



The City of Indianapolis's Office of Public Health and Safety (OPHS) is seeking applications to fund community-based violence prevention partnerships. This effort seeks to develop and enhance efforts to reduce violence in Indianapolis neighborhoods.

COMMUNITY-BASED VIOLENCE PREVENTION PARTNERSHIP

Applications Due: June 30, 2020

Eligibility

Eligible applicants are non-profit organizations who serve Indianapolis neighborhoods with violent crime rates that exceed the city-wide average. Applicants with demonstrated experience addressing violent crime, especially relating to retaliatory violence and drug markets, are encouraged to apply. OPHS welcomes applications that form partnerships between two or more organizations and collaboratively carry out the award activities; however, one organization must be the lead applicant with the primary responsibility for administering the funds and managing activities. Only one proposal per lead applicant will be considered, however a sub-recipient (not a prime) may be part of multiple proposals.

Deadline

All questions regarding proposal requirements, the Partnership, or evaluation criteria must be submitted via email to OPHSgrants@indy.gov no later than 11:59 PM on Friday, **June 12, 2020**.

All applications are to be submitted to OPHSgrants@indy.gov and in receipt of a successful submission message by 11:59 p.m. EDT on Tuesday, **June 30, 2020**.

On or after June 30, 2020, OPHS will provide information to applicants for the required upload of their submission to OPHS's grants management portal. This platform will be used to facilitate review of the applications by the peer review panel. Failure to upload a submission to the portal within the timeline provided by OPHS will disqualify an applicant from further consideration.

For additional information on how to submit a proposal, email OPHSgrants@indy.gov. OPHS plans to announce awards in early August.

Contact Information

For assistance with submitting an application, contact OPHSgrants@indy.gov.



COMMUNITY-BASED VIOLENCE PREVENTION PARTNERSHIP

OVERVIEW

Indianapolis is one of many cities in the United States that has experienced an increase in violent crime in recent years. Explanations given for the rise in violence across cities are varied and inconclusive, but typically point to the problem being isolated to a small number of geographic locations and a small network of individuals who are responsible for a high volume of crime. The most promising crime prevention models and violence reduction strategies include those that target specific neighborhoods and communities for place-based intensive interventions, and those that provide targeted, evidence based interventions to individuals—for example, cognitive-behavioral therapy, family-based programming, and focused deterrence programs such as the “Cure Violence” model. Successful programs often work in collaboration with, or parallel to, law enforcement and other justice system partners. Community partnerships can enhance the effectiveness of law enforcement and criminal justice system approaches by transforming short-term reductions in crime into sustained declines while also improving relationships with public safety agencies. The **Community-Based Violence Prevention Partnership (or “Partnership”)**, administered by the Office of Public Health and Safety, is designed to build the capacity of local community organizations to develop new efforts, and support existing efforts, to address violence and increase safety, especially in those areas of Indianapolis that have experienced recent increases in violent crime.

PARTNERSHIP-SPECIFIC INFORMATION

The Office of Public Health and Safety seeks to accomplish four objectives through the Partnership. First, the Partnership aims to improve the level of knowledge, communication, and collaboration that is necessary to form strategies and reduce violent crime. Second, the Partnership plans to engage residents who are most at-risk of violent victimization, directing them to community-based services. Third, the Partnership seeks to continue building local coalitions to empower residents to mobilize and send anti-violence messages regarding the consequences of engaging in violence. Fourth, the Partnership seeks to establish a foundation to support evidence-informed justice system practices and strategies that actively include community partners in Indianapolis.

