

**Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Office of Grants and Research**



**Byrne State Crisis Intervention Program
Availability of Grant Funds**

Statewide Research Partner

Applications Due: Friday, August 16, 2024

**Maura T. Healey
Governor**

**Terrence M. Reidy
Secretary**

**Kimberley Driscoll
Lieutenant Governor**

**Kevin J. Stanton
Executive Director**

Introduction

The Office of Grants and Research (OGR) will make \$150,000 from the **Byrne State Crisis Intervention Program (Byrne SCIP)** federal grant award available for a Statewide Research Partner (SRP) to assist OGR and all funded Byrne SCIP sites, including local law enforcement and state agencies, by providing strategic, analytic, and research support. The purpose of this Availability of Grant Funds (AGF) is to competitively seek a Byrne SCIP SRP, with the possibility of a continuation award.

As authorized by the Bipartisan Safer Communities Act of 2022, Byrne SCIP provides formula funds to implement state crisis intervention court proceedings and related programs or initiatives including, but not limited to, extreme risk protection order (ERPO) programs that work to keep guns out of the hands of those who pose a threat to themselves or others, mental health courts, drug courts, veterans treatment courts, and related gun violence reduction programs/initiatives.

An ERPO is a common-sense, effective measure to empower family members, health care providers, school officials, or law enforcement officers to petition a court to temporarily prevent a person from accessing firearms if they are found to be a danger to themselves or others. For more information about Massachusetts ERPO, visit the webpage here: <https://www.mass.gov/extreme-risk-protection-orders>.

Applicant Eligibility

Public and quasi-public entities and not-for-profit research entities in Massachusetts established to fulfill a primary public purpose may apply. Applicants must demonstrate prior proven experience with providing federal and/or state-wide technical assistance, training, and assessments related to gun violence/intervention programming for consideration of funding. Preference will be given to research applicants who have successfully served in a similar capacity for the OGR as a Shannon and/or US Attorney's Project Safe Neighborhood's Research Partner.

Funding

Applicants may apply for up to \$150,000 in funding. Only one (1) award will be funded.

Duration

Awards will be approximately 12 months long with the possibility of a continuation award.

I. Important Highlights

Key Dates

Solicitation Posted: June 27, 2024
Bidders Conference: Thursday, July 18, 2024
Deadline for AGF Questions: Friday, August 2, 2024
Applications Due: Friday, August 16, 2024, by 4:00 pm.
Anticipated Award Announcements: October 2024
Grant Award Period: October 2024 – September 30, 2025

Bidders Conference

OGR will be hosting a Bidders Conference that will include an overview of this AGF and provide an opportunity for participants to ask questions on **Thursday, July 18, 2024 at 10:00am.**

Although interested applicants are encouraged to join us for the conference, participation is strictly voluntary and **NOT** mandatory to be considered for a grant award.

Microsoft Teams

[Join the meeting now](#)

Meeting ID: 212 128 979 06

Passcode: SVQ4gY

Dial in by phone

[+1 857-327-9245,,548810543#](#) United States, Boston

[Find a local number](#)

Phone conference ID: 548 810 543#

Questions and Answers

OGR will accept written questions pertaining to this AGF through Friday, August 2, 2024

Questions must be submitted via email to: james.houghton@mass.gov Written responses will be posted on our website by Monday, August 9, 2024 at: <https://www.mass.gov/info-details/byrne-state-crisis-intervention-program-statewide-research-partner>

OGR will not respond to questions about this opportunity after **Friday, August 9, 2024.**

Purpose

The purpose of this AGF is to provide funding for a SRP that will assist OGR with required data collection and reporting efforts as required by the federal government. The selected SRP will also provide technical assistance to our local and state subrecipients to ensure the Commonwealth is

supporting grant funded projects that will have the greatest impact preventing or reducing gun violence.

The SRP will need to work with other subrecipients in meeting specific gun-related research and programmatic requirements to determine:

1. The effectiveness of the crisis intervention program or ERPO initiative in preventing gun violence and gun-related suicide, and
2. Measures that have been taken to safeguard the constitutional rights of an individual subject to a crisis intervention program or ERPO initiative.

Massachusetts Byrne SCIP Advisory Board Priority Areas

In accordance with the federal grant requirements, a SCIP Advisory Board was formed to create a strategic plan and guide this solicitation. The 11-member Massachusetts SCIP Advisory Board is composed of state and local partners and includes but is not limited to representatives from law enforcement, community nonprofit organizations, prosecutors, behavioral health providers, victim services, and private sector stakeholders.

