



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

FY22 Community Based Violence Intervention and Prevention Program
2117-1996

RESPONSE TO APPLICANT QUESTIONS (Posted every Friday)

Day posted: October 15, 2021

Question

We were contemplating applying for this funding opportunity but we missed the informational session. Would it be possible to organize a zoom together to ask some questions? We were hoping to create a Trauma-Informed Care curriculum for violence interrupters, especially female, in Chicago.

Response

We can't arrange a call because we need to provide the same access to all potential applicants. You can send an email with your questions. I respond there and then those are posted. I recommend you watch the recorded webinar:

<https://illinois.webex.com/recordingservice/sites/illinois/recording/063785aa09ac103aafe0050568ff132/playback>

As well as read the posted Q and A https://agency.icjia-api.cloud/uploads/CBVIPQA_e4653035b7.pdf

Question

This is my first time applying for a government grant and I want to make sure I'm doing everything correctly. Is the only information we needed to provide in order to to be considered for the grant as follows:

Organization

Address

DUNS #

Area in Chicago

Contact Info

Response

The information you listed is to submit the Notice of Intent. The details of what you need to do are on the webpage. <https://icjia.illinois.gov/gata/funding/2021-cbvip-sfy22>

I recommend you watch this recorded webinar.

<https://illinois.webex.com/recordingservice/sites/illinois/recording/063785aa09ac103aafe0050568ff132/playback>



ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

Question

Can the City apply as fiscal sponsor on behalf of community-based organizations under Track 1? As fiscal sponsor, the City would be responsible for all fiduciary obligations, administration, reporting and compliance. The community-based organizations would be directly responsible for providing services. If the City can apply as fiscal sponsor on behalf of community-based organizations, is the City subject to the operating budget limits of \$3 Million? What is the alternative if the City may not apply and community based organization is not GATA compliant?

Response

As a fiscal sponsor the larger organization can apply and give a subaward to the smaller organization. The larger organization will be the applicant and subject to the eligibility requirements. Prior to executing their subgrant agreement, the larger organization will need to ensure that the smaller organization is GATA compliant.

Alternatively, the smaller organization could get pre-qualified and contract with the larger organization to perform fiscal functions. In that case, the smaller organization would be the applicant and the larger is the fiscal agent.

Question

What is the main difference between the two tracks? Is it that Track 1 projects will focus on **services** to individuals (children, families, victims etc.), while Track 2 will focus on providing technical assistance to community-based organizations to build capacity to implement these kinds of programs/projects?

Response

You are correct with one clarification under Track Two. The capacity development is related to trauma informed and restorative justice practices that would then impact the programs/projects.

Question

The programmatic requirements for **track two** stipulate that the applicant must have expertise in providing training and technical assistance in trauma-informed practices AND expertise in providing training and technical assistance *in restorative justice* practices and implementation. Please confirm that this means experience and expertise in both practice areas (i.e., it does not mean expertise and experience in one area or the other).

Response

The requirement is looking for expertise in both areas.



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

Question

I've reviewed the current posted questions and did not see a clear answer regarding this scenario:

- Lead applicant: GATA pre-qualified and eligible.
- Fiscal agent: Operating budget exceeds \$3 million.

Can confirm that the larger organization is correctly identified as the fiscal agent. Is this allowed?

Response

Grantee's subcontractors are not required to meet the applicant requirement of having a budget under \$3 million. In your scenario, the arrangement appears to be allowable.

Question

Regarding the Track 2 application, in the Need section, the application asks "*Describe the anticipated communities and agencies to be served, including their challenges and strengths.*" Without knowing who the grantee agencies are and what communities they are located in, how should we approach this question? Should we answer based on where our agency is located? (i.e., Cook County)?

Response

Track One applicants will be small, community based agencies with an operating budget of 3M or less and within our enumerated community areas/types of Chicago-East side • Chicago-North side • Chicago-South side • Chicago-West side • Suburban Cook • Other Urban/Suburban • Rural. The statewide Violence Prevention Plan provides a great deal of data about these areas.

Question

Is option 2 is limited to agencies with operating budgets of 3M or less as well?

Response

We did not put an operating budget limit on Track Two.

Question

I just became aware of the CBVIP grant opportunity which states that viewing the webinar is a requirement of applying - does this mean viewing the day of (10/7) or any time before the application deadline?



