Safe Schools Initiative Targeted Grants - Program
Pennsylvania Department of Education
Request for Application
2015 – 2016

Background
The purpose of the Safe Schools Initiative Targeted Grants is to assist school entities by providing funding for programs under their comprehensive safe school plans. This includes the planning and implementation of activities that prevent or reduce violence by and against youth on school property and/or transportation to and from school and for security–related training. Funds must be used in accordance with the criteria identified in Act 26 of 1995 as amended by Act 70 of 2013 (24 PS 13-1302A (c) & (c.1)) and fulfill the requirements of the guidelines set forth by the Pennsylvania Department of Education (PDE) as indicated in this request for application.

Grant Information
PDE's Office for Safe Schools is pleased to issue this request for applications for school entities to fund programs which address school safety and violence in the following areas:

1. Conflict resolution or dispute management, including Restorative Justice strategies;
2. Positive behavior support;
3. Risk assessment or violence prevention curricula;
4. Classroom management;
5. Development of Student Codes of Conduct;
6. Training to undertake a district-wide assessment of risk factors that increase the likelihood of problem behaviors among students;
7. Development and implementation of research-based violence prevention programs addressing risk factors to reduce incidents of problem behaviors among students including, but not limited to bullying;
8. De-escalation and behavior interventions; and
9. Comprehensive, district-wide school safety, violence prevention, emergency preparedness and all-hazards plans, including revisions or updates to such plans and conducting emergency preparedness drills and related activities with local emergency responders including risk assessment and training.

Grant applications must be submitted via the PDE's eGrants system and will be awarded on a competitive basis.

The application submission window is from **September 14, 2015 to October 15,** at 11:59 PM.

Eligibility
For the purposes of this grant "school entity" shall be defined as a public school district, intermediate unit, charter school or area vocational-technical school. Only one proposal will be accepted from each school entity and no guarantee of funding is made to any applicant. Applicants may not join together to apply as a consortia.

Applicants that apply for the Safes Schools Targeted Program grant may not apply for the Safe Schools Targeted Grant - Equipment.

Goals of the Safe Schools Targeted Grant for Programs
The goals of PDE's Safe Schools Targeted Grant for Programs are:

1. To assist schools in reducing unnecessary student disciplinary actions and promote a climate of greater productivity, safety and learning;
2. To assist schools in the professional development of staff in research-based violence prevention programs and classroom management programs;
3. To assist schools in enhancing and coordinating antiviolence efforts between the school and professional, parental, governmental, law enforcement and community organizations and associations;
4. To assist schools in the development, facilitation and enhancement of a comprehensive safe schools plan; and
5. To assist schools in procuring the resources and training necessary to create a physical environment that fosters the safety and well-being of students and staff.

In order to accomplish these goals, school entities must assess their risk factors and needs, and will be required to provide statistical data to support their proposal.

Funding
PDE's Office for Safe Schools Grant offers school entities the opportunity to apply for competitive funding up to $25,000. Funds may be expended only on the programs and activities identified in the proposal and approved by PDE's Office for Safe Schools. Funds expended beyond the identified and approved programs and activities will not be reimbursed by PDE's Office for Safe Schools.

Funding requests can include a combination of any of the eligible programs stated in this request for application.

Costs for safety and security consultants to conduct security audits is limited to 50% of the total grant.

Costs for the reproduction of emergency plans and flipcharts is limited to 20% of the total grant.

Funding Priorities
Priority will be given to proposals that focus on addressing the goals of the PDE Office for Safe Schools grant. Consideration shall be given to school entities that demonstrate a special or high need in the area of school safety.

School entities must satisfy the reporting requirements contained in the Pennsylvania School Code (24 PS 1303-A) to be eligible for grants.

Eligible Programs
The following eligible programs will be considered for funding:

1. Conflict resolution or dispute management including restorative justice strategies;
2. Peer helpers or peer mediation programs;
3. School-wide Positive Behavior Support;
4. Research-based violence prevention programs that address risk factors to reduce incidents of problem behaviors among students including but not limited to bullying;
5. Classroom management;
6. Staff training in the use of positive behavior supports, de-escalation techniques and appropriate responses to student behavior that may require immediate intervention;
7. Safety and security training and resources that enhance the overall safety and security of staff and students;
8. Development of student codes of conduct;
9. Training to undertake a district-wide assessment of risk factors that increase the likelihood of problem behaviors among students; and,
10. Development or review of comprehensive, district-wide school safety, violence prevention, emergency preparedness and all-hazards plans, including revisions or updates to such plans and conducting emergency preparedness drills and related activities with local emergency responders.