Members of the Board participated in several meetings, during which they provided guidance and critical feedback in the development of the strategic plan to ensure these federal dollars will address and support the most critical gun-related needs of this Commonwealth. The Board has recommended the following funding parameters and priority areas.

Local law enforcement agencies and state agencies supported by the SRP will be funded to implement 12-month projects relevant to one or more of the following Byrne SCIP Priority Areas:

ERPO Support: This priority area focuses on the need for education and training to inform the public as well as public safety stakeholders on the ERPO law to enhance access to ERPO programs and increase reporting. Such improvements will be supported by funding public awareness campaigns, educational training, and available resources via dissemination of best practices, including:

- Training for judiciary and court staff, family members, and first responders on ERPO proceedings;
- Outreach to community members, stakeholders, municipal leaders, law enforcement agencies, and those engaging with at-risk individuals to raise public awareness about the value and public safety benefits of ERPO laws and programs, and promote the importance of effective implementation and enforcement, as well as program development and enhancement;
- Development and distribution of ERPO fact sheets, brochures, webinars, television, or radio engagement (e.g., advertisements, etc.), and social media outreach (e.g., YouTube, Facebook, X, etc.) in order to execute the communication, education, and public awareness strategy;
- Publication of best practices regarding ERPO programs.

Related Court-based Programming:

- Implementing or expanding domestic violence courts focused on those at risk for gun related violence.
- Embed social workers in prosecutor, public defender and/or courts agencies to provide screening, assessment, and referral to services for people in crisis, such as court-based navigators.
- Prosecutor, pretrial, or court diversion programs.

Referrals to Community-based Services for People in Crisis:

- Pre-arrest law enforcement and first responder deflection.
- Suicide and crisis prevention and referral to services.
- De-escalation training for law enforcement, first responders and other justice practitioners.
- Embedding social workers with law enforcement and co-responder programs.
- Related law enforcement-based programs, training, and technology, focused on crisis intervention for those at risk to themselves or others.

Funding for Law Enforcement Crisis Intervention Programs or Initiatives:

- Development and or delivery of specialized training, including crisis response and intervention training (CRIT), and overtime for officers to attend such training.
- Special projects as part of your Community Policing Philosophy.
- Training for school resource officers on identifying youth at risk for firearm violence.
- Supplies, equipment, technology, and training to safely secure, store, track, and return relinquished guns, such as gun locks and storage for individuals and businesses and software or other technologies to track relinquished guns.
- Gun safety training for community members.
- Suicide and crisis prevention and referral to services.
- Data collection, analysis, and strategic planning to address community gun violence.
- Personnel, supplies, and other related costs for crisis intervention officers or co-responders.

Additional Programs or Initiatives That are Allowable Under the Priority Areas:

- Expanding after-school programming to include older youth (12–15-year-olds, for example) and offering robust STEM and workforce development programming.
- Expanding current after-school programming to include stronger mental health and wellness/social learning programs for at-risk youth.
- Contracting with community-based organizations to focus on youth mentoring, mitigating disruptions to education and violence response coordination.
- Employing individuals designated as Peacekeepers and Neighborhood Change Agents to conduct street outreach, conflict mediations, social media responses and responses to gun violence.
- The implementation of community-led violence intervention programming that uses a public health approach.
- Virtual reality training simulator for police officers to train in a controlled environment for an array of difficult scenarios including de-escalation, intervention techniques for individuals experiencing a behavioral health crisis, cooperative/uncooperative subjects

and shoot/don't shoot situations.

- Crisis Intervention Training (CIT)—implementing and/or expanding current CIT programs and associated training.
- Providing CIT to better support officers, first responders and dispatch personnel as they respond to crises that arise on the job.
- Establish a community resource professional role dedicated to developing programs related to gun-related violence prevention, especially related to identification and training around suicide and substance misuse risk factors.
- Implementing and expanding co-responder models: Co-responders have behavioral health training, as well as crisis intervention and de-escalation training, and are deployed at the same time as law enforcement.

Fund Disbursement

This is a cost reimbursement grant. Reimbursement requests will be submitted to OGR on a quarterly basis. Details about the reimbursement process will be addressed in greater detail once award notifications are made.

II. Grant Compliance Details

Recipients must abide by the grant requirements below and the OGR Sub-recipient Grant Conditions, which will be provided at the time of contracting.

