increased presence of criminal or transnational organizations engaging in high levels of violent crime, firearms offenses, human trafficking, and/or drug trafficking. In order to meet this requirement, there must be a focus on the investigation and prosecution of criminal and/or transnational organizations engaging in the categories of offenses outlined in the Act (i.e. engaged in high levels of violent crime, firearms offenses, human trafficking, and drug trafficking).

Gang Task Force Defined: A “Gang Task Force” is any coordinated effort involving more than one federal, state, local, or tribal law enforcement agency to collaboratively investigate and prosecute criminal and/or transnational organizations that are committing the crimes listed in the PSN Authorization Act (high levels of violent crime, firearms offenses, human trafficking, and drug trafficking). A task force does not need to be led by or include participation of a federal agency; a task force composed entirely of state, local, and/or tribal agencies can qualify. If a federal agency is involved, it may not receive grant funds.

Funds do not have to be used specifically for anti-gang activities; however, funding must be used for collaborative, coordinated law enforcement efforts focused on criminal and/or transnational organizations, which includes but is not limited to gangs, that are engaged in high levels of violent crime, firearms offenses, human trafficking, and drug trafficking.

Funds may be used for enforcement activities as well as for non-enforcement activities, such as outreach, prevention, and reentry programs, so long as the funds are used to address criminal and/or transnational organizations that are committing the categories of offenses outlined in the Act - engaged in high levels of violent crime, firearms offenses, human trafficking, and drug trafficking.

The Applicant should include the following in the gang task force set-aside narrative: (1) State whether violence in your geographical area(s) is being driven by criminal or transnational organizations; (2) If violence is being driven by criminal or

transnational organization(s), please describe your plan for implementation/use of grant funding that will support the gang task force(s); (3) If the violent crime issue(s) are not driven by criminal or transnational organizations, please describe your plan for implementation/use of grant funding that will support the law enforcement objectives for the requirement of gang task force(s).

4. Capabilities/Competencies (Rating 1-5)

The applicant must fully describe their ability to: (1) implement the program within the identified target area; and (2) implement the program within its established project timeline and task plan providing timely and effective delivery of PSN strategic activities. The applicant must demonstrate the applicant’s expertise in collaborating with local, state, and federal law enforcement and criminal justice partners including the United States Attorney’s Office.

The applicant must demonstrate experience addressing gun and gang violence, and gang violence associated with conflict over turf, narcotics distribution, aggression and shootings. The applicant must demonstrate experience working with law enforcement, criminal justice agencies and community-based partners on targeted enforcement, prevention activities, community engagement, and accountability within a planned and implemented strategy.

The applicant must describe its project staff indicating who will be responsible for carrying and overseeing the project implementation.

5. Plan for Collecting Required Data (Rating 1-5)

The applicant must describe their intended process for measuring project performance. The applicant must identify who will collect the data; who is responsible for performance measurement; and how the information will be used to guide and assess the applicant’s PSN program activities. The applicant should also identify who will be responsible for the completion of reporting requirements.

D. BUDGET DETAILED LINE-ITEM REQUEST AND BUDGET JUSTIFICATION NARRATIVE (PSN PROJECTS AND GANG TASK FORCE(S) SET-ASIDE)

The applicant must provide budgets and budget narratives that are complete, cost effective, and allowable (i.e., reasonable, allocable, and necessary for program activities). The applicant’s budget narratives should generally demonstrate how the applicant will maximize cost effectiveness of grant expenditures. The applicant’s budget narratives should link back to the proposed PSN program implementation. **Be sure to include in your narrative specifically how the requested items are linked to the PSN goals and objectives.**

Below is a chart of the allowable costs and non-allowable costs. **Please Note: All requested budget items are forwarded to DOJ/BJA for review and approval before subaward is issued.**

Allowable Costs	Non-Allowable Costs
<ul style="list-style-type: none"> ○ Salary/Wages ○ Overtime Compensation ○ Fringes associated with OT ○ Program/Project Supplies ○ Maintenance and Operations (including project related media, outreach, and prevention activities) ○ Training ○ Travel/Mileage ○ Equipment 	<ul style="list-style-type: none"> ○ Lobbying. ○ Fundraising activities. ○ Electronic Immobilization Devices (EID). ○ Construction or renovation costs. ○ Acquisition cost of real estate property. ○ Military type equipment. ○ Restitution payments. ○ Fines, penalties and late charges. ○ Entertainment expenses. ○ Bonuses or commissions. ○ Drones ○ Vehicle purchases. ○ Covert “Buy Monies” (all). ○ Lodging above federal per diem rates. ○ Daily subsistence within the targeted service area (daily subsistence can only be requested if travel occurs outside the targeted service area and in accordance with such rules established by the Arkansas Department of Finance and Administration. ○ First Class travel. ○ Pre-award costs. ○ Rental costs are limited to fair market value for similar facilities in your locality. Rental rates in excess of this amount will need special approval. ○ Supplanting - Federal funds must be used to supplement existing funds for program activities and cannot replace or supplant nonfederal funds that have been appropriated for the same purpose.