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

Response

You can watch it anytime. I hope you find it helpful. Please also note the Q and A posted weekly.

Question

I completed the Notice of Intent and received the message: “We thank you for your time spent taking this survey. Your response has been recorded.” Is that all that needs to be done for the Notice of Intent?

Response

Correct. You do not need to do anything else for the Notice of Intent.

Question

As the city of Chicago grapples with addressing violence, can you share what was the reason for the shift in budget allocated toward this grant opportunity?

Response

We are allocating 5/12’s the appropriation so that funded applicants can receive the full 12/12 month appropriation next fiscal year, assuming adequate grant compliance and an FY 23 appropriation. We shifted to February from January because we need to ensure adequate time to review and process the selected applicants.

Question

Can you identify besides budget allowance and grant time period, what other variances exists between the current NOFO and what was presented during the Budget Committee meeting?

Response

There are no other changes.

Question

Since this grant states that organizations of \$3,000,000 or less will be funded. Can you share if there’s any opportunity for organizations with budgets greater than \$3,000,000 to be funded?

Response

We are anticipating releasing NOFOs over the next several months, however, we don’t have any information related to release dates or minimum eligibility that we can provide. Encourage you to sign up for the CJ Dispatch to be notified of all NOFOs.



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

Question

Lastly, are there any additional NOFO's to be released before December 31, 2021?

Response

We are anticipating releasing NOFOs over the next several months, however, we don't have any information related to release dates or minimum eligibility that we can provide. Encourage you to sign up for the CJ Dispatch to be notified of all NOFOs.

Day posted: October 8, 2021

Question

Our agency has an operating budget that exceeds \$3M but not for our domestic violence program that we want to apply for does not. Would we be able to apply under Track One? Please advise when you have a moment.

Response

It is the applicant's budget that cannot exceed \$3M so your agency is not eligible.

Question

Can a very small organization that is not a Prequalified GATA Grantee partner with a larger organization that is prequalified to sponsor them as a fiscal agent and manage the fiscal controls and requirements? And if so, would the fiscal agent need to also have a budget under \$3 million?

Response

Since the smaller org is not prequalified, they are asking to be a fiscal sponsor not agent. The larger organization can apply and give a subaward to the smaller organization. The larger organization will be the applicant and subject to the eligibility requirements. Prior to executing their subgrant agreement, the larger organization will need to ensure that the smaller organization is GATA compliant.

Alternatively, the smaller organization could get pre-qualified and contract with the larger organization to perform fiscal functions. In that case, the smaller organization would be the applicant and the larger is the fiscal agent.

Question

How is it determined what the agency budget is? Are you going off the expenses for FY 22 or the balance sheet? Related, if the award amount would put the agency over 3M would that be a problem with being extended?



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

Response

We are asking for an agency budget for the current fiscal year. This document must include total revenue with sources. The award amount won't factor into an agency's current budget or the selection process.

Question

I didn't receive a confirmation that my Notice of Intent was submitted. Is there a way for me to double check?

Response

I don't think you will receive a confirmation. You can resubmit it if you think it may not have gone through.

Question

In the Letter of Intent, what should Track 2 applicants put for region?

Response

You can put the location of your street address.

Question

We need the links in the chat please.

Response

The online Notice of Intent is available at:

https://icjia.az1.qualtrics.com/jfe/form/SV_ba5csFm9duzBnMi

All Q and A will be posted every Friday here: <https://icjia.illinois.gov/gata/funding/2021-cbvip-sfy22>

The bidder's conference will be posted here: <https://icjia.illinois.gov/gata/funding/2021-cbvip-sfy22>

The link to the Illinois travel reimbursement schedule is here:

<https://www2.illinois.gov/cms/Employees/travel/Pages/TravelReimbursement.aspx>

Question

Is the page limit for the narrative double- or single-spaced?

Response

Single spaced

Page limit is 12 for Track One and 8 for Track Two

Question

Are electronic signatures allowed? Or does the form need to be printed, signed, and scanned?



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

Response

Please print, sign, and scan the application

Question

We use a mailing address for our official address. I was planning to use the addresses of where we actually serve our youth to show that we are located in under-resourced communities. We are renting out a space of another organization that wins these ICJIA grants regularly. Although both orgs work with youth, we do different things and are not affiliated with one another in any way. This is our first time applying. Will having the same address hurt our application or should we just stick to our mailing address?