Unallowable Expenses
Due to the limited amount of funding available for this grant, only items that are directly related to eligible programs and activities covered in this request for application will be funded under this application. **The grant will not fund direct salaries, fringe benefits, travel or operational rates.** The following are items that are **not eligible** for funding (this is not an inclusive list and budgets will be reviewed for allowable items):

1. Elementary Student Assistance Program/Student Assistance Program training;
2. First Aid and CPR training or related training equipment;
3. Automatic Defibrillator Devices or related training, including CPR or First Aid;

4. Awards, incentives, prizes, lotteries or transportation costs associated with incentive programs (i.e. stress balls, t-shirts or parties);
5. Building improvements or construction costs;
6. Signage;
7. Architect and engineering fees;
8. Maintenance costs for existing equipment;
9. Equipment including but not limited to GPS systems, lighting, cameras, identification systems, etc.;
10. Lanyards;
11. Community service project costs;
12. Computers, laptops, printers, televisions or related equipment not specifically needed for security-related equipment;
13. Flash drives;
14. Drug or bomb canines, training, or handling costs;
15. Ropes courses or team building exercises;
16. Improved behavior/attendance outings, festivals, etc.;
17. Licensing fees for phones, software, etc.;
18. Marketing or public relations (i.e. billboards, radio or television advertisements, etc.);
19. Meals, snacks or refreshments including paper products or supplies to support dinners, lunches or parties;
20. Service fees for cable television, cellular phones, internet access, website fees, etc.;
21. Software not related to a research-based violence prevention program or security-related equipment;
22. Out-of-state conferences or travel costs for other training;
23. Professional membership fees;
24. Rent or utility fees for contracted services;
25. One-day assembly programs that are not associated with research-based prevention programs; and
26. In-house transportation costs

Review Process

Applications will be reviewed on a competitive basis by a team chosen by PDE's Office for Safe Schools. Applications will be reviewed for:

1. Goals and objectives of grant proposal;
2. Program and activity narrative for which funding will be used including details of how the safety and security of the school entity will be improved;
3. Supporting needs assessment data including risk assessment(s) used;
4. Grade levels and number of students impacted;
5. Number of staff and/or students to be trained;
6. Detailed budget information that support the goals and objectives of the proposal;
7. Expected outcomes;
8. How program/activities will be continued by the school entity upon completion of the grant; and
9. Accuracy of the information submitted.

Applications that do not include all of the required information as stated on the eGrants application will not be considered for funding. **Applications that include more than 50% of unallowable expenses will not be reviewed or scored.** All qualifying applications will be reviewed and scored.

Scoring
Applications will be reviewed and scored as follows:

1. Goals and objectives – 10 points – the goals and objectives of the program are clearly stated;
2. Proposal narrative – 30 points – the proposal includes a detailed description of the program(s) to be implemented and activities to be conducted to support the implementation of the program(s);
3. Supporting needs assessment data used – 20 points – grade levels and number of students impacted and number of staff/students to be trained;
4. Budget information – 20 points – budget information is accurate and itemized using a per unit cost and total expenditure. A total of all expenditures are summarized into three categories: Contracted Services, Supplies and Other;
5. Expected outcomes – 15 points – outcomes are stated in measurable terms including baseline information and expected improvement; and
6. Continuation of program – 5 points – plans in place to continue beyond grant period.

Award and Disbursement of Funds
Grant awards are projected to be announced in **November 2015**. Grantees will subsequently be required to sign a contract with PDE's Office for Safe Schools. All grant funds in the first year must be expended by **June 1, 2016**. There is no carryover of funds associated with this grant.

PDE's Office for Safe Schools shall seek repayment of funds if it determines that funds were not utilized for the original stated and approved purpose.

Program Reporting and Evaluation
PDE's Office for Safe Schools may at any time visit and/or contact grantees to review grant progress.

Upon completion of the grant, grantees will be required to submit a report on forms supplied by PDE's Office for Safe Schools.

This information must be received no later than **June 1, 2016**

Fiscal Information
In addition to the report submitted to PDE's Office for Safe Schools upon completion of the fiscal year in which grant funds were expended, grantees will be required to submit an invoice

to PDE's comptroller no later than June 1, 2016. Approved expenses will be reimbursed after receipt of the invoice and final report.

Program Changes
All requests for changes to the approved grants and budget must be submitted to PDE's Office for Safe Schools in writing no later than **April 1, 2016** and approved by PDE's Office for Safe Schools or payment will not be made.

Assistance
PDE's Office for Safe Schools will answer questions and provide technical assistance via email related to the grant application. Please contact Pat Tamanini at ptamanini@pa.gov or Marc Bender at marbender@pa.gov.

Updated: **July, 2015**