

Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Office of Grants & Research
SFY 23 Safer Schools and Communities Initiative

Attachment A
**Local Equipment and Technology Supplemental Grant
Opportunity**

Section I : Applicant Information

**School District/Educational Collaborative/
Charter School Name:** _____

**Name of School Superintendent,
Educational Collaborative or Charter School
Executive Director:** _____

(First and Last Name)

Phone Number: _____

Email Address: _____

Mailing Address:

Street: _____ City: _____ Zip Code: _____

County: _____ Phone: _____

Grant Contact Name: _____ **Title:** _____

(Note: The person designated as the *Grant Contact* shall serve as the project's point person and be responsible for receiving and responding to OGR's project related requests)

Grant Contact Mailing Address:

Same as Above ☐

Street: _____ City: _____ Zip Code: _____

County: _____ Phone: _____

E-mail: _____

Fiscal Point of Contact for Grant: Name: _____ **Title:** _____

Fiscal Contact Mailing Address:

Same as Above ☐

Street: _____ City: _____ Zip Code: _____

County: _____ Phone: _____

E-mail: _____

Have you received state or federal funds in the past five years for school security equipment or technology?	YES	NO
Funding Amount Requested:		

Does the applicant have additional needs for school security equipment or technology beyond the requests contained in this application?	YES	NO
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How many buildings are you requesting funding for? (*School districts, educational collaboratives and charter schools may apply for up to \$50,000 in funding per school building under their authority (maximum 3 buildings per applicant).*)

Please list the name(s) of the building(s):

- 1
- 2
- 3

Project Summary: Four sentences (250 characters *maximum*), summarizing the type of equipment to be purchased.

Statewide Interoperability Interoperable Communications Investment Proposal (ICIP)

Equipment proposals that request funds for interoperable communications components such as the purchase of radios, mobile data terminals or communication system components are subject to an additional review and approval process per Executive Order 493 (SIEC) or a representative thereof. Law enforcement departments requesting to purchase this type of equipment must also complete an Interoperable Communications Investment Proposal (ICIP) form to submit with this application. The ICIP form is **Attachment D**.

Are you requesting funds for interoperable communications?

Yes	No
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If Yes, did you complete the ICIP required form (Attachment D)?	Yes	No
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Are you requesting single entry door locks?	Yes	No
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Our school district has a Multi-Hazard School Emergency Evacuation and Response Plan	Yes	No
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THIS SIGNATURE PAGE MUST BE SIGNED AND SUBMITTED WITH YOUR APPLICATION

Signature Page

The following must be completed and signed by the School Superintendent, Educational Collaborative or Charter School Executive Director on behalf of the Public School District/Educational Collaborative/Charter School submitting this application. Remember to also complete Attachment C (Signatory Authorized Listing Form).

Authorizing Official

As the **School Superintendent, Educational Collaborative or Charter School Executive Director**, for this Public School District/Educational Collaborative/Charter School, I am requesting funds for an Equipment and Technology grant award from the Executive Office of Public Safety and Security Office of Grants & Research (OGR). I have reviewed and approve the content contained in this application being submitted for consideration of funding.

Name of School Superintendent, Educational Collaborative or Charter School Executive Director

Signature _____

(This must be signed and submitted with your application)

Section II. Narrative Template

1. Needs Assessment (3 page limit)

Use the space provided to 1) Describe in detail the current school building(s) unmet safety and security needs. Include relevant statistical and/or anecdotal evidence whenever possible such as school related incidences (fights, gangs, threats, surrounding community issues, etc.) 2) The sources or methods used for assessing the problem should also be described. For example, recommendations provided from a comprehensive school emergency evacuation assessment and response plan previously conducted 3) Further explain why such school safety and security needs stated have not been previously met to justify grant funds are needed (refer to page 9 of the AGF for examples) 4) Describe any negative effect, potential consequences or impact against the school district, ed. collaborative, charter and/or community as a result of not having the items being requested.

Section II. Narrative Template, Continued

2. Project Description (3 page limit)

Clearly describe 1) all equipment and technology to be purchased or upgraded. Include the purpose, where the goods will be used/ stored, who will utilize or be responsible for the upkeep, monitoring and maintaining such goods, etc. 2) Discuss how such purchase(s) directly correlate to and address the needs assessment previously provided 3) Cite any local procurement rules/ regulations required in order to purchase the items as described. If known, include information as to the vendor that will be utilized for stated project and/or describe the process utilized to select vendor/contractor 4) Describe the expected outcome for the community and school district as a result of receiving a grant award.

Section II. Narrative Template, Continued

3. Implementation Plan, Timeline and Person Responsible

Complete the template grid provided by identifying the necessary steps to be implemented over the project period for proposed equipment purchases.

List of Major Tasks/ Activities	Anticipated Date for Receipt of Goods/Services	Staff Responsible

III. Budget Narrative Summary

The Budget Narrative Summary (template) should outline the budget requested and itemize the purchases as described in this application. All goods and services requested must be procured, received and, if necessary, installed within the project period allotted or will not be eligible for reimbursement.

**Due to equipment shortfalls (goods often on back order with vendors) and schools preferring to install equipment during summer break, contracts will not expire until 6/30/2024.*

Section V. Proposal Check List

Application Elements and Required Attachments:

Completed Application Template (Attachment A) signed and dated by the School Superintendent, Ed. Collaborative or Charter School Executive Director of the Public School.

Budget Excel Worksheet (Attachment B) (both the Summary and Detail sheets must be included in your application packet).

Authorized Signatory Listing Form (Attachment C)

If applicable, an Interoperable Communications Investment Proposal (ICIP) form (Attachment D) signed and included with your application packet.

MOU (Attachment E) and signed by both police and fire.

Please **mail and email** all Application documents by **Friday, February 17, 2023, no later than 4:00pm.**

**Office of Grants and Research
35 Braintree Hill Office Park, Suite 302
Braintree, MA 02184
Attn : Samantha Frongillo
Samantha.frongillo@mass.gov**

If you have any questions regarding this application, please email: Samantha Frongillo at Samantha.frongillo@mass.gov