Awardees are expected to develop and implement integrated outreach activities and case management services, building infrastructure necessary to long-term violence prevention efforts. Services may be provided by the awardee or made available through memoranda of understanding or agreement with other providers. Funds are only to be used to support one or more of the following prevention and intervention efforts:

- (1) Providing outreach and other engagement strategies to identify individual needs and improve access to community organizations who deliver services for the population(s) of focus
- (2) Providing direct services for the population(s) of focus that include an active, formal therapeutic or mentorship component with regular meetings (at least three to four times a month) of sufficient duration (six to twelve months)

- (3) Providing case management or other affiliated strategies to enroll and retain participants in necessary services and coordinate the delivery of services across service providers

The Office of Public Health and Safety will fund between three and six awards. Depending on the number of awards and other factors, funding for each award is estimated to be \$50,000 to \$100,000 for one year (awards to different awardees may not be in equal amounts). Applicants must clearly indicate which prevention and intervention effort(s) specified above they are applying for. Applicants may submit proposals for one or more categories in this solicitation; **however, if an applicant chooses to apply for funding in more than one category, unique proposals must be submitted for each category.**

Preference will be given to proposals that employ evidence-based practices and proposals that target firearm-related crime involving retaliatory violence and/or drug markets. Additional priority will be directed to activities that involve hard-to-reach populations – specifically, residents who illegally possess a firearm who have or have not been in contact with the justice system.

Ideally, awardees will implement data-driven activities to reduce violent crime and integrate national best practices. Best practices in the area of violence reduction include:

- Targeting small geographic areas or “micro-places” within communities
- Concentrating on a small number of individuals who are high-risk for involvement in a violent crime
- Focusing on a small number of specific criminal activities
- Integrating multidimensional, community-based approaches
- Individual-level interventions that feature cognitive-behavioral therapy, family-based programming, and focused deterrence approaches
- Engaging in ongoing data collection and problem analysis to carefully define the dynamics of the violent crime problem as well as strategically plan activities and refine actions as new information becomes available

The Office of Public Health and Safety strongly emphasizes the use of data and evidence to develop and refine activities. Through the ongoing assessment of service delivery, the documentation of challenges and how they are managed, the Partnership can identify promising solutions to reduce violent crime. The Office of Public Health and Safety considers programs, practices, and activities to be evidence-based when their effectiveness has been demonstrated through one or more outcome evaluations. The strength of the evidence depends on the research design used to rule out alternative explanations and influences the degree to which the Office of Public Health and Safety considers a program, practice, or activity to be evidence-based. The U.S. Department of Justice, Office of Justice Program’s [CrimeSolutions.gov](https://www.crimesolutions.gov) is a valuable resource for applicants to identify evidence-based programs or practices to reduce violence.

The Office of Public Health and Safety recognizes that evidence-based programs or policies have not been developed for all populations, for all activities, or for all settings. Applicants proposing to serve a population with activities that have not been formally evaluated are required to provide other forms of evidence that the activities proposed are appropriate.

In addition to these focal areas and priorities, applicants must commit to do the following as a condition of receiving funds: (a) collect, review, and analyze data to monitor progress and measure the effectiveness of their activities, (b) develop quarterly and annual reports on activities, (c) work collaboratively with and share information among Partnership awardees, (d) provide periodic briefings on lessons learned at strategic planning meetings with law enforcement and other justice system partners, (e) coordinate activities with the Office of Public Health and Safety to detail and submit required financial status reports, and (f) participate as service providers in gun violence interventions and related programs organized by the Office of Public Health and Safety.

WHAT THE PARTNERSHIP WILL NOT FUND

The Partnership will not fund the following:

- Community organizations that are not tax-exempt public charities under section 501(c)(3) of the Internal Revenue Code
- Awards to individuals
- Construction and overhead costs
- Political campaigns or direct lobbying efforts
- After-action activities or efforts
- Fundraising events

APPLICATION AND SUBMISSION INFORMATION

Applicants should anticipate a negative impact on their application if any of the required elements are missing from their submission. Additionally, an award decision may include special conditions that preclude the recipient from accessing or using award funds until the conditions have been resolved. Applicants should anticipate that proposals that do not address the scope of the solicitation or fail to include elements that the Office of Public Health and Safety has designated as critical will not receive further consideration. The following critical proposal elements must be included:

1. Program Narrative

The Program Narrative should be double-spaced, using standard 12-point font, with standard 1-inch margins, and should not exceed 15 pages. Number each page. If the Program Narrative fails to comply with page length restrictions, the Office of Public Health and Safety may consider such non-compliance in final award decisions.