SRP Requirements

- The SRP will assist the funded community SCIP programs by providing strategic support thinking, critical analysis, and continuous feedback to improve or maintain program operations and ensure that the goals of the funded SCIP programs are within scope, on schedule, and within budget.
- The SRP will inform the site program director and other program stakeholders of emerging and relevant evidence-based and best practices research specific to comprehensive, multi-disciplinary approaches as defined by the criteria in the **Definitions for Evidence-Based or Promising Programs and Practices** section below.
- The SRP is required to present recommendations and propose suggestions for their funded community SCIP program colleagues (via technical assistance meetings, webinars, and email communications) based on:
 - Outcomes and performance of the funded community SCIP programs; and
 - Knowledge gained from research and evaluation literature;
 - Minimal recommendations should:
 - Suggest improvements to services;
 - Advise on changes to program strategy;
 - Improve communication and collaboration within the community;
 - Identify gaps in community programming;
 - Determine emerging trends in the community; and
 - Advance means of data collection.

- The SRP will provide and/or facilitate technical assistance for the community SCIP program directors and program partners on relevant topics such as, but not limited to, use and implementation of risk/needs assessment tools for planning, program strategies, measuring and monitoring program fidelity, quarterly reporting, etc., on an as needed basis.
- The SRP must attend all scheduled technical assistance meetings or other trainings deemed mandatory by OGR.

Definition for Evidence-Based or Promising Programs and Practices

A program or practice with levels of effectiveness determined as a result of rigorous evaluation, such as randomized controlled trials, statistically controlled evaluations that incorporate strong control or comparison group designs, or a single large multi-site randomized study. Typically, these programs have specified procedures that allow for successful replication.

Resources for Evidence-Based Programs or Practices

To assist in determining project activities for this initiative, applicants are encouraged to visit:

- The OJJDP Model Programs guide and sort by *Gun/Community Violence*: [Model Programs Guide | All MPG Programs | Office of Juvenile Justice and Delinquency Prevention \(ojp.gov\)](#)
- The Office of Justice Programs' National Institute of Justice's *Crimesolutions.gov* website at www.crimesolutions.gov; or
- The Results First Clearinghouse Database at <https://www.pewtrusts.org/en/research-and-analysis/data-visualizations/2015/results-first-clearinghouse-database>

Related SRP Requirements

1. Program Fidelity

Ensure funded community SCIP programs demonstrate efforts to safeguard program fidelity. Program fidelity is defined as staying true to the original program design, and not changing or adapting evidence-based programs or practices during implementation.

2. Implementation Oversight and Fidelity Monitoring

Ensure proper implementation by helping funded community SCIP programs establish strong monitoring systems for all funded programs, including those administered by vendors. This monitoring should ensure that evidence-based programs or practices:

- Are carried out with fidelity to their design;
- Incorporate the elements that are critical to their effectiveness; and
- Use information gathered through monitoring to make any necessary adjustments.

Allowable Cost Categories

Allowable Costs	Definitions and Documentation Requirements
Personnel	Costs associated with agency personnel. List position, percentage of time charged to grant, and annual salary. Include a brief description of the duties/ activities to be completed supported by grant funding.
Overtime	Overtime is limited to sworn law enforcement personnel only. Indicate overtime rate for each officer charged to the grant and the number of overtime hours. Refer to OGR Overtime Policy below.
Fringe Benefits	<p>Eligible costs include the employer share of the following:</p> <ul style="list-style-type: none"> • Life insurance • Health insurance • Social security costs • Pension costs • Unemployment insurance costs • Workers compensation insurance <p>Direct fringe benefits can be either actual costs or rate per employee calculated by the fiscal or human resource unit in your organization. Actual known costs must be itemized by type and include rate computation. Upload a copy of approved rate agreement in the application response.</p>
Indirect Costs	Federally negotiated and approved rate for costs that are not readily assignable to a particular project, but are necessary to the operation, maintenance of the organization and performance of the project. Include copy of federally approved rate with the proposal. Applicants must upload a copy of federally approved rate with the proposal.
Consultants/Contractor	<p>Consultant or Contractor fees associated with the equipment/ technology purchased (e.g., installation; training). Provide a description of the product/ services to be procured by contract and an estimate of the cost. Applicants should use a competitive process for procurements compliant with the organization's own procurement policy.</p> <p>The maximum rate for consultants is \$650 for an eight hour day or \$81.25 per hour. Any request for compensation over \$650 per day requires prior written approval by EOPSS. This rate is the exception not the rule.</p>

