

**School Resource Officer Targeted Grant
Municipality/Police Department Application
FY 2016-2017**

Name of Applicant: _____

PROGRAM NARRATIVE OVERVIEW

The Pennsylvania Department of Education’s (PDE) Safe Schools Office announces the availability of competitive-based grants to municipalities and police departments to fund School Resource Officer (SRO) programs which address school violence by establishing or enhancing school security, including costs associated with the training and compensation of school resource officers. The grant is designed to provide funds to enable the placement of SROs into schools across the Commonwealth. Priority for the grant funds will be given to those municipalities and police departments that meet certain statutory requirements as outlined in the RFA.

Municipalities and police departments are eligible to submit an application for this grant in order to fund the placement of SROs in schools within the municipality. Municipalities and police departments that receive grants shall, with the prior consent of the governing board of the school entity or nonpublic school, assign school resource officers to carry out their official duties on the premises of the school entity or nonpublic school. Municipalities and police departments cannot receive grant funds for any purpose other than for costs associated with school resource officers and are not eligible for other grants provided by the Department of Education’s (PDE) Office of Safe Schools (“Office”). In assigning school resource officers, municipalities and police departments must take into consideration the proportion of students enrolled in each school entity or nonpublic school.

Funds must be used in accordance with the criteria identified in Act 26 of 1995, as amended by Act 70 of 2013, and school entities and municipalities must fulfill the requirements of the guidelines set forth by the Office as indicated in this request for application (RFA). Available funding is up to a maximum of \$60,000.00. Funds will be awarded on a competitive basis. Grantees will be required to sign a contract with the PDE Office of Safe Schools. All activities must be completed and funds expended by June 1, 2017.

✓ After you have reviewed the paragraph above, please sign and date below:

I certify I have read the above Overview _____
Signature Date

Contact Information

Provide the following Agency Contact Information:

Contact Names

	Name	Phone Number	Extension	Fax Number	Email
Superintendent					
Grant Contact					
Business Manager					
Municipality/ Police Department Contact					

Contact's Address

Municipality/Police Department Address

PROGRAM INFORMATION

Applicants must answer all questions on these narrative pages. DO NOT TYPE 'SEE ATTACHED' as that answer cannot be accepted. The maximum length of the answer fields are **2000** characters.

All supporting targeted grant documents when completed should be mailed with this application to: Office for Safe Schools, Pennsylvania Department of Education, 333 Market Street, 5th Floor, Harrisburg, PA 17126.

The grant application will not be considered if 50% or more of the required documents are not submitted.

Goals and Objectives

- 1. Provide the Goals and Objectives of the grant.**

GOALS	OBJECTIVES

Please use additional space as necessary for the Goals and Objectives

Detailed Description

- 2. Provide a detailed description of how the SRO program will be implemented.**
(Maximum 2000 Characters)

- 3. Provide information on how the SRO will maintain, improve or enhance the safety, security and/or climate of the school.**
(Maximum 2000 Characters)

4. Provide detailed information on the training and support to be provided to the SRO by the school entity/local law enforcement agency.
(Maximum 2000 Characters)

Support the need for Funds

5. Provide three (3) years of comparison data indicating the need for the targeted grant, including, but not limited to: school violence statistics from the School Safety report; community crime rates; gang activity; bullying; absenteeism or truancy rates; expulsion/suspension rates; and disciplinary actions.

Description	Year 1	Year 2	Year 3

Please use additional space as necessary for the data

Projected Outcomes

6. Provide the projected outcomes of the SRO program in measurable terms including baseline information and expected improvement.

Baseline Information	Expected Outcome

Please use additional space as necessary for the Outcomes

Budget Summary/Detail

Provide a Budget Summary of total expenditures for each category and the total grant amount requested. (Use only 2 descriptors for the Summary – Contracted Services, Training)

Funds may be expended on salaries, compensation and 5% of the total amount awarded for training costs. Funds expended beyond the identified and approved programs and activities will not be reimbursed by PDE’s Office for Safe Schools.

Budget Summary

Contracted Services	
Training	
Total Grant Amount Requested	

Budget Detail

Provide a detailed breakdown of costs and explain the basis for each line item contained in the application budget.

Funds may be expended on salaries, compensation and 5% of the total amount awarded for training costs. Funds expended beyond the identified and approved programs and activities will not be reimbursed by PDE’s Office for Safe Schools.

Please use additional space as necessary for the Budget Details

CONTRACTED SERVICES				
Description of Expenditure	Quantity	Unit (ea, doz, hrs, days, etc)	Unit Rate	Total

TRAINING				
Description of Expenditure	Quantity	Unit (ea, doz, hrs, days, etc)	Unit Rate	Total

Required Documentation

All supporting targeted grant documents when completed should be mailed with the application to:

**Office for Safe Schools
 Pennsylvania Department of Education
 333 Market Street, 5th Floor
 Harrisburg, PA 17126**

Check all that will be submitted:

- Signed SRO Memorandum of Understanding (MOU)/Memorandum of Agreement (MOA) between the school entity and the local law enforcement agency.
- SRO job description.
- Employment Accuracy Certification Statement stating that no school resource officer has been employed by the school entity, municipality or police department from July 1, 2011 to July 1, 2016 OR the date of employment if a SRO has been employed.
- Background Check Accuracy Certification Statement that the SRO has satisfied the background check requirements of 24 P.S. §1-111.
- Background Clearances for SRO – birthdates and social security numbers can be shaded out.
- Climate Survey Participation Accuracy Certification Statement.

The following Accuracy Certification statements and supporting documentation must be kept on file, for review, upon request, by the PDE's Office of Safe Schools.

- Training Accuracy Certification Statement that the school entity, police department or municipality will utilize a school resource officer who has completed additional training recommended by PDE's Safe Schools Office relating to interaction with all children and adolescents within a school setting.

- Second Year Funding Accuracy Certification Statement that the school entity will include funding of the school resource officer into their school year 2017-2018 budget.