The following sub-sections should be included as part of the Program Narrative:

a. Statement of Problem

- Provide a thorough understanding of the size, scope, and nature of the violence problem in the community where the activities proposed in this solicitation will take place. The community targeted for service, including the geographic scope if applicable, should be precisely identified. Integrate existing data to illustrate and support claims made about the problems.

- Identify the core issues that contribute to the rate of violence in the community. Identify violence prevention priorities.
- Specify the population(s) of focus.
- Describe how the proposed activities will mobilize community residents and reduce violent crime.

b. Design and Implementation

- Identify the evidence-based programs or practices that will be implemented or are currently in use for the specific population(s) of focus. Substantiate claims that the program(s) or practice(s) to be used are evidence-based with references to relevant research literatures. If an evidence-based program or practice does not exist or apply for your activity or population(s) of focus, justify the appropriateness of the proposed activities as a suitable alternative.
- Describe the implementation plan or detail how current activities will be modified to meet the priorities of the solicitation.
- Identify and describe the key activities that will be used.
- Explain how activities will be monitored and reported to ensure they are implemented according to the proposed design.
- Detail the short-term and long-term outcomes - with a focus on recidivism, outreach, and employment - that will result from proposed activities. Explain how these outcomes will be monitored and reported.

c. Capabilities and Competencies

- Describe the capabilities of your organization to implement activities within established timelines and to facilitate the timely and effective delivery of services, data collection, and reporting.
- Provide an overview of the competencies of staff assigned to develop and deliver activities. Demonstrate the organization's or collaborative team's experience in addressing violent crime in Indianapolis.
- Detail the organization's ability to serve the population(s) of focus.
- Describe past efforts to build coalitions with law enforcement or other justice system partners to support coordinated crime prevention or intervention activities. If not applicable, detail a specific plan to facilitate collaborations.
- Provide MOUs, or letters of intent, that outline collaborations and their arrangements.

d. Plan for Collecting Necessary Data

Applicants awarded funding must provide data that measure activities as well as results of the actions supported under this award. The Office of Public Health and Safety will require award recipients, post-award decision, to submit specific data as part of their reporting requirements. Technical assistance may be made available following the award decision to support data collection responsibilities. The Office of Public Health and Safety will also set milestones

following the award decision to monitor progress, oversee data collection, and disseminate funds. Unsatisfactory progress may lead to the suspension or revocation of funds.

For the proposal, applicants should indicate an understanding of these requirements and discuss how data will be gathered on activities central to the proposed strategy and their results should they receive funding.

- Detail what will be collected, who is responsible for the data collection, and how the information will be used to guide activities.
- Provide specifics on the data systems that are in place as well as those that will need to be developed. Where the applicant does not have adequate infrastructure in place to facilitate the collection, secure storage, analysis, and sharing of data, it must specifically outline the steps it plans to take to develop such capacity.
- Describe how the information will be shared with the Office of Public Health and Safety and with the public to detail progress.

2. Budget Detail and Narrative

Applicants should submit a detailed budget that itemizes anticipated costs and includes a supplemental narrative justification to support the proposed costs. Budget details may include tables for clarification purposes but do not need to be prepared in a spreadsheet format. Proposed budgets should be complete and include only allowable expenses. The narrative should be mathematically sound and correspond with the itemized anticipated costs. The narrative should explain how the applicant estimated and calculated all costs and how these costs are relevant to the proposed activities. Proposed budgets should demonstrate cost effectiveness in relation to potential alternatives and the goals of activities.

As part of the application evaluation process, applicants may be asked to demonstrate how their budget projections can be adjusted to match potential different levels of funding.

3. Additional Materials

a. Timeline

Provide a detailed and comprehensive timeline that identifies important milestones, data collections, deliverables and products, and responsibilities to complete reported activities. The timeline should be depicted across a one-year period.

b. Position Descriptions and Resumes

Provide position descriptions and resumes for key personnel responsible for managing and executing activities, if known.

c. Disclosure of Pending Applications

Applicants are to disclose whether they have pending proposals for federal, state, or local (including Central Indiana Community Foundation) grants, sub-grants, or contracts that include requests for funding to support the same activities being proposed under this award and will cover

the identical cost items outlined in the Budget Detail and Narrative under this solicitation. The Office of Public Health and Safety seeks this information to help avoid any inappropriate duplication of funding.