Response

On the CBVIPAPP (excel form) you can put both addresses. For the region option, select the region where the program is located.

Question

This is not budget related but I learned about this grant through a forwarded email. Is there any way I can get added to the email list?

Response

Go to <http://www.icjia.state.il.us/>, scroll to bottom of page, see "Subscribe to CJ dispatch" in bottom right corner.

Question

Do organizations need a non-profit status? We are a private group practice specializing in trauma-focused therapy and training. We value accessible, quality services for the underserved.

Response

Not-profit status is not required. However, you are not allowed to profit from these funds.

Question

Where do we send questions?

Response

CJA.StateViolencePrevention@illinois.gov

Question

Is the data source for county only or does it drill down to census level within a city or town? Is there a link to the data access?



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

Response

The Data Profiles are available at the county level only. They are available on the Statewide Violence Prevention Plan website: <https://vpp.icjia.cloud>

Slide 6 in the power point shows the website address. We have also posted them here: <https://icjia.illinois.gov/gata/funding/2021-cbvip-sfy22>

Question

How many awards will be given under Track One and Track Two?

Response

We anticipate 15 awards under Track One and one award under Track Two.

Question

What is the agency/organization budget limit for Track One and Track Two? Also – what if the overall agency’s budget is over \$3 million, but the program’s budget is under \$3 million?

Response

For Track One, the applicant’s overall agency budget must be under \$3 million, regardless of what the program’s budget is. For Track Two, there is no limit for an applicant’s overall agency budget.

Question

Can applicant with a budget of less than 3 million partner with an agency that has a budget in excess of 3 million?

Response

It is difficult to answer this question without details about the partnership. See the 1st and 2nd Question in this Q and A.

Question

For orgs with fiscal agents. If the fiscal agent has a budget over \$3M is that alright? Does the agent's budget even factor into an app like this?

Response

It is difficult to answer this question without confirming this is indeed a fiscal agent agreement. See the 2nd Question in this Q and A.

Question

May a smaller organization (under \$3M) be the applicant and have their larger partner agency provide all of the services?



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

Response

The intent of the funding opportunity is to directly fund services provided by organizations under \$3 million. All proposed subgrant agreements are subject to ICJIA approval.

Question

What is .5 FTE position for? Can that person be a consultant?

Response

In our experience, having someone who can work with ICJIA on grant initiation, monitoring, and reporting is very helpful to grantees. That person can be on staff, or can be contractual.

Question

Can grant-specific work for the half-time position for ICJIA grant initiation, monitoring, and reporting be included in the project budget, or is that considered to be part of the indirect cost section?

Response

We suggest it be included in the budget.

Question

Is that .5FTE part of the maximum or in addition like the trip to Central Illinois?

Response

The .5 is a suggestion for the duration of the grant.

Question

Is the .5 FTE position meant to continue or is it just for this five month start up period?
○ This person's time related to future years may be different.

Question

Is there training to that .5 employee to help manage the grant? This will help me decide if it will be a current employee or if we are hiring a consultant

Response

The amount of time that person spends will be depending on their/your experience working ICJIA and/or State funds.

Question

Is the .5 FTE meant to be a position dedicated only to this grant?



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

Response

It doesn't have to be.

Question

You anticipate funding 15 grants in track 1 and 1 grant in track 2 - correct?

Response

Correct.

Question

Is this the grant that was discussed at the recent ICJIA budget meeting? The amounts provided in that meeting were different from these amounts.

Response

The amounts released in the NOFO reflect a shorter time period than was initially anticipated at the time of that meeting.

Question

Can you speak to the caps on training hours on page 18?

Response

Those shouldn't be considered caps – it was just meant to be a guide. You can certainly propose additional time.

Question

Are you saying the funds are to be used to cover a 5 month period?

Response

Yes.

Question

Will there be Match Funds required?

Response

No.

Question

Does the money have to all be spent in 5 months or allocated

Response

The funds have to be spent between February 1, 2021 and June 30, 2021. If renewed, you will receive an additional amount for 12 months beginning July 1, 2021.