Travel	Travel directly related to the purpose of the grant. In-state travel costs associated with the grant shall include mileage rates not to exceed \$0.62 per mile, as well as the actual costs of tolls and parking. Note that no grant funds may be spent for out-of-state conference fees, out-of-state travel or out-of-state lodging without prior written approval from OGR.
Equipment/Technology	Tangible non-expendable personal property having a useful life of more than one year; cost based on classification of equipment.
Supplies	Supplies directly correlated to the equipment purchased/program implementation (e.g., ink or paper for a printer, batteries for communication device, training materials,
Other Costs	List items (e.g., rent, telephone) by major type and the basis of the computation.

Unallowable Costs

For this AGF, Byrne SCIP funds may **not** be used for any of the following:

- Prizes, rewards, entertainment, trinkets, or any type of monetary incentive;
- Client stipends;
- Gift cards;
- Food or beverage;
- Standard firearms or ammunition;
- Construction, office furniture, or other like purchases;
- Non-compliant communication devices;
- Vehicles, vessels or aircraft, including drones, unmanned aerial vehicle/unmanned aircraft, aircraft system, or aerial vehicles (UA/UAS/UAV);
- Extended warranty above and beyond the cost of the item (after the contract end date);
- Luxury items;

III. Application Instructions

To provide OGR the best opportunity to fairly evaluate all requests for funding, applicants are encouraged to be clear and concise in their proposals.

The Online Application must be completed as outlined in this section. Applications submitted without a signature from an Authorized Official will be considered invalid and may not be reviewed for funding (see below for accepted forms of signature).

Section I. Applicant Information

Contact and Fiscal Information

- Indicate Applicant name, address, authorized signatory, grant point of contact, finance officer contact information, UEI number, and SAM registration confirmation.
- Indicate the exact amount of federal funds (up to \$150,000) being requested.
- Provide a concise, descriptive summary of your organization's qualifications in implementing successful projects. Include a summary of relevant prior experience in your application. (1-page/2,000-character limit).

Non-Supplant

- Attest to non-supplanting of federal dollars for the proposed project.

Authorized Signatory

- Submitted application must be signed by the Authorizing Official as identified on the application.

Section II. Program Narrative

Applicant Qualifications and Experience

- Provide resumes of all individuals who will fill any key role or have key responsibilities on this project. Resumes can be included with the application as attachments.
- Indicate any previous experience serving in such a capacity for the OGR as either a Shannon or PSN Research Partner.
- Provide information about personnel, resources, and capacity that qualify the applicant to conduct the proposed activities.
- Demonstrate the applicant's knowledge and experience working on a project with a comprehensive, multi-disciplinary approach based on **Evidence-based Programs and Practices**. Include:
 - Knowledge and experience relating to evidence-based practices and best practices research.
 - Based on the anticipated strategy for each SCIP Priority area, detail the applicant's capacity to provide support, assist, guide and potentially re-assess the feasibility and appropriateness of each of the selected priorities.

Program Strategy

Explain the methods the applicant will use to provide strategic, analytic, technical, and research support when assisting the funded community SCIP programs and partners in improving or maintaining the SCIP strategy and outcomes.

- How will the applicant support the SCIP programs and partners in assessing the effectiveness of the implemented SCIP strategy. This may include assistance with identifying evidence-based best practices, creating measurement instruments, establishing surveys of individual respondents and online tools for data collection, identifying administrative data that could be used for evaluation, and helping guide data analysis.
- What type of data will be collected?
- How will the data be collected and analyzed?
- How will this information be communicated to the SCIP partners?
- How will the applicant inform the funded community SCIP programs of emerging and relevant evidence-based research and best practices specific to comprehensive, multi-disciplinary approaches?
- What methodology/steps will be used for collecting, organizing, and archiving this information for ease of accessibility for all stakeholders?
- How frequently will the applicant present recommendations and proposed suggestions to the funded community SCIP programs and partners?
- Define the methods for establishing an effective working relationship with the funded community programs and their partners.

Programmatic Reporting and Partnerships

Explain how the applicant will assist the funded community SCIP program sites and community SCIP program directors to ensure timely and accurate programmatic reporting. Explanations should include:

- How the applicant will assist with data entry and processing, reviewing, and validating the data.
- How the applicant will provide technical assistance related to data collection, reporting, and evaluation.
- If applicable, describe any existing partnerships or relationships between the applicant and community gun violence reduction programs.