Applicants that have pending applications as described above are to provide the following information about pending applications submitted within the last 12 months:

- The federal, state, or local funding agency
- The solicitation name and project name
- The point of contact information at the applicable funding agency

Applicants are also to provide a written acknowledgement that their proposal title and prime organization submitting a proposal under this solicitation will be publicly disseminated.

HOW TO APPLY

All proposals are to be submitted to OPHSgrants@indy.gov and in receipt of a successful submission message by 11:59 p.m. EDT on Tuesday, **June 30, 2020**.

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PROPOSAL EVALUATION AND SCORING INFORMATION

Each proposal will be evaluated for its technical merit in meeting Partnership objectives (Page 2; Partnership-Specific Information, Items 1, 2, and/or 3), priority or preference areas (Page 3; Partnership-Specific Information), and critical proposal elements (Pages 4-6; Application and Submission Information, Items 1a – 1d, 2, and 3a – 3c). The following weights will be used to evaluate each proposal:

- **Merits of the proposed program (40%)**. Evaluation of this factor is based on the applicant's written submission, and is sub-divided as follows:
 - The extent to which the program is evidence-based and integrates best practices in the violent crime prevention field (**20%**)
 - The program's conformance with Partnership objectives; its conformance with one of the three eligible types prevention and intervention efforts; and its targeting of priority subject matters, geographic areas of focus, or populations of focus (**20%**)

- **Quality and detail of application (35%).** Evaluation of this factor is based on the written application’s compliance with the requirements listed above for application contents (namely the Program Narrative and Budget), and is sub-divided as follows:
 - Statement of Problem (5%)
 - Design and Implementation (5%)
 - Capabilities and Competencies (5%)
 - Plan for Collecting Data Required for this Award (10%)
 - Budget (10%)
- **Competency of the applicant (25%).** Evaluation of this factor will be based on in-person interviews and/or site visits, and will take into account the applicant’s organizational strength, its history of work in the community, the strength of its partnerships with other organizations in the community (if applicable), and the qualifications of its personnel. Organizations able to demonstrate a measurable record of success in violence reduction and/or a history of successful partnership with the City may be given preference in scoring of this factor.

The Office of Public Health and Safety may screen applications to ensure that they have met the minimum requirements in order to determine which applications should proceed to further consideration. These minimum requirements include:

- Applications must be submitted by an eligible type of applicant
- Applications must request funding within funding limits
- Applicants must be responsive to the scope of the solicitation
- Applications must include all items designated as critical elements

The Office of Public Health and Safety will form a peer review panel to review and score proposals that meet the minimum requirements for consideration. The Office of Public Health and Safety may use internal peer reviewers, external peer reviewers, or a combination to assess proposals. An internal reviewer is a current Office of Public Health and Safety employee who is well-versed or has expertise in the subject matter of this solicitation. An external peer reviewer is an expert in the subject matter of this solicitation or a personal with extensive relevant personal experience who is not a current Office of Public Health and Safety employee. Peer reviewers’ assessments are advisory.

Site visits and/or interviews, which will also be scored by the peer review panel, will be conducted as part of the evaluation process. As indicated in the rubric above, the review panelists’ evaluation of interviews and/or site visits will be assigned 25% of the total weight in the scoring process. The Office of Public Health and Safety will contact applicants to schedule such interviews or site visits.

In addition to the weights assigned to each proposal in accordance with the above outline, the Office of Public Health and Safety’s final award decision may give consideration to additional discretionary factors, including but not limited to: underserved populations, geographic diversity and balance among awardees, strategic priorities, past performance under prior awards, and available funding.

APPLICATION CHECKLIST

_____ Program Narrative

_____ Design and Implementation

_____ Capabilities and Competencies

_____ Plan for Collecting Necessary Data

_____ Budget Detail and Narrative

_____ Additional Materials

_____ Timeline Program Narrative

_____ Position Description and Resumes

_____ Disclosure of Pending Applications

_____ Acknowledgement of Public Dissemination