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

Question

Is this grant a reimbursable grant?

Response

We have three payment options, which will be explained to grantees that are selected for funding: 1) reimbursement; 2) advance pay; and 3) working capital advance.

Reimbursement is for expenses that have been incurred. Advance pay is based on anticipated future expenses throughout the life of the grant. (Advance pay requires an assessment to determine eligibility.) Working capital advance includes an initial cash payment up front (for approximately two months), with reimbursement until the last few months of the grant when payments are reduced to avoid grantees having to reimburse funds.

Question

Will grantees automatically get another year of funding if the legislature approves more funding? Or will everyone have to apply again?

Response

You wouldn't have to go through a competitive process again. However, you would need to submit a new application, budget, and program narrative to reflect your anticipated activities/costs for Year 2, pending satisfactory performance in Year 1.

Question

Assuming then that we will submit a second budget for the entire year?

Response

Yes.

Question

Will more info on the 2-day meeting in central IL be brought up later on the call?

Response

We don't have any additional information at this time.

Question

Is there a limit to how much of the program can be implemented by the sub-grantee as opposed to the grantee?

Response

No. The intent of the funding opportunity is to directly fund services provided by organizations under \$3 million. All proposed subgrant agreements are subject to ICJIA approval.



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

Question

What if the lease for rent just includes water and electricity?

Response

If you don't have the ability to break out the water and electric costs for your specific agency, keep them on one-line item and explain in the budget that the amount includes water and electricity because your invoice doesn't break out those costs.

Question

Can we include rent if we own the building?

Response

If you own the building, rent is not an allowable expense.

Question

Do we need a subaward for units within an org? For example, different Centers within Northwestern.

Response

No.

Question

Question for Track 1-if our program is provided in school and after school, do we need to list the partner schools in the application?

Response

It is not required but it provides more detail about your program.

Question

Can we apply in 2 or more counties if we service those areas?

Response

Yes.

Question

Can T1 funds be used for additional professional development of service providers?

Response

Yes.

Question

Does the amount of \$3 include daily snacks for after-school programming?



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

Response

It is allowable however there are other funding sources for daily food. See this website for suggestions: <https://riseandshineillinois.org/after-school-meals/>

Question

Does practical support services for victims and families count as potential costs? light bill rental assistance etc.

Response

Budget items but align with the program narrative, be reasonable, and necessary. Both the program and budget narratives are opportunities to provide that information.

Question

Are youth wages for on-/off-site employment eligible expenses if that's a key part of an organization's violence prevention program? Similar to the ICJIA R3 summer grant permitting that.

Response

Yes. Budget items must align with the program narrative, be reasonable, and necessary. Both the program and budget narratives are opportunities to provide that information.

Question

Can we provide wisely cards via ADP for monetary incentives to participants?

Response

Participant support costs and incentives are allowable. Applicants must include support in the budget narrative for their chosen medium. All items must be necessary and reasonable.

Question

For track one organizations that are also waiting to see the details of the next R3 NOFO, are there any key considerations for the decision of applying for CBVIP vs. waiting for the next R3? Is the grant limit of the next R3 solicitation known at this time?

Response

We can't provide any guidance here.

Question

Is this a good fit for opportunity youth ages 18-30?



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

Response

Yes. Explain why in your program narrative.

Question

Is there a minimum time frame for trauma-informed support to be considered long-term or ongoing?

Response

No, there is no specific requirement.

Question

Is there a budget limit for Track two?

Response

The maximum amount you can put in your budget for Track Two is \$125,000.

Question

Track two evaluation: can we use funds on an expert evaluator?

Response

Yes.

Question

Can you go back to Track 2 again and talk about the scope of technical assistance services requested? What is considered technical support?

Response

In this context technical assistance is the follow-up support provided to the Track One agencies to implement the training into their agency/program.

Question

Can you speak more about track 2 - are there specific types of training required?

Response

The training topics that are required are trauma informed practices and restorative justice programming.

Question

What would be considered a sufficient level of experience in the restorative justice *training* and TA requirement? asking for an agency that has a lot of experience with implementation and minimal experience providing training to other agencies



**ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY**

300 W. Adams Street • Suite 200 • Chicago, Illinois 60606 • (312) 793-8550

Response

We did not provide a minimum level of training experience.