Budget Narrative

The Budget Narrative should outline the budget requested and itemize the proposed purchases per budget category. For each cost category that has an associated funding request in the Budget Excel Worksheet, applicants should provide an overall description and justification for that cost category. The cost category narratives should describe what the budget entails, why the items in that category are needed, and how the budgeted amount was determined. Please include any hires under personnel, a particular training, supplies needed, vendor information or process for selecting a vendor, where applicable. Applicants should submit a budget for *up to* approximately 12 months.

It is extremely important that all proposed costs are clearly defined in order for the reviewers to ensure the costs are allowable and relevant to the SCIP grant.

Section III. Budget Excel Worksheet

Applicants must also complete a **Budget Excel Worksheet** (refer to **Attachment A**). Please be sure to complete both the Summary tab and Details tab in the Excel spreadsheet and submit it with your application response. Applicants must use the template provided and submit the document in Excel format; please do not convert the document to PDF or other format.

IV. Application Submission and Award Process

Submission Process and Deadline

Submit the online application form including all required attachments no later than **August 16, 2024 by 4:00pm**. The digitally signed, completed online application and attachments are all that is required, mailed hard copy applications are NOT required.

Emailed submissions will not be accepted. Please let OGR know if you have any difficulties or questions regarding the online application. All questions can be directed to James.Houghton@mass.gov.

*This AGF and all other required documents can also be found on our website:

<https://www.mass.gov/info-details/byrne-state-crisis-intervention-program-statewide-research-partner>

Online Submission

All applicants are required to submit the Online Application information using the form found here:

[Byrne State Crisis Intervention Program SRP Online Application](#)

Upon completion, the Grant Point of Contact will receive an email confirmation with a PDF attachment of the application and supporting application documents.

The online application must be completed and submitted with the following attachments uploaded:

- Attachment A: Budget Excel Workbook uploaded in Excel format, not PDF
- Resumes of all individuals who will fill any key role or have key responsibilities on this project.
- Approved Fringe Rate Agreement and/or Indirect Cost Rate Agreement, if applicable.

Proposal Review Process

Applications will be subject to a competitive review process and may be reviewed in tandem with the respective SCIP law enforcement/court and state agency applications. Each application will be evaluated based on the following:

- **Applicant Information and Experience Summary (5 points)**

The applicant clearly addresses all applicant information criteria (Section I), including a concise, descriptive summary of the organization's qualifications in implementing successful projects.

- **Relevancy of applicant qualifications and previous experience (15 points)**

The applicant's demonstrated knowledge of and past experience providing strategic, analytic, technical, and research support of evidence-based research and best practices relevant to providing services shown to reduce gun-related violence will help to determine the applicant's capacity to provide support to the SCIP program sites.

- **Program Strategy (40 points)**

The applicant's demonstrated ability to collect, analyze, and communicate information about qualitative and quantitative data will be used to determine the applicant's ability to inform the SCIP stakeholders of the emerging trends and program effectiveness.

- **Programmatic Reporting and Partnerships (15 points)**

The applicant's ability to assist the funded community SCIP program sites and community SCIP program directors to ensure timely and accurate programmatic reporting, including ability to adequately allocate resources for reporting assistance. The applicant should also demonstrate evidence of existing or proposed partnerships between the applicant and community gun violence reduction programs will be used to determine if the proposed partnership will result in productive and effective efforts that help reduce gun violence in the community.

- **Consistency between the proposed budget and strategy (25 points)**

The proposed Budget will be evaluated to ensure that the approved cost categories are composed of items that ensure proper implementation and maximum effectiveness of the proposed strategy.

Reviewer recommendations will be presented to the SCIP Advisory Board for approval. In addition to reviewer comments and ratings, other considerations such as strategic priorities, previous experience and past performance will be taken into account when determining awards. Upon completion of the Board review process, OGR will submit a request to BJA for final federal approval as required in the Byrne SCIP solicitation. BJA has the final authority to determine if the research proposals meet the intended purpose of these funds.

Notification of Awards

After BJA clearance, funding decisions are ultimately at the discretion of the Executive Director of OGR and the Secretary of Public Safety and Security. It is tentatively anticipated that the grant awards will be announced in October 2024.