E. APPLICATION CHECKLIST (PSN)

Please include the Project Safe Neighborhoods (PSN) Request for Application Checklist with your application. All RFA required forms can be located at the link <https://www.dfa.arkansas.gov/intergovernmental-services/grant-programs/project-safe-neighborhoods/>

IV. SUBAWARD REQUIREMENTS

A. Quarterly Reporting Requirements

Applicants who receive funding under this solicitation must provide data that measures the results of their work. Applicants are required to complete numerical and/or narrative data reporting every 3 months for each quarter activity period. Reports are to be submitted in PMT within 15 days following the close of the quarter. Subrecipients are required to submit information in the federal system. Once awarded, subrecipients will be granted PMT access, if not already granted.

B. Subrecipient Monitoring

DFA-IGS will monitor all grant awards by way of desk reviews and site visits. Additionally, all submitted reports will be reviewed for timeliness and accuracy. Delinquent and inefficient reports could result in a hold on available funds until the deficiency is corrected and approved.

V. SUBMISSION OF APPLICATION

Completed Applications must be submitted to DFA-IGS **on or before May 23, 2024** electronically at igs.applications@dfa.arkansas.gov or postmarked no later than **May 23, 2024**, via U.S. Postal Service to the following address:

**Arkansas Department of Finance and Administration
Office of Intergovernmental Services
Attn: JAG/PSN
1515 West 7th Street, Suite 404
Little Rock, AR 72201**

VI. APPLICATION ASSESSMENTS AND RECOMMENDATIONS

Applications for PSN will be evaluated and assessed: (1) Problem Statement rating 1-5; (2) Program Design and Implementation rating 1-5; (3) Gang Task Force(s) Set-Aside if applicable rating 1-5; (4) Capabilities/Competencies rating 1-5; (5) Plan for Collecting Required Data rating 1-5; and (6) Detailed Budget Narrative rating 1-5.

Recommendations for PSN funding will be based on the application final ratings of the PSN Selection Committee.

VII. PSN PROJECT TENTATIVE TIMELINE

RFA Released/Announcement:	March 15, 2024
RFA Deadline:	May 23, 2024
Application Assessment/Funding	July 11, 2024
BJA Consultation Process:	July 29, 2024 to August 23, 2024
Notify Subrecipients:	On July 25, 2024 <i>(Upon approval from Bureau of Justice Assistance (BJA) – Department of Justice Programs)</i>
Project Period – 1 year:	October 1, 2024 to September 30, 2025

VIII. AWARDS-NOTIFICATION

Subawards will be based the availability of PSN federal funding, the application final rating of the PSN Selection Committee, the proposed project requested budget amount(s), and DOJ/BJA approvals. Applicants awarded an PSN subgrant will be notified electronically via email. Notifications will be sent to the Authorized Official and Point of Contact. The Award Notification will have instructions for accepting the PSN grant subaward.

IX. PROJECT PERIOD-- October 1, 2024 – September 30, 2025

All projects **should** begin on October 1, 2024 and **must** be executed no later than 60 days after October 1, 2024. Failure to have the funded project operational within 60 days from October 1, 2024, may result in the cancellation of the subgrant and the de-obligation of awarded funds. Projects must conclude no later than September 2025.

XI. REQUEST FOR APPLICATION (RFA) TECHNICAL ASSISTANCE

To assist potential applicants with RFA clarifications, questions may be submitted to the following email at IGS.Applications@dfa.arkansas.gov.

To further assist potential applicants, an RFA Development Workshop will be scheduled virtually for **Thursday, April 11, 2024 from 2:00 p.m. to 3:00 p.m.** To participate in the video/teleconference, applicants must request an invite by emailing IGS.Applications@dfa.arkansas.gov.

X. CONTACT INFORMATION

For assistance contact IGS via email at IGS.Applications@dfa.arkansas.gov or call the IGS office at (501) 